

PUBLIC UTILITIES COMMISSION OF THE STATE OF CALIFORNIA

**Communications Division
Broadband, Video and Market Branch**

**RESOLUTION T-17856
January 16, 2025**

RESOLUTION

Resolution T-17856: Approves seven project proposals for up to \$4,455,792 from the California Advanced Services Fund Broadband Adoption Account submitted in the July 2024 application round.

I. Summary

This Resolution approves grant funding in the amount of up to \$4,455,792 from the California Advanced Services Fund (CASF) Broadband Adoption Account (Adoption Account) to the California Emerging Technology Fund (CETF) (one call center project and one digital literacy project), the Fresno Economic Opportunities Commission (FEOC) (one digital literacy project), the International Rescue Committee – Oakland (IRC Oakland) (one digital literacy project), the Rural Prosperity Center (RPC) (one call center project), Swords to Plowshares (SP) (one digital literacy project, and United Way of Central Eastern California (UW CEC) (one digital literacy project). Collectively, these projects will provide digital literacy training to 4,140 participants and broadband subscriptions to 13,058 participants.

II. Background

On October 15, 2017, Governor Brown signed Assembly Bill (AB) 1665 (Garcia) into law. This legislation amended the statutes governing the CASF program, Public Utilities Code sections 281, 912.2, and 914.7, and added the Adoption Account, which provides grants to increase publicly available or after school broadband access and digital inclusion and allocated \$20 million to the account. Eligible applicants include local governments, senior centers, schools, public libraries, non-profit organizations, and community-based organizations with programs to increase publicly available or after-school broadband access and digital inclusion. The California Public Utilities Commission (Commission) is required to give preference to programs in communities with demonstrated low broadband access, including low-income communities, senior communities, and communities facing socioeconomic barriers to broadband adoption.

On June 21, 2018, the Commission issued Decision (D.)18-06-032 which implemented provisions of AB 1665 and adopted rules and guidelines for the Adoption Account (Adoption Account Guidelines). On February 21, 2019, the Commission issued D.19-02-008, modifying and clarifying the Adoption Account Guidelines.

In 2021, the Legislature deleted the minimum cumulative appropriation for each of the CASF accounts and authorized the Commission to recommend to the Legislature these appropriation amounts.¹ Consequently, the Commission issued D.22-05-029 which set an appropriation amount of \$20.024 million for fiscal year 2022/2023 for the Adoption Account. For fiscal year 2024/2025, the Commission issued Resolution T-17825 which set an appropriation amount of \$36.385 million for the Adoption Account. These appropriations were adopted in the California Budget Act for the respective fiscal year.

In D.22-05-029, the Commission made further modifications and programmatic changes to the Adoption Account Guidelines. Key provisions of the Decision relevant to this Resolution include:

- *Moneys in the Adoption Account are available to the Commission to award grants to increase publicly available or after-school broadband access and digital inclusion, such as grants for digital literacy training programs and public education to communities with limited broadband adoption, including low-income communities, senior communities, and communities facing socioeconomic barriers to broadband adoption;*
- *Eligible applicants are local governments, senior centers, schools, public libraries, nonprofit organizations, and community-based organizations with programs to increase publicly available or after school broadband access and digital inclusion, such as digital literacy training programs;*
- *Projects eligible for grant funding include digital literacy projects and broadband access projects. Digital literacy projects may include digital literacy training programs and public education to communities with limited broadband adoption.²*
- *The Commission assigned Commission Division (CD) staff (Staff) the task of approving applications that meet the criteria for ministerial review;*
- *Applications with grant requests that exceed \$150,000 are not eligible for ministerial approval.*
- *Applications from nonprofit organizations that have not existed for one year are not eligible for ministerial review.*

¹ Public Utilities Code section 281, subdivision (d)(3).

² See D.22-05-029, Slip. Op., at Section V (Appendix 2).

- *Applications from nonprofit organizations that do not have at least one year’s experience conducting digital literacy training or have not completed at least one digital literacy training project are not eligible for ministerial review.*
- *Applications that do not meet ministerial review criteria may still be considered for a grant by the Commission via Resolution approval.³*

III. Applicant Request

This Resolution considers the seven projects submitted in the July 1, 2024, application round that do not qualify for ministerial review (listed in Table 1).

