



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

Table of Contents

A. General Application Information

B. Eligibility Factors

C. Executive Summary

D. Project Purpose

E. Project Benefits

E-1 - Expanding Broadband Public Computer Center Capacity

E-2 - Project Benefits – Sustainable BroadBand Adoption

F. Project Viability

G. Project Budget & Sustainability

H. DOC Environmental Checklist

I. Compliance and Certification

J. Uploads



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

A. General Application Information

1. Applicant Information	
1-A. Name, Address, and Federal ID for Applicant	
i. Legal Name:	New Mexico State Library
ii. Employer/Taxpayer Identification Number (EIN/TIN):	856000565
Street 1:	1209 Camino Carlos Rey
Street 2:	
City:	Santa Fe
County:	Santa Fe
State:	NM
Country	United States
Zip/Postal Code:	87507

1-B. Name and Contact Information of Person to be Contacted on Matters Involving this Application:	
Prefix:	Ms.
First Name:	Mary
Middle Name:	Elizabeth
Last Name:	Crist
Suffix:	
Telephone Number:	505-476-9753
Fax Number:	
Email:	beth.crist@state.nm.us
Title:	Library Development Bureau Director

1-C. Other Required Identification Numbers



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

i. Organizational DUNS:	783998099
ii. CCR # (CAGE):	48X06
iii. Funding Opportunity Number:	2
iv. Catalog of Federal Domestic Assistance Number:	BTOP CFDA Number: 11.557 BTOP CFDA Title: Broadband Technology Opportunities Program

1-D. Organization Classification

Local, State, or Other Government Entity

1-E. Applicant Federal Debt Delinquency Explanation

Is the **Applicant** Delinquent On Any Federal Debt?
No

Federal debt delinquency Explanation:

1-F. Congressional Districts of:

Applicant: New Mexico - 3

Program/Project
New Mexico - 1
New Mexico - 2
New Mexico - 3

2. Project Title and Project Description

2-A. Project Title : Fast-Forward New Mexico



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

2-B. Project Description: NM State Library, University of NM, Global Center for Cultural Entrepreneurship, and 1st Mile Institute partner to sponsor “Fast-Forward New Mexico,” a broadband stimulus initiative that integrates a statewide broadband awareness campaign, a NM Broadband Conference, computer literacy and e-commerce trainings in public and tribal libraries across the state, and a centralized website.

3. Project Type

Classify the particular project type for which you are seeking federal funding.

Project Type: Sustainable Broadband Adoption

Project ID: 2

4. Application ID for Multiple Submissions for Identified Service Areas

5. Estimated Funding (\$):

Estimated Funding (\$):	
Federal	1,457,488
Applicant	112,627
State	
Local	
Other	476,935
Program Income	
Total	2,047,050

B. Eligibility Factors

6. Eligibility Factors.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

The application must be completed fully, and all required supplemental documentation must be attached.

Applicants must commit to substantially completing their Project (as defined in the NOFA) within two years of the award date, and completing the Project within three years of the award date.

Applicants must credibly demonstrate that their Project advances at least one of the five statutory purposes for BTOP.

Applicants must demonstrate that but for Federal funding they would not have been able to complete their project during the grant period.
--

The budget for the project must be reasonable and all costs must be eligible.
--

6-d. Applicant is providing matching funds of at least 20 percent towards to the total eligible project costs or is requesting a waiver of the matching requirements.

Yes

Matching Fund Waiver Request Explanation

C. Executive Summary

7. Executive Summary of Overall Proposal:

The Problem

According to Federal Communications Commission statistics, only 78% of New Mexicans have access to digital subscriber line (DSL) service and only 77% have access to cable modem service, well below the national averages of 82% and 96%, respectively. Besides low levels of infrastructure deployment, a second problem concerns Internet usage. A report by the Kauffman Foundation and the Information Technology and Innovation Foundation shows that



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

New Mexico ranks 46th in percentage of Internet users, 49th in e-government, and 36th in broadband telecommunications.

Overall Approach

Demographics, as captured by the Pew Internet and American Life Project, show categories of low users of the Internet, which will be the target population of this program. These demographics include: older people use the Internet less than younger people, low income people with less than a high school degree use the Internet less than wealthier people with college degrees, and rural people use the Internet less than urban people.

Because of these demographics, Fast-Forward New Mexico concentrates on small group training at public and tribal libraries to educate and promote Internet use and broadband adoption. We believe that, for those groups with low Internet use and understanding, it will take a trusting relationship and repeated interactions to have an impact. This raises the cost of encounters, but we believe it one of the few means of raising the adoption rate in these populations. The training is designed for 2 audiences: first-time computer users with courses that address basic computer literacy, Internet use, preparedness for successful online learning, and simple technical support for small organizations; and small business owners and entrepreneurs striving to reach broader markets, improve internal operations, and reduce costs.

This program also will promote broadband on a broader scale with local awareness activities that market local training in conjunction with community partners and providers of broadband. This program will also promote broadband statewide by organizing a New Mexico Broadband Conference to build on the Integrated Strategic Broadband Initiative created by the State of NM in 2009. The conference will allow NM decision makers to cooperatively shape statewide and local, public and private action agendas to achieve phased implementation of “broadband for all.”

A primary goal of the program is to build a training model that can be replicated in other communities and will serve as a foundation for sustainability across NM. Toward this, we will establish a centralized website to support our awareness campaigns, Broadband Conference, local community efforts, and train the trainer initiatives.

Our project has been informed by NM telecommunication companies, state and tribal agencies, education institutions, and community organizations and results in an innovative approach to



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

pave the way for increases in broadband adoption that will lead to positive economic effects for NM and its citizens.

Area/Population/New Subscribers

Fast-Forward New Mexico will be a statewide project targeting audiences by age, culture, education and income and expects to reach a target audience of about 10,000 people in the trainings and local awareness events. We expect that 4,000 persons of this audience will subscribe to broadband within a year of contact – 25% in the institutional category and 75% in the household category. To substantiate our choice of target vulnerable audience, here are some of the NM demographics that guide this proposal: 14% of households are below the poverty line, 9.2% of the population is Native American, 28% speak Spanish at home, 4% speak Navajo, 22% do not have a high school degree. We expect that the Broadband Conference, in the second year of the program, will reach 1,000 people. This event is not targeted to vulnerable populations, as the trainings are, but on key decision-makers who understand the benefits that broadband deployment and adoption have on jobs and output growth.

Qualifications

We have built a collaboration of uniquely-suited partners:

- Lead Applicant is the NM State Library, whose mission includes support of 92 public and tribal libraries throughout the state with training, funding, direct services, and consulting on all aspects of library operations. The State Library currently manages a \$1.6M federal Library Services and Technology Act annual grant. State Librarian Susan Oberlander has a Ph.D. in Information Management from University of CA, Berkeley and 15 years experience in telecommunications policy as well as 14 years experience in library management and leadership in professional organizations.
 - Educational partner University of NM is the flagship institution for higher education in the state since 1892 and has extensive experience with community outreach, technology curriculum, and on-line education. Lee Bollschweiler, Division Head for CS, Business, and IT at UNM-Los Alamos, has 26 years of teaching and curriculum oversight experience in technology fields, as well as many years of grant facilitation experience. Leah Kier, Program Manager at UNM, Division of Continuing Education, brings strong experience in managing, designing, developing, and delivering computer courses as well as community outreach.
 - Community partner the Global Center for Cultural Entrepreneurship provides cultural entrepreneurship training and statewide community leadership to create sustained community partnerships for economic development around the state.
-



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

- Community partner 1st Mile Institute provides over 20 years of experience in promoting rural telecommunications, economic development tied to technology and infrastructure development, community networks, broadband consulting and environmental infrastructure projects.

Jobs Created

The program will hire 10 FTE for training and awareness events.

Overall Cost

\$2,047,050

D. Project Purpose

Project Purpose: Recovery Act & BTOP Objectives

8. Project Purpose

The Problem

The importance of the global information economy, driven by broadband and the Internet, is the focus of BTOP. A recent Brookings Institute study of the effects of broadband deployment shows significant positive effects in areas such as jobs and output growth. NM is not currently poised to capture these positive effects. For one thing, it lags in broadband infrastructure. According to FCC data, only 78% of New Mexicans have access to DSL service and only 77% have access to cable modem service, which is well below the national averages of 82% and 96%, respectively. The second problem concerns Internet usage. A report by the Kauffman Foundation and the Information Technology and Innovation Foundation shows that NM ranks 46th in percentage of Internet users, 49th in e-government, and 36th in broadband telecommunications.

NM clearly is in need of a program that addresses the barriers to broadband adoption. One of the most critical barriers that potential customers see was identified in a recent Pew Internet and Life Project survey: 51% of the respondents listed “relevance” as the reason they would not buy broadband. Through this grant, public awareness of the benefits of Internet access will be raised and demand for broadband services will be stimulated. Increased demand for



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

broadband will help drive, or recover, investment.

Proposed Solution

Fast-Forward New Mexico will do the following:

- **Create a Broadband Awareness Campaign:** The Campaign will be a mixture of traditional mass-media advertisement, engagement of community champions, and hands-on activities that provide experiential opportunities to engage people in the on-line world. The campaigns will be custom designed for each community. Data will be collected to show that training creates participants who are more broadband fluent, have increased their use of technology, have increased their attendance in online career courses or have increased income in their small businesses. This campaign will be sustained as part of the State Broadband Data Program BTOP grant, which will develop statewide broadband maps.
- **Organize a NM Broadband Conference:** The Conference, in conjunction with a National Open Broadband Economics Summit, will build on the Integrated Strategic Broadband Initiative created by NM in 2009. The conference will allow NM decision makers to cooperatively shape statewide and local, public and private action agendas and phased implementation of the Initiative. The National Conference will feature experts to substantiate new broadband networked economic understandings, policies and investment strategies focused on “broadband for all.”
- **Offer a series of training courses in public and tribal libraries across the state:** The program will establish 15 training centers at regional libraries throughout NM that have broadband services. Level I Trainings will target inexperienced or under-confident computer users through the following trainings: 1) Computer Literacy 2) Introduction to Internet 3) How to be a Successful On-line Learner and 4) Tech Support for Small Organizations. Level II Trainings will be designed for small businesses and nonprofits: 1) E-Commerce Essentials 2) Entrepreneurial On-line Marketing and 3) Internet-based Small Business Management Tools. All trainings will emphasize “smart subscription” to broadband services and offer participants guidance on using broadband to reduce household/business costs, and connect with information and resources. Finally, the program will lay the foundations for these libraries to be sustainable training centers through the creation of train-the-trainer programs and with the addition of the laptops and projectors provided through the program.
- **Create and maintain a centralized website and On-line Catalog of Educational**



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

Resources: These resources will support awareness campaigns, the NM Broadband Conference, local community efforts, and all training initiatives, present and future. Materials on the website will include training materials and exercises, data on all grant activities, and publicity on the positive effects of the grant in terms of broadband adoption. The website will be sustained after the grant by the University of NM.

Replication Potential

Any state could easily replicate this model using public libraries with broadband access as training centers. Awareness activities, including the Broadband Conference, are universally adaptable to diverse audiences and communities throughout the nation, from urban to rural.

Advancing BTOP purposes

Our proposal primarily advances the BTOP goals of 1. providing broadband education, awareness, training, access, equipment and support to community anchor institutions, such as public and tribal libraries, and 2. stimulating demand for broadband. It also advances the goals of providing broadband access to consumers in unserved and underserved areas. Public access computers in libraries, which support a community's needs for job searches, career development, small business creation, homework help, and access to online education, training and e-government resources are often the only alternative for underserved and unserved citizens. In fact, in some areas where the cost to bring broadband to every residential customer is prohibitive, underserved and unserved citizens are already, and will continue to be, well-served by access to public and tribal libraries.

