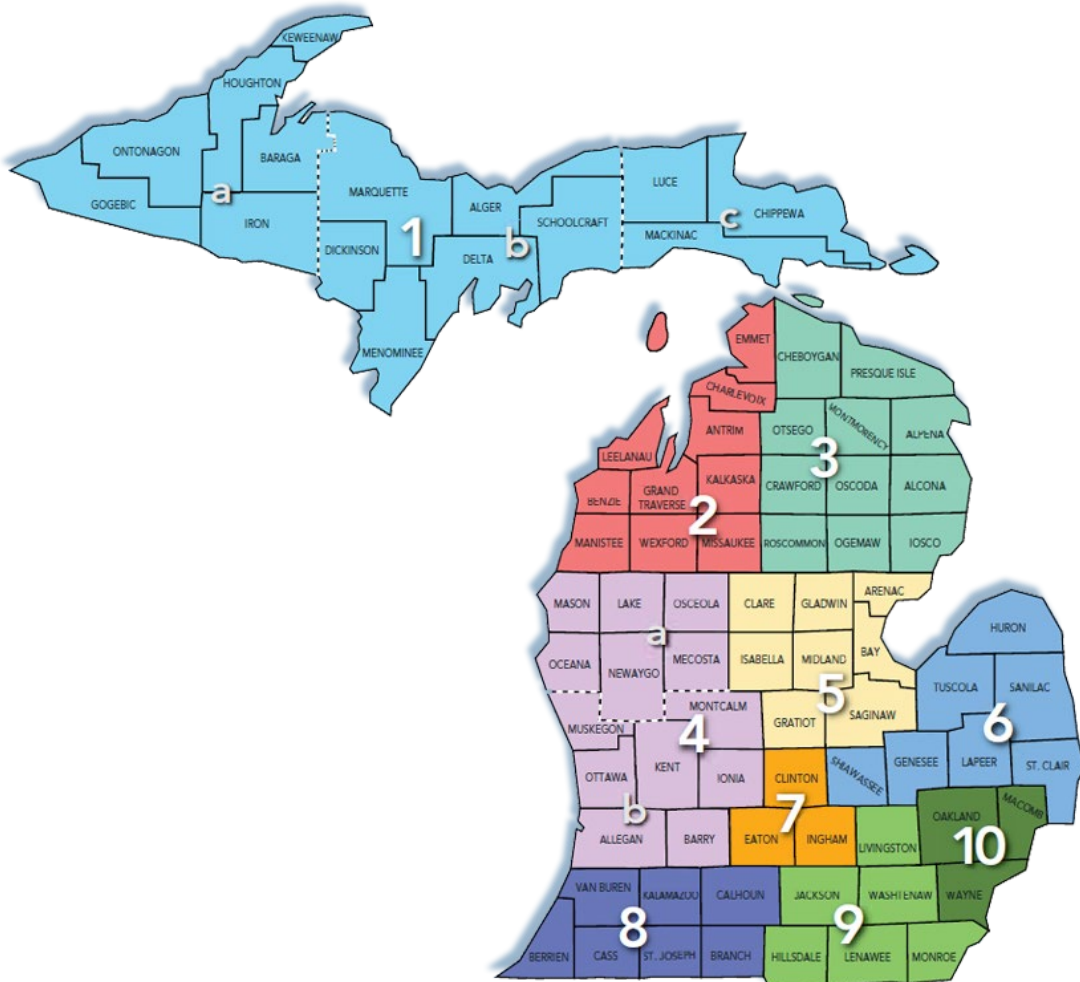


MITTEN Frequently asked Questions

General

1. Are local units of government eligible to apply?
 - a. Yes! Local units of government are considered a Community Anchor Institution, thus eligible to apply for MITTEN funding.
2. Can cooperatives apply for MITTEN funding?
 - a. Collaboratives are encouraged to apply for funding. Collaboratives must be one of the identified eligible applicants as defined on the cover page of the MITTEN RFP.
3. Can you speak to the geographic coverage for MITTEN applicants? I didn't see anything in the RFP limiting an applicant from submitting for multiple prosperity regions.
 - a. MITTEN applicants must demonstrate the ability to serve their identified prosperity region. Applicants are not limited to only one Prosperity Region. For example, if an organization serves the whole of Region 10 and would like to also serve the whole of Region 9, they would be allowed to submit an application demonstrating their ability to serve both.
4. What constitutes the "ability of an applicant to serve the entire prosperity region"? Does remote workforce satisfy this requirement, or does an applicant need to have a physical office location in the prosperity region proposed for service? Along the same lines, if a physical presence is required, does co-working/shared office space satisfy the intent?
 - a. Applicants must demonstrate their ability to serve each of the identified counties/cities for the Region or City in which they are applying for funding. A physical office is not necessarily required, although strongly encouraged.
5. Are resume expectations just for the submitting organization or, if a region submits a highly collaborative application, should we plan on resumes from any or all leading staff from multiple organizations?
 - a. Yes! Please submit all required resumes for each of the agencies who are part of the collaborative application.
6. What is the relationship between MITTEN and BEAD Non-Deployment funds?
 - a. The two programs are separate but will work tandem.
7. Do community digital navigators have to go through specific training to become a navigator?