Table 1: Projects Addressed in Resolution T-17856

	APPLICANT NAME	PROJECT TYPE	FUNDING REQUEST	AGGREGATE FUNDING REQUEST
1	California Emerging Technology Fund	Call Center	\$871,208	\$1,348,208
2		Digital Literacy	\$477,000	
3	Fresno Economic Opportunities Commission	Digital Literacy	\$1,168,652	\$1,168,652
4	International Rescue Committee - Oakland	Digital Literacy	\$227,318	\$227,318
5	Rural Prosperity Center	Digital Literacy	\$1,500,000	\$1,500,000
6	Swords to Plowshares	Digital Literacy	\$54,120	\$54,120
7	United Way of Central Eastern California	Digital Literacy	\$157,494	\$157,494
			\$4,455,792	

IV. Project Evaluation Process

D.22-05-029 states that all applications be reviewed, and awarded based on completeness, overall quality, and project costs reasonableness.⁴

Overall Quality: All projects were reviewed based on how well they met the requirements and goals set out in D.22-05-029 to increase publicly available or after-school broadband access and digital inclusion in communities with limited broadband adoption.

Completeness: D.22-05-029 requires all applicants to submit a complete application package that includes the project description, work plan, performance metrics, detailed budget, cover letter, curriculum (if applicable), as well as a notarized affidavit. Additionally, nonprofit applicants are required to provide tax documents showing their status as a nonprofit organization and documentation showing good standing with the

³ See D.22-05-029, Slip. Op., at Section X (Appendix 2).

⁴ See D.22-05-029, Slip. Op., at Section VIII (Appendix 2).

United States Internal Revenue Service (IRS), the California Secretary of State, or the California Department of Justice. Staff reviewed each project's application to ensure that all the required information was submitted. If the application was incomplete, Staff requested further information from applicants to complete the application to meet program requirements.

Budget: D.22-05-029 states the Commission may fund up to 85 percent of the total eligible program costs and may reimburse for education and outreach efforts, travel, computing devices,⁵ printers, network routers, switches, modems, and cabling deployed for the purpose of establishing a space for broadband access or digital literacy that connects to an existing in-building broadband network such as Wi-Fi (inside network), mobile hotspots (only when no inside network is available), administrative costs (limited to 15% of the overall budget), staffing for instruction and technical support, desks, chairs, and the gathering, preparing, creating and distribution of digital literacy curriculum (see Appendix D).⁶ Staff reviewed each project's budget to ensure that no more than 85 percent of eligible program costs were included and asked applicants to adjust their budgets to remove any ineligible expenses such as reimbursement for rent, utilities, internet service, lodging, and snacks.⁷

Staff further reviewed project budgets, cost reasonableness, and evaluated overall cost per participant. Staff evaluated the mean, median, minimum, and maximum request amount for each expense category and determined a reasonable cost for expenses, and reviewed all expenses to ensure budgeted items were attributable to a required activity.

V. Project Review and Recommendations for Funding

Staff recommends funding for the seven projects based on the quality, completeness, and cost reasonableness of the application. See Appendix A, "Approved Project Budget and Performance Metrics," for per-project details of the approved budget and expected outcomes.

Staff reviewed the applications and found that the following projects align with CASF's

⁵ Reimbursement for computing devices used in community training rooms or other public space is capped at \$11,250 per project and limited to \$750 per device; Reimbursement for take-home computing devices is capped at \$300 per device, limited to two computing devices per eligible household, and limited to \$40,000 per project; Reimbursement for hotspots is capped at \$300 per device and limited to \$20,000 per project. (See D.22-05-029, Slip. Op. Section VI (Appendix 2)).

⁶ See D.22-05-029, Slip. Op., Section V (Appendix 2).

⁷ Project costs not authorized for funding by the Adoption grant must be funded by other sources (leveraged or self-funding). See D.22-05-029, Slip. Op., Section V (Appendix 2).

goal to increase publicly available or after-school broadband access and digital inclusion to serve communities with limited broadband adoption and recommends approval for these projects. Details of each Adoption Account application are discussed below.

California Emerging Technology Fund - (one call center project and one digital literacy project)

California Emerging Technology Fund (CETF) is a 501(c)(3) tax exempt nonprofit organization, established in 2005,⁸ who advocates for, promotes, and invests in programs and projects to improve access, applications, affordability, accessibility, and assistance for adoption of broadband technology, with a mission to close the digital divide in California.

