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:	**Central Sierra Broadband Utility Zone (CS BUZ)**
Name of Project:	**CASF funding grant**
Proposed Start Date of Project:	**1/1/2023**
Broadband deployment activities funded by other state or federal grants	1) EDA Grant Central Sierra Broadband Roadmap 2) Golden State Connect Authority JPA, and 3) General assistance with long-term strategic infrastructure planning to local governments through EDA Comprehensive Economic Development Strategy as it relates to job creation.
Confirmation that CASF consortium budget does not duplicate any other sources of funding	Confirmed ☑ Check	There will be no duplication of funding: The Roadmap project and limited survey identified areas of unserverd/underserved communites and provided GIS data files that can be overlayed, and indicated where data gaps are located. The Golden State Connect Authority is a 38-county JPA that will assit with broadband stragegic plan development.

Year 1 - 2023
[see instructions below for work plan terminology definitions and requirements]

Objective		Activity Description	Start-Up Activity	Deliverable(s) *	Beginning Month	End Month	Performance Measure(s)*	Method for Performance Tracking and Measuring	Responsible Party(ies)
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 broadband access for all	Activity 1	Utilize the Commission's broadband maps as relevant to the geographical areas	☑	Regional broadband deployment current state assessment analysis	Jan-23	Dec-23	1.Four (4) community outreach campaigns; One (1) per quarter. 2.Collect mapping updates quarterly 3. Update and/or survey stakeholders and CBOs; One (1) per quarter. 4. Collect public feedback through surveys; two (2) per year	1.Track community outreach through metrics on social media and email campaigns 2. Market speed tests; selfreporting on PUC map; track if speeds are different from map 3. Agenda and check-ins with consotia quarterly 4. Record and report on survey results	KG/TS/JTC
	Activity 2	Identify the Commission's mapping data improvement and work with the Commission to update the data/map	☑	Broadband mapping data updates and feedback	Jan-23	Dec-23			KG/TS/JTC
	Activity 3	Conduct marketing, outreach, and suvey	☑	Develop press releases, marketing & outreach materials and social media outreach for survey data	Jan-23	Dec-23			KG/TS/JTC
	Activity 4	Collaborate with local and state agenies/organizations on broadband data collection for deployment priorities	☑	Develop broadband team	Jan-23	Dec-23			KG/TS/JTC
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, undertake studies to identify priority areas	☑	Report of priority areas	Jan-23	Dec-23	1. Identify minimum of two (2) priority areas per county 2. Identify/update broadband provider offerings in all 5 counties 3. Identify/update key anchor institutions in all 5 counties 4. Identify additional broadband infrastructure with potential to leverage into CASF projects. 5. Identify other opportunities as discovered during engagement process.	1. Contact municipalities; get on notice lists for permits; maintain database of permit requests 2. Keep calendar of meetings and opportunities to engage stakeholders 3. Collect data and maintain database of public assets	KG/TS/JTC
	Activity 2	Identify broadband provider offerings and identify key anchor institutions in consortia areas	☑	Broadband provider offering analysis; key anchor institution analysis	Jan-23	Dec-23			KG/TS/JTC
	Activity 3	Develop gap analysis or other relevant analyses	☑	Gap analysis report and other relevant analysis reports	Jan-23	Dec-23			KG/TS/JTC
	Activity 4	Identify CASF infrastructure projects	☑	Proposals of CASF infrastructure projects	Jan-23	Dec-23			KG/TS/JTC
	Activity 5	Identify other opportunities (i.e., leverage funding, collaborating with other stakeholders)	☑	Description of other opportunities	Jan-23	Dec-23			KG/TS/JTC

