Appendix A-4, ANNUAL WORK PLAN AND PERFORMANCE METRICS PLAN (see Sec VI. B)

[Consortium Members, create a separate work plan and performance metrics plan for each work plan year, if seeking multi-year funding]

Name of Consortium:	**Gold Country Broadband Consortium**
Name of Project:	**Gold Country Broadband Consortium - CASF**
Proposed Start Date of Project:	
Broadband deployment activities funded by other state or federal grants	None
Confirmation that CASF consortium budget does not duplicate any other sources of funding	Confirmed ☑ Check — If checked, explain why there is no funding duplication: GCBC uses a time tracking software called ClickTime Software for accurate project tracking and acco

Year 2 01/01/2024 - 12/31/2024

Objective		Activity Description	Start-Up Activity	Deliverable(s) *	Beginning Month	End Month	Performance Measure(s)*	Method for Performance Tracking and Measuring	Responsible Party(is)
Objective 1, Collaborating with the Commission and other state agencies to engage regional consortia, local officials, ISPs, stakeholders, and consumers regarding priority areas and cost-effective strategies to achieve the broadband access goal	Activity 1	Utilize the Commission's broadband maps, State maps, County maps, GeoTel maps and data, relevant to the geographical areas, to improve accuracy in identifying unserved areas.	☐	Consolidate broadband mapping per county, provide feedback and data to CPUC and county IT departments.	1/1/2024	12/31/2024	1. (2) mapping data updates 2. (4) community outreach campaigns 3.(2) surveys of community-based organizations 4. (2) surveys of public feedback 5. (4) quarterly E-News letters	1. Updated mapping and speed test data on county websites using GIS layers.	KS, SR, JS
	Activity 2	Conduct marketing and outreach to inform the public of broadband opportunities and resources	☐	Marketing & outreach materials and outreach summary: update website regular, post blogs, contribute to SBC Monthly E-New, social media campaigns	1/1/2024	12/31/2024		2. Work with the city and county staff to develop and release surveys.	KS, SR, JS
	Activity 3	Collect public feedback related to public needs, unserved/underserved areas	☐	Promote, support and implement public feedback surveys, incorporate data into mapping	1/1/2024	12/31/2024		3. Record and report on survey results. 4. Track community outreach and social media campaigns through metrics.	KS, SR, KR, JS
	Activity 4	Administration & Reporting	☐	Task associated with Bi-Annual Billing Submissions and Year-end Data Report	1/1/2024	12/31/2024		5. Find neighborhood champions to promote surveys, data collection	KS, MB
			☐					6. Participate in in-person meetings; Firewise, Chamber of Commerce, libraries, to ensure everyone is being represented in collection of data and needs.	
Objective 2, Identifying potential CASF infrastructure projects or potential broadband deployment projects related to new programs created under SB 156 and AB 164, along with other opportunities, where ISPs can expand and improve their infrastructure and service offerings to achieve the goal of reaching 98% broadband deployment in each consortia region	Activity 1	Gather market data collected, undertake studies to identify priority areas	☐	Report of prioritized areas with potential supporters such as local government, ISPs, business, education, and healthcare industries	1/1/2024	12/31/2024	1. Identify (5) of priority areas per county per year. 2. Identify/update broadband provider offerings in all 4 counties 3. Contact key anchor (10) institutions identified 3. Identify/update key anchor institutions in all 4 counties 4. Identify (4) CASF infrastructure projects identified 5. Identify (4) other opportunities as discovered during engagement process	1. Use broadband maps, speed tests, surveys, & other data to identify priority areas 2. Collect data and update reports; keep on file 3. Collect data and update reports; keep on file; check in with anchor institutions 4. Use all data collected in other tasks and work with ISPs to identify possible CASF funded projects. 5. Use all data collected in other tasks 6. Act as liaison between government agency and broadband providers to support ISP collaboration and reduce challenges to grant applications. 7. Identify BEADS funding opportunities and other Federally funded infrastructure opportunities. 8. Work with water Districts/Sanitation Distircts - Dig Once Campaigns and cost sharing of conduit. 9. Encourage Muni owned and community cooperative networks with open access models.	KS, SR, KR, JS
	Activity 2	Identify broadband provider offerings and identify key anchor institutions in consortia areas	☐	broadband provider offering analysis; key anchor institution analysis	1/1/2024	12/31/2024			KS, SR, KR, JS