 - a. Community digital navigator training requirements will be determined by the regional resource hubs.
8. Are organizations able to participate in multiple applications? having the state broken up into RPI regions instead of MAR regions makes it's difficult for RDCs/councils of governments to apply due to overlap. it is possible for these organizations to partner together on different applications to ensure thoughtful coverage of these regions, or cross over RPI regions to cover the entirety of a MAR region?
 - a. Yes, organizations may partner or collaborate on multiple applications. We know there are different COGs that don't align with prosperity regions and want to emphasize the importance of collaboration to build capacity.
9. What are the geographic boundaries for the 16 MITTEN regions?
 - a. Please see the image below. Please also see 12 of the RFP document.



10. Will future competitive funds be available for CBOs to have Digital Navigators who are part of the network?
 - a. MIHI assumes this is in reference to the Digital Equity Competitive Grant program scheduled to be announced later in 2024 by the National Telecommunications Information Administration. MIHI does not have any control over the grantee selection process as part of the DE Competitive Grant. MIHI will not prohibit or forbid any MITTEN subgrantees from applying for DE Competitive Grant funding. Applicants considering the federal prohibition of service duplication with federal funds if they choose to apply for DE Competitive Grant funding.
11. Are all organizations of the collaborative, apart from the primary applicant/fiduciary considered subcontractors? If so, do they still all require the last 3 years of financial statements to be submitted even if they don't receive the funding directly?
 - a. All organizations involved in a collaborative application should include their last three years of financial statements as part of their application.
12. Just to clarify, sub-regions will each receive a regional navigation host site award?
 - a. Yes.
13. Will a statewide digital skills curriculum be provided? Or is curriculum development an activity we should plan for in this activity?

