

SUBGRANT EXECUTION STIPULATIONS GUIDANCE



AGENDA

Key pieces needed for subgrant execution

- Authorized Organizational Representative
- S4: Cybersecurity plan
- S5: Supply chain risk management plan
- S10: Workforce plan
- S12: Project organizational charts
- S14: Irrevocable Letters of Credit
- S15: Milestones
- S13: Budgets

AUTHORIZED ORGANIZATIONAL REPRESENTATIVE & ASSISTANTS

- Changes to your AOR
- Assistant authorization
and contact information



nbo.grants@nebraska.gov

S4: CYBERSECURITY PLAN

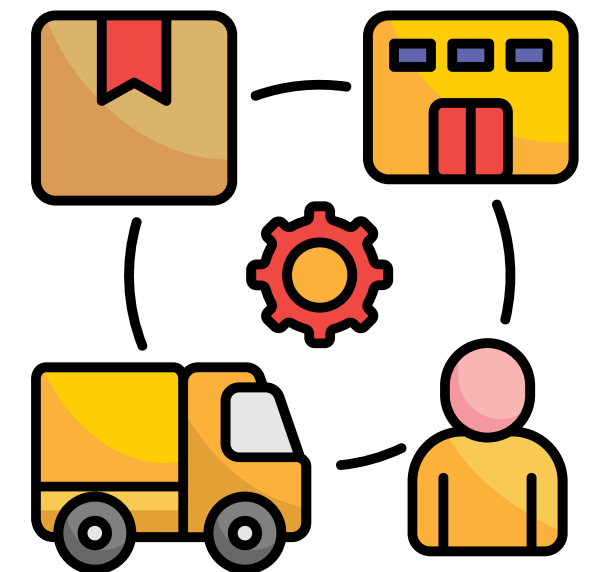


- Must be operational prior to subgrant execution
- NBO must have a copy
- Model after [National Institute of Standards and Technology \(NIST\) Framework for Improving Critical Infrastructure Cybersecurity](#)



S5: SUPPLY CHAIN RISK MANAGEMENT (SCRM) PLAN

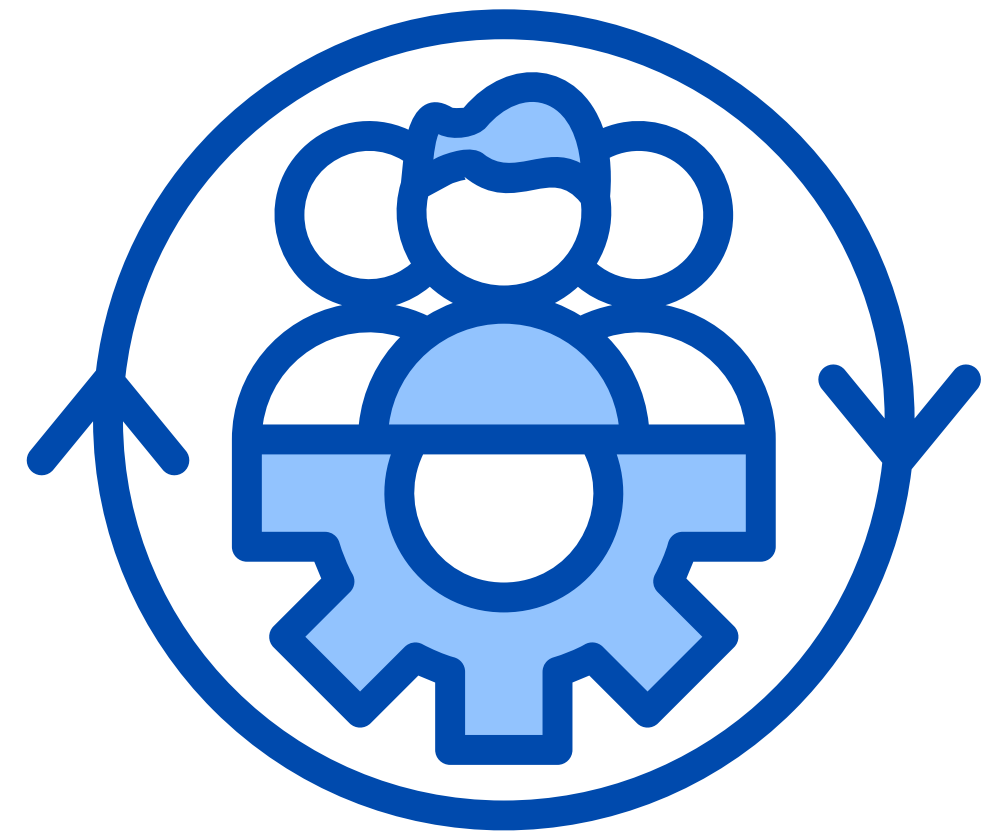
- Must be operational prior to subgrant execution
- NBO must have a copy
- Model after one of:
 - [NISTIR 8276, Key Practices in Cyber Supply Chain Risk Management: Observations from Industry](#)
 - [NIST 800-161, Cybersecurity Supply Chain Risk Management Practices for Systems and Organizations](#)