	Activity 3	Develop gap analysis or other relevant analyses	☐	Gap analysis report and other relevant analysis reports	1/1/2024	12/31/2024			KS, SR, KR, JS
	Activity 4	Identify potential CASF infrastructure projects	☐	Support ISPs, and Counties by tracking proposed projects, soliciting neighborhood champions, informing communities of opportunities.	1/1/2024	12/31/2024			KS, SR, KR, JS, EH
	Activity 5	Identify other opportunities (i.e., leverage funding, collaborating with other stakeholders)	☐	Support regional collaboration of joint build projects, municipal owned, middle mile, equity investment opportunities, Economic development, or recreational grant shared opportunities to build infrastructure.	1/1/2024	12/31/2024			Ky, SF, KS, SR, KT, EH
	Activity 6	Administration & Reporting	☐	Task associated with Bi-Annual Billing Submissions and Year-end Data Report	1/1/2024	12/31/2024			MB, KS
Objective 3, Assisting potential CASF infrastructure applicants or potential applicants for broadband deployment projects related to the new programs created under SB	Activity 1	Develop and implement cost-effective strategies for broadband deployment in unserved underserved areas.	☐	Broadband deployment cost-effective strategy plan and strategy implementation progress reports.	1/1/2024	12/31/2024	1. # Cost-effective strategies developed, implemented, or updated (1) 2. # of infrastructure applications assisted (4) 3. # of ISPs assisted (4) 4. Meetings attended (6)	1. Track current broadband plans and update living sections, funding, policy recommendations, best practices. 2. Assist with data needed for applications through speed tests, surveys, and letters of intent; 3.Attend meetings, act as liaison with public, agencies, community based organizations, businesses, anchor institutions. 4. Ensure all organizations and citizens are represented/heard in updates Broadband strategies, vulnerability studies, public safety concerns.	KS, SR, KY, SF
	Activity 2	Provide information and data about broadband availability and demand aggregation to ISPs; and inform them about CASF opportunities and assist them in identifying CASF project areas suited to their expertise.	☐	Progress reports on cost-effective strategy implementation	1/1/2024	12/31/2024			KS, SR, KY, SF

Objective	Activity	Activity Description	☐	Deliverable	Start	End	Metrics	Notes	Staff
156 and AB 164 in the project development or grant application process	Activity 3	Work with ISPs to develop projects and grant applications	☐	Description of infrastructure application development. Support pairing ISPs with funding streams most aligned with their project area,	1/1/2024	12/31/2024		5.Encourage innovative strategies and short term solutions with fiber is not cost effective.	KS, SR, KY, SF
	Activity 4	Administration and Reporting	☐	Task associated with Bi-Annual Billing Submissions and Year-end Data Report	1/1/2024	12/31/2024		6. Begin building regional Broadband Strategy	KS, MB
	Activity 5		☐					8. Encourage and assist with developing County funded Last Mile projects and new county fundned programs.	
								9. Create templates to share cross jursidictions and reduce duplication effots	
Objective 4, Conducting activities that will lead to or that can be reasonably expected to lead to CASF infrastructure projects or broadband deployment projects related to new programs created under SB 156 and AB 164, including the Federal Funding Account, Middle-Mile, Broadband Loan Loss Reserve, and Local Agency Technical Assistance.	Activity 1	Promote and support streaming project permitting activities.	☐	Description of activities performed and results achieved	1/1/2024	12/31/2024	Support permit requests as they come up (over the counter request when applicable, etc.) Encourage Dig Once and ROW Policy	Engage stakeholders; attend general plan update meetings; speak with utility companies and municipalities in all 4 counties.	KS, SR,
	Activity 2	Engage stakeholders to better understand and explain regional broadband needs and solutions and providing technical assistance to such entities	☐	Support regional collaboration of joint build projects, municipal owned, middle mile, equity investment opportunities, Economic development, recreational grants, and other shared opportunities to buildout infrastructure.	1/1/2024	12/31/2024	Attend Meetings (10) Update BB Plans, vulnerability studies, other plans related to BB deployment (2) Create Stakeholder Engagement list per County and Muni (1) per county Work with State agencies, Transpiration, OES, to identify join build projects.	Encourage or assist to inventory public assets and aggregate demand updated as needed in all 4 counties. Track number of local jurisdictions engaged in all 4 counties Attended board and council meetings at county, municipal, special district, and utility districts Attended routine broadband working groups, regional consortia meetings, etc.	KS, SR, SF, KY, EH