- a. MIHI will not prescribe a digital skills curriculum. If it is determined that a need for a digital skills curriculum in the region exists, MIHI can provide resources to support selection of a curriculum.
14. Can you tell us a little more about the potential partnership with the Library of Michigan for a digital skills platform? Will it be a part of MeL? Is there any information about what will be partnered? Will the Library of Michigan be creating a database of different regional skills platforms or something else? Who is the contact for the Library of Michigan?
 - a. MIHI has had introductory conversations with the Library of Michigan about the possibility of utilizing a state-wide digital skills platform. Specifics pertaining to MeL and a database platform were not discussed as part of those conversations.
15. What does sustainability on the local level look like to MIHI?
 - a. Local sustainability will look different to every community. MIHI is focused more on a broad plan for continued partnerships, programs, and projects than it is on having every aspect of the sustainability detailed. For example, one applicant may propose a sustainability plan wherein they pledge to continue monthly meetings with core partners beyond the life of the MITTEN grant. Another applicant may propose engaging with philanthropy to fund MITTEN established programs beyond the MITTEN lifecycle. MIHI will not prescribe what local sustainability looks like, because each locality looks different!
16. How dense does MIHI want the reporting mechanisms for regional applications to be? Should they be broad overviews, loose but concise general reports, or should they be heavily detailed?
 - a. Proposed reporting mechanisms should directly correlate to the primary/secondary covered populations identified in the application AND should directly correlate to the applicant's identified program area. Additionally, there may be indirect correlations for both, but the applicant must clearly outline for the reviewer how they relate.
 - b. Applicants should also note that the final reporting requirements may vary from their proposal.
17. At your recent webinar, you stated that Digital Inclusion Activities have been removed from BEAD application scoring. Was section 5.6.1 "Digital Inclusion Activities" also removed from Volume 2? Or does the language and expectation still stand?
 - a. Section 5.6.1 has been revised in Volume 2. The section is now titled Outreach, Marketing, and Public Awareness Activities, and outlines a requirement from the NOFO instead of a scoring criterion that awardees should follow.
18. If an organization were to host a hub, would they just be supervising and coordinating or are they also offering some of the trainings? If we were to develop some digital literacy program, for example, would that be appropriate to be also hosting those?
 - a. Yes, there will be a supervision side of things as well as if there is any proposed program development overseeing and implementation of that. The goal of the regional resource hubs is to be able to coordinate all of the work that is either currently happening or planned to happen but making sure that it's all done in a coordinated way. Regional resource hubs are going to make sure that whatever their identified program area and identified covered populations are for each region that the goals of the Digital Equity Plan are being accomplished.
19. Are you also expecting us to subcontract with other service providers or are we just limiting it to whatever we're doing with our co-applicants? So, let's say we knew of an organization locally that's doing some kind of digital literacy training, and we wanted to support them to do a workshop like a one off, could that be part of the submission or are you trying to stay away from that?

- a. Yes, that would be encouraged to be part of the submission.
20. How does the co-application work? Would both organizations be applying?
- a. No, there would be only one application required. However, you would need to make sure that all of the application requirements (ex. Resumes, UIS, etc.) is listed for each of the collaborative partners.
21. If an organization would like to provide funding to a local organization to host a training, does that need to be specified in the application or can we say in general we're going to collaborate with other regional partners to host trainings?
- a. As long as it is listed as part of the process that like you plan on working with organizations that would be fine.
22. We talk about both the readiness of a community for high-speed internet as well as the upscaling and the digital literacy and engagement of individuals in certain communities. Does the application have to speak to both, or can it speak to one specifically?
- a. The MITTEN program focuses on digital skills, devices, and training. There are some communities that already have infrastructure, but they don't have the skills and we have some people who are working on the skills for when they get the infrastructure. The aim is to focus on the needs of the selected communities and region.
23. Would a collaborative of organizations have to be established prior to submitting an application?
- a. Not necessarily.
24. Do you want us to focus on one demographic, or can we serve multiple populations?
- a. There are 8 different covered populations, and we ask that all applicants select both a primary and secondary covered population, but applicants are welcome to serve all listed populations.
25. If we identify some potential programs, are we going to be stuck with them?
- a. It is possible to do a budget modification after selection.
26. Is there a template or format that you would like followed for the Statement of Work?
- a. A clearly outlined standard roles, responsibilities, expectations, and funding breakdown would be fine for the application process. If selected, a revised Statement of Work based on a LEO template may be needed.
27. Is it correct that so Detroit would receive one regional digital coordinator?
- a. Yes, there will be a Region 10 coordinator for Wayne, Macomb and Oakland counties, and a separate coordinator that will serve only the residents of Detroit.
28. If there is an organization who right now only serves one of the three counties in the region, would they still be able to serve as the RDC host site?
- a. Yes, however, they would have to serve, and they would have to show that they would be able to serve the remaining aspects and the remaining counties of that prosperity region. The application must outline how they plan to serve the remaining counties in that region.
29. Who should be listed in the official collaborative?
- a. Anyone that is going to be involved in the application process and the organizations/people that will help with programming.
30. Are you encouraging organizations to help promote this initiative and these positions in general, even if we don't know who is going to be the site supervisor for another three weeks?
- a. Yes, I would strongly encourage organizations to keep promoting the ACC application.
31. Does MIHI have any like very general communication about this position that they could share?