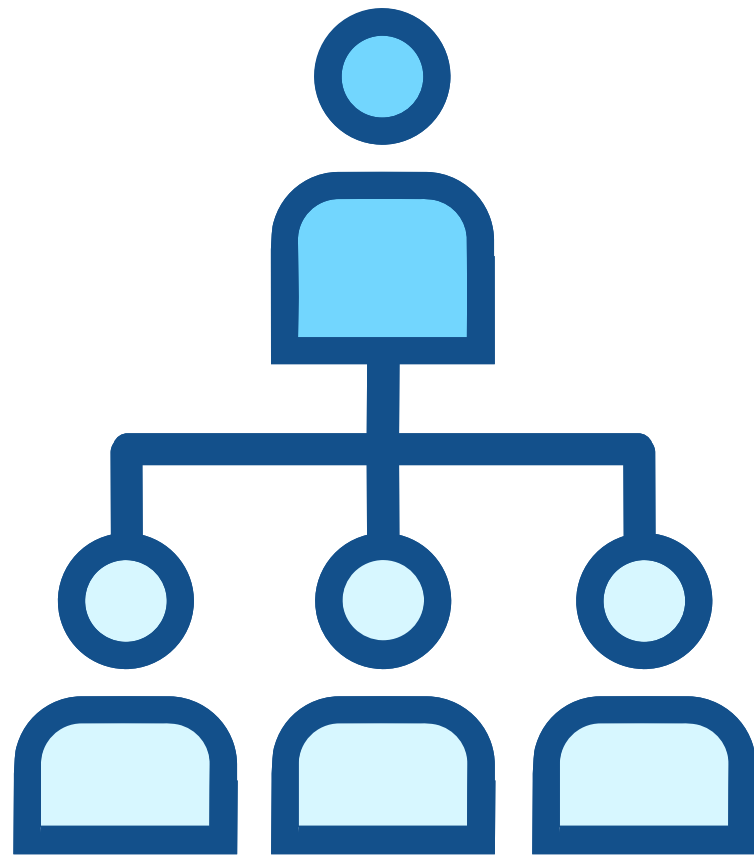
S10: WORKFORCE PLAN

A workforce plan is a strategic plan showcasing your intent to employ a credentialed and skilled workforce for the NBEAD-funded project.

- If you already have a policy, use it
- You may apply one plan to multiple projects
- Include in your signed statement:
 - Acknowledgement of NBEAD's program requirements
 - Attestation that you have the means to meet the technical obligations



S12: ORGANIZATIONAL CHARTS



- Provide organizational charts for the planned **project** team
- Every project requires a chart
- If same team will implement multiple projects, indicate which DPAs/CAIs covered

S14: IRREVOCABLE LETTERS OF CREDIT (ILOCS)

- Must provide ILOCs to NBO prior to subgrant execution
- ILOC format should match option selected in your OA
- Need ILOC per project, not one for all
- See Attachment 3 for details