Objective	Activity	Activity Description	✓	Deliverable	Start	End	Milestones	Methods	Staff
Objective 3, Assisting potential CASF infrastructure applicants or potential applicants for broadband deployment projects related to the new programs created under SB 156 and AB 164 in the project development or grant application process	Activity 1	Develop and implement cost-effective strategies for broadband deployment	☑	Broadband deployment cost-effective strategy plan and strategy implementation progress reports	Jan-23	Dec-23	1. Cost-effective strategies developed and implemented 2. Assist two (2) ISPs with gathering information on future infrastructure applications. 3. Assist ISPs with obtaining information and data	1. Track current broadband plans. 2 and 3. Assist with data needed for applications through speed tests, surveys, and letters of intent; act as liaison with public.	KG/TS/JTC
	Activity 2	Provide information and data about broadband availability and demand aggregation to ISPs; and inform them about CASF and assist them in identifying CASF project areas	☑	Progress reports on cost-effective strategy implementation	Jan-23	Dec-23			KG/TS/JTC
	Activity 3	Work with ISPs to develop projects and grant applications	☑	Description of infrastructure application development	Jan-23	Dec-23			KG/TS/JTC
	Activity 4		☐						KG/TS/JTC
	Activity 5		☐						KG/TS/JTC
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	Support project permit streamlining	☑	Description of activities performed and results achieved	Jan-23	Dec-23	1. Support permit requests as they come up (tower builds, etc.) 2. Engage stakeholders; attend general plan update meetings; speak with utility companies and municipalities in all 5 counties. 3. Encourage or assist to inventory public assets and aggregate demand updated as needed in all 5 counties. 4. Track number of local jurisdictions engaged in all 5 counties	1. Contact municipalities; get on notice lists for permits; maintain database of permit requests 2. Keep calendar of meetings and opportunities to engage stakeholders 3. Collect data and maintain database of public assets	KG/TS/JTC
	Activity 2	Engage stakeholders to better understand and explain regional broadband needs and solutions and providing technical assistance to such entities	☑	Description of activities performed and results achieved	Jan-23	Dec-23			KG/TS/JTC
	Activity 3	Conduct an inventory of public assets and aggregate demand	☑	Public assets inventory updates; regional broadband availability maps	Jan-23	Dec-23			KG/TS/JTC
	Activity 4		☐						KG/TS/JTC
	Activity 5		☐						KG/TS/JTC
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		Dec-23	1.Help facilitate wireline testing in GS BUZ territory with test hardware provided by the PUC; number to be determined by hardware numbers available to use 2.Produce additional mapping data updates identified as a result of testing; number dependent on actual wireline tests recorded.	1-3. Collect and maintain list of volunteers taking wireline tests; monitor calls from volunteers and report any relevant changes.	KG/TS/JTC
	Activity 2	Assist volunteers in wireline testing	☑	Set up website for hosting wireline testing training materials		Dec-23			KG/TS/JTC
	Activity 3	Collect and analyze available wireline testing data	☑	Wireline testing data analysis indicating unserserved or underserved areas		Dec-23			KG/TS/JTC
	Activity 4		☐						
	Activity 5		☐						
Conducting and Submitting annual audit reports, as required	Annual Audit	Example: provide the required annual audit report	☑	Annual audit report	TBD	TBD	n/a	n/a	CSEDD

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: Central Sierra Broadband Utility Zone (CS BUZ)

Name of Project: CASF funding grant

Proposed Start Date of Project: 1/1/2024

Broadband deployment activities funded by other state or federal grants: 1) EDA Grant Central Sierra Broadband Roadmap 2) Golden State Connect Authority JPA, and 3) General assistance with long-term strategic infrastructure planning to local governments through EDA Comprehensive Economic Development Strategy as it relates to job creation.

Confirmation that CASF consortium budget does not duplicate any other sources of funding: Confirmed ☑ Check — There will be no funding duplication: The Roadmap project and limited survey identified areas of unserverd/underserved communites and provided GIS data files that can be overlayed, and indicated where data gaps are located. The Golden State Connect Authority is a 38-county JPA that will assit with broadband strategic plan development.

Year 2 - 2024
[see instructions below for work plan terminology definitions and requirements]