- a. No, MIHI does not have any standard language to offer because the recruitment is being conducted by LFA. The LFA may have some AC Cspecific information for Michigan that can be shared.
32. What is MIHI definition of supplement? What is MIHI definition of supplant?
- a. MIHI is beholden to the federal interpretation of the word's "supplement" and "supplant." Supplement is generally defined as additional support or funding whereas supplant is generally defined as replacement of support or funding.
33. Is there still a requirement or recommendation of ISPs to work with companies that assist with digital skills?
- a. There is no requirement for MITTEN applicants to partner or collaborate with an ISP.
34. Is there any sort of character limit for the Objectives & Activities question?
- a. The character limit for the "Objective" and for "Activity" is 2048 characters each.
35. With the Objectives & Activities question the format is different, so can you provide insight into how the responses could or should be formatted? Especially if the answer to the first question is there is no character limit, is this expected to be in narrative form or should it be different?
- a. This should be formatted based on proposed objectives (goals) and activities to accomplish the objective. For example, if an organization is proposing a device distribution program, the Objective could be something like "Improve digital skills and device access" with an activity of "distribute 500 devices to members of covered populations."
36. We are looking for clarity on parts a.) and c.) specifically. The answer for a.) makes it sound like in order to qualify, nonprofits are theoretically allowed to certify if they would like to (but in reality these federal designations generally are not for non-profits, take significant time and energy to receive, and could not be done in time). Part c.) on the other hand makes it sound like nonprofits can simply use their exec staff and board to determine percentages and be able to check that box and get the points in a more "unofficial" capacity. However, it does not seem like option c.) as outlined would pass muster to a federal reviewer, who would likely be looking for the formal designation (like other federal contractors in the for-profit worlds). Can MIHI elaborate or clarify these two responses and what would likely or not likely pass a federal reviewer? And finally, if agencies can take advantage of the simpler process outlined in c.), what kind of documentation or proof should be submitted?
- a. After a review of the MITTEN RFP we caught an error that used the word "and" as opposed to "or." For the purposes of MITTEN, feel free to self-certify (with proof) as an MBE/WBE/VBE. A non-profit logically would not be an SBE. Proof of entity type should be included as part of the organizational capacity (i.e board membership, executive staff, etc.).
37. Will the grant be extended in any region if not more than one application is submitted?
- a. There will not be an extension for the submission timeline for MITTEN. Should a region fail to have a successful applicant, MIHI will re-issue the MITTEN RFP, with specific emphasis on missing regions/cities.
38. Will MITTEN pay for Community Digital Navigators?
- a. An applicant may budget for Community Digital Navigators as part of their proposed budget.