	Activity 3	Conduct an inventory of public assets and aggregate demand	☐	Public assets inventory updates; utilize regional broadband availability maps, GeoTel data, share with CPUC, Dept of Technology, counties, cities,	1/1/2024	12/31/2024		Meet with private infrastructure investment firms to support future public-private project funding opportunities Provide input to jurisdiction for middle mile deployment and future SB-156 middle mile priority projects	KS, SR, EH,
	Activity 4	Administration & Reporting	☐	Task associated with Bi-Annual Billing Submissions and Year-end Data Report	1/1/2024	12/31/2024		Track and provide guidance on legislation regarding State and Federal funding, and disburse information appropriately Work with county agencies to develop critical broadband policy, allocate budget, and present to BOS for approval Work with local government agencies to integrate regional collaboration among jurisdictions to address common infrastructure needs and shared resources when feasible	KS, MB
	Activity 5								
Objective 5, Assisting the Commission in publicizing requests for wireline testing volunteers in areas, as needed	Activity 1	Publicize wireline testing volunteer requests	☐	Publicizing materials and list of testing volunteers	1/1/2024	12/31/2025	1.Help facilitate wireline testing in GCBC territory with test hardware provided by the CPUC; number to be determined by hardware numbers available to use		KS, SR
	Activity 2	Assist volunteers in wireline testing	☐	"Hotline" availability through SBC and wireline testing training materials; info posted on website	1/1/2024	12/31/2025	2.Produce mapping data updates identified as a result of testing; number dependent on actual wireline tests recorded		KS, SR
	Activity 3	Collect and analyze wireline testing data	☐	Wireline testing data analysis; test results indicating unserved or underserved areas	1/1/2024	12/31/2025			KS, SR
	Activity 4	Administration & Reporting	☐	Task associated with Bi-Annual Billing Submissions and Year-end Data Report	1/1/2024	12/31/2025			KS, MB
	Activity 5								
Conducting and Submitting annual audit reports, as required	Annual Audit	Provide the required annual audit report	☐	Annual audit report	1/6/2024	12/31/2025	n/a	n/a	

Name of Consortium:	**Gold Country Broadband Consortium**							
Name of Project:	**Gold Country Broadband Consortium - CASF**							
Proposed Start Date of Project:								
Broadband deployment activities funded by other state or federal grants	**None**							
Confirmation that CASF consortium budget does not duplicate any other sources of funding	**Confirmed** ☑ Check Box 1					If checked, explain why there is no funding duplication: GCBC uses a time tracking software called ClickTime Software for accurate project tracking and ac		
	Year 3 01/01/2025 - 12/31/2025							

Objective		Activity Description	Start-Up Activity	Deliverable(s) *	Beginning Month	End Month	Performance Measure(s)*	Method for Performance Tracking and Measuring	Responsible Party(is)
Objective 1, Collaborating with the Commission and other state agencies to engage regional consortia, local officials, ISPs, stakeholders, and consumers regarding priority areas and cost-effective strategies to achieve the broadband access goal	Activity 1	Utilize the Commission's broadband maps, State maps, County maps, GeoTel maps and data, relevant to the geographical areas, to improve accuracy in identifying unserved areas.	☐	Consolidate broadband mapping per county, provide feedback and data to CPUC and county IT departments.	1/1/2025	12/31/2025	1. (2) mapping data updates 2. (4) community outreach campaigns 3.(2) surveys of community-based organizations 4. (2) surveys of public feedback 5. (4) quarterly E-News letters	1. Updated mapping and speed test data on county websites using GIS layers. 2. Work with the city and county staff to develop and release surveys. 3. Record and report on survey results. 4. Track community outreach and social media campaigns through metrics. 5. Find neighborhood champions to promote surveys, data collection 6. Participate in in-person meetings; Firewise, Chamber of Commerce, libraries, to ensure everyone is being represented in collection of data and needs.	KS, SR, JS
	Activity 2	Conduct marketing and outreach to inform the public of broadband opportunities and resources	☐	Marketing & outreach materials and outreach summary: update website regular, post blogs, contribute to SBC Monthly E-New, social media campaigns	1/1/2025	12/31/2025			KS, SR, JS