S15: MILESTONES REQUIREMENTS

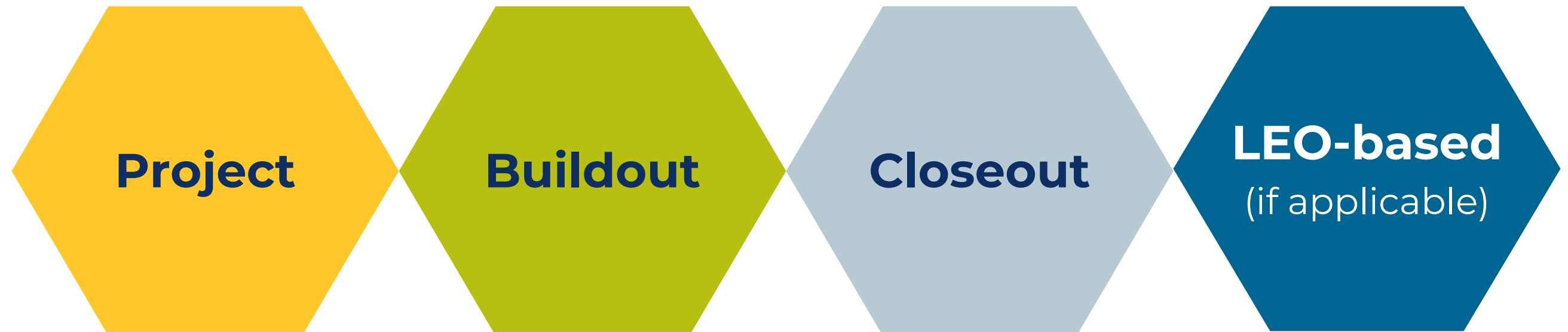


BEAD requires subgrantees to set milestones

- Become part of Terms & Conditions
- Subgrantee assessed against them

NBO is required to define each of the milestones

- Subgrantees set dates



S15: MILESTONES - WHAT WE NEED

- Start with NBO's milestones - add more if necessary
- Allow time for NEPA/NHPA
- Build in additional time
- Adjust project start date to **November 1, 2025**

S15: MILESTONES - NBO'S LIST

PROJECT

- Detailed Engineering Plan
- Permitting/Make Ready
 - NEPA
- Material & Equipment Procurement

BUILDOUT

- Locates Completed
- Middle Mile Secured
- Installation to Cabinet
- Pedestals Installed
- Drops Installed and Tests and Turnups Complete

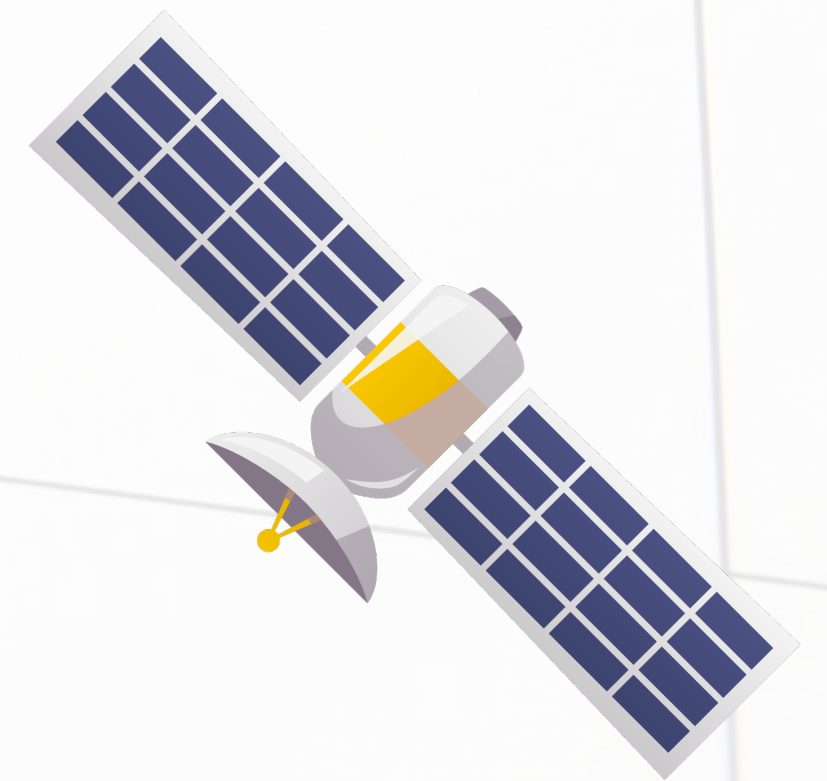
CLOSEOUT

- Notification
- Final inspection

S15: MILESTONES - LEO ONLY

BSL SUBSCRIPTIONS

- Service is available to every location covered by the project
- Subscription rate reaches 25% of BSLs in the DPA
- Subscription rate reaches 50% or four (4) years from date Subgrantee certifies that it can initiate broadband service within 10 business days of a request to any covered BSL in the project area