American Connection Corps

39. What are the roles and responsibilities of the hubs and host sites?
 - a. Please see page 103 of the Michigan Digital Equity Plan for information about roles and responsibilities. Please note, the list is not exhaustive and designed to be general in nature.
40. Are American Connection Corps members allowed to serve more than two (2) years?
 - a. As of May 2024, any person can serve up to four terms in AmeriCorps (including the American Connection Corps). Members can only earn two years of an Education Award. The other two years of service would be without an Education Award, but members can still receive all the other benefits of service.
41. And are you looking at the first round of Corps members to start during the 2024-25 service year, or would the first year start next year?
 - a. Yes, ACC members will serve during the 2024-2025 service year
42. How involved in processes/work/programs for the D.E. MITTEN grant are ACC Regional Digital Navigators expected to be or is that to be determined by the collaborative/entity applying?
 - a. This would be determined by the applicant, but it is the expectation of grantees to utilize the regional approach when identifying activities for the ACC member to complete.
43. Will we be able to send our staff to become ACC members or will the members be selected for us if we are awarded?
 - a. If an application is awarded, ACC and MIHI will work to place a regionally located member at the respective regional host site.
44. MIHI is placing 16 RDCs, but when I count the 13 regions plus the 2 cities, I only count 15. Where is the 16th to be placed?
 - a. The 16th member will support the MIHI office with workforce development programming.
45. Will there only be one regional coordinator per region?
 - a. One RDC will be placed in each Prosperity Region, Sub-regions (1a, 1b, 1c, 4a and 4b), Detroit and Grand Rapids.
46. Do the host sites have any say in the interview/hiring process of this navigator? Can you walk us through what it looks like to have a navigator immerse into a nonprofit organization?
 - a. Yes, host site supervisors will participate in the selection process of the ACC member. Due to the limited timeline, host site supervisors will review all submitted documents (e.g., application, resume), phone screen scoring, and a recorded Finalist interview. Host sites will work with MIHI and American Connection Corps staff to select the candidate for the role.
47. How long will the ACC term be (one year or full 4 years)?
 - a. Each ACC member serves one calendar year. ACC members have the choice to renew their service for up to four years. Please see question 3 for more information.
48. Will ACC Member pay be restricted by MCSC guidance for stipends?
 - a. Lead for America (LFA) sets the guidelines for ACC member stipend at \$33,000/year
49. What is the anticipated start date for ACC member training and then the first day they would be starting in their region?
 - a. The ACC member term begins September 9, 2024. American Connection Corps hosts a 1-week training in Washington, D.C. to onboard new members. ACC members will begin service at the assigned host site on September 16, 2024.

50. So, this position is an AmeriCorps position under their guidelines? Or is this a permanent, full-time job?
- a. The Regional Digital Coordinator is an AmeriCorps position through the American Connection Corps (ACC).
51. What relationship will there be between the AmeriCorps worker and the grantee?
- a. The subgrantee will be the host site of the ACC member and serve as the regional resource hub. A host site supervisor will need to be designated for direct supervision of the ACC member.
52. How do regions build longevity and sustainability for their proposals into the ACC members? The ACC members tend to be temporary, which doesn't necessarily perpetuate a robust retention so that practices can be built in. For this reason, why must ACC be a part of the plan?
- a. MIHI encourages applicants to focus on the sustainability of the work and programs of the ACC members rather than the individual members themselves. ACC members will be a critical capacity building tool for organizations, and individuals, and will support the regional implementation of the Michigan Digital Equity plan at a cost savings to organizations.
53. When it comes to the American Corp fellow connection fellow, is that a part of the budget that should be included in the overall submission?
- a. Yes, that must be included as a part of the budget.
54. Are host sites able to provide a housing stipend to support an ACC member?
- a. Host sites are unable to provide an additional stipend, due to federal rules, However, additional **benefits** may be provided. Benefits may include a housing allowance.
55. Does the host site have a say in who is assigned to them from American Connection Corps?
- a. Digital Navigators will be selected from the region that they are assigned to. Each assigned Navigator will be employed by Lead for America, not the host site. All HR functions, payroll and benefits for the Navigators will be managed by Lead for America. Host sites will be responsible for daily supervision, workspace and equipment for Navigators.
56. It says that the RDC is a one-year commitment. Does that mean for the other three years we would get different people? Or is it that one person's there to get the programs rolling and then the sustainability pieces are on our institution?
- a. AmeriCorps members have an initial one-year commitment but can renew and serve up to four years. So, it would be up to the member to renew beyond the first year. If the member chooses not to renew, a new Navigator will be assigned.
57. Is it possible for an organization to provide their ACC member with affording a place to live in the region?
- a. Host sites cannot provide any additional stipend. However, they can provide additional benefits which can include a housing benefit. It should be included under "other" in the application budget with an explanation to justify the expense.
58. Where can prospective ACC fellows go to apply?
- a. Interested parties can apply at: [2024 Member Application American Connection Corps Member Application \(2024-25\) - Lead for America.](#)
59. Do you have anymore insight into what the hiring process will look like and how much guidance MIHI will be providing in terms of like deadlines and like application deadlines and first round interviews, second round interviews, etcetera?
- a. An interview process will be conducted by LFA. There are certain questions that have to be asked because it is a federal program, so they're covering those. MIHI has provided

LFA with questions that we can anticipate. The interviews conducted by LFA will be recorded and reviewed by MIHI and the host sites.