Objective		Activity Description	Start-Up Activity	Deliverable(s) *	Beginning Month	End Month	Performance Measure(s)*	Method for Performance Tracking and Measuring	Responsible Party(ies)
Objective 1, Continue 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 as relevant to the geographical areas	☑	Regional broadband deployment current state assessment analysis	Jan-24	Dec-24	1.Four (4) community outreach campaigns; One (1) per quarter. 2.Collect mapping updates quarterly 3. Update and/or survey stakeholders and CBOs; One (1) per quarter. 4. Collect public feedback through surveys; two (2) per year	1.Track community outreach through metrics on social media and email campaigns 2. Market speed tests; selfreporting on PUC map; track if speeds are different from map 3. Agenda and check-ins with consortia quarterly 4. Record and report on survey results	KG/TS/JTC
	Activity 2	Identify the Commission's mapping data improvement and work with the Commission to update the data/map	☑	Speed test results, broadband mapping data updates and feedback	Jan-24	Dec-24			KG/TS/JTC
	Activity 3	Conduct marketing and outreach for CS BUZ projects	☑	Social media and web posts, direct marketing & outreach materials and outreach summary	Jan-24	Dec-24			KG/TS/JTC
	Activity 4	Collect public fedback related to broadband needs	☑	Public feedback survey results and anecdotal comments from social media results	Jan-24	Dec-24			KG/TS/JTC
Objective 2, Continue 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, undertake studies to identify priority areas	☑	Report of priority areas	Jan-24	Dec-24	1. Identify minimum of two (2) priority areas per county 2. Identify/update broadband provider offerings in all 5 counties 3. Identify/update key anchor institutions in all 5 counties 4. Identify additional broadband infrastructure with potential to leverage into CASF projects. 5. Identify 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.	KG/TS/JTC
	Activity 2	Continue to update broadband provider offerings and identify key anchor institutions in consortia areas	☑	Broadband provider offering analysis; key anchor institution analysis	Jan-24	Dec-24			KG/TS/JTC
	Activity 3	Develop gap analysis or other relevant analyses	☑	Gap analysis report and other relevant analysis reports	Jan-24	Dec-24			KG/TS/JTC
	Activity 4	Identify potntial CASF infrastructure projects	☑	Proposals of CASF infrastructure projects	Jan-24	Dec-24			KG/TS/JTC
	Activity 5	Identify other opportunities (i.e., leverage funding, collaborating with other stakeholders)	☑	Description of other opportunities, partners, and potential funding mechanisms	Jan-24	Dec-24			KG/TS/JTC

Objective	Activity	Description	✓	Deliverable	Start	End	Performance Measure 1	Performance Measure 2	Responsible
Objective 3, Continue assisting potential CASF infrastructure applicants or potential applicants for broadband deployment projects related to the new programs created under SB 156 and AB 164 in the project development or grant application process	Activity 1	Develop and implement cost-effective strategies for broadband deployment based on available infrastructure and geographic barriers.	☑	Broadband deployment cost-effective strategy plan and strategy implementation progress reports	Jan-24	Dec-24	1. Cost-effective strategies developed and implemented 2. Assist two (2) ISPs with infrastructure applications per year 3.Assist ISPs with obtaining information and data	1. Track current broadband plans. 2 and 3. Assist with data needed for applications through speed tests, surveys, and letters of intent; act as liaison with public.	KG/TS/JTC
	Activity 2	Provide information and data about broadband availability and demand aggregation to ISPs; and inform them about CASF and assist them in identifying CASF project areas	☑	Progress reports on cost-effective strategy implementation	Jan-24	Dec-24			KG/TS/JTC
	Activity 3	Work with ISPs to develop projects and grant applications; assist in identifying match funding; continue to work on pastyear's projects to be application ready.	☑	Identify target ISPs in each county. Grant application completed with description of infrastructure application development	Jan-24	Dec-24			KG/TS/JTC
	Activity 4		☐						
	Activity 5		☐						
Objective 4, Continue 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	Support project permitting activities; promote "dig once" policies.	☑	Description of activities performed and results achieved	Jan-24	Dec-24	1. Support permit requests as they come up (tower builds, etc.) 2. Engage stakeholders; attend general plan update meetings; speak with utility companies and municipalities in all 5 counties. 3. Encourage or assist to inventory public assets and aggregate demand updated as needed in all 5 counties. 4. Track number of local jurisdictions engaged in all 5 counties	1. Contact municipalities; get on notice lists for permits; maintain database of permit requests 2. Keep calendar of meetings and opportunities to engage stakeholders 3. Collect data and maintain database of public assets	KG/TS/JTC
	Activity 2	Engage stakeholders to better understand and explain regional broadband needs and solutions.	☑	Description of activities performed and results achieved	Jan-24	Dec-24			KG/TS/JTC
	Activity 3	Conduct an inventory of public assets and aggregate demand; target areas not inventoried in previous year's work	☑	Public assets inventory updates; regional broadband availability maps	Jan-24	Dec-24			KG/TS/JTC
	Activity 4		☐						KG/TS/JTC
	Activity 5		☐						KG/TS/JTC
Objective 5, Continue 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	Jan-24	Dec-24	1.Help facilitate wireline testing in GS BUZ territory with test hardware provided by the PUC; number to be determined by hardware numbers available to use 2.Produce additional mapping data updates identified as a result of testing; number dependent on actual wireline tests recorded.	1-3. Collect and maintain list of volunteers taking wireline tests; monitor calls from volunteers and report any relevant changes.	KG/TS/JTC
	Activity 2	Assist volunteers in wireline testing and provide support	☑	Set up website for hosting wireline testing training materials	Jan-24	Dec-24			KG/TS/JTC
	Activity 3	Collect and analyze wireline testing data; provide data to update PUC maps if discrepancies are discovered in testing.	☑	Wireline testing data analysis indicating unserved or underserved areas	Jan-24	Dec-24			KG/TS/JTC
	Activity 4		☐						
	Activity 5		☐						
Objective 6, Continue conducting and submitting annual audit reports, as required	Annual Audit	Provide the required annual audit report	☑	Annual audit report	TBD	TBD	n/a	n/a	CSEDD