CETF has a background in public outreach in promoting broadband adoption as well as supporting complimentary digital literacy efforts. CETF promotes broadband adoption and partners with both for-profit and nonprofit entities in achieving its goals. Specifically, related to its project proposals, CETF established in 2022 the *Get Connected!* Call Center to support statewide Affordable Connectivity Program (ACP) enrollment.^{9,10} On December 14, 2023, CETF received four grants from the Adoption Account (total funding of \$4.7 million); with one grant of \$4.3 million for call center activities to subscribe 20,000 unconnected participants to low-cost internet and three grants to make available digital literacy instruction to up to 600 participants state-wide.

Specific to this resolution, both the call center and digital literacy projects are meant to serve the “Assembly Bill (AB) 617 communities.” AB 617¹¹ (C. Garcia, Chapter 136, Statutes of 2017) was signed into law in 2017 directing the California Air Resources Board (CARB) to identify the highest priority communities in the state for the deployment of air monitoring systems. CETF asserts that these locations are among the

⁸ The IRS granted CETF 501(c)(3) status in 2007.

⁹ ACP was a Federal Communications Commission (FCC) benefit program that provided a discount of up to \$30 per month toward internet service for eligible households and up to \$75 per month for households on qualifying Tribal lands. Funding has been exhausted; effective June 1, 2024, households will no longer receive an ACP discount. See <https://www.fcc.gov/acp> .

¹⁰ The existing CETF Call Center front-end is virtual and cloud-based. It uses call routing and tracking software RingCentral and Invoca to route and track calls, respectively. Presently, CETF is partnering with six community-based organizations (CBOs) in implementing the Call Center (new partnerships are possible); the CBOs subscribe unconnected and eligible households to low-cost broadband internet. The Call Center routes calls to the CBOs on an availability basis.

¹¹ https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=201720180AB617

most economically-challenged and digitally-disadvantaged in California. The CETF projects will be focused on five AB 617 communities: West Oakland (Prescott Area), East Oakland (North Stonehurst Area), Richmond (Cortez/Stege Neighborhood), South Sacramento (Florin, Parkway and Lemon Hill areas), and Stockton (August, Kennedy, Taft Mosswood, Holt and Gillis areas). In aggregate for all identified locations, there are 160,064 households with approximately 450,000 low-income residents.

The overall goal of the call center project is to inform all residents in the five AB 617 communities by direct mail about affordable Internet Service Providers (ISP) plans and enroll at least 45% of all unconnected households in the affordable ISP plans of their choice. CETF estimates that 9,500 households in these communities are unconnected and is committed to enroll 4,250 of these unconnected households. CETF will engage with the power utilities (Pacific Gas & Electric, Sacramento Municipal Utility District) to assist and support the outreach, including distributing information about affordable Internet service offers and digital literacy training resources through their existing CBO networks and communications regarding utility discount programs. CETF will collaborate with CBOs Oakland Tech Exchange and Valley Vision who will also seek to drive enrollment by distributing information about affordable Internet service subscriptions and digital literacy training resources.

CETF plans to train 10 Digital Navigators to deliver digital literacy training to 1,000 households. Each of these 10 Digital Navigators will work with a CBO who provide existing services to the targeted AB 617 community (who are referred to as “Digital Navigator Hubs”) and are considered “trusted messengers.” CETF will provide 20 hours of online training to the 10 Digital Navigators and follow-up with in-person training in Oakland using Tech Exchange facilities and in Sacramento using Valley Vision facilities. Additional monthly coaching by CETF will be available for the Digital Navigators. The Digital Navigators will provide digital literacy training using standard curricula provided by CETF to resident cohorts. Locations that may be used for digital literacy training by the Digital Navigators to resident cohorts include CBO facilities (such as those provided by the Digital Navigator Hubs), public libraries, local government facilities, public school facilities, and other public facilities that may become available. CTF will also collaborate with the CBO Children’s Partnership in Stockton, for identifying physical locations suitable for local AB 617 communities.

Altogether, CETF plans to enroll 4,250 low-income households from the identified AB 617 communities to a low-cost home broadband offering at the cost of \$204.99 per subscriber. CETF plans to provide digital literacy training to 1,000 households at the

cost of \$477 per household. Staff recommends awarding CASF funding for one call center project in the amount of \$871,208 and one digital literacy project in the amount of \$477,000 with a total funding of \$1,348,208 for the two CETF projects (see Appendix A).