S13: BUDGETS - CORE ISSUES



- Justifications
- Computations
- Supplies/Equipment
- Contractual
- Match

S13: BUDGETS - FORMS

- Each DPA requires their own budget
- CAI-only projects = one budget for all
- Application name: “DPA-Subgrantee Abbreviation” or “CAI-Subgrantee Abbreviation”
- List costs once - do not duplicate

Nebraska Broadband Equity, Access, & Deployment (NBEAD)	
Table 3, Budget, Justification, & Match	
Application Name:	Q102-NB0

S13: BUDGETS - SALARIES & WAGES

SALARIES & WAGES: Grant amount requested only (do not include match)

Position Title	Number of People	Annual Cost	Number of Years	Total Cost	Role in project and justification of need
P Redmond, Accounting Manager	0.10	220000	5.00	\$ 110,000.00	The Accounting Manager will spend about 10% of his time on this project and will be responsible for tracking and reporting expenses and working with NBO to support expenses and respond to audit requests.
J Thrasher, Project Manager	1.00	150000	5.00	\$ 750,000.00	This person will spend 100% of their time on this project. Management of whole project, including coordination of staffing and equipment, oversight of construction progress, and communication with NBO.
D Howard, Construction Manager	0.50	100000	3.00	\$ 150,000.00	This person will spend 50% of his time on the project. Oversee work at construction site, including compliance with OSHA and other laws and regulations
A Ross, Field Engineer	0.80	100000	3.00	\$ 240,000.00	A Ross will spend 80% of her time on this project over 3 years, supervising and leading efforts of cable installers, telecommunications technicians, and other on-site staff.
TBD, Demolition Specialists	5.00	50000	0.50	\$ 125,000.00	5 people needed for 6 months to complete demolition work in the DPA.
TOTAL SALARIES & WAGES				\$1,495,000.00	

S13: BUDGETS - FRINGE BENEFITS

FRINGE BENEFITS: Grant amount requested only (do not include match)					
Position Title - match above	Number of People	Annual Cost	Number of Years	Total Cost	Costs Included
P Redmond, Accounting Manager	1.00	66000	5.00	\$ 330,000.00	Fringe benefits are estimated at 30% of direct salaries and wages, and include FICA, worker's compensation, and health and dental insurance.
J Thrasher, Project Manager	1.00	45000	5.00	\$ 225,000.00	Fringe benefits are estimated at 30% of direct salaries and wages, and include FICA, worker's compensation, and health and dental insurance.
D Howard, Construction Manager	1.00	30000	3.00	\$ 90,000.00	Fringe benefits are estimated at 30% of direct salaries and wages, and include FICA, worker's compensation, and health and dental insurance.
A Ross, Field Engineer	1.00	30000	3.00	\$ 90,000.00	Fringe benefits are estimated at 30% of direct salaries and wages, and include FICA, worker's compensation, and health and dental insurance.
TBD, Demolition Specialists	5.00	15000	0.50	\$ 37,500.00	Fringe benefits are estimated at 30% of direct salaries and wages, and include FICA, worker's compensation, and health and dental insurance.
TBD, Cable installers and telecommunications technicians	13.00	1500	2.00	\$ 39,000.00	Fringe benefits are estimated at 30% of direct salaries and wages, and include FICA, worker's compensation, and health and dental insurance.
TOTAL FRINGE BENEFITS				\$ 811,500.00	

**Must be for same people listed under Salaries & Wages*

S13: BUDGETS - TRAVEL

TRAVEL: Grant amount requested only (do not include match)		
Employee Traveling	Total Cost	Purpose / justification of need
D Howard, Construction Manager	\$ 2,268.00	Travel from Omaha to Fremont once per month over 3 years to spot check progress, participate in monitoring, etc. Estimated costs using current GSA rates: 90 miles round trip @ \$.70/mile X 36 trips = \$2,268.00.
A Ross, Field Engineer	\$ 3,990.00	Travel from Fremont to Lincoln twice per year for 2-day mandatory meeting, estimated using GSA rates: 110 miles round trip X \$.70/mile X 10 meetings = \$770 + lodging \$110/night X 2 nights X 2 trips/year X 5 years = \$2,200 + meals & incidentals at \$51/day X 2 days X 2 trips X 5 years = \$1,020
TOTAL TRAVEL	\$ 6,258.00	