Incorporating other BTOP Program Categories

This project is part of the State of NM Integrated Strategic Broadband Initiative to increase connectivity in 137+ communities including 92 with public and tribal libraries, through RUS and BTOP infrastructure projects submitted by telecommunications providers. This project is also germane to the State Broadband Data Program BTOP grant to map broadband availability because this project seeks to continue to promote consumer awareness of the benefits of broadband through that program.

9. Recovery Act and Other Governmental Collaboration.

State of New Mexico: Integrated Strategic Broadband Initiative grants
NM has created a 5 year plan to phase in "broadband for all." The cost of achieving this plan, both through ARRA projects and others, is substantial. The NM State Library has been a part



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

of the Governor’s Broadband Initiative since its inception for the purpose of representing public and tribal libraries, their need for fiber, and the need for broadband training in their communities. All of these needs have now come together in the federal broadband stimulus grants being filed by NM. The Fast-Forward New Mexico project to increase broadband adoption will leverage other parts of the Integrated Strategic Broadband Initiative to increase connectivity in 137+ communities in NM, including 92 with public and tribal libraries, through RUS and BTOP infrastructure grants submitted by telecommunications providers, as well as the State Broadband Data Program BTOP grant to identify broadband availability and promote awareness of the benefits of broadband. Please see letter from the Governor’s office attached.

Innovative Digital Education and IDEAL-NM

The IDEAL-NM initiative, which NM’s governor announced Aug. 5 will receive ARRA funds to expand, was the first of its kind in the nation. The state-led e-learning program, in partnership with P-12, higher education, and state agencies, provides online courses for government agency employees, high school students, and P-20 teachers. It also provides a clearinghouse of online courses and programs that NM higher education institutions offer. The program reduces geographic and capacity barriers to educational opportunity while increasing the digital literacy skills students need to participate in a global economy. Fast-Forward New Mexico leverages the work of IDEAL-NM by preparing all levels of learners to be fluent in computer and Internet use, as well as to be ready to take the online courses made available and accessible through IDEAL-NM. In addition, our project will promote the important services of IDEAL-NM to middle and high school students, P-20 teachers, adults interested in taking online courses at higher education institutions, and state government employees.

Mid-Region Council of Governments

The MRCOG is the state’s leading association of local governments within NM and coordinates projects with local elected officials from government agencies in Bernalillo, Valencia, Torrance, and Sandoval Counties. It has received \$2.5 million in ARRA support for economic development efforts. Fast-Forward New Mexico’s work to increase broadband subscription will leverage the economic development efforts of MRCOG by adding new points of job creation and output throughout the state. The MRCOG will collaborate with the State Library’s efforts to better meet our state’s education, training, and awareness needs regarding broadband adoption and to effectively leverage statewide ARRA resources and develop coordinated strategies.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

10. Enhanced Services for Health Care Delivery, Education, and Children

Fast-Forward New Mexico provides enhanced broadband educational services through two levels of community training at public and tribal libraries. Level I Training is targeted to inexperienced or under-confident users seeking to increase their computer and internet skills, individuals or organizations wanting to become self-sufficient at building and/or supporting computer systems in their homes or offices, and students of all ages preparing for on-line education or workforce training.

1. Fundamentals of Computer Literacy: Basic Computer Terminology, Windows features, and Windows file management.

2. Introduction to Internet: What is the Internet and how to use it; e-mail and attachments; browsers and search engines; simple on-line research; library Internet resources; social networking through the Internet (eg.Facebook, MySpace, Twitter, etc.).

3. Strategies for Successful On-Line Learning: Benefits of on-line education and training; on-line platforms such as Blackboard/ WebCT/Moodle; on-line course components: chat rooms, discussion groups, learning modules, etc.; communication in an on-line course; preparing for on-line professional certifications or dual-credit courses; IDEAL- NM; catalog of on-line resources in NM.

4. Tech Support for Small Organizations: Basic vocabulary of computer systems; identifying needs when purchasing computer; building a home computer from a box; identifying, purchasing, and installing needed software; networking concepts; trouble-shooting; simple web pages with links to on-line databases.

In support of all trainings, a centralized website will be created that houses training materials and exercises so that students can access them at any time. A Catalog of On-Line Educational Resources in NM will also be created and mounted on the website to allow students in any part of the state to learn of educational opportunities.

11. Small and Disadvantaged Business Involvement

Fast-Forward New Mexico's Level II trainings will specifically target the over 80,000 minority or woman-owned enterprises in NM. The Global Center for Cultural Entrepreneurship



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

works with enterprises that are cultural and diverse in nature. Recent Census data show that in NM nearly 7,000 NM enterprises are Native American owned and nearly 30,000 are Hispanic owned; yet the state is home to 286 8(a) classified enterprises. A review of the complete list shows that none currently offer the training and education services we intend to provide our communities. Whenever possible and applicable, we will contract with minority-owned businesses to provide advertising, printing, marketing, or educational services.

E. Project Benefits

E-1 – Expanding Broadband Public Computer Center Capacity

Public Computer Center Capacity, Including Areas and Populations Served

12. Public Computer Centers Availability

13. Restrictions on Public Computer Center Use

14. Public Computer Centers Accessibility

15. PCC - Center Locations, PCC - Center Capacity, PCC - Size and Scope of Target Audience.

PCC - Center Locations & Center Capacity & Size and Scope of Target Audience.
--



Age Distribution
Age Distribution: 5-19
Age Distribution: 20-29
Age Distribution: 30-39
Age Distribution: 40-49
Age Distribution: 50-59
Age Distribution: 60-69
Age Distribution: 70 and above

Page 14



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

Ethnicity: Non-Hispanic White
Ethnicity: Non-Hispanic Black
Ethnicity: Non-Hispanic American Indian
Ethnicity: Non-Hispanic Asian
Ethnicity: Non-Hispanic Hawaiian or Pacific Islander
Ethnicity: Non-Hispanic Other
Ethnicity: Two or More Races

Gender
Gender: Female
Gender: Male

Median Household Income
Median Household Income: Less than \$9,999
Median Household Income: \$10,000 - \$14,999
Median Household Income: \$15,000 - \$24,999
Median Household Income: \$25,000 - \$34,999
Median Household Income: \$35,000 - \$49,999
Median Household Income: \$50,000 - \$74,999
Median Household Income: \$75,000 - \$99,999
Median Household Income: \$100,000 - \$149,999



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

Median Household Income: \$150,000 - \$199,999

Educational Levels

Educational Levels: None

Educational Levels: Nursery school - Preschool

Educational Levels: Elementary - Kindergarten - Grade 5

Educational Levels: Middle - Grade 6 to Grade 8

Educational Levels: Secondary - Grade 9 to Grade 12

Educational Levels: College

Educational Levels: Masters

Educational Levels: Doctorate/Post-Doctorate

Disabilities status

Disabilities status : Not Applicable

Unemployment Rate

Unemployment Rate:

Language

Language : English - Primary

Language : English - Second Language

Language : Non-English Speakers



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

17. Public Computer Centers Outreach

Public Computer Center Capacity: Training and Educational Programs

18. Public Computer Centers Peripherals and Equipment

19. Public Computer Centers Workstation Software

20. Public Computer Centers Training and Education Programs

E-2- Project Benefits – Sustainable BroadBand Adoption

21. Innovative Approach to Sustainable Broadband Adoption

Fast-Forward New Mexico is uniquely designed to increase broadband adoption rates by overcoming the reason that 51% of households surveyed by the Pew Internet and Life Project gave for not wanting broadband: it was not relevant to their lives. Fast-Forward New Mexico believes that it will provide an innovative, unified and sustainable way to give the training and support needed to turn the 51% into competent on-line users:

- Use public and tribal libraries as the training centers in which broadband training and many awareness projects are housed. Public libraries offer safe, non-political, accessible, and centralized social spaces for all citizens and are recognized as the place to go for information and public computers.
- Reach out and partner for trainings and awareness events in communities in places such as health centers, fire and police departments, town celebrations, school science fairs.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

- Train the Trainer programs will build the capacity of public librarians to provide trainings and assistance over the long-term, after the project has been completed.
- Implement a needs assessment in each community to find out what kinds of trainings and awareness activities are best suited to that community and to identify community champions of all ages. Sample needs assessments will be stored on the project website for future use by other communities.
- Design local Broadband Kickoff Events that are a mixture of traditional mass-media advertisement, engagement of community champions--young and old--to offer their local support, and hands-on activities that provide experiential opportunities that engage people in the on-line world. Events will be captured on the project website to generate ideas for other communities.
- Level I Trainings target under-confident computer users and aim to increase the confidence level of all community members, despite age, ethnicity, or gender. Training materials will be available on the project website.
- Level II Trainings aim to build market and enterprise development opportunities relevant to entrepreneurs who want to build and promote small businesses. Training materials will be available on the project website.
- The NM Broadband Conference will bring together community members and service providers from around the state to discuss broadband opportunities, benefits and growth on a regular basis. Sponsors for the conference will include companies, schools, businesses and citizens. Press and accounts from the conferences will be captured on the project website that will be maintained by University of NM after the grant is completed.
- Measure broadband adoption rates in training regions by surveying participants of events and trainings. Publish news of changes in rates on the project website and share results with press, conference attendees and libraries.

22. Sustainable Broadband Adoption Household Subscribers.

How many total new home subscribers (household accounts) to broadband do you expect to generate through use of BTOP funds over the entire life of the program funded? **3,000**



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

23. Sustainable Broadband Adoption Institutional Subscribers.

How many total new business and/or institutional subscribers to broadband do you expect to generate through use of BTOP funds over the entire life of the program funded? **1,000**

24. Sustainable Broadband Adoption Users of Public Access Facilities.

How many total **users** of broadband in public computer centers or **users** of broadband **outside the home** (e.g., in a community college) do you expect to generate through use of BTOP funds over the entire life of the program funded? **3,200**

25. Sustainable Broadband Adoption Population Demographics.

Please refer to PCC – SBA Demographics section (Section E1- Question 17)

26. Sustainable Broadband Adoption People Trained/Educated.

If you intend to provide training or education, how many people **in total** will your program(s) reach?
6,438

27. Sustainable Broadband Adoption - Scope of Training/Education Programs.

How many hours of training do you expect to provide *per person on average* for each participant in your training program(s), through completion of training for that individual? If you will offer multiple programs, provide estimates for each program. **16**

28. Sustainable Broadband Adoption Instructor Qualifications.

How many (FTE) instructors/facilitators will you employ for broadband and digital literacy training purposes, and what are their qualifications (training and experience)?

We will hire 1 FTE Program Manager, 6 FTE Training Instructors, 1.5 FTE Curriculum Developers, and 1.5 FTE Local Awareness Activity Coordinator. Total Hires = 10

Qualifications:

The Program Manager will have a Masters in Library Science or MA/MS in business. Experience required – 5 years managerial or administrative experience in a library, non-profit or government agency. Skills required: Technical and report writing, budget and spreadsheet capabilities, strong working knowledge of state and federal rules and regulations pertaining to grant administration and of NM procurement code policies and procedures.

Level I Instructors will have a minimum of BA/BS degree, with MA/MS preferred. Experience required: 3 to 5 years of adult teaching experience in credit or professional development computer/IT classes required. Experience either teaching and/or developing online courses is preferred as is delivering presentations to diverse populations. Skills required: Strong work ethic and self initiative required because position will require frequent travel to various locations throughout NM. Excellent communication skills.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

Level II Trainers will have a minimum of BA/BS degree with MBA preferred.