Fresno Economic Opportunities Commission - (one digital literacy project)

The Fresno Economic Opportunities Commission (FEOC) is a 501(c)(3) tax exempt nonprofit organization established in 1965 that serves low-income populations in the Central Valley, with a specific focus on Fresno County. As noted in their IRS form 990, FEOC provides comprehensive child development and family support services, childcare services, and educational services. FEOC provides food and nutrition services such as the provision of meals to those in need, and supplemental nutrition assistance to women, infants, and children (WIC). FEOC assists low-income residents with the management and reduction of energy costs, including emergency financial assistance, and assistance in helping clients become more energy efficient. Altogether, FEOC stated that they serve over 100,000 people annually through over 30 health and human service programs.

FEOC has provided digital literacy classes for primarily low-income seniors in urban and rural Fresno County since 2020 (which recently concluded on September 30, 2024). The program taught the basics of device and internet use, social media, email, and internet safety.

FEOC proposes to provide eight hours of digital literacy training to low-income seniors at partner locations throughout Fresno County. Venues will be selected that provide community access to technology, such as libraries, community centers, and senior centers. Locations will be prioritized if they already host programs or workshops, as communities are more likely to frequent those spaces. Twenty such locations have already been identified.¹² Classes will be free and will use the SeniorPlanet.org curriculum, specifically designed for those with little or no technology experience. Funding will support the hiring of staff and the purchase of a set of portable classroom computers.

Altogether, FEOC plans to provide digital literacy training to 2,400 low-income seniors. The implementation cost is \$463.44 per participant. Staff recommends awarding CASF funding for one digital literacy project in the amount of \$1,168,652 (see Appendix A).

¹² Eight locations in Fresno, and locations in Firebaugh, Clovis, Kerman, Orange Cover, Selma, Madera, Tollhouse, Mendota San Joaquin, and Pinedale.

International Rescue Committee – Oakland - (one digital literacy project)

The International Rescue Committee or IRC (founded in 1933) is a 501(c)(3) tax exempt nonprofit organization providing relief, protection, and resettlement services for refugees and other victims of oppression or violent conflict around the globe, working in over 40 countries and in 28 cities in the United States. IRC's mission is to help people whose lives and livelihoods are shattered by conflict and disaster, including the climate crisis, to survive, recover and gain control over their future. The IRC is a federally designated resettlement agency that provides wraparound services to immigrant populations inclusive of education of life-skills, such as digital literacy instruction.

IRC Oakland has successfully provided resettlement wraparound services to more than 25,000 refugees, asylees, and other immigrants from over 50 countries in the East Bay Area. IRC Oakland's core services include access to public benefits, securing affordable housing, financial literacy, early employment, career development, microenterprise training, youth mentorship, and pathways to citizenship services. It has been a contractor with Alameda County Social Services providing Employment Services and Vocational English training to Limited English proficient (LEP) CalWORKs and Refugee Cash Assistance (RCA) recipients throughout Alameda County. Under this contract IRC Oakland regularly conducts Job Readiness Training cohorts focusing on topics including drafting resumes, preparing for interviews, applying for jobs online, financial education, and digital literacy.

The IRC Oakland project aims to provide digital literacy courses for refugees, new immigrants, and individuals with limited English language proficiency and will assist these individuals in enrolling in affordable ISP plans. IRC Oakland plans to offer client-centered digital literacy classes including both beginning and advanced class levels, at the IRC Oakland office as well as two satellite locations in Hayward and Fremont and online, with interpretation assistance available for participants with limited English proficiency, and one-on-one support.

Altogether, IRC Oakland plans to provide digital literacy training to 380 participants. The implementation cost is \$463.60 per participant. Staff recommends awarding CASF funding for one digital literacy project in the amount of \$227,318 (see Appendix A).

Rural Prosperity Center - (one digital literacy project)

The Rural Prosperity Center (RPC) is a recently formed 501(c)(3) tax exempt nonprofit

organization.¹³ RPC's application states that it was established by co-founders Ismael Herrera and Eduardo González in 2023 to advance the socioeconomic and environmental well-being of rural communities. The co-founders have over 20 years' experience managing economic and community development initiatives across California, including but not limited to Digital Inclusion initiatives and managing the San Joaquin Valley Regional Broadband Consortium or SJVRBC (funded by the CASF Rural and Urban Regional Broadband Consortia Account).

The RPC proposes a call center project utilizing an existing virtual call center (owned by RPC) for initial call reception and routing.¹⁴ RPC will contract and coordinate with partner CBOs operational in 11 counties¹⁵ to which calls will be routed to in relation to the geographic origin of the callee. RPC will provide trained staff to these CBO locations (referred to as Digital Navigation Centers) with what is referred to as Digital Navigators (a minimum of 22 Digital Navigators will be trained in total). These Digital Navigators will be provided a four-hour training by the RPC and will teach the Digital Navigators the skills needed for call center operations.¹⁶ The trained Digital Navigators will be placed on the partner CBO staff; RPC will compensate the partner CBOs for staff costs and related expenses. Both the RPC and the partner CBOs will participate in community outreach.

