



Department of Technology and Information

Delaware Broadband Fund Grant Application

Instructions: This application is designed to be completed electronically, then printed, signed and notarized. Please make all efforts to complete the application electronically. Legible hand written submissions will be accepted. Return one original plus six (6) copies, including exhibits, to the Department of Technology and Information, Attention: Procurement Officer, 801 Silver Lake Boulevard, Dover, DE 19904. This application is not a commitment for funds, nor does it obligate the State of Delaware or any State agency to lend any form of financial assistance.

I. General Information

Legal Name of Applicant (Business)	Delaware Business License & Type	Tax I.D. or SS# for an Individual Request
D/B/A (if applicable)	State of Incorporation	Date Business Established
Sole Proprietorship	General Partnership	LLC
	Limited Partnership	Individual Business Request
Applicant's Billing Address		Business Phone # Applicant's Fax #
Applicant's Street Address		
Business Description		
Primary Project Contact		Title
Primary Project Contact Email		Phone #

Number of Applicant's Permanent Delaware-Based Full-time Positions

Presently On Site:	To Be Maintained:	To Be Created:
To be Relocated to Delaware:	TOTAL Number of Delaware-Based Full-time Positions:	

Management and Ownership

(Show 100% ownership. If more space is necessary, ignore here and attach a complete list formatted like below as "Exhibit: Management & Ownership – 1")

Name	SS# or Tax ID#	Percent Ownership	Address (if different from applicants)	Guarantor?	Spouse Guarantor?
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Has the applicant or any person listed in the Management and Ownership section on page one (1)...

If the answer to any question is “yes”, furnish details on a separate page and attach as “Exhibit: Management & Ownership – 2”

Yes	No	Been the subject of, or a party to, any formal or informal inspection, inquiry, investigation, administrative proceeding, criminal prosecution or civil litigation by any federal or state agency administering, or private person seeking relief under, state or federal statutes, regulations or rules governing collective bargaining, hours of labor, working conditions, industrial hygiene and safety, minimum wage standards, discrimination in wages, child labor, unemployment insurance, workers’ compensation or other labor law matters
Yes	No	Been the subject of or a party to any formal or informal inspection, inquiry, investigation, administrative proceedings, criminal prosecution or civil litigation by any federal or state agency administering, or private person seeking relief under, state or federal environmental statutes or regulations?
Yes	No	Been the subject of, or a party to, any formal or informal inspection, inquiry, investigation, administrative proceeding, criminal prosecution or civil litigation by any state or federal law enforcement, regulatory or administrative agency for the criminal or civil violation of any federal or state statute, regulation, rule or the terms of any license or permit issued by a federal or state agency, including the failure to hold such a license or permit?
Yes	No	Been the defendant in any civil litigation in which any type of fraud, misrepresentation, unfair or deceptive trade practices were alleged?
Yes	No	Been debarred or suspended from contracting with any state or federal agency or from receiving financial assistance from any state or federal agency?
Yes	No	Been denied any license or permit or had any license or permit revoked or suspended by any federal, state or local agency or governmental body?
Yes	No	Been convicted of a crime?
Yes	No	Filed a voluntary petition in bankruptcy or had an involuntary petition in bankruptcy filed against the Applicant, in any bankruptcy court, or been subject to any other state or federal insolvency or receivership proceedings?

II. Project Information

A. Type of Project Proposed

Please select the pilot projects for which you are submitting a proposal:

Fixed Wireless

Marydel Fire Company (Radio Tower)
10 Fire House Lane
Marydel, Delaware 19964

Town of Seaford
Dulaney Street
Seaford, Delaware 19973

Municipal Wi-Fi

City of Rehoboth Beach – Includes the area
between 4th Street and the Boardwalk and
between Brooklyn Avenue and Olive Avenue

B. Locations and Technical Descriptions of Proposed Project

(Points for Evaluation Purposes 25)

Please describe in detail the option or programs designed to assist economically challenged citizens. Include the locations; technical description (technologies to be used, the street addresses of any infrastructure to be installed); the address ranges of customers to be served; and your corporate history and experience in delivering this type of service. Attach maps as necessary to illustrate Project locations.