60. Who will cover the workers compensation of an ACC RDC?
- ACC members' receive support from Lead for America. The cost associated with the ACC members is inclusive of human resources, payroll, timekeeping and other administrative functions.
61. Who will cover the taxes (payroll) of the ACC RDC?
- ACC members' receive support from Lead for America. The cost associated with the ACC members is inclusive of human resources, payroll, timekeeping and other administrative functions.

Business Enterprise Certifications

62. Are non-profits allowed to identify as such entities despite not being an owned organization? Are nonprofits allowed to identify as small business enterprises having less than 500 volunteers? Is there an opportunity for executive staff running the nonprofit that are minority or women or veteran to count under the identified entity types?
- Yes, nonprofits are allowed to certify as MBE/WBE/VBE/SBE.
 - Volunteers are not employees and would not impact an applicant's status under this certification in any way.
 - Executive staff and board membership will determine the eligibility of a nonprofit to identify as MBE/WBE/VBE. I.e. if 51% of executive staff and board members identify as women/minorities/veterans, the entity is considered an MBE/WBE/VBE.
63. Does the 5pt award for business enterprise type apply to lead applicant only OR does it apply for business enterprise types as collaborators in proposals?
- For collaboratives submitting an application, if one or more of the agencies included fit the definition of an MBE/WBE/SBE/VBE, the entire collaborative application will be identified as such.

Financial

64. How was the designated line-item amount of the MITTEN application for the ACC Navigator determined? Is the line-item amount of the MITTEN application for the ACC Navigator set in stone?
- This line item was determined by the cost of each ACC member per year times four (\$30,000/year * 4 = \$120,000)
65. Is the grant funding for MITTEN a one-time payment or a series of payments over time?
- Grant funding for MITTEN utilizes a draw down payment system, however the award amounts will be for the entire life of the grant.
66. Are there salary or work site expectations for any staff that may be hired (such as a Community Navigator)? Or are those expectations just for the ACC?
- For staff proposed as part of the MITTEN grant, salary and work site expectations will be determined by the host site/regional resource hub. ACC salary requirements are determined by Lead for America and the National Civil Service Commission.

67. Will the ACC members be receiving any tech (i.e. laptop or other related equipment) as part of their onboarding or does that need to be worked into the proposal budget?
- Technology needed for ACC members should be included in the application budget.
68. Is there a local match requirement for the stipend for the Member or can the full cost be covered by the MITTEN funds?
- There is not a match requirement for any aspect of MITTEN. The full cost of the service member stipend and LFA administrative functions (HR, payroll, etc.) is included in the required budget item (\$120,000). The supplies needed for the Member and their work site, however, is not included as part of the \$120,000 figure and will need to be included in the budget by the applicant.
69. Are there opportunities/allowances for grant funding to be used for additional personnel, i.e. an administrative/central hub office/person in addition to the ACC member?
- Yes, additional personnel (e.g., site supervisor) may be included as a part of MITTEN funding. For other types of personnel (e.g. human resources, accounting, finance), the host site must demonstrate a direct relationship and need for such personnel to support the MITTEN program.
70. Can you elaborate on "match" requirements?
- There are no match requirements for MITTEN.
71. Is the budget for four-year period?
- Yes.
72. I know that the ACC members will be provided a stipend and benefits. Should we expect to pay any additional salary or expenses other than having them set up at our location?
- Applicants should anticipate expenses associated with a typical workstation for your agency. This may include a desk, a computer, office supplies, etc.
73. Based on what was covered in the EGRAMS budget, does MIHI expect this Capacity grant to primarily cover staffing costs vs programmatic or administrative costs?
- The goal of MITTEN is to provide digital equity-based programming in each region. Successful applications will prioritize programming for the identified covered populations and program area(s).
74. What specific financial documentation and reports are required from host sites under the MITTEN program?
- Specific financial documentation and reports are unknown as of 07/01/2024. MIHI is awaiting reporting information from the National Telecommunication Information Administration.
75. To reduce the administrative costs; can one entity represent two regions when they overlap with the same city i.e., Grand Rapids and Detroit?
- The entity would need to show the capacity to support both in the application.
76. How does the drawn down payout from the State work? Is it a reimbursable process, a request payment as needed process, or something else?
- Successful grantees will be reimbursed for allowable expenses monthly, at the request of the grantee. All successful grantees will receive training from MIHI to detail the specifics of reimbursement, program cost allowability, and other important program policies.
77. Are fiscally sponsored projects eligible to apply? We are a fiscally sponsored project of a nonprofit organization.