	Activity 3	Collect public feedback related to public needs, unserved/underserved areas	☐	Promote, support and implement public feedback surveys, incorporate data into mapping	1/1/2025	12/31/2025			KS, SR, KR, JS
	Activity 4	Administration & Reporting	☐	Task associated with Bi-Annual Billing Submissions and Year-end Data Report	1/1/2025	12/31/2025			KS, MB
Objective 2, Identifying potential CASF infrastructure projects or potential broadband deployment projects related to new programs created under SB 156 and AB 164, along with other opportunities, where ISPs can expand and improve their infrastructure and service offerings to achieve the goal of reaching 98% broadband deployment in each consortia region	Activity 1	Gather market data collected, undertake studies to identify priority areas	☐	Report of prioritized areas with potential supporters such as local government, ISPs, business, education, and healthcare industries	1/1/2025	12/31/2025	1. Identify (5) of priority areas per county per year. 2. Identify/update broadband provider offerings in all 4 counties 3. Contact key anchor (10) institutions identified 3. Identify/update key anchor institutions in all 4 counties 4. Identify (4) CASF infrastructure projects identified 5. Identify (4) other opportunities as discovered during engagement process	1. Use broadband maps, speed tests, surveys, & other data to identify priority areas 2. Collect data and update reports; keep on file 3. Collect data and update reports; keep on file; check in with anchor institutions 4. Use all data collected in other tasks and work with ISPs to identify possible CASF funded projects. 5. Use all data collected in other tasks 6. Act as liaison between government agency and broadband providers to support ISP collaboration and reduce challenges to grant applications. 7. Identify BEADS funding opportunities and other Federally funded infrastructure opportunities. 8. Work with water Districts/Sanitation Districts - Dig Once Campaigns and cost sharing of conduit. 9. Encourage Muni owned and community cooperative networks with open access models.	KS, SR, KR, JS
	Activity 2	Identify broadband provider offerings and identify key anchor institutions in consortia areas	☐	broadband provider offering analysis; key anchor institution analysis	1/1/2025	12/31/2025			KS, SR, KR, JS
	Activity 3	Develop gap analysis or other relevant analyses	☐	Gap analysis report and other relevant analysis reports	1/1/2025	12/31/2025			KS, SR, KR, JS
	Activity 4	Identify potential CASF infrastructure projects	☐	Support ISPs, and Counties by tracking proposed projects, soliciting neighborhood champions, informing communities of opportunities.	1/1/2025	12/31/2025			KS, SR, KR, JS, EH
	Activity 5	Identify other opportunities (i.e., leverage funding, collaborating with other stakeholders)	☐	Support regional collaboration of joint build projects, municipal owned, middle mile, equity investment opportunities, Economic development, or recreational grant shared opportunities to build infrastructure.	1/1/2025	12/31/2025			Ky, SF, KS, SR, KT, EH
	Activity 6	Administration & Reporting	☐	Task associated with Bi-Annual Billing Submissions and Year-end Data Report	1/1/2025	12/31/2025			MB, KS
Objective 3, Assisting potential CASF infrastructure applicants or potential applicants for broadband deployment projects related to the new programs created under SB	Activity 1	Develop and implement cost-effective strategies for broadband deployment in unserved underserved areas.	☐	Broadband deployment cost-effective strategy plan and strategy implementation progress reports.	1/1/2025	12/31/2025	1. # Cost-effective strategies developed, implemented, or updated (1) 2. Regional BB Strategy in process (1) 2. # of infrastructure applications assisted (4) 3. # of ISPs assisted (4) 4. Meetings attended (6)	1. •Continued to encourage revision of the economic development plans across agencies to incorporate stand-alone objectives and adoption of broadband policies declaring Broadband as essential infrastructure 2. Assist with data needed for applications through speed tests, surveys, and letters of intent; 3.Attend meetings, act as liaison with public, agencies, community based organizations, businesses, anchor institutions. 4. Ensure all organizations and citizens are represented/heard in updates Broadband strategies,	KS, SR, KY, SF
	Activity 2	Provide information and data about broadband availability and demand aggregation to ISPs; and inform them about CASF opportunities and assist them in identifying CASF project areas suited to their expertise.	☐	Progress reports on cost-effective strategy implementation	1/1/2025	12/31/2025			KS, SR, KY, SF

Objective	Activity	Task	☐	Deliverable	Start	End	Milestone/Metric	Notes	Staff