Although not part of this request, the RPC stated that is their intention to further develop these Digital Navigation Centers so that they can provide both in-person and remote digital literacy training, provide broadband access and technical assistance, and provide access to resources that will assist participants find employment.

Support for this project is evidenced by the letters provided, include a letter from State Senator Anna M. Caballero. Additionally, RPC received a \$1 million grant from the Wayfinder Community Fund for "General Operating Support."

Altogether, RPC plans to enroll 7,500 participants to affordable ISP plans. The

¹³ RPC received the IRS letter granting its 501(c)(3) tax exempt status on March 6, 2024.

¹⁴ The existing RPC Call Center front-end is virtual and cloud-based. It uses call routing and tracking software RingCentral and Invoca to route and track calls, respectively.

¹⁵ Santa Clara, Imperial, Kern, Merced, Fresno, Kings, Monterey, Santa Cruz, Riverside, Tulare, and Madera counties.

¹⁶ The proposed training is specifically designed to equip Digital Navigators with the skills needed to manage incoming and outgoing calls related to internet adoption. The training includes instruction on operating the RingCentral IVR system and Zingle platforms, as well as documenting new adoptions and securing proof of internet adoption for reporting purposes. Training also covers confidentiality, cultural competency, and details about various affordable low-cost internet plans and their eligibility criteria.

implementation average cost is \$200 per participant subscription. Staff recommends awarding CASF funding in the amount of \$1,500,000 (see Appendix A).

Swords to Plowshares - (one digital literacy project)

Swords to Plowshares (SP) is a 501(c)(3) tax exempt nonprofit organization founded in 1974 that serves San Francisco Bay Area low-income veterans seeking to overcome homelessness. SP provides emergency, transitional, and permanent housing programs that help veterans that are homeless gain stability and live independently in the community. SP provides services and case management support to veterans that are homeless and at-risk, including mental health and substance abuse counseling. SP services also provide pre-employment preparation, career counseling, job training, placement and follow-up.

The proposed project addresses the needs of older and very low-income veterans that visit the SP Veterans Community Center in San Francisco. As noted by SP, many of these veterans have extremely limited experience using computers and will benefit greatly from a dedicated digital literacy program designed specifically to address their needs.

The SP organization does not have at least one year's experience conducting digital literacy training and has not completed at least one digital literacy training project (although, as stated by SP, SP provides one-on-one digital literacy assistance to clients, as needed). SP will partner with an experienced contractor, Code Tenderloin,¹⁷ to offer structured digital literacy classes to senior veterans.

Altogether, SP plans to provide digital literacy training to 60 participants. The implementation costs are \$477 per participant Staff recommends awarding CASF funding for one digital literacy project in the amount of \$54,120 (see Appendix A).

United Way of Central Eastern California - (one digital literacy project)

The United Way of Central Eastern California (UW CEC) is a 501(c)(3) tax exempt nonprofit organization that serves Kern, Inyo, Mono, and northern San Bernardino counties. UW CEC was founded in 1965. As noted in their IRS form 990, UW CEC has

¹⁷ Code Tenderloin is a workforce development provider with expertise assisting underserved San Francisco residents. Founded in 2015, Code Tenderloin has extensive experience providing all levels of instruction in digital learning, from basic digital literacy instruction to coding skills.
<https://www.codetenderloin.org/>

provided an early childhood and development program, a volunteer tax assistance program, and is the lead agency of the Kern County Homeless Collaborative. UW CEC acts as the Collaborative's fiscal sponsor, oversees and facilitates the work of the Collaborative and its many standing and ad hoc committees. UW CEC acquires yearly federal funding for homeless services, conducts an annual point-in-time count of the homes, conducts outreach to the homeless, and provides public education on the plight of the homeless.

The UW CEC proposal, Elevating Digital Education in Kern County, will provide a variety of free, low-barrier, educational digital literacy courses dedicated to bridge the gap in digital literacy and allow for digital inclusion for communities within the county of Kern.

The UW CEC organization does not have at least one year's experience conducting digital literacy training and has not completed at least one digital literacy training project. However, UW CEC has experience implementing a financial literacy program and has overseen other types of educational programs. Hence, staff has confidence that UW CEC will be able to implement a digital literacy program.

