Optional Applicants' Conference: American Rescue Plan Act (ARPA) Local Capacity Digital Equity Building Grant

Roles

Attendee Tracking: Kevin Davenport and Claudia Garcia

Note taking: Sembly Program

Facilitators: Linda Roman & Ulises Zatarain

Questions and Responses tracking: Kevin Davenport . Kevin will find questions on Sembly AI and take all questions and responses and add them on a separate document to post on the website.

Questions Posted on Chat: Kevin Davenport

Agenda

	Welcome	**Facilitators**: Linda will start and welcome KD Ask attendees to drop in chat: full name, organization and email. Remarks by Stew
	Introductions	Tech Exchange Staff
	Presentation	**Facilitators**: Linda Roman , Ulises Zatarain
	Discussion	
	Adjournment	

Kevin Davenport Jr. called to order the regular meeting at 2:00 pm via Google Meets.

Questions Posted on Chat:

Q: Can applicants jointly apply?
A: Yes that is possible. Brand Gov will not be able to apply, unless they partner with a nonprofit. For-profit companies cannot apply for this NOFA. The partnership must be clearly stated in the proposal.

Q: Were you looking for us to provide a full work plan?
A: Attachment A has proposal questions detailed (description of activities, need for activities, intention of funds, timeframe, activities are equitable and conclusive, and reaching hard-to-reach audience, qualifications and sustainability efforts, key personnel, additional funding sources during grant period, etc. Maximum of 3 pages.) Stating "without further funding we would not be able to sustain activities" is perfectly fine.

Q: Please go through the evaluation process slides.
A: High-level overview. Solano County will be the final decision-maker. Please submit all questions to Linda and/or email. All questions and answers will be posted on the Solano Connected website January 10th.

Q: Which project can we apply for?
A: Propose a project in either project objective shown (Digital Literacy and Education & Affordable Connectivity Program)

Q: Can this grant help cover hardware specifically for ACP events?
A: Yes. Hardware and materials for ACP are acceptable. The bulk of the money should be for the program, but 15% indirect funding can cover administrative expenses.

Attendees:

Full Name	Organization	Email
Laurie Hartmann	Meals on Wheels of Solano County	lhartmann@mowsc.org
Megan Wong	Solano County Library	mkwong@solanocounty.com
K. Patrice Williams	BrandGOV	patrice@brandgov.com
Myles Hall	BrandGOV	myles@brandgov.com
Tracee Stacy	Choice in Aging	tstacy@choiceinaging.org 707-628-9805
Sidney Wilson	City of Vallejo	sidney.wilson@cityofvallejo.net
Sheralyn Lime	Did not post	sheralynl@ilrscc.org
Naveed Ashraf	City of Vallejo	naveed.ashraf@cityofvallejo.net

Stewart Bruce	Solano County	sbruce@solanocounty.com
Ulises Zatarain,	Tech Exchange	ulises@techexchange.org
Linda Roman	Tech Exchange	linda@techexchange.org
Claudia Garcia	Tech Exchange	claudia@techexchange.org
Kevin Davenport Jr.	Tech Exchange	kevin@techexchange.org

Overview: Meeting to discuss ARPA-funded RFP for digital equity in Solano County. Nonprofits can apply, and for-profit partnerships are allowed. A narrative proposal required, with a focus on digital literacy/education or enrollment services. Hardware expenses must be part of a program.

Summary:

- The purpose of the meeting is to address any questions related to the RFP (Request for Proposal) that was issued through a notice of funding availability using ARPA funds.
- Applicants can ask for less than the minimum amount specified in the RFP, but it may not be viewed favorably.
- Nonprofits can form partnerships and jointly apply for the RFP, but for-profit companies are not eligible to apply directly.
- The application requires a narrative proposal that includes a work plan, description of activities, description of need, use of funds, equity and inclusivity measures, multilingual and multicultural programming, engagement strategies, qualifications and sustainability efforts, and potential additional funding sources.
- The funding streams for the affordable connectivity program include digital literacy and education services, as well as enrollment services. Applicants can choose to focus on one or both of these components in their proposals.
- This grant does not specifically exclude hardware expenses, but it is important to demonstrate how the hardware will be used as part of a program or initiative. Simply buying hardware without a program wrapped around it may not be considered eligible for funding. For example, The Area Agency on Aging and Meals on Wheels are providing hardware (iPads and Samsung tablets) to senior citizens, but there is a need for teaching them how to use the devices.
- Questions regarding the application process can be sent to *SolanoConnected@techexchange.org* email until January 8th. All questions and answers will be posted on the website by January 10th. The application deadline is Monday, January 15th at 5:00 pm.

Solano Connected
Connecting Communities, Empowering Lives

Action Items:

- Potential applicants to submit any questions related to the RFP to *SolanoConnected@techexchange.org*
- Announce and collect participant names, organizations, and emails during the meeting.
- Applicants should consider focusing on communities with limited or low access when submitting proposals.
- Information to be documented and made available on the Solano Connected website