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:	**Central Sierra Broadband Utility Zone (CS BUZ)**
Name of Project:	**CASF funding grant**
Proposed Start Date of Project:	**1/1/2025**
Broadband deployment activities funded by other state or federal grants	1) EDA Grant Central Sierra Broadband Roadmap 2) Golden State Connect Authority JPA, and 3) General assistance with long-term strategic infrastructure planning to local governments through EDA Comprehensive Economic Development Strategy as it relates to job creation.

Confirmation that CASF consortium budget does not duplicate any other sources of funding	Confirmed	☑ Check	There is no funding duplication: The Roadmap project and limited survey identified areas of unserverd/underserved communites and provided GIS data files that can be overlayed, and indicated where data gaps are located. The Golden State Connect Authority is a 38-county JPA that will assit with broadband stragegic plan development.

Year 3 - 2025
[see instructions below for work plan terminology definitions and requirements]

Objective		Activity Description	Start-Up Activity	Deliverable(s) *	Beginning Month	End Month	Performance Measure(s)*	Method for Performance Tracking and Measuring	Responsible Party(ies)
Objective 1, Continue 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 as relevant to the geographical areas	☑	Regional broadband deployment current state assessment analysis	Jan-23	Dec-23	1.Four (4) community outreach campaigns; One (1) per quarter. 2.Collect mapping updates quarterly 3. Update and/or survey stakeholders and CBOs; One (1) per quarter. 4. Collect public feedback through surveys; two (2) per year	1.Track community outreach through metrics on social media and email campaigns 2. Market speed tests; self reporting on PUC map; track if speeds are different from map 3. Agenda and check-ins with consortia quarterly 4. Record and report on survey results	KG/TS/JTC
	Activity 2	Identify the Commission's mapping data improvement and work with the Commission to update the data/map	☑	Speed test results, broadband mapping data updates and feedback	Jan-23	Dec-23			KG/TS/JTC
	Activity 3	Conduct marketing, outreach for CS BUZ projects	☑	Develop press releases, marketing & outreach materials and social media outreach for survey data	Jan-23	Dec-23			KG/TS/JTC
	Activity 4	Collect public feedback related to broadband needs.	☑	Public feedback survey results and anecdotal comments from social media results.	Jan-23	Dec-23			KG/TS/JTC
Objective 2, Continue 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, undertake studies to identify priority areas	☑	Report of prioritized areas with potential supporters such as local government, ISPs, business,	Jan-23	Dec-23	1. Identify minimum of two (2) priority areas per county 2. Identify/update broadband provider offerings in all 5 counties 3. Identify/update key anchor institutions in all 5 counties 4. Identify additional broadband infrastructure with potential to leverage into CASF projects. 5. Identify 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.	KG/TS/JTC
	Activity 2	Continue to update broadband provider offerings and update key anchor institutions in consortia areas.	☑	Broadband provider offering analysis; key anchor institution analysis	Jan-23	Dec-23			KG/TS/JTC
	Activity 3	Develop gap analysis or other relevant analyses	☑	Gap analysis report and other relevant analysis reports	Jan-23	Dec-23			KG/TS/JTC
	Activity 4	Identify potential CASF infrastructure projects in areas not previously indentified in prior years.	☑	Proposals of CASF infrastructure projects	Jan-23	Dec-23			KG/TS/JTC
	Activity 5	Identify other opportunities (i.e., leverage funding, collaborating with other stakeholders)	☑	Description of other opportunities, partners, and potential funding mechanisms	Jan-23	Dec-23			KG/TS/JTC