S13: BUDGETS - EQUIPMENT & PROPERTY

EQUIPMENT & PROPERTY: Grant amount requested only (do not include match)					
Description of Item	Quantity	Unit Cost	Acquisition Costs	Total Cost	Purpose / justification of need / basis for estimating costs
Power Upgrades/Cabinets	1	\$ 25,500.00	\$ 1,200.00	\$ 26,700.00	Model ABC-654 cabinets associated with fixed wireless gear at towers, estimated based on historical costs
Fiber splice enclosures	14	\$ 5,010.00	\$ 250.00	\$ 73,640.00	Model HUB-8-E pedestal fiber splice enclosure cabinets, estimated based on internet search; will procure using formal procedures.
Multiport service terminals	14	\$ 6,200.00	\$ 300.00	\$ 91,000.00	Model XZV-38714, costs estimated based on internet search; will procure using formal procedures.
TOTAL EQUIPMENT				\$191,340.00	

Application budgets must include identification of any real property and equipment that is planned to be acquired with NBEAD funding

S13: BUDGETS - PROCUREMENT

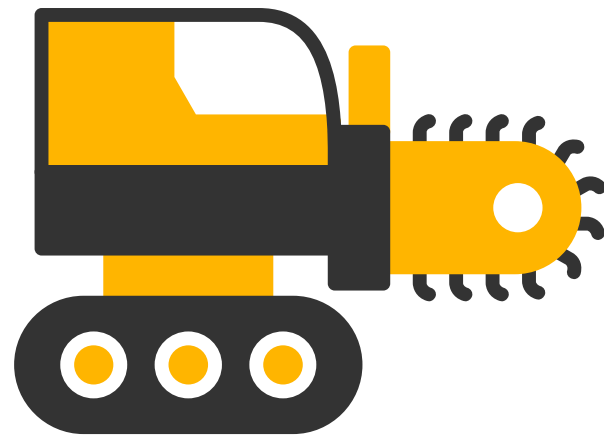
- Itemize all purchases over \$5,000
 - Equipment, contractors, etc.
- Must follow a formal procurement process
- Contractors may not be pre-selected



S13: BUDGETS - SUPPLIES VS EQUIPMENT



- Supplies
 - Unit costs of less than \$5,000 and/or useful life of less than or one year



- Equipment
 - Unit cost of \$5,000 or greater and useful life of one year or longer

S13: BUDGETS - SUPPLIES

SUPPLIES: Grant amount requested only (do not include match)

General Category of Supplies	Quantity	Unit Cost	Acquisition Costs	Total Cost	Purpose / justification of need / basis for estimating costs
General office supplies	5	\$ 1,000.00		\$ 5,000.00	Estimate 5 years at \$1000 per year, includes sticky notes, file folders, and highlighters.
Conduit	10000	\$ 0.35		\$ 3,500.00	Duct used to build network, estimated 10,000 feet needed.
Fiber	25000	\$ 0.50		\$ 12,500.00	Estimated based on historical costs
B Case	3	\$ 4,500.00	\$ 30.00	\$ 13,590.00	Estimated based on historical costs
CPE equipment for customer install	7	\$ 915.34	\$ 30.00	\$ 6,617.38	Estimated based on historical costs
TOTAL SUPPLIES				\$41,207.38	

S13: BUDGETS - CONTRACTS & SUBGRANTS

CONTRACTS & SUBGRANTS: Grant amount requested only (do not include match)