- a. If the parent organization is a non-profit entity, they are eligible to apply. The connection between the parent and the child organizations must be made clear for the reviewer.
78. What is the reporting basis and what are the key measurables you're looking at?
- a. We are still waiting on guidance from the NTA on this, but it may vary based on each program area and would be submitted to MIHI on a monthly basis.
79. Can the funds be used for additional personnel or contracting, hardware and equipment?
- a. The funds can be used for equipment as well as staffing, but per federal rules a direct connection must be made in the budget narrative for how the staff member supports the program.
80. Is there a cap on administrative or overhead costs?
- a. There is no official admin cap, however, if a large amount of the grant funds is allocated to admin in the budget proposal the application will lose points because we want to ensure that the grant funds are going to support community needs.
81. According to the RFP there are no matching funds required, however, would having funds set aside strengthen an application?
- a. The Federal NOFO states that matching funds are not required, so no official points can be allocated for matching funds.
82. Are there potential opportunities to do mini-grant processes with funding received? For example, if a Collaborative sets aside some of its grant monies for smaller agencies and nonprofits to apply for grants in the regional area that are not part of the main Collaborative, is that allowable under the MITTEN grant?
- a. It is not recommended that mini-grants be included as part of the MITTEN process. All collaborative organizations and potential partnerships with organizations should be included to the best of the applicant's ability. MIHI understands needs evolve so if programming dollars would need to be diverted to another organization, the grantee would need to request a budget amendment.
83. Is or could the funding be affected by administration changes, such as with the upcoming federal elections?
- a. MITTEN funding will not be affected by federal administration changes.
84. Are all collaborators considered subcontractors, even if they do not actually receive any of the funding monies?
- a. If a member of the collaborative does not receive funding as part of the MITTEN program, they would not be considered subcontractors, they would simply be a collaborative applicant for the purposes of this grant.
85. What is the best way to create flexibility around how we spend the programming dollars because we don't know yet and we don't have a way to know what the gaps in our region are, but only when we identify the gaps will we know where to close them.
- a. Clearly outline for the reviewers that there are plans in place to solve the baseline gaps identified in the data to make it clear that you are thinking through and looking to the future. We just need to see that that thought process is happening, and we understand that this is a new concept with a dynamic process.
86. Are you considering any statewide awards in the event that you don't get qualified applicants in each prosperity region?
- a. No, we would not consider a statewide award due to the unique nature of each prosperity region. In the event that each region isn't awarded based on received applications, we would possibly do second RFP or negotiations based on the received applications.