Altogether, the UW CEC plans to provide digital literacy training to 300 participants. The implementation costs are \$467.48 per participant. Staff recommends awarding CASF funding for one digital literacy project in the amount of \$157,494 (see Appendix A).

VI. Compliance Requirements

CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC are required to comply with all the guidelines, requirements, and conditions associated with the grant of CASF funds as specified in D.22-05-029. Such compliance includes but is not limited to the items listed below.

A. Execution and Performance

CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC must start the project within six months after submitting a consent form and complete the project within a 24-month time frame. The Commission may withhold, reduce, or terminate grant payments if the grantee does not comply with any of the requirements set forth in its application or the CASF rules. If the grantee fails to complete the project in accordance with the terms of approval granted by the Commission, CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC must reimburse some or all the CASF funds it has received.

CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC must complete all performance under the award by the termination date of the award.

Grantees may make modifications to line items within an approved project budget without prior authorization, so long as those modifications do not cause the project budget to exceed the overall adopted project budget and so long as the proposed budget modifications are unrelated to the budgets for classroom or take-home devices, including hotspots. Grantees may change milestone/activity timelines without prior authorization, so long as those modifications do not cause the project timeframe to exceed the overall adopted project timeframe. While prior approval is not required for these modifications, the applicant must notify the Communications Division by e-mailing CASF_Adoption@cpuc.ca.gov within 30 days of making such changes.

CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC must sign a consent form within 30 days of the date of the award agreeing to the terms stated in the Resolution. A completed and executed consent form should be emailed to CASF_Adoption@cpuc.ca.gov within 30 calendar days from the date of the award. The Commission will deem the grant null and void for failure to submit the consent form within 30 calendar days from the date of the award.

Material changes in the entries shown in the application, such as discontinuing operation or bankruptcy, or change of name (including DBA), change of address, telephone, fax number or E-mail address should be reported by a letter to the Commission Director of the Communications Division, 505 Van Ness Avenue, San Francisco, CA 94102 and CDCompliance@cpuc.ca.gov.

B. Project Audit and Reporting Requirements

See Appendix B.

VII. Payments to CASF Recipients

Reimbursement payments will be made in accordance with, and within the time specified in the California Government Code, section 927, et seq. CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC must notify the Director of the Communications Division as soon as they become aware that they may not be able to meet project deadlines. The Commission may withhold or reduce payment if CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC fails to notify the Director of such changes. See Appendix C for payment details. CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC

must submit final requests for payments no later than three months after completion of the project.

COMMENTS ON DRAFT RESOLUTION

In compliance with Public Utilities Code section 311, subdivision (g)(1), a notice letter was emailed on December 05, 2024 informing all parties on the CASF Distribution List of the availability of the draft of this Resolution for public comments at the Commission's documents website at <http://www.cpuc.ca.gov/documents/>. This letter also informed parties that the final conformed Resolution adopted by the Commission will be posted and available at the same website.

FINDINGS

1. On or before July 1, 2024, staff received seven applications for the seven projects being considered in this Resolution.
2. Staff reviewed the applications and recommended awards based on completeness, overall quality, and project cost reasonableness.
3. Based on its review, Staff determined that these seven projects qualify for funding under D.22-05-029 and recommends funding the projects as listed in Appendix A.
4. A notice letter was emailed on December 05, 2024, informing all parties on the CASF Distribution List of the availability of the draft of this Resolution for public comments at the Commission's documents website at <http://www.cpuc.ca.gov/documents/>. This letter also informed parties that the final conformed Resolution adopted by the Commission will be posted and available at the same website.

THEREFORE, IT IS ORDERED that:

1. The Commission shall award the following grant amounts:
 - Up to \$1,348,208 to CETF for its CETF Call Center AB617 Communities and CETF Digital Literacy AB617 Communities projects;
 - Up to \$1,168,652 to FEOC for its Fresno Economic Opportunities Commission Digital Literacy project;

- Up to \$227,318 to IRC Oakland for its International Rescue Committee in Oakland Digital Literacy project;
- Up to \$1,500,000 to RPC for its Digital Navigation Centers project;
- Up to \$54,120 to SP for its Digital Literacy for Senior Veterans project;
- Up to \$157,494 to UW CEC for its Elevating Digital Literacy in Kern County project;

The total grant award is up to \$4,455,792. All awards are based on the descriptions of the projects as described herein and are predicated on commitments to provide adoption services as expressed in its application and in compliance with all guidelines, requirements and, conditions associated with a CASF award, as specified in D.22-05-029, and this Resolution.

2. CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC must complete all work and achieve all performance metrics identified in Appendix A of this Resolution and workplans submitted with its application.
3. CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC must complete and execute the consent form (to be sent to grant recipients after this Resolution is adopted) agreeing to the conditions set forth in this Resolution.

A completed and executed consent form must be emailed to CASF_Adoption@cpuc.ca.gov within 30 calendar days from the date of the adoption of this Resolution. Failure to submit the consent form within 30 calendar days from the date of the adoption of this Resolution will void the grant.

4. By receiving a CASF grant, CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC agree to comply with the terms, conditions and requirements of the grant and thus submit to the jurisdiction of the Commission with regard to disbursement and administration of the grant.
5. CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC must maintain files, invoices, and other related documentation for three years after final payment and shall make these records available to the Commission upon request and agree that these records are subject to audit and review by the Commission at any time within three years after grant recipients incurred the expense being audited.

6. If CETF, FEOC, IRC Oakland, RPC, SP, or UW CEC fail to complete the project in accordance with the terms outlined in D.22-05-029 and this Resolution, they must reimburse some or all the CASF funds they have received.

This Resolution is effective today.

I hereby certify that this Resolution was adopted by the Public Utilities Commission at its regular meeting on _____. The following Commissioners approved it:

Rachel Peterson
Executive Director

APPENDIX A
Approved Project Budget and Performance Metrics

Table 2: Approved Project Performance Benchmarks*

#	Applicant Name	Project Name	Project Type	Provide Digital Literacy Training to	Number of Subscriptions*	Device Award	In-classroom Devices	Take-home Devices	Hot-spot Devices	Funds for Implementation	Total Award
1	California Emerging Technology Fund	CETF Call Center AB617 Communities	Call Center	N/A	4,250	\$ -	0	0	0	\$871,208	\$871,208
2	California Emerging Technology Fund	CETF Digital Literacy AB617 Communities	Digital Literacy	1,000	1,000	\$ -	0	0	0	\$477,000	\$477,000
3	Fresno Economic Opportunities Commission	Fresno Economic Opportunities Commission Digital Literacy	Digital Literacy	2,400	0	\$ 56,396	37	365	24	\$1,112,256	\$1,168,652
4	International Rescue Committee - Oakland	International Rescue Committee in Oakland Digital Literacy	Digital Literacy	380	288	\$ 51,150	15	133	0	\$176,168	\$227,318
5	Rural Prosperity Center	Digital Navigation Centers	Call Center	N/A	7,500	\$ -	0	0	0	\$1,500,000	\$1,500,000
6	Swords to Plowshares	Digital Literacy for Senior Veterans	Digital Literacy	60	0	\$ 25,500	10	60	0	\$28,620	\$54,120
7	United Way of Central Eastern California	Elevating Digital Literacy in Kern County	Digital Literacy	300	20	\$ 17,250	20	0	20	\$140,244	\$157,494
				4,140	13,058						\$4,455,792

* Performance for digital literacy projects is based on number of participants trained; performance for call centers is based on the number of subscriptions obtained.

APPENDIX B

Reporting Requirements

Project Audit

CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC (grant recipients) must maintain files, invoices, and other related documentation for three years after final payment. Grant recipients shall make these records available to the Commission upon request and agree that these records are subject to audit and review by the Commission at any time within three years after the grant recipients incurred the expense being audited.

Project Reporting Requirements

The grant award is contingent upon fulfilling reporting requirements during and after project completion as specified in D.22-05-029, Appendix 2, Section XIII.

A template for all necessary reports is provided in the CASF Adoption Program Administrative Manual, which is posted on the Commission's Adoption Account website and is also available directly from the website. Up to three reports will be required throughout the course of the project:

i. Ramp-up period report

A "ramp-up period report" is required after completion of the ramp up activities and when deployment is set to begin (if applicable). This report must be submitted by no later than 3 months after the completion of the ramp up activities. In this report, recipients will report on the completion of the ramp up activities per the work plan, milestones met, as well as request payment for relevant expenses to date. The ramp up period may not exceed 6 months from the time the application is approved.

ii. Year 1 Progress Report

The Year 1 progress report is required at the end of the first year of deployment. This report must be submitted by no later than 3 months after the end of the first year of deployment. In this report, recipients will report on the status of Year 1 milestones per the work plan, as well as request payment for relevant expenses to date.

iii. Year 2 Completion Report

The Year 2 completion report is required at the end of the 24-month period, or after the work plan milestones/deliverables have been accomplished if earlier than the 24-month period. This report must be submitted by no later than 3 months after completion of the project. In this report, recipients will report on the completion of the overall project, milestones met per the work plan, as well as request payment for final and remaining relevant expenses.