E-Commerce instructors – Experience required: credit or continuing education teaching experience mandatory. Preferred experience includes operating or owning a businesses, using e-commerce programs, web development basics, Online Quickbooks, Excel/Access, PowerPoint, as well as basics including creating Adobe Acrobat documents, constructing professional emails and mass emails. Excellent communication skills.

Online Marketing Instructors – Experience required: strong background in entrepreneurial marketing; developing social networking campaigns utilizing Twitter, Facebook, MySpace, LinkedIn; graphics and online visual resources including Flickr, YouTube, etc. Excellent communications skills.

Online Management Resources – Experience required: Same as E-Commerce but more depth around cutting edge online business tools including customer relationship management tools, Google tools, contact management tools. Excellent communications skills.

Curriculum Developers will have a minimum of BA/BS degree, with MA/MS preferred in training and development. Experience required: 3 to 5 years experience designing and developing adult training courses with preference given to development of computer courses. Experience designing and developing online courses is preferred.

Local Awareness Activity Coordinator will have a BA/BS degree. Experience required: 3 to 5 years experience in event planning or community outreach. Skills required: Strong interpersonal and communication skills and the ability to work effectively with a wide range of constituencies in a diverse community; knowledge of special events planning; ability to create, compose, and edit written materials; ability to negotiate and manage contractual arrangements.

29. Sustainable Broadband Adoption Equipment Purchased.

How many broadband-related equipment units (e.g. computers, wireless devices) do you intend to purchase overall? **141**

30. Sustainable Broadband Adoption Cost of Devices.

What is the total up-front cost of this equipment? **133,200**

31. Sustainable Broadband Adoption Loan Program Participants.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date:	Easygrants ID: 974
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

If you are providing an equipment purchase or loan program, for how many households, businesses and/or institutions do you expect to provide equipment or computers?

Number of Households:

Number of Businesses:

Number of Institutions:

32. Sustainable Broadband Adoption Loan Cost to Borrower.

If you are employing a loan program for purchases of service or equipment, what will be the total cost to the typical customer you assist over the life of the loan, including all interest and fees?

33. Sustainable Broadband Adoption Target Population, Awareness Campaign.

If you are conducting an awareness campaign, how many people do you expect your campaign will reach?

15,000

34. Sustainable Broadband Adoption Awareness Campaign Methods

Fast-Forward New Mexico will utilize best practices employed by marketers pursuing wide-spread product/service adoption: (1) customer and community assessment, (2) market segmentation, and (3) targeting communication strategies to particular segments. The local awareness campaigns will develop a brand and messaging campaign that will reach potential subscribers—including vulnerable populations—through mass media (newspapers, radio ads, mailings) and will set the framework for localized, segmented marketing efforts in the 15 cities of the public and tribal library training cities.

Targeting Strategy

NM demographics that shape our goals and targeting methods include: 862,062 households in New Mexico with 70% homeownership, average of 40% of households owned by Hispanics, and 14% of households below the poverty line. Median household income is \$41K and 24% of the population over 25 holds a college degree. 46% of the population is Hispanic, 9.2% Native American, 28% speak Spanish at home, 4% speak Navajo, 22% do not have a high school degree. There are over 156,000 firms in NM and over 80,000 are minority or woman owned. On average, 30% of firms are Hispanic owned.

There are also known demographics related to broadband and Internet usage, as captured by the Pew Internet and American Life Project. Low users of the Internet are less likely to subscribe to broadband and include: people over age 65, households with incomes less than \$20K annually, people living rurally, and people with less than a high school degree. By contrast, wealthier college educated people and suburban households constitute the majority of broadband subscribers and Internet users. From the Pew surveys, we know the most popular uses of the Internet. More than 50% of Internet use centers on communication (email),



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

information searches (health/medical, hobbies, news, weather), shopping and price comparison, and e-government sites. More specific and detailed profiles of target customer groups in particular communities will be developed through conducting Target Customer Assessments in all 15 public and tribal library training sites.

Media and Messaging

Fast-Forward has developed a Mass Media Contact List including all 35 newspapers, the 10 leading radio stations, and the 6 local television stations in the state. The list includes the personal contact information for editors, managers, and related reporters. Additionally, a complete listing of the Spanish language newspapers, radio stations, and television stations has been compiled. Lastly, Fast-Forward New Mexico has contacts with Navajo language and Pueblo language (Towa, Tewa, Tiwa) interpreters and marketers. Working in partnership with our public and tribal librarians, public educators, and local broadband providers, we will identify local colloquialisms and messaging tactics.

Our messaging will be developed with on-the-ground community leaders and organizations to develop community profiles and marketing plans that describe the primary benefits to new subscribers in particular communities, as well as the availability of broadband. For instance, messages targeting business owners will emphasize cost-savings and improved customer service. Through interviewing potential subscribers and through discussions with community partners, we will identify the target groups' general awareness, perceptions, and interests regarding broadband/Internet and develop messaging specific to that customer group. Understanding of general Internet use patterns (for example, people over 40 use the Internet for health information more than other groups) will allow us to develop messaging that speaks to each group's interests and addresses their concerns, such as cost and difficulty of use.

Sample Marketing Plan for a Single Training Site

Community Assessment: 12,000 population = rural. 35% low income families, densely populated near town center, one health center, one high school, one public library, unusually high number of small business owners, 40% of population speaks Spanish, several quality after-school youth programs. Local government leaders and educators excited to partner. Needs: basic computer skills, small business tools and management, small business and family cost-savings for banking/bill-pay/money management, distance education for local youth, continuing education for adults.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

Messages Tailored to Target Market:

- Level I Trainings: “Imagine las posibilidades...sus niños las merecen!” Posters with photo of Hispanic child smiling at computer desk, placed in local tiendas, carnicerías, schools, and check cashing locales. Spanish language PSA radio ads with local Hispanic community leader reading the PSA. Kick-off Event at the High School. Related flyers in school kids’ backpacks.
- Level I Trainings Outreach: Teachers inviting parents to public library for “Hasta El Cielo” (The Sky Is The Limit) Hands-On Computer evening.
- Level II Trainings: Overall Message: “Business owners who use online business tools save an average of 32% a year in cost savings. Come find out more...”. Newspaper articles/interviews with prominent business and civic leaders sharing Internet success.
- Level II Trainings Outreach: Event at Chamber of Commerce, Hispano Chamber of Commerce. Mayor speaking, small business owner everyone considers successful speaking.

Target Numbers Reached – Three years = 10,000.

35. Measuring Campaign Impact for Sustainable Broadband Adoption

Measuring Local Awareness Campaigns/Trainings:

We will track the conversion rates of each person attending Level I and Level II trainings. Each participant will complete a Participant Profile upon attending their first training identifying their reason for attending the training and where they heard about the trainings/broadband in their community. Contact information as well as demographic information, previous knowledge, skills in computer and internet literacy, and career interests will be collected. The program website will publish news of changes in subscription rates to share results with press, community partners and libraries as well as to capture local awareness events.

The purpose of the data submitted on the Participant Profile Sheets is to:

- Collect the number of participants and document hours of classroom time;
- Identify effective messaging and outreach strategies;
- Collect demographic information about each attendee and his/her family;
- Determine current subscription to broadband, and if not subscribing, understand why;
- Collect data on each attendee’s previous knowledge and skills on computer and internet usage;



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

- Capture data on each attendee’s career interest and career path, if relevant.
- Allow for participant follow-up throughout the course for training effectiveness and at 6 and 12 months post training to determine broadband adoption rates. All data will be tracked in a confidential, shared-use database (donated by TrackVia) and will be used only for development of Fast-Forward’s marketing messages, training effectiveness and reporting requirements.

36. Sustainable Broadband Adoption Total Cost Per New Subscriber.

What is the total cost of your project per new subscriber (household, individual, or institutional) or new end-user? **315**

F. Project Viability

Technical Viability

37. Technology Strategy

37 - A. Public Computer Center Technology Strategy

37 - B. Sustainable Broadband Adoption Technology Strategy

Mechanics and Operational Details of Program

Fast-Forward New Mexico will increase broadband awareness, training and subscription using the following mechanisms: local broadband awareness campaigns in 15 towns around the state; broadband training for general public and small businesses in public and tribal libraries in those 15 towns; a website to serve as support for training, awareness marketing, and a demonstration for others to replicate; and a statewide Broadband Conference for key decision-makers to make a plan to reach the Governor’s Broadband Initiative goal of “broadband for all.”

The training and awareness events will be staffed by trainers, curriculum developers, and awareness events coordinators managed by the University of NM and the Global Center for Cultural Entrepreneurship. The public and tribal libraries are key assets that make the training and awareness open and accessible to all members of the community, create and maintain outreach to local community champions, and serve as a key piece in the sustainability of the activities begun through the grant. The State Library will work with these libraries to coordinate trainings, assist the libraries with technical questions, and ensure the sustainability of future training and



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

awareness events.

The University of NM will create and maintain the program website both during the grant and afterward to share training materials and announce on-line courses around the state, promote broadband awareness events and outcomes, and allow other communities to see how they might replicate events.

The Broadband Conference is managed by Richard Lowenberg, author of the Governor’s Statewide Broadband Initiative. This conference, while not directly contributing to a measurable increase in broadband subscription, is a key element to bringing NM further into the information economy. The diversity of the attendees will facilitate statewide planning that advances broadband infrastructure, applications and use statewide by raising awareness of the benefits of broadband to local economies.

How the Program is Effective, Appropriate, and Innovative

The effectiveness is easy – do more people subscribe to broadband? Fast-Forward NM believes that our program, while relatively small in total numbers reached and high in per participant cost, is the only meaningful way to address the hard to convert. The 51% who replied to the Pew survey, “I don’t want it and I don’t see why I need it,” are the hardest case. That is why we are devoting time and personal attention to those of the 51% who will reach out and experiment with the Internet at their local public library.

There are many other avenues that broadband providers use to attract new subscribers, such as mass media and targeted advertisements, that have not proved highly successful in our demographic. Promotion by social networks of family and friends probably work better, and we are attempting to reproduce some of the qualities of those interactions in our program. Therefore, our training and awareness events will be sited in local public libraries, sponsored by local community groups and paying careful attention to what is meaningful to each community. We think both our training model and the chosen sites will prove to be successful for convincing more people to subscribe to broadband.

How the Program is Sustainable and Replicable

Train the Trainer - Each of the 15 communities will select community technology and broadband champions who will shadow the trainers for both the general and e-commerce courses for the training period in their communities. After this period, trainers will be available to assist but the



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

champions will assume the lead training role in their community. Additionally, the State Library will work with smaller libraries in the same area to encourage those librarians to attend the trainings so that they can take the information back to their communities. The State Library will also encourage public and tribal library staff statewide to take advantage of on-line training in computer technology and Internet applications.

Building Capacity of Community Anchors - A primary focus is to build the capacity of our community anchor institutions (libraries, health centers, safety agencies) to use Internet-based tools and technologies to serve the public, improve their internal operations, and decrease their costs. All 15 participating libraries will build their staff capacity to provide instruction to the general public in Internet and computer usage. During the grant and through local awareness events at community anchor institutions, we will create links and shared use of technologies. As leaders in diverse community anchor institutions utilize more broadband, the critical mass necessary for widespread adoption will enlarge.