C. Financial Stability and Economic Sustainability

(Points for Evaluation Purposes 30)

Include detail on the stability of the Applicant organization, including experience in managing similar projects. Provide required Exhibits to supplement assertions. For proposed “Fixed Wireless,” or “Municipal Wireless” pilot projects, outline a sustainment plan for how the project will continue after the required 90-day pilot period. As part of the sustainment plan, detail a pricing strategy for continued service that balances the financial feasibility with customer affordability and value. Additionally, provide information and options for serving economically disadvantaged families.

D. Public Purpose

(Points for Evaluation Purposes 25)

Provide a detailed description of how the project will serve a public purpose by enhancing the broadband access for citizens and business in our rural and/or unserved communities.

E. Source and Use of Funds for Public Purpose

(Points for Evaluation Purposes 20)

Requested Funds from Broadband Grant (not to exceed 50k per proposed project)	Funded by Applicant	Total Project Funding
Fixed Wireless - Seaford		
Fixed Wireless - Marydel		
Municipal Wi-Fi – City of Rehoboth		
Other (Specify)		
Total Project Costs		

Amount of Funding Requested:

Certification and Notarization to Applicants

CERTIFICATION -- Eligibility for financial assistance from the Delaware Broadband Fund is determined by the information presented in this application and in the required exhibits and attachments. Any change in the status of the proposed project from the facts presented herein could disqualify the project, including but not limited to, the commencement of construction or the acquisition of assets such as land or equipment. Please contact the Committee, c/o DTI, before taking any action which would change the status of the project as reported herein.

To the extent permitted by Delaware's Freedom of Information Act, 29 Del. C. Ch. 100, all information contained in this application or obtained by the Committee in investigating or considering this application will be kept confidential, except for disclosure to the Committee, to the staff and attorneys of the DTI, and except for disclosures made at the public hearing of the Committee and in any published notice of such hearing. If a grant is made for your project, confidentiality may also be affected by any information reporting and other requirements imposed on the Committee by the Internal Revenue Code. A copy of the DTI FOIA regulation is provided with this application.

I, the undersigned, being duly sworn upon my oath say:

1. The Applicant as listed in section I-A is the recipient of the funds. The undersigned is authorized to bind the applicant and any other recipient of Grant funds pursuant to this application
2. The Applicant hereby agrees, if this application is approved, to comply with all federal, state, and local laws affecting the grant to be issued and the operation of the proposed project. As part of this agreement, the Applicant agrees to use its best efforts in good faith to meet all employment projections set forth herein and to give the first opportunity of employment to qualified Delaware residents for all unskilled and semi-skilled workers employed by the Applicant.
3. The Applicant hereby acknowledges and agrees that the Committee reserves the right to and may disclose any information contained in this application and its supporting documents to the staff and attorneys of the Committee and DTI, at any public hearing held on this application, in any published notice of such hearing, and that this application is subject to the Delaware Freedom of Information Act.
4. The Applicant hereby agrees that any officers, employees, agents or attorneys of the Department of Technology and Information ("DTI") may have access to and copy any and all information in any form pertaining to Applicant, including, but not limited to, tax returns and information from tax returns as used in 30 Del. C. §368, in the custody of any State of Delaware, or other State, department, agency, instrumentality, division, office, board, bureau, council, commission, committee, panel or "public body," as that term is defined in the Delaware Freedom of Information Act, 29 Del. C. § 10002(a), including, but not limited to, the Departments of Finance, State, Labor, and Natural Resources and Environmental Control of the State of Delaware, the United States Environmental Protection Agency, the United States Department of Labor, the National Labor Relations Board or any other agency of the federal government having custody of information deemed pertinent by DTI or DTI staff or attorneys in evaluating Applicant's application for assistance.
5. This application, with all attachments & exhibits, is the product of diligent and reasonable investigation that I have either overseen or been personally involved.
6. I have carefully read this application, including all attachments and exhibits, and the information contained in this application, including all attachments and exhibits, is true, accurate and complete to the best of my information and belief. These representations are made in support of a request for government funds.
7. I understand that if I have intentionally made a false statement in this application, or someone else has made a false statement herein that I know or believe to be false, I am subject to criminal prosecution.
8. I understand the Committee may also require the following:
 - A. Appraisals on real property and/or machinery and equipment (Appraisers acceptable to the Authority).
 - B. An environmental Analysis - Phase I.
 - C. Accounts receivable aging.
 - D. Accounts payable aging.
 - E. Bank loan exception letters.
 - F. Financial Information to be prepared by a CPA acceptable to the Committee.
 - G. Additional Information as determined by DTI or the Committee.
9. I understand that no funds will be used for refinancing existing debt.
10. I understand that no funds may be used for equipment other than that which is directly infrastructure-related.
11. I understand that no funds may be used for speculative real estate ventures. The information in this Application and any and all attachments are true, accurate and complete, and I am authorized to report this information and execute this Application. I understand that this Application is made in support of a request for government funds from the Broadband Fund of the State of Delaware.