Objective	Activity	Description	✓	Deliverable	Start	End	Metric	Responsibility	Staff
Objective 3, Continue assisting potential CASF infrastructure applicants or potential applicants for broadband deployment projects related to the new programs created under SB 156 and AB 164 in the project development or grant application process	Activity 1	Develop and implement cost-effective strategies for broadband deployment based on available infrastructure and geographic barriers.	☑	Broadband deployment cost-effective strategy plan and strategy implementation progress reports	Jan-23	Dec-23	1. Cost-effective strategies developed and implemented 2. Assist two (2) ISPs with infrastructure applications per year 3.Assist ISPs with obtaining information and data	1. Track current broadband plans. 2 and 3. Assist with data needed for applications through speed tests, surveys, and letters of intent; act as liaison with public.	KG/TS/JTC
	Activity 2	Continue to inform and assist ISPs in gathering necessary data to incorporate into CASF infrastructure grant applications	☑	Progress reports on cost-effective strategy implementation	Jan-23	Dec-23			KG/TS/JTC
	Activity 3	Work with ISPs to develop projects and grant applications; assist in identifying match funding; continue to work on pastyear's projects to be application ready.	☑	Engage target ISPs in each county. Grant applications completed with description of infrastructure application development	Jan-23	Dec-23			KG/TS/JTC
	Activity 4		☐						
	Activity 5		☐						
Objective 4, Continue 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	Support project permitting activities; promote "dig once" policies	☑	Description of activities performed and results achieved	Jan-23	Dec-23	1. Support permit requests as they come up (tower builds, etc.) 2. Engage stakeholders; attend general plan update meetings; speak with utility companies and municipalities in all 5 counties. 3. Encourage or assist to inventory public assets and aggregate demand updated as needed in all 5 counties. 4. Track number of local jurisdictions engaged in all 5 counties	1. Contact municipalities; get on notice lists for permits; maintain database of permit requests 2. Keep calendar of meetings and opportunities to engage stakeholders 3. Collect data and maintain database of public assets	KG/TS/JTC
	Activity 2	Engage stakeholders to better understand and explain regional broadband needs and solutions/	☑	Description of activities performed and results achieved	Jan-23	Dec-23			KG/TS/JTC
	Activity 3	Continue to inventory of public assets and aggregate demand; target areas not inventoried in previous year's work	☑	Public assets inventory updates; regional broadband availability maps	Jan-23	Dec-23			KG/TS/JTC
	Activity 4		☐						KG/TS/JTC
	Activity 5		☐						KG/TS/JTC
Objective 5, Continue 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	Jan-23	Dec-23	1.Help facilitate wireline testing in GS BUZ territory with test hardware provided by the PUC; number to be determined by hardware numbers available to use 2.Produce additional mapping data updates identified as a result of testing; number dependent on actual wireline tests recorded.	1-3. Collect and maintain list of volunteers taking wireline tests; monitor calls from volunteers and report any relevant changes.	KG/TS/JTC
	Activity 2	Assist volunteers in wireline testing	☑	Set up website for hosting wireline testing training materials	Jan-23	Dec-23			KG/TS/JTC
	Activity 3	Collect and analyze available wireline testing data and provide data to update PUC maps if discrepancies are discovered in testing	☑	Wireline testing data analysis indicating unserverd or underserved areas	Jan-23	Dec-23			KG/TS/JTC
	Activity 4		☐						
	Activity 5		☐						
Objective 6, Submitting annual audit reports, as required	Annual Audit	Provide the required annual audit report	☑	Annual audit report	TBD	TBD	n/a	n/a	CSEDD