87. What is the best approach for addressing the requested funds question for a collaborative that is planning to apply for multiple prosperity regions?
- Please email us at LEO-MIHISpeedInternet@michigan.gov to let us know so that the EGRAMS system can be updated to accommodate your request.
88. Regarding the audited financials, is it necessary to obtain a professional audit, or would the nonprofit 990 CPA audit process work?
- Yes, as long as it has been reviewed by a CPA, and not just the staff financial director.
89. Is the applicant or every organization on the application responsible for obtaining an outside audit?
- Every organization listed on the application should have an outside audit prior to submitting their application.
 - If the organization is a vendor that does not have that information available, then you can identify one organization to serve as the fiduciary.
90. If one of our three counties wanted to take a backseat role but still be involved, attend quarterly meetings, and that thing, would they still need to kind of tap into their financials for providing 3 years and resumes?
- If an organization is solely seeking to serve in an advisory capacity, we would not need their financials. However, if the organization plans to receive funds from the grant, then financials and resumes are needed.
91. What qualifies as an indirect expense?
- Indirect expenses are outlined in the [CFR 200 document](#) and would vary based on the organization.
92. Regarding budgeting for implementation after year one, how granular should an organization get with the budget in terms of you know potential phases versus we want to do it all at once and then let it roll out down the hill?
- As long as the plan is made clear for the reviewers to interpret, which ever method makes the most sense for the organization is fine. If it is necessary to make it more granular for federal compliance purposes, then that can be done later.
93. Are we supposed to submit the budget for the four-year total or just one year?
- The budget should reflect the entire four-year performance period.
94. Is the budgeted line item "other" \$120,000 added to the maximum of the maximum award or if someone asks for \$200,000, they will have this \$120,000 removed from that amount or added?
- The \$120,000 is a requirement and should be considered as part of the total amount being requested for funding.

MI DE Plan

95. KPIs for the navigators was mentioned. Would it be helpful for grant applicants to see them in advance, to help give us a sense of priorities?
- The KPIs are listed in the Michigan Digital Equity Plan.
96. MIHI's DE Plan lays out 5 goals & related strategies, most involving other state government departments. Will the Regional Coordinators be expected to participate in these programs? Trying to assess how much of the RDC capacity will be available for local work vs. implementing state programs

- a. RDCs will spend the majority of their time on local, regional broadband and digital inclusion programs. MIHI will coordinate with state agencies and will help support programs through information sharing. RDCs will not be implementing additional state programs.
97. Will there be one grant per prosperity region? If so, then competing proposals from within the same region will be chosen based on their score? Will we have any way to know who else is applying in our region?
- a. Yes, one grant will be awarded per prosperity region. Subgrantees will be chosen using the scoring methodology outlined in the RFP. Building collaboratives and working with those organizations that are active in this space is encouraged.
98. After regional resource hubs are selected, how will they go about purchasing connectivity, devices, etc. to serve constituents? Will the state coordinate with providers or will hubs choose their own avenues to secure these services with the providers of their choice?
- a. The focus of MIHI's BEAD program will be infrastructure. MITTEN will not facilitate infrastructure programs. When using federal funds, agencies must make sure they are following the Uniform Guidance, 2 CFR 200 (procurement, etc.). MIHI does not require that agencies must utilize a prescribed channel, service, or brand.
99. Does the Strategy 3.1 excerpt from the DE plan imply that a curriculum will be provided at no cost? This heavily impacts program planning for the MITTEN respondents.
- a. MIHI is working to incorporate a digital skills option, but there are official processes we need to follow in order to procure a curriculum. It is not required for a grantee to develop their own digital skills curriculum, nor to utilize the procured curriculum in the future. MIHI encourages applicants to assess the existing digital skills offerings in their respective regions to determine if there is a need for additional digital skills curriculums.

EGrAMS/Application Submission

100. Yesterday I registered my agency, but I didn't get any confirmation email. Is that normal?
- a. When you register agency, no confirmation email is sent.
 - b. Create user profile
101. Is there a word limit in each of the narrative box areas?
- a. There is a character limit for the narratives. The character limit is 5,000 or 10,000. See the EGrAMS application for guidance.
102. What is the EGrAMS help desk phone number?
- a. 517-284-4007
103. Are there three people required to be registered in EGrAMS?
- a. It is a best practice to register three people for EGrAMS?
104. If an agency has an existing EGrAMS profile, does that need to be activated again for LEO?
- a. For any questions pertaining to EGrAMS, please contact leo-egrms@michigan.gov