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All required reports must be submitted via email to: CASF_Adoption@cpuc.ca.gov. The grant recipients must certify that each report submitted is true and correct under penalty of perjury.

APPENDIX C Payments to CASF Recipients

- CETF, FEOC, IRC Oakland, RPC, SP, and UW CEC (grant recipients) may submit payment requests at 3 points throughout the project period. Payment requests may accompany the 3 reports noted above (Ramp Up Period, if applicable, Year 1, Year 2).
- Payment requests may also be submitted separately from and in addition to the Calendar Year reporting described above, provided that each payment request includes the information provided on the most recently submitted Calendar Year report and any additional information or costs incurred since the most recent Calendar Year report was submitted.
- Whether tied to Calendar Year reporting or outside of that reporting schedule, no more than three payment requests may be submitted.
- Payment request for the ramp-up period may not exceed 25% of the grant amount.
- No more than 90% of the grant amount will be reimbursed before the completion report and final payment request;
- All payments requests require documentation of project participation (number of participants trained or provided access and the number of participants that subsequently subscribe to a broadband Internet service provider to use a device in their home).
- Grant recipients shall submit final requests for payment no later than 3 months after completion of the project.
- Payment will be based upon receipt and approval of invoices and other supporting documents showing the expenditures incurred for the project are in accordance with their approved application and budget.
- Grant must notify the Director of the Communications Division as soon as they become aware that they may not be able to meet project deadlines. The Commission may withhold or reduce payment if the grantee fails to notify the Director of the Communications Division of such changes.
- Payment will be made in accordance with, and within the time specified in California Government Code § 927 et seq.
- The Commission has the right to conduct any necessary audit, verification, and discovery during project implementation to ensure that CASF funds are spent in accordance with the terms of approval granted by the Commission.
- The Grant recipients' invoices will be subject to audit by the Commission at any time within three years of final payment.

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Grant recipients must certify that each report and payment request submitted is true and correct under penalty of perjury. All required reports and payment requests, including invoices and other supporting documents should be submitted via email to: CASF_Adoption@cpuc.ca.gov.

APPENDIX D
Allowable Costs per Decision 22-05-029

The Commission may fund up to 85 percent of the eligible program costs and may reimburse the following:

- a. Education and outreach efforts (including travel, up to 10% of approved grant amount) and materials;
- b. Acceptable computing devices (does not include smartphones) within budgetary limits and inclusive of computer warranty;
 - In-classroom computing devices
 - Take-home computing devices (for Digital Literacy Projects only)
- c. Software (inclusive of licensing for online platforms);
- d. Printers
- e. Network routers, switches, modems, and cabling deployed for the purpose of establishing a space for broadband access or digital literacy that connects to an existing in-building broadband network such as Wi-Fi (inside network);
- f. Mobile hotspots, only when no inside network is available;
- g. Provision of technical support for the computing devices subsidized through this program;
- h. Desks and chairs to furnish a designated space for digital literacy or broadband access;
- i. For Digital Literacy Projects, gathering, preparing, creating, and distributing digital literacy curriculum;
- j. Staff including digital literacy instructors, staff for monitoring the designated space, or staff for administering call centers (if applicable); and
- k. Reimbursement for administrative costs,¹⁸ (other than for excluded items, listed below) is limited to administrative costs representing 15% or less of the overall proposed budget.

Device technical support must be able to respond either by phone or in person within 24 hours. Refurbished devices must have at least a six-month warranty. New devices must have at least a 30-day warranty.

Facility rent, utilities, internet service costs, food costs, lodging, marketing incentives for participation (gift cards, giveaways, etc.), certain classroom supplies and accessories, and other items not listed above are not eligible for reimbursement. All funding

¹⁸ "Administrative costs" are defined here as "indirect overhead costs attributable to a project per generally accepted accounting principles (GAAP) and the direct cost of complying with Commission administrative and regulatory requirements related to the grant itself," consistent with other CASF program rules.

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requests will be assessed for reasonableness and may be adjusted accordingly at the discretion of the Commission. Any remaining project costs not authorized for funding by the CASF Adoption grant must be funded by other sources (leveraged or self-funding).

End of Appendix D