156 and AB 164 in the project development or grant application process	Activity 3	Work with ISPs to develop projects and grant applications	☐	Description of infrastructure application development. Support pairing ISPs with funding streams most aligned with their project area,	1/1/2025	12/31/2025	vulnerability studies, public safety concerns. 5.Encourage innovative strategies and short term solutions with fiber is not cost effective.		KS, SR, KY, SF
	Activity 4	Administration and Reporting — Task associated with Bi-Annual Billing Submissions and Year-end Data Report	☐		1/1/2025	12/31/2025	6. Continue building regional Broadband Strategy		KS, MB
	Activity 5								
Objective 4, Conducting activities that will lead to or that can be reasonably expected to lead to CASF infrastructure projects or broadband deployment projects related to new programs created under SB 156 and AB 164, including the Federal Funding Account, Middle-Mile, Broadband Loan Loss Reserve, and Local Agency Technical Assistance.	Activity 1	Promote and support streaming project permitting activities.	☐	Description of activities performed and results achieved	1/1/2025	12/31/2025	Support permit requests as they come up (over the counter request when applicable, etc.) Encourage Dig Once and ROW Policy	Engage stakeholders; attend general plan update meetings; speak with utility companies and municipalities in all 4 counties.	KS, SR,
	Activity 2	Engage stakeholders to better understand and explain regional broadband needs and solutions and providing technical assistance to such entities	☐	Support regional collaboration of joint build projects, municipal owned, middle mile, equity investment opportunities, Economic development, recreational grants, and other shared opportunities to buildout infrastructure.	1/1/2025	12/31/2025	Attend Meetings (10) Update BB Plans, vulnerability studies, other plans related to BB deployment (2) Create Stakeholder Engagement list per County and Muni	Encourage or assist to inventory public assets and aggregate demand updated as needed in all 4 counties. Track number of local jurisdictions engaged in all 4 counties	KS, SR, SF, KY, EH
	Activity 3	Conduct an inventory of public assets and aggregate demand	☐	Public assets inventory updates; utilize regional broadband availability maps, GeoTel data, share with CPUC, Dept of Technology, counties, cities,	1/1/2025	12/31/2025	(1) per county Work with State agencies, Transpiration, OES, to identify join build projects.	Attended board and council meetings at county, municipal, special district, and utility districts Attended routine broadband working groups, regional consortia meetings, etc. Meet with private infrastructure investment firms to support future public-private project funding opportunities Provide input to jurisdiction for middle mile deployment and future SB-156 middle mile priority projects	KS, SR, EH,
	Activity 4	Administration & Reporting — Task associated with Bi-Annual Billing Submissions and Year-end Data Report	☐		1/1/2025	12/31/2025		Track and provide guidance on legislation regarding State and Federal funding, and disburse information appropriately Work with county agencies to develop critical broadband policy, allocate budget, and present to BOS for approval Work with local government agencies to integrate regional collaboration among jurisdictions to address common infrastructure needs and shared resources when feasible Update and mange funding matrix, stakeholder matrix and update priority project areas. Continue to share across jurisdictions to support ISPs, remove unnecessary barriers, and expedite the permitting process	KS, MB
	Activity 5								
Objective 5, Assisting the Commission in publicizing requests for wireline testing volunteers in areas, as needed	Activity 1	Publicize wireline testing volunteer requests	☐	Publicizing materials and list of testing volunteers	1/1/2024	12/31/2025	1.Help facilitate wireline testing in GCBC territory with test hardware provided by the CPUC; number to be determined by hardware numbers available to use		KS, SR
	Activity 2	Assist volunteers in wireline testing	☐	"Hotline" availability through SBC and wireline testing training materials; info posted on website	1/1/2024	12/31/2025			KS, SR
	Activity 3	Collect and analyze wireline testing data	☐	Wireline testing data analysis; test results indicating unserved or underserved areas	1/1/2024	12/31/2025	2.Produce mapping data updates identified as a result of testing; number dependent on actual wireline tests recorded		KS, SR
	Activity 4	Administration & Reporting — Task associated with Bi-Annual Billing Submissions and Year-end Data Report	☐		1/1/2024	12/31/2025			KS, MB
	Activity 5								
Conducting and Submitting annual audit reports, as required	Annual Audit	Provide the required annual audit report	☐	Annual audit report	1/6/2024	12/31/2025	n/a	n/a	