Contractor/Subgrantee Name	Total Cost	Purpose / justification of need / basis for estimating costs
Contractor TBD	\$ 950,000.00	Formal procurement will be used to select contractor to build network, including drilling and plowing and conduit and fiber installation.
Contractor TBD	\$ 200,000.00	A fiber splicing contractor is essential for connecting and terminating fiber optic cables as part of the broadband infrastructure expansion. Their work ensures reliable data transmission across the network by precisely aligning and fusing individual fiber strands. This role is critical in achieving project milestones related to connectivity and network performance. Cost estimates were developed based on a combination of a competitive bidding process and historical rates from previous projects of similar scope and scale. This blended approach provides a reliable benchmark for current pricing while ensuring alignment with market conditions and past performance data. The need for this contractor arises due to the specialized nature of fiber splicing, which requires expertise, industry-standard equipment, and adherence to technical specifications to minimize signal loss and maintain service quality.
Environmental Consultant	\$ 75,000.00	The purpose of engaging an environmental consultant for this project is to ensure compliance with all applicable environmental regulations and permitting requirements associated with the construction of the fiber optic network. The consultant will provide critical expertise in identifying potential environmental impacts, conducting required surveys and assessments, and facilitating agency coordination to support permitting and project approvals. The need for these services is justified by the project's potential to intersect sensitive environmental areas, including wetlands, waterways, and habitats protected under state and federal law. The consultant's involvement is essential for preparing documentation in support of environmental reviews (e.g., NEPA, CEQA if applicable) to obtain environmental clearance for construction. These costs were developed using recent proposals from qualified environmental firms, current labor rates, and best practices from similar infrastructure projects.
TOTAL CONTRACTS & SUBGRANTS	\$ 1,225,000.00	

S13: BUDGETS - CONSTRUCTION

CONSTRUCTION. Total amount requested only (do not include match)		
Item	Total Cost	Purpose / justification of need / basis for allocating costs
Administration and legal expenses		
Land, structures, rights-of-way, appraisals, etc.		
Relocation expenses and payments		
Architectural and engineering fees		
Other architectural and engineering fees		
Project inspection fees		
Site work		
Demolition and removal		
Contingencies		
TOTAL CONSTRUCTION	\$ -	

Please do not use this section/relocate costs

S13: BUDGETS - OTHER DIRECT COSTS

OTHER DIRECT COSTS: Grant amount requested only (do not include match)

Item and Description	Quantity	Unit Cost	Total Cost	Purpose / justification of need / basis for estimating costs
Communication costs	180	\$ 50.00	\$ 9,000.00	Cell phone reimbursement for key project staff, \$50/month for up to 3 years. Estimated based on current costs.
Occupancy	5	\$2,000.00	\$ 10,000.00	Office space for accounting Manager, prorated based on time spent on this project, over 5 years, and computed using square footage.
Contingencies	1495000	\$ 0.02	\$ 29,900.00	Estimated at 2% of direct salaries and wages, based on historic costs.
Railroad permitting	13	\$2,000.00	\$ 26,000.00	Costs for crossing railroad rights-of-way, based on current costs listed on BNSF website
TOTAL OTHER COSTS			\$ 74,900.00	

S13: BUDGETS - INDIRECT COSTS

INDIRECT COSTS: Grant amount requested only (do not include match)		
	Total Cost	Basis of calculation (i.e., de minimis or negotiated
Indirect Costs	\$ 461,300.00	20% of direct salaries and wages, per attached negotiated indirect cost rate agreement (NICRA).
TOTAL INDIRECT COSTS	\$ 461,300.00	

- If you have a Negotiated Indirect Cost Rate Agreement (NICRA), you must use it
 - Must submit copy with budget
- If you do not have a NICRA, you can use de minimis
- Cannot charge a cost as both direct and indirect cost

S13: BUDGETS - MATCH



1. Cash

2. In-kind

- Must be unique per project
- Must be costs that will be incurred during the project period (starts with subgrant execution)
- Must be allowable and allocable
- Must be tracked/justified in same ways as other costs

S13: BUDGETS - MATCH



MATCH (include all match details in this section)

Organization / Source	Type (Cash or In-kind)	Total Contribution	Federal Funding Source	Description/If source is Other, provide name and description of source and contribution
Subgrantee	Cash	\$ 62,500.00		Funds for project oversight, quality control, reporting, and executive support of the project. Estimated based on .05 FTE for CEO for 5 years at \$250,000 annual salary.
Project Partner	In-kind	\$ 125,000.00		County clerk staff time spent on processing permit requests at \$25,000 per year for 5 years.
Subgrantee	Cash	\$ 326,146.00		Permitting costs to be covered with private funds, estimated based on costs in Dodge County.
Dodge County	In-kind	\$ 112,000.00		Waiver of fees for access to rights of way provided by Dodge County, valued based on current costs \$1,000 per permit for 112 sites.
TOTAL MATCH		\$ 625,646.00		

THANK YOU!



nbo.grants@nebraska.gov

<https://broadband.nebraska.gov/>