Name of Applicant (Business) _____

_____ / _____ / **20**

Signature of the Representative of the Applicant

Title

Date Signed

Notary Information

State of _____ **County of** _____

Signed and sworn to (or affirmed) before me on _____ / _____ / **20** **by** _____

Representative of Applicant – not Notary

[SEAL]

Name of Notary Public _____

My Commission Expires _____ / _____ / **20** _____

EXHIBITS REQUIRED

This application will not be considered complete unless the following items are submitted with the application form.

A. “If yes” or “If Necessary” exhibits from application:

Attached	N/A	Exhibit: Management & Ownership – 1
Attached	N/A	Exhibit: Management & Ownership - 2

B. Certificate of Good Standing* and Business License:

Attached	In Process	An original Certificate of Good Standing issued by the Division of Corporations of the Delaware Secretary of State’s office within the thirty-day period before the date of the application
Attached	In Process	A copy of the business license issued by the Division of Revenue of the Delaware Department of Finance

** Certificate of Good Standing is not available for sole proprietorships or some general partnerships, but is for all other entities*

C. Financial Information: **

Attached	N/A	Three most recent years of financial statements and as much of the current year as is available, (but not more than three months old). Include as “Exhibit: Financial Statements”
- or -		
Attached	N/A	Three most recent years of tax returns. Include as “Exhibit: Tax Returns”

*** All requested exhibits are required unless specifically told otherwise by the Committee. If the applicant is a new entity with less than two years of financial statements, provide personal financial statements and tax returns of each principal (or the parent company) for the past three years.*

D. Certificate of Incorporation, Corporate Bylaws, Certificate of Formation and Limited Liability Operating Agreement: ***

Attached	In Process	An original Certificate of Incorporation issued by the Division of Corporations of the Delaware Secretary of State’s office within the thirty-day period before the date of the application.
Attached	In Process	A copy of the corporation’s bylaws, if applicable.
Attached	In Process	An original Certificate of Formation issued by the Division of Corporation of the Delaware Secretary of State’s office within the thirty-day period before the date of the application.
Attached	In Process	A copy of the original signed and executed limited liability company operating agreement.

**** Certificate of Incorporation and Corporate Bylaws apply to Delaware corporations; Certificate of Formation and Limited Liability Operating Agreement apply to Delaware limited liability companies. Corporations are not required to have bylaws; in this event, please submit a copy of the Articles of Incorporation.*

E. Contractual & Service Level Agreement Options

Attached	N/A	A copy of any contractual and service level agreement options for the Project. Include as “Exhibit: Contractual and Service Level Agreement Options”.
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