Training Curriculum Emphasizes Pragmatism and Culture - All training and awareness events will be assessed so they highlight and celebrate community resources, traditions, and values. For example, in Gallup the Navajo population will be best served with a set of trainings that emphasizes Native American resources for families that further connect Navajos across their widespread territory. Additional resources will be developed to meet the needs of artists who own businesses. In Raton, participants will find agricultural resources, connections to rural lifestyles and Northern NM cultural events as central to the trainings. Through connecting training participants directly with solutions to challenges they already face—making the Internet highly relevant—adoption of Internet technologies will be faster.

Community-Centered Events - All local awareness events will be co-hosted by a trusted, well-liked community anchor institution and will have a relevant focus on the community's problems and opportunities. For instance, health fairs and traditional celebrations offer ideal opportunities for local awareness events, now and in the future.

Organizational Capability

38. Management Team Resumes.

Please refer to upload section at the end of document.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

39. Organizational Readiness

Organizational Mechanisms in Place for Implementation

- The management team consists of the NM State Library, University of NM, Global Center for Cultural Entrepreneurship, and 1st Mile Institute. These entities have signed a Memorandum of Understanding (MOU) that outlines the responsibilities of each entity during the grant. All members have necessary skills and are poised to move forward immediately with their respective assignments.
- The public and tribal libraries that will serve as training centers have been selected based on their strategic locations, facilities, and broadband Internet connections.
- Funding match and community partners for the three years of the grant have been identified and letters of commitment are in hand.

Operational/Financial Functions

The State Library will be the lead applicant and assume operational and financial responsibility for the grant. All fiscal transactions, procurement and hiring will be done according to NM law. Principals: Susan Oberlander, State Librarian, will oversee the grant; and Mary White, Fiscal Manager of the State Library, will oversee all of the financial transactions.

Programmatic Functions – Training/Awareness/Conference

- Beth Crist, NM State Library Development Bureau, will serve as liaison to all public and tribal library sites and oversee Development Bureau staff to provide support for libraries who host trainings as well as reach out to near-by libraries to attend trainings;
- Leah Kier, UNM-Community Outreach and Customized Training, will oversee local awareness events and the creation and maintenance of the website;
- Lee Bollschweiler, UNM-Computer Science, Los Alamos, will serve as coordinator for all training, trainers and curriculum development for Level I courses (Internet literacy) offered;
- Alice Loy, Global Center for Cultural Entrepreneurship, will serve as coordinator for all training, trainers and curriculum development and local awareness activities for Level II courses (E-commerce) offered;
- Richard Lowenberg, 1st Mile Initiative, will organize the NM Broadband Conference and national Open Broadband Economics Summit.

Sustainability of Grant Activities

All major parts of the grant – training and broadband awareness, website, and conference – have sustainability plans. See Sustainability section of the application.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

40. Organizational Chart.

Please refer to upload section at the end of document.

Community Involvement

41. Key Partners

Community anchor institutions/training facilities:

These 9 libraries will be our first set of community centers for broadband training and awareness events. Each has agreed to provide their facilities free of charge for events and lend staff to assist project staff.

Arthur Johnson Memorial Library
Thayla Wright, Director
244 Cook Ave.
Raton, NM 87740
575-445-9711
library@cityofraton.com

Aztec Public Library
Leanne Hathcock, Director
319 S. Ash St.
Aztec, NM 87410
lhathcock@aztecnm.gov

Clovis-Carver Public Library
Marilyn Belcher, Director
701 N. Main St.
Clovis, NM 88101
575-769-7840
mbelcher@cityofclovis.org

Octavia Fellin Public Library



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

Mary Ellen Pellington, Director
115 W. Hill Ave.
Gallup, NM 87301
505-863-1291
libsuper@ci.gallup.nm.us

Rio Rancho Public Library
William Cicola, Director
PO Box 15670
Rio Rancho, NM 87174
505-896-8817
wcicola@ci.rio-rancho.nm.us

Roswell Public Library
Betty Long, Director
301 N. Pennsylvania Ave.
Roswell, NM 88201
575-622-7101
longjeanb@yahoo.com

Socorro Public Library
Paula Mertz, Director
401 Park St.
Socorro, NM 87801
575-835-1114
library@adobelibrary.org

Taos Public Library
George Jamarillo, Director
402 Camino de la Placita
Taos, NM 87571
575-737-2590
gjamarillo@taosgov.com

Thomas Branigan Memorial Library



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

Kathleen Teaze, Director
200 E. Picacho Ave.
Las Cruces, NM 88001
575-528-4000
kteaze@las-cruces.org

Economic Development Partners:
These partners will lend expertise in shaping our training and awareness initiatives.

Community Action Agency of Southern NM
Stacey Cox, Chief Executive Officer
320 E. Wyatt Dr.
Las Cruces, NM 88001
505-527-8799

McCune Foundation
Owen Lopez, Executive Director
345 E Alameda St
Santa Fe, NM 87501
505-983-8300
mccune@nmmccune.org

REDI-Northern NM Regional Economic Development Initiative
Monica Abeyta, Program Manager
2209 Miguel Chavez Road, Suite C
Santa Fe, NM 87505
505-241-9196
mabeita@rdcnm.org

Telecommunications Partners:
Our project staff will work with these partners to inform our awareness initiatives.

NM Exchange Carriers Group
Charles Farrell, Executive Director
603 Eagle Dr.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

Alamogordo, NM 88310
575-430-6800

Sacred Wind Communications Community Connect
Janice Badal, Executive Director
5901-J Wyoming NE, Box 266
Albuquerque, NM 87109
505-821-6142
jcbadal@swctel.com

Windstream Communications
Bill R. Garcia, NM Vice President of Governmental Affairs & Legal Council
NM Office of External Affairs
1800 Old Pecos Trail – Suite J
Santa Fe, NM 87505
505-955-9700

42. Partnering with Disadvantaged Businesses

Fast-Forward New Mexico's Level II trainings will specifically target the over 80,000 minority or woman-owned enterprises in NM. The Global Center for Cultural Entrepreneurship works with enterprises that are cultural and diverse in nature. Recent Census data show that nearly 7,000 NM enterprises are Native American owned and nearly 30,000 are Hispanic owned; yet NM is home to 286 8(a) classified enterprises. A review of the complete list shows that none currently offer the training and educational services we intend to provide our communities. Whenever possible and applicable, we will contract with minority-owned businesses to provide advertising, printing, marketing, or educational services.

Ability to Start Promptly & Timeline

43. Project Timeline and Challenges

Year 1

1st Quarter

- Hire Project Manager



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

- Hire contractors: Web Developer, Curriculum Developers, Local Awareness Activity Coordinator, Level I and Level II Trainers
- Establish all internal reporting/fiscal/assessment mechanisms
- Trainers, Local Awareness Coordinator, and Project Manager plan strategies for maximum project effectiveness and prepare work flow processes
- Purchase and configure laptops and projectors
- Complete structure for website; include calendar for training and awareness events; launch website
- Begin planning for 2010 Broadband Conference (continue through 3rd Quarter of Year 1)
- Submit ARRA and BTOP quarterly reports (ongoing through funded project)

2nd Quarter

- Complete Level I and II training curriculum
- Curriculum developers train the Level I and II trainers; trainers prepare for training, complete training materials, and create training schedules in conjunction with the library training sites
- Conduct Community Assessments and Awareness Activities in Site 1 North (Taos), Central (Rio Rancho), and South (Las Cruces)
- Begin statewide Awareness Campaign
- Continue adding website content, including Level I and II training curriculum and Awareness Activities information

3rd Quarter

- Complete Level I and Level II trainings and awareness activities in all Site 1 locations
- Conduct Community Assessments and Awareness Activities in Site 2 North (Aztec), Central (Gallup), and South (Socorro)
- Assess start of statewide Awareness Campaign; upon adjustments, continue with campaign
- Continue adding material and updating website (ongoing until end of project and beyond)
- Hold 2010 NM Broadband Conference

4th Quarter

- Complete Level I and Level II trainings and awareness activities in all Site 2 locations
- Conduct Community Assessments and Awareness Activities in Site 3 North (Raton), Central (Clovis), and South (Roswell)
- Assess trainings and awareness activities in Site 1 locations (ongoing on this schedule for all locations through end of project)



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

- Identify and work with 6 additional public and tribal libraries to be included in Year 2 of trainings and local awareness campaigns
- Assess 2010 NM Broadband Conference

Year 2

1st Quarter

- Complete Level I and Level II trainings and awareness activities in all Site 3 locations
- Conduct Community Assessments and Awareness Activities in selected Site 4 locations (north, central, and south)
- Begin planning for 2011 Broadband Conference (continue through 3rd Quarter of Year 2)

2nd Quarter

- Complete Level I and Level II trainings and awareness activities in all Site 4 locations
- Conduct Community Assessments and Awareness Activities in selected Site 5 locations (north, central, and south)

3rd Quarter

- Complete Level I and Level II trainings and awareness activities in all Site 5 locations
- Reassess Level I and Level II trainings; update curriculum and training materials for Round 2 of trainings
- Hold 2011 NM Broadband Conference

4th Quarter

- Repeat Level I and II trainings in Site 1 locations
- Ramp up promotion of community champions taking the training into satellite communities to extend and sustain the program
- Assess 2011 Broadband Conference

Year 3

1st Quarter

- Repeat Level I and II trainings in Site 2 locations
 - Overhaul website, ensuring it's current
 - Continue promoting website and promoting training in satellite communities
-



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

2nd Quarter

- Repeat Level I and II trainings in Site 3 locations
- Assess overall effectiveness of Fast-Forward New Mexico

3rd Quarter

- Repeat Level I and II trainings in Site 4 locations
- Continue to assess overall effectiveness of Fast-Forward New Mexico
- Complete study and submit to broadband and educational journals for publication, emphasizing how the successful program can be replicated in any community

4th Quarter and Beyond

- Repeat Level I and II trainings in Site 5 locations
- Identify and work with community organizations to extend awareness and training rotations; project staff have already been approached by many educational, economic development, and nonprofit groups to extend the project's life, reach, and audience

44. Non-Infrastructure Projects - Licenses and Regulatory Approvals

No licenses or regulatory approvals are required for Fast-Forward New Mexico.

45. Legal Opinion.

Please refer to upload section at the end of document.

G. Project Budget & Sustainability

Project Profile: Budget and Budget Narrative

46. Budget Narrative

Budget's Object Class Categories

Personnel: Oversight, Management, and Reporting = \$192,088: The St Library will employ a full time Project Manager who will receive \$55,000 plus fringe benefits valued at \$14,850 = \$69,850 annually. Hiring the Project Manager in Q1 of 2010 = \$192,088 for 3 years. This salary is average for a non-profit program manager in Santa Fe, NM according to NAICS: 8132 codes and the relevant state correlate.

Personnel: Fiscal Activities (Indirect Charges) = \$84,122: Each of the St Library's 3 fiscal staff



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

will contribute 16% of their time to Fast-Forward. This includes all financial processing such as receivables, payables, contracting, federal draws and compliance; cost = \$84,122 over the 3 years and will be provided in-kind by the St Library. Included as an indirect cost on SF 424A.

Personnel: Development and Coordination (Indirect) = \$28,505: The St Library's 3 Development staff will contribute 5% of their time to the marketing, coordination, and event planning operations. This includes the Train the Trainer program and assisting with marketing in all public libraries; cost = \$28,505 for 3 years. This amount will be provided in-kind by the St Library. Included as an indirect cost on SF 424A.

Personnel: Manage Library Facilities (Indirect) = \$44,220: Fast Forward will operate in 9 public libraries during the first 4 quarters. In Q5 we will add 6 libraries. In each of the 15 Fast-Forward libraries, 1FTE staff will provide 16% of his/her time to trainings, outreach, and events. This cost, not including fringe benefits, for 3 years = \$44,220 provided in-kind by the public libraries. Included as an indirect cost on SF 424A.

Equipment: Laptops and LCD Projectors; cost = \$133,200. Using the St Library's discount the libraries will purchase 54 laptops for \$950 each = \$51,300. Also, each library will purchase an LCD projector, necessary classroom instruction for \$900 each = \$8,100. Each library will contribute 20% cash match toward equipment. All 6 trainers will be equipped with 12 laptops and an LCD projector to deliver trainings in Community Anchor Institutions; laptop cost = \$68,400, projector cost = \$ 5,400. All equipment will be maintained on inventory by the NM State Library.

Facilities: Training Sites (Indirect) = \$140,625: Public libraries and community anchor partners will provide training facilities in-kind. For the 3 years the library's facilities cost = \$140,625 provided in-kind. Included as an indirect cost on SF 424A.

Contractual: = \$1,287,530 (Total Cont. \$1,424,290 less UNM's Indirect Cost \$136,760 = \$1,287,530. The \$136,760 is an indirect cost on SF 424A. This \$136,760 is an In-kind Match).

Marketing, Website, Training and Curriculum, Conference Contractors: Expenses related to Awareness Campaign and Marketing = \$27,500. It includes developing the brand, logo and printed materials. Awareness Coordination contract expenses for all 15 communities for 3



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

years = \$110,000 (\$20/hour). Marketing and facility space cost a total for all 15 communities = \$45,000 for 3 years. The Website = \$11,500 to develop, and web hosting = \$5,000 for 3 years. Quarterly cost of weekly updating and maintaining the website, including calendar of events, new educational materials posted, and statewide information about broadband services, costs, and subscriptions will be updated. Website Maintenance = \$1,200 quarterly and \$12,000 for the 3 years.

The 6 trainers will be under contract. Average hourly pay = \$24/hour for 3 years and for all 6 trainers = \$750,000. No fringe benefits are provided. Curriculum and course catalogue = \$7,500 will be developed by contractors averaging \$30/hour; total for all trainings = \$42,500.

The NM Broadband Conference = \$125,000 annually (totaling \$250,000). All costs (speakers, facilities, planning, travel for keynote) will be contractual. Assessment contractors will be paid \$4,500 per quarter (\$49,500 for 3 years) to track subscription rates and training outcomes. The cost of the database for 3 years = \$9,540 and will be given in-kind by TrackVia. The contract for the annual audit = \$18,000 for 3 years.

Travel (see Contractual): Level I and II trainers = \$86,250: Each of the 6 trainers will get a quarterly travel budget of \$1,375. NM is 400 miles wide X 500 miles long. Albuquerque is 223 from Clovis, NM and 141 miles from Gallup, NM. Each trainer will drive approx 250 miles round trip to reach each training site. In most cases, the trainers will need overnight hotels once a week. Monthly travel expenses per trainer (1000 miles = \$150, 4 hotel nights = \$300) = \$1,350/month.

Budget Percentages

Personnel = 9%, Equip = 7%, Cont = 63%, Indirect = 21%, TOTAL= 100%

Core Activity Percentages

Trainings: Coordination, facilities, curriculum, equipment and trainers = 67% of the budget.
Oversight and fiscal mgt: = 12%. Marketing and awareness = 21%.

Spending Timeline

The following expenditures will occur within the first 2 quarters of the grant period: Computer and projection equipment, marketing materials, brand development, website, curriculum = 17%. All other contractual, facility, personnel, awareness activity, and training expenses =



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

7.5% of total budget each quarter. A notable exception to this pattern is the Broadband Conference which doubles the quarterly costs in the 2 quarters in which it is held.

47. Non-Infrastructure Projects - Budget Reasonableness

All expenditures related to Fast-Forward are eligible, according to BTOP guidelines.

Personnel: The proposed Project Manager salary is drawn from recent reports including NAICS codes and average salaries, the New Mexico Grantmakers' Association 2006 "The Economic Impact of Nonprofits and the combined experience of the Advisory Board.

Contractors: The hourly wages for contractors are proposed based on current typical rates in NM for contractors working on long-term projects in education. These rates also correlate to average program staff rates in the non-profit sector of NM.

Equipment and Facilities: The cost assumptions for facilities are drawn from the most recent State Library audit. The cost for equipment comes from the quote the State Library received from the NM, Department of Cultural Affairs, purchasing department.

Travel costs: Travel costs are based on current gasoline prices (\$2.65/gallon) and a survey of hotels.com for the nine training locations across the state.

In-direct Costs: the UNM is required to charge the flat rate of 26% on all projects and is contributing this as in-kind. The State and Public Libraries are providing staff to the project as part of their regular duties.

Achieving Objectives Within Budget: Travel expenses are for contractors only. We have carefully calculated all expenses in the budget and fully expect the budget to be sufficient to achieve our set objectives. The array of community partners and deep support from community anchor institutions ensures that Fast-Forward will achieve community access and engagement quickly and at a relatively low cost. Additionally, we are building from the existing community resources of the public and tribal libraries, the University of NM, and nonprofit organizations that serve our target market.

48. Demonstration of Financial Need



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

The matrix provided is the annual budget for the New Mexico State Library for Fiscal Year 2010.

In state Fiscal Year 2009 and 2010 New Mexico budget request instructions provided by the New Mexico Department of Finance and Administration have required that all budget requests remain flat. Flat means zero dollar growth, which may translate as an actual budget reduction because of expenditure growth due to cost and population increases. The State Library, as all New Mexico state government divisions, was required to adhere to this requirement. And, in state Fiscal Year 2009 all budgets were cut by 5%. Because of existing economic conditions it is expected that the same or greater cut will be implemented in Fiscal Year 2010 across all state divisions.

The New Mexico State Library has not applied for this type of funding before because the ability to get funding for even our basic core function has been reduced. Because of the current economic decline in New Mexico government revenues, funds for this project could not be obtained from any other source but the BTOP program.

A current fiscal year budget has been provided in the supplemental section. The sheet is entitled New Mexico State Library, Department of Cultural Affairs, Fiscal Year 2010 Operating Budget.

49. Historical Financial Statements.

Please refer to upload section at the end of document.

Project Profile: Long Term Sustainability

50. Sustainability.

51 - A. Public Computer Center Sustainability

51 - B. Sustainable Broadband Adoption Sustainability

Fast-Forward New Mexico has built various sustainability mechanisms into its program that will ensure that training, broadband awareness, and broadband adoption continues after the end of the grant.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

- Train the Trainer - Each of the 15 communities in which our project will conduct training will select community technology and broadband champions who will shadow the trainers for both the general and e-commerce courses for the training period in their communities. After this period, trainers will be available to assist but the champions will assume the lead training role in their community. Additionally, the State Library will work with smaller libraries in the same area to encourage those librarians to attend the trainings so that they can take the information back to their communities. We expect the libraries to continue to be a major community voice for broadband adoption after the grant.
- Community and Business Partners - A primary focus of Fast-Forward NM is to build the capacity of each community's anchor institutions (businesses, health centers, safety agencies) to understand the value of Internet-based tools and technologies to serve the public, improve their internal operations and decrease their costs. This understanding will be gained through the broadband awareness activities and training of the grant and continued after the grant through the community links and shared technologies built as a result of the project. As leaders in diverse community anchor institutions utilize more broadband, the critical mass necessary for widespread adoption will be enlarged.
- Fast-Forward NM's website – This will be a major promotional tool, both during and after the grant, for broadband. This website will be maintained by the University of NM after the grant. It will store training materials, promotional materials, broadband awareness event and activities coverage, on-line courses available - all for community use as well as to show other communities how to organize or promote similar activities.
- The NM Broadband Conference will bring together community members and service providers from around the state to discuss broadband opportunities, benefits and growth. The outcomes from these statewide events will resonate after the grant and lead new community activists to continue the quest for "broadband for all."

Project Profile: Outside Leverage

51. Matching Funds.

Please refer to upload section at the end of document.

52. Unjust Enrichment

The New Mexico State Library is not receiving federal support nor have we applied for any



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

federal support for non-recurring costs in the area for which we are seeking a grant award. The only federal support we receive is through the Institute for Museum and Library Services, Library Services and Technology Act, Grants to the States Program. Non-recurring costs are defined as one-time capital expenditures and we are not using LSTA for one time capital expenditures related to this area.

53. Disclosure of Federal and/or State Funding Sources

The purpose of the annual grant the New Mexico State Library receives from the Institute for Museum and Library Services, Library Services and Technology Act, Grants to the States Program (\$1,553,000 in 2009) is to facilitate access to resources in all libraries to cultivate an educated and informed citizenry in NM. \$316,000 of that grant will be used for a project that relates to this grant application. The State Library provides all NM residents, public and academic libraries with access to a collection of full-text magazines, newspapers and other resources. The training provided in this grant application will support increased and informed use of those resources and encourage NM's citizens to make use of them through home and institutional broadband services.

The State Library will receive a discount from the federal Universal Service Funds from the Schools and Libraries Program for our Rural Bookmobiles program. Those funds do not relate to this grant application.

54. Buy American.

Is the applicant seeking an individual waiver of the Buy American provision?

No

Buy American Waiver Request Explanation

H. DOC Environmental Checklist

55. SECTION 1 – Please refer to upload section at the end of document.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

I. Compliance and Certification

56. Certification and signature.

Please refer to upload section at the end of the document.



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

Uploads

The following pages contain the following uploads provided by the applicant:

Upload Name
13. SF-424B Assurances Non-Construction
17. Legal Opinion*
03. Q26 PCC; Q31 SBA - Organization Chart
08. Environmental Checklist
02. Q24 PCC; Q29 SBA - Management Team Resumes
09. Compliance and Certifications*
10. CD-511 Certification - Lobbying, Upper Tier*
11. CD-512 Certification - Lobbying, Lower Tier
18. Authentication*
12. SF-424A Budget Information Non-Construction**
19. Supplemental Information



**Broadband Technology Opportunities Program
Public Computer Centers Program – Sustainable Adoption Program**

Submitted Date: Easygrants ID: 974	
Funding Opportunity: Public Computer Centers and Sustainable Broadband Adoption	Applicant Organization: New Mexico State Library
Task: Submit Application - Non-Infrastructure Programs	Applicant Name: Ms. Mary Elizabeth Crist

06. Q35 PCC; Q40 SBA - Historical Financial Statem

To preserve the integrity of the uploaded document, headers, footers and page numbers have not been added by the system

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.


PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a -1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

<p>* SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL</p> 	<p>* TITLE</p> <p>New Mexico State Librarian</p>
<p>* APPLICANT ORGANIZATION</p> <p>New Mexico State Library</p>	<p>* DATE SUBMITTED</p> <p>8-11-09</p>

Aug 11, 2009

Assistant Secretary
National Telecommunications and Information Administration
U.S. Department of Commerce
Washington, D.C. 20230

Re: Fast Forward New Mexico - BTOP Grant

Dear Sir:

We are [general or ~~special~~] counsel for New Mexico State Library (the "Applicant.") In such capacity, we acted as counsel to the Applicant in connection with its ability to apply to the Broadband Technology Opportunities Program and in the review of the grant agreement, as referenced in the Notice of Funds Availability.

We are of the opinion that:

(a) the Applicant is a duly organized and existing [legal entity] under the laws of the State of New Mexico, [if applicable, is duly licensed and qualified and in good standing as a foreign corporation in the States of _____].

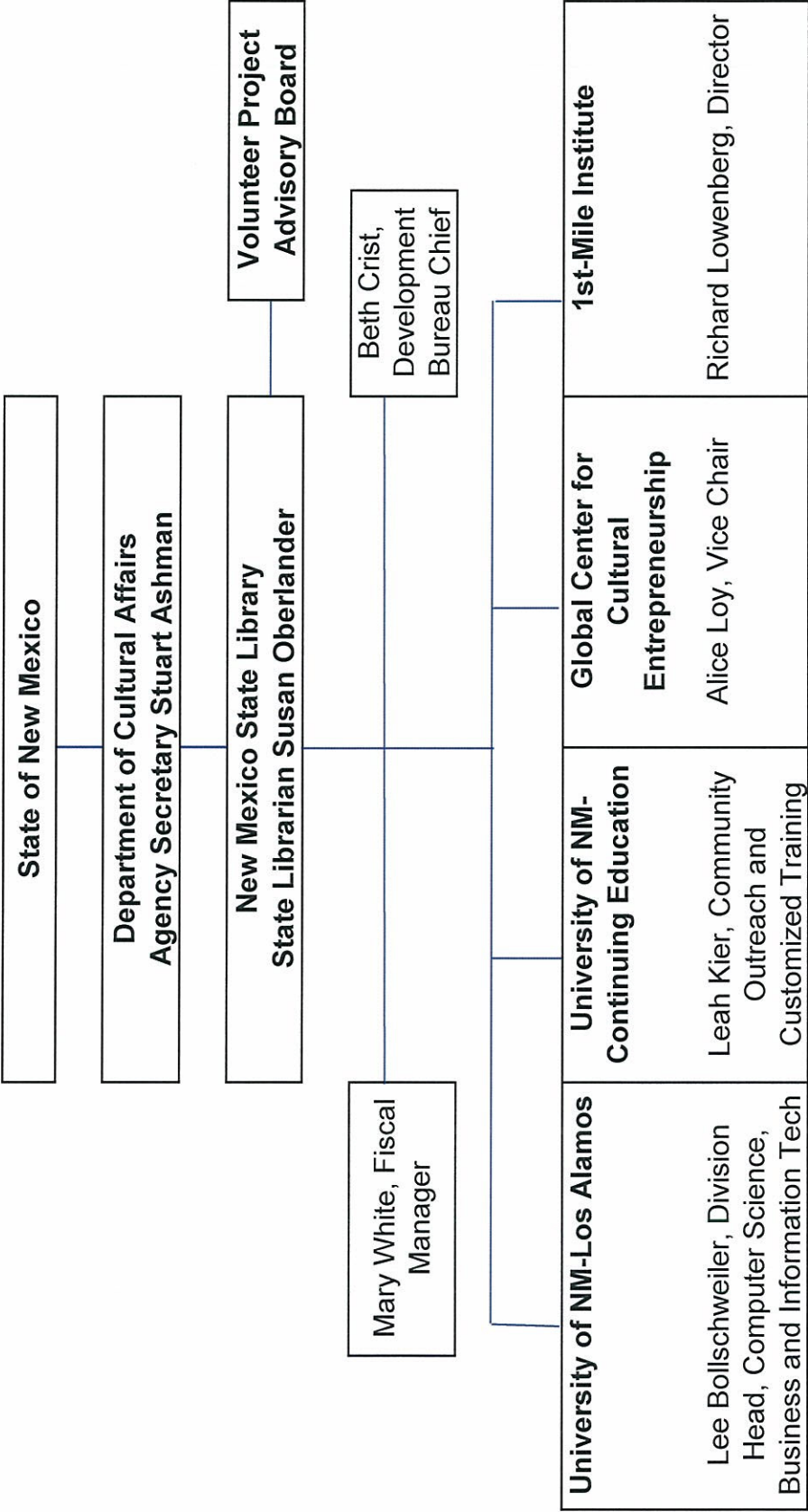
(b) the Applicant has ^{statutory} corporate power: (1) to execute and deliver the agreement; and (2) to perform all acts required to be done by it under said agreement.

(c) no legal proceedings have been instituted or are pending against the Applicant, the outcome of which would adversely affect the Applicant's ability to perform the duties under the grant agreement, and there are no judgments against the Applicant which would adversely affect the Applicant's ability to perform its duties under the grant agreement.

Very truly yours,



Fast-Forward New Mexico Organizational Chart



DOC Environmental Checklist

1. **SECTION 1-** To be completed for those projects historically shown not to create significant environmental impacts to the human or natural environment. Any answer of "No" or "Not Applicable" may require additional documentation or review.

a. Is the proposed action solely a procurement action for materials intended to be installed, stored or operated in an existing building or structure?

☐ Yes

☒ No

☐ Not Applicable

b. If the proposed action involves procurement of electronic equipment, will the equipment be disposed of in an environmentally sound manner at the end of its useful life?

☒ Yes

☐ No

☐ Not Applicable

c. Does the proposed action involve only minor interior renovations to a structure, facility, or installation?

☐ Yes

☐ No

☒ Not Applicable

d. Is the proposed action solely for the production and/or distribution of informational materials, brochures, or newsletters?

☐ Yes

☒ No

☐ Not Applicable

e. Does the proposed action consist solely of training, teaching, or meeting facilitation at an existing facility or structure?

☒ Yes

☐ No

☐ Not Applicable

29. Management Resumes: Fast-Forward New Mexico

Susan E. Oberlander, New Mexico State Librarian

The State Library will be the lead applicant and assume operational and financial responsibility for the grant. As evidence of the qualifications of Ms. Oberlander to oversee the execution of this project and to manage federal funds effectively, we offer the following:

- Manage New Mexico State Library with 56 FTE and a budget of \$6.1M, including \$1.6M in federal Library Services and Construction Act funds.
- Fifteen years of experience in Washington DC, California and New Mexico in telecommunications policy at the Aspen Institute, Federal Communications Commission and the New Mexico Public Regulation Commission.
- Fourteen years of experience in library management as the Director of Libraries at Northern New Mexico College, including leadership in the American Library Association, New Mexico Library Association and New Mexico Consortium of Academic Libraries.
- Ph.D. University of California, Berkeley. Dissertation topic: How Independent are Independent Regulatory Commissions: Public Interest Decision-Making at the FCC.

Mary White, Fiscal Manager, New Mexico State Library

Ms. White will oversee all State Library fiscal staff that work on the grant and train the Project Coordinator. Her qualifications include:

- Manages financial processing including purchasing, receivables, expenditures, projections and budget preparation for the State Library. Responsible for \$6.1 million budget.
- Nineteen years of experience in New Mexico serving as fiscal manager for local government, the judicial branch, and state government. Skill set includes extensive knowledge of state and federal policies, rules, regulations, and processes including grant administration.
- A detailed listing of the grants administered by Ms. White is provided with her resume.
- MBA, New Mexico State University.

Beth Crist, Library Development Bureau Chief, New Mexico State Library

Ms. Crist will serve as liaison to all public and tribal library sites and oversee Library Development Bureau staff who provide marketing, scheduling and outreach for all trainings. Her qualifications include:

- Combined eleven years of diverse training and outreach experience as Outreach Services Specialist at the North Carolina Museum of History, E-learning.
- Coordinator at the State Library of North Carolina, and Outreach and Community Services Coordinator and Development Bureau Chief at the New Mexico State Library.

- Two years experience developing close working relations with and providing broad consulting support to all public and tribal libraries throughout New Mexico.
- Combined eleven years experience working in libraries.
- Master of Library Science, North Carolina Central University.

Lee Bollschweiler, Division Head – Computer Science, Business and Information Technology, University of New Mexico-Los Alamos

Ms. Bollschweiler will serve as coordinator for all training, trainers and curriculum development and local awareness activities for Level I courses offered. Her qualifications include:

- Six years as Division Head for three curriculum areas which includes managing four Department Chairs, five Core Faculty, and numerous adjunct faculty; monitoring, updating, and assessing 11 AAS degrees and certificates in technology and business; serving as dual credit liaison with local high schools.
- Eight years as Department Chair for Computer Science / Network Administration.
- 26 years as Computer Science faculty at UNM-Los Alamos.
- Grant coordinator for a \$350,000 Regional Development Corporation grant to develop IT curriculum and computer facilities in support of Workforce Development in northern New Mexico.
- Working Connections Grant coordinator for a \$150,000 Microsoft/AACC grant to build five new IT degrees and 27 new IT courses in support of Workforce Development in northern New Mexico, incorporating high school outreach and partnership with local industry.
- MS, Computer Science from UNM, 1986.

Leah Kier, Community Outreach and Customized Training, University of New Mexico Continuing Education

Ms. Kier will oversee the statewide Broadband Awareness Campaign and website. Her qualifications include:

- Five years experience in community outreach and needs assessment for computer training clients.
- Extensive experience in computer management.
- Fifteen years experience in managing, designing, developing and delivering computer courses to government, academic and corporate clients.
- MA, Organization Learning and Instructional Technology, University of New Mexico, 2004.

Alice Loy, Global Center for Cultural Entrepreneurship

Ms. Loy will serve as coordinator for all training, trainers and curriculum development and local awareness activities for Level II courses offered. Her qualifications include:

- MBA , University of New Mexico.
- Ph.D. student, University of New Mexico. Major research area: creating social networks that effectively collaborate to solve social and cultural challenges in New Mexico's communities.
- Eleven years of professional experience including founding of two successful nonprofits, teaching MBA-level courses in cultural entrepreneurship and statewide community leadership to create sustained community partnerships.
- As Founder of the Global Center for Cultural Entrepreneurship, Alice has helped drive New Mexico's economic development focus toward a more grassroots, sustainable, and visionary deployment of resources toward fostering entrepreneurship and innovation.

Richard Lowenberg, 1st-Mile Institute

Mr. Lowenberg will organize the New Mexico Broadband Conference and national Open Broadband Economics Summit. His qualifications include:

- Ten years as Executive Director of the Davis Community Network and Yolo Area Regional Network in Davis, CA.
- Project leader for the New Mexico Integrated Strategic Broadband Initiative.
- Over twenty years of experience in promoting rural telecommunications, economic development tied to technology and infrastructure development, community networks, broadband consulting and environmental infrastructure projects.
- Founding Programs Director of the Telluride Institute and eleven years of directing the Telluride Institute Ideas Festivals.

Certifications and Signature

(i) I certify that I am authorized to submit this grant application on behalf of the eligible entity(ies) listed on this application, that I have examined this application, that all of the information and responses in this application, including certifications, and forms submitted, all of which are part of this grant application, are material representations of fact and true and correct to the best of my knowledge, that the entity(ies) that is requesting grant funding pursuant to this application and any subgrantees and subcontractors will comply with the terms, conditions, purposes, and federal requirements of the grant program; that no kickbacks were paid to anyone; and that a false, fictitious, or fraudulent statements or claims on this application are grounds for denial or termination of a grant award, and/or possible punishment by a fine or imprisonment as provided in 18 U.S.C. § 1001 and civil violations of the False Claims Act.

(ii) I certify that the entity(ies) I represent have and will comply with all applicable federal, state, and local laws, rules, regulations, ordinances, codes, orders and programmatic rules and requirements relating to the project. I acknowledge that failure to do so may result in rejection or deobligation of the grant or loan award. I acknowledge that failure to comply with all federal and program rules could result in civil or criminal prosecution by the appropriate law enforcement authorities.

(iii) I certify that the entity(ies) I represent has and will comply with all applicable administrative and federal statutory, regulatory, and policy requirements set forth in the Department of Commerce Pre-Award Notification Requirements for Grants and Cooperative Agreements ("DOC Pre-Award Notification"), published in the Federal Register on February 11, 2008 (73 FR 7696), as amended; DOC Financial Assistance Standard Terms and Conditions (Mar. 8, 2009), the Department of Commerce American Recovery and Reinvestment Act Award Terms (Apr. 9, 2009); and any Special Award Terms and Conditions that are included by the Grants Officer in the award.

(iv) If requesting BTOP funding, I certify that the entity(ies) I represent has secured access to pay the 20% of total project cost or has petitioned the Assistant Secretary of NTIA for a waiver of the matching requirement or received a waiver.

Signature of authorized person S. Oberlander Date 8-11-09

Print name of authorized person Susan Oberlander

Title or position State Librarian

CERTIFICATION REGARDING LOBBYING

Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 15 CFR Part 28, "New Restrictions on Lobbying." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Commerce determines to award the covered transaction, grant, or cooperative agreement.

LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 15 CFR Part 28, for persons entering into a grant, cooperative agreement or contract over \$100,000 or a loan or loan guarantee over \$150,000 as defined at 15 CFR Part 28, Sections 28.105 and 28.110, the applicant certifies that to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above applicable certification.

NAME OF APPLICANT

New Mexico State Library

AWARD NUMBER AND/OR PROJECT NAME

FastForward New Mexico

PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Susan Oberlander, State Librarian

SIGNATURE

S. Oberlander

DATE

8-11-09

CERTIFICATION REGARDING LOBBYING LOWER TIER COVERED TRANSACTIONS

Applicants should review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 15 CFR Part 28, "New Restrictions on Lobbying."

LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 15 CFR Part 28, for persons entering into a grant, cooperative agreement or contract over \$100,000 or a loan or loan guarantee over \$150,000 as defined at 15 CFR Part 28, Sections 28.105 and 28.110, the applicant certifies that to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

In any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure occurring on or before October 23, 1996, and of not less than \$11,000 and not more than \$110,000 for each such failure occurring after October 23, 1996.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above applicable certification.

NAME OF APPLICANT

New Mexico State Library

AWARD NUMBER AND/OR PROJECT NAME

FastForward New Mexico

PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

Susan Oberlander, State Librarian

SIGNATURE

S. Oberlander

DATE

8-11-09

Certification Requirements for BTOP

U.S. Department of Commerce
Broadband Technology Opportunities Program

I certify that I am the duly authorized representative of the applicant organization, and that I have been authorized to submit the attached application on its behalf. A copy of the applicant organization's authorization for me to submit this application as its official representative is on file in the applicant's office, and I am identified as the applicant organization's Authorized Organization Representative (AOR) in the Central Contractor Registration database. By signing this certification, I certify that the statements contained in the application are true, complete, and accurate to the best of my knowledge, and that if an award is made, the applicant organization will comply with all applicable award terms and conditions.

8-11-09

(Date)



(Authorized Representative's Signature)

Susan Oberlander

Name:

State Librarian

Title:

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 4040-0006
Expiration Date 04/30/2008

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Broadband Technology Opportunities Program	783998099	\$ 1,457,488.00	\$ 589,562.00	\$ 1,457,488.00	\$ 589,562.00	\$ 2,047,050.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 0.00	\$ 0.00	\$ 1,457,488.00	\$ 589,562.00	\$ 2,047,050.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
a. Personnel	\$ 140,224.00	\$	\$	\$	\$ 140,224.00
b. Fringe Benefits	51,864.00				51,864.00
c. Travel					0.00
d. Equipment	133,200.00				133,200.00
e. Supplies					0.00
f. Contractual	1,287,530.00				1,287,530.00
g. Construction					0.00
h. Other					0.00
i. Total Direct Charges (sum of 6a-6h)	1,612,818.00	0.00	0.00	0.00	\$ 1,612,818.00
j. Indirect Charges	434,232.00				\$ 434,232.00
k. TOTALS (sum of 6i and 6j)	\$ 2,047,050.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,047,050.00
7. Program Income	\$ 0.00	\$	\$	\$	\$

Authorized for Local Reproduction

Standard Form 424A (Rev. 7- 97)
Prescribed by OMB (Circular A -1 02) Page 1A

SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. <input style="width: 90%;" type="text"/>	\$ <input style="width: 80%;" type="text" value="112,627.00"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text" value="476,935.00"/>	\$ <input style="width: 80%;" type="text" value="589,562.00"/>
9. <input style="width: 90%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text" value="0.00"/>
10. <input style="width: 90%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text" value="0.00"/>
11. <input style="width: 90%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text" value="0.00"/>
12. TOTAL (sum of lines 8-11)	\$ <input style="width: 80%;" type="text" value="112,627.00"/>	\$ <input style="width: 80%;" type="text" value="0.00"/>	\$ <input style="width: 80%;" type="text" value="476,935.00"/>	\$ <input style="width: 80%;" type="text" value="589,562.00"/>

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input style="width: 80%;" type="text" value="533,659.00"/>	\$ <input style="width: 80%;" type="text" value="58,934.00"/>	\$ <input style="width: 80%;" type="text" value="168,029.00"/>	\$ <input style="width: 80%;" type="text" value="201,842.00"/>	\$ <input style="width: 80%;" type="text" value="104,854.00"/>
14. Non-Federal	\$ <input style="width: 80%;" type="text" value="269,681.00"/>	<input style="width: 80%;" type="text" value="29,782.00"/>	<input style="width: 80%;" type="text" value="84,912.00"/>	<input style="width: 80%;" type="text" value="102,000.00"/>	<input style="width: 80%;" type="text" value="52,987.00"/>
15. TOTAL (sum of lines 13 and 14)	\$ <input style="width: 80%;" type="text" value="803,340.00"/>	\$ <input style="width: 80%;" type="text" value="88,716.00"/>	\$ <input style="width: 80%;" type="text" value="252,941.00"/>	\$ <input style="width: 80%;" type="text" value="303,842.00"/>	\$ <input style="width: 80%;" type="text" value="157,841.00"/>

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. <input style="width: 90%;" type="text"/>	\$ <input style="width: 80%;" type="text"/>	\$ <input style="width: 80%;" type="text" value="750,466.00"/>	\$ <input style="width: 80%;" type="text" value="493,242.00"/>	\$ <input style="width: 80%;" type="text"/>
17. <input style="width: 90%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>
18. <input style="width: 90%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>
19. <input style="width: 90%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>	<input style="width: 80%;" type="text"/>
20. TOTAL (sum of lines 16 - 19)	\$ <input style="width: 80%;" type="text" value="0.00"/>	\$ <input style="width: 80%;" type="text" value="750,466.00"/>	\$ <input style="width: 80%;" type="text" value="493,242.00"/>	\$ <input style="width: 80%;" type="text" value="0.00"/>

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: <input style="width: 90%;" type="text" value="1,612,818"/>	22. Indirect Charges: <input style="width: 90%;" type="text" value="434,232"/>
23. Remarks: <input style="width: 95%;" type="text"/>	

Supplemental Information for Fast-Forward New Mexico

This supplemental material includes:

1. An addendum to our response to Question 39, Demonstration of Financial Need, entitled New Mexico State Library, Department of Cultural Affairs, Fiscal Year 2010 Operating Budget
2. Letter of support from New Mexico Governor Bill Richardson
3. Letter of support and commitment from the New Mexico State Library, project lead
4. Letter of support and commitment from the University of New Mexico, Division of Continuing Education, project partner
5. Letter of support and commitment from the University of New Mexico—Los Alamos, project partner
6. Map of New Mexico showing the first nine training sites hosted in public libraries statewide

**New Mexico State Library, Department of Cultural Affairs
Fiscal Year 2010 Operating Budget**

Object Code	Description	House Bill 2 Final Appropriation	Sub Total	Total After Adjust.	Salary Comp.	Total OPBUD
REVENUES						
111	General Fund Transfers	4,341.10	4,341.10	4,341.10		4,341.10
112	Other Transfers	-	-	-		-
120	Federal Revenues	1,782.00	1,782.00	1,782.00		1,782.00
130	Other Revenues	35.00	35.00	35.00		35.00
150	Fund Balance	-	-	-		-
TOTAL REVENUES		6,158.10	6,158.10	6,158.10		6,158.10
EXPENDITURES						
200	Prsnl Svcs & Empl Benfts	2,958.00	2,958.00	2,958.00		2,958.00
300	Contractual Services	1,153.30	1,153.30	1,153.30		1,153.30
400	Other	2,046.80	2,046.80	2,046.80		2,046.80
500	Oth Financing Uses	-	-	-		-
TOTAL EXPENDITURES		6,158.10	6,158.10	6,158.10		6,158.10
Full Time Employee Data						
810	Exempt	1.00	1.00	1.00		1.00
820	Term	14.00	14.00	14.00		14.00
810	Permanent Full-Time	40.00	40.00	40.00		40.00
810	Permanent Part-Time	1.00	1.00	1.00		1.00
830	Temporary	-	-	-		-
TOTAL FTE		56.00	56.00	56.00		56.00

39. Demonstration of Financial Need. The matrix above is the annual budget for the New Mexico State Library for Fiscal Year 2010.

In state Fiscal Year 2009 and 2010 New Mexico budget request instructions as provided by the New Mexico Department of Finance and Administration have required that all budget requests remain flat. Flat means zero dollar growth, which may translate as an actual budget reduction because of expenditure growth due to cost and population increases. The State Library, as all New Mexico state government divisions, was required to adhere to this requirement. And, in state Fiscal Year 2009 all budgets were cut by 5%. Because of existing economic conditions it is expected that the same or a greater cut will be implemented in Fiscal year 2010 across all state divisions.

The New Mexico State Library has not applied for this type of funding before because the ability to get funding for even our basic core function has been reduced. Because of the current economic decline in New Mexico government revenues, funds for this project could not be obtained from any other source but the BTOP program.



State of New Mexico
Office of the Governor

Bill Richardson
Governor

August 7, 2009

Broadband Technology Opportunities Program
National Telecommunications and Information Administration
U.S. Department of Commerce
1401 Constitution Avenue NW
HCHB, Room 4812
Washington, DC 20230-0002

Broadband Initiatives Program
Rural Utilities Service
U.S. Department of Agriculture
1400 Independence Avenue SW, Stop 1599
Washington, DC 20250

RE: State of New Mexico Integrated Strategic Broadband Initiative (ISBI) - *Fast Forward New Mexico*

Dear Sirs:

The State of New Mexico strongly supports and encourages your consideration of our proposal to the Broadband Technology Opportunities Program (BTOP) under the National Telecommunications and Information Administration (NTIA). As Governor, I believe the broadband initiative will have an immediate and long-lasting impact on our state's economy. In addition, it will improve education and health care and provide communication services to our rural communities.

Over the past year, the State of New Mexico has orchestrated a statewide planning process for integrated, strategic broadband deployment which has involved a wide range of interests and entities. Our weekly meetings included representatives from service providers in the state, regional coalitions, tribal governments, local governments, state government agencies, educational institutions, technology partners, and legislators.

We believe our planning efforts have resulted in grant applications that include long-term, comprehensive solutions and cost efficiencies. These applications also support multiple uses, including economic development, education and distance learning, health care and telemedicine,

Page 2
August 7, 2009

and sustainable energy development. As such, the State of New Mexico believes these projects will be sound investments of federal funds from which New Mexico will greatly benefit for generations to come.

One specific grant that we are excited about is the attached *Fast Forward New Mexico* initiative to stimulate demand for broadband by providing broadband-related outreach and awareness campaigns. This will include training programs at public and tribal libraries to increase skills of citizens using the internet. In addition, the grant will create a state broadband awareness campaign, a NM Broadband Conference, and a centralized website and on-line catalog to support current and future trainings. Through these activities, the project will raise public awareness of the benefits of Internet access and stimulate further demand for consumer broadband services. Increased public demand for broadband will help drive or recover investment made in the state and incent further investment that might not currently be feasible. The grant will be managed by a partnership that includes: New Mexico State Library, University of New Mexico, and the Global Center for Cultural Entrepreneurship, and 1st Mile Institute.

We believe that this project will leverage many other RUS or BIP infrastructure grants from New Mexico by helping to drive demand for the broadband that those grants will deploy. Many studies show a link between broadband deployment and jobs and output growth. While broadband infrastructure deployment is a clear need in New Mexico, there is also a need to overcome a recent Pew Internet and Life Project finding: 51% of the respondents listed "relevance" as the reason they would not buy broadband. This grant can increase New Mexicans' understanding of the relevance and benefits of going on the Internet through local events and trainings in local libraries.

Sincerely,

A handwritten signature in black ink that reads "Bill Richardson". The signature is fluid and cursive, with a long horizontal stroke at the end.

Bill Richardson
Governor of New Mexico

BR/fl

NEW MEXICO



STATE LIBRARY

August 11, 2009

Broadband Technology Opportunities Program
National Telecommunications and Information Administration
U.S. Department of Commerce
1401 Constitution Avenue NW
HCHB, Room 4812
Washington, DC 20230

Dear Sirs or Madams:

The New Mexico State Library strongly supports the Fast-Forward New Mexico project proposal. The State Library believes that the project will stimulate demand for broadband by providing broadband-related outreach and awareness campaigns, including training programs at public and tribal libraries to increase skills of citizens using the internet. In addition, the grant will create a NM Broadband Conference and a centralized website to support current and future trainings. Through these activities, the project will raise public awareness of the benefits of Internet access and stimulate further demand for consumer broadband services, as well as prepare the state's citizens to better participate in economic development and educational opportunities.

In support of the Fast-Forward New Mexico project proposal, the New Mexico State Library will lend its assistance in many ways. The institution will act as the fiscal agent for the project and provide valuable staff time to assist with the project. This in-kind staff support, including salaries and benefits, will equal \$38,404 per year, totaling \$105,617 over the course of the three year grant.

The salaries and benefits include a portion of 3 FTE from the State Library's Library Development Bureau; this department works with public and tribal libraries statewide and the 3 FTEs will act as a liaison between project staff and the participating libraries, as well as assist the libraries with local project marketing tasks.

This in-kind match also includes a portion of 3 FTE from the State Library's financial branch. These FTEs will process purchase requests, contracts, federal draws, deposits, and expenditures; create fiscal reports; work with the State's Administrative Services Division; and monitor grant activity for compliance with federal and state rules and regulations.

With these in-kind contributions, the New Mexico State Library demonstrates its belief of the importance of this project to the citizens of the state. Its staff would like to thank the NTIA for considering funding the Fast-Forward New Mexico project.

Sincerely,

Susan Oberlander, State Librarian



The University of New Mexico

Division of Continuing Education
and Community Services
1634 University Blvd. NE
Albuquerque, NM 87131-4006
Telephone (505) 277-1527
FAX (505) 277-8975

Susan Oberlander, Ph.D.
New Mexico State Library
1209 Camino Carlos Rey
Santa Fe, NM 87507

Dear Dr. Oberlander,

As a partner in the implementation of the Sustainable Broadband Adoption Grant, the University of New Mexico, Division of Continuing Education, will contribute in-kind marketing services of \$9,450 towards this grant.

Sincerely,

Joe Miera, Associate Dean
Division of Continuing Education
University of New Mexico



Office of the Executive Director

August 6, 2009

Broadband Technology Opportunities Program
National Telecommunications and Information Administration
U.S. Department of Commerce
1401 Constitution Avenue NW
HCHB, Room 4812
Washington, DC 20230

RE: Support Letter for *Fast-Forward New Mexico* – Sustainable Broadband Awareness Grant

Dear Sirs:

On behalf of The University of New Mexico-Los Alamos and our partner, UNM Division of Continuing Education, I am pleased to offer our support to the Sustainable Broadband Awareness grant application titled *Fast-Forward New Mexico*. The University of New Mexico-Los Alamos pledges its cooperation and support as a project partner.

In 2008, Northern New Mexico local and tribal governments, community institutions and private sector entities collaboratively developed a regional economic development strategic plan through an initiative known as REDI (Northern New Mexico Regional Economic Development Initiative). The REDI Plan identifies broadband as the region's number one infrastructure priority to support economic development, education, health care and sustainable energy development.

For decades, communities, tribes and local governments in New Mexico have struggled to negotiate access to telecommunication services, infrastructure and connectivity, as well as affordable rates, from the small number of incumbent carriers which dominate the market. As a result, many areas of the state remain unserved and underserved. This paradigm has kept many areas of New Mexico from realizing their full potential. High-speed broadband is indeed a solution to many of New Mexico's challenges, including high drop-out rates, low incomes and loss of population from rural areas. In order for New Mexicans to compete in a global, internet-savvy economy, it is imperative that they, too, develop their abilities to connect electronically and take advantage of all that this connectedness has to offer. Although the younger New Mexicans of the "Millennial Generation" (e.g. born 1982-2002) are Internet Natives; anyone born prior to 1982 is considered an Internet Immigrant and must learn how to integrate Internet understanding and skills into their life style. It follows that many older New Mexicans in rural communities will not know what to do with the broadband services once they become available. Therefore it is imperative that we develop and implement programs to bring these individuals closer to the Internet in order to maximize the benefits of the services in which we are investing so much to deliver. Even Internet Natives are usually not adept at efficient search strategies or at understanding how marketing arranges the choices that come up after a search, so they too have a lot to learn in how to use the Internet efficiently and effectively in their information gathering processes.

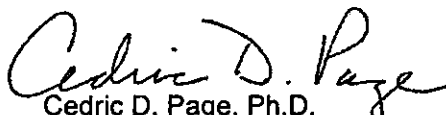
As a starting point, basic Internet training is essential. In order for the Internet to become part of the average families' life style and budget, it is important to provide a safe place where individuals of all ages, genders, generations, socio-economic backgrounds, and educational backgrounds can get together to ask questions about the nature of the Internet and how to use it. Before people can put a business on-line or courses on-line, they need to become comfortable Internet users. The public library, always identified as a safe space within the community, will be the ideal location for a community-wide Internet education and utilization effort.

The non-rural populations of New Mexico now have more options for education than at any other time in our history and are able to take advantage of an abundance of educational and training opportunities. These populations have access to post-secondary education and professional training at community colleges, professional schools, and universities (both public and private) throughout the state. On-line education adds another viable option for these individuals, and there is a rapidly growing trend for students to select on-line courses as either their primary mode of learning or as a component of their overall educational experience. Meanwhile, rural populations throughout New Mexico have limited access to 'brick and mortar' education and training, however with the introduction of broadband and high speed internet service in their communities, these populations will have access to on-line education and training opportunities. It is imperative that we prepare these populations to take advantage of the services that can be delivered via broadband including on-line education.

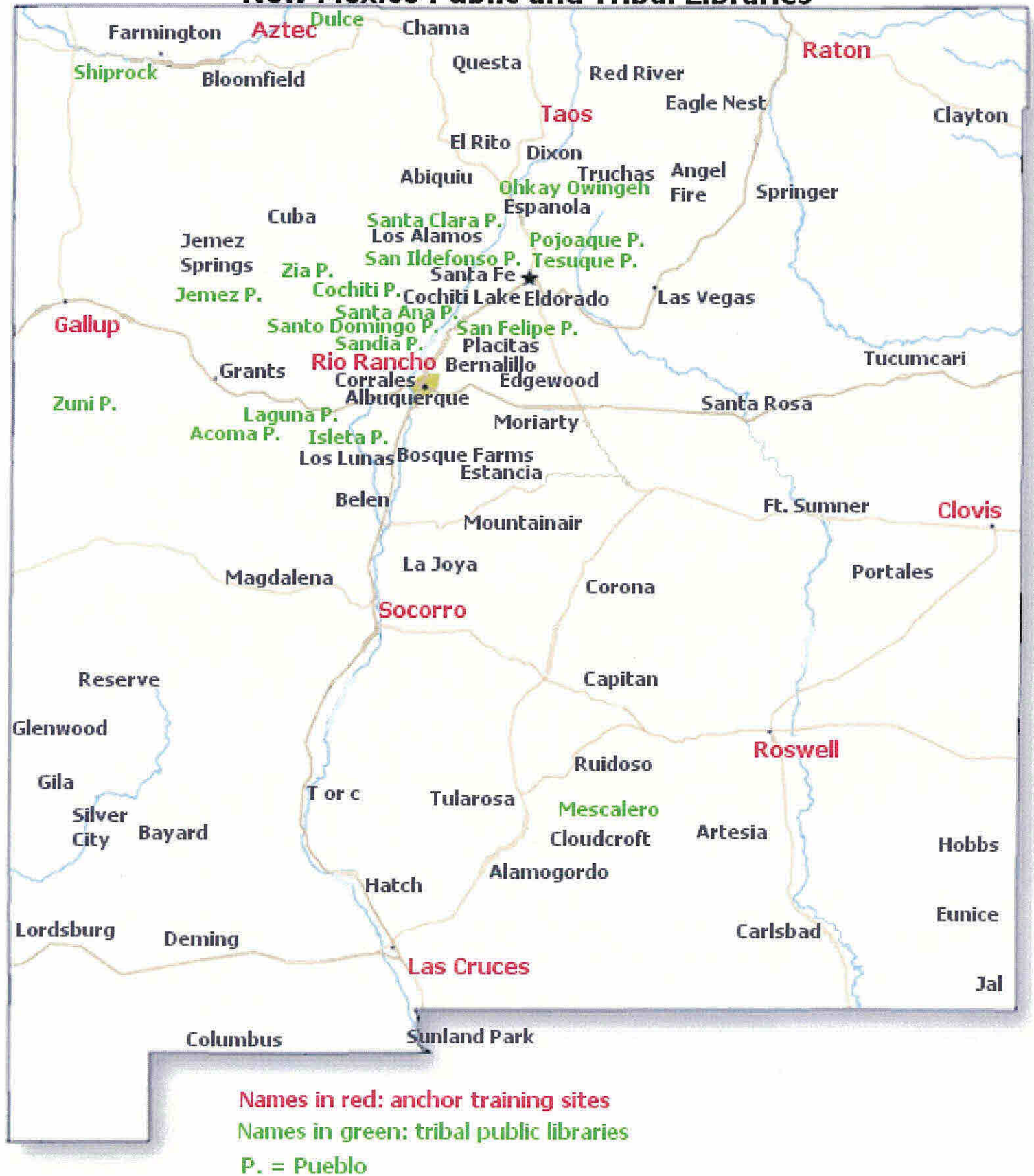
Through the partnership we will be able to join forces with other institutions and agencies to better address the access needs of many rural New Mexicans. As a higher education partner we're delighted to be involved in this effort. This as a unique opportunity for The University of New Mexico-Los Alamos to partner with the State Librarian to ensure equal and fair access for New Mexico's rural residents to an array of training and educational opportunities. We look forward to providing continuing education, training and Internet awareness with our partner institutions and agencies.

As a member of the partnership we will assist as appropriate to meet requests for program support essential to the success of *Fast-Forward New Mexico*. We are grateful for this opportunity to join with our partners in this project to expand access and training to residents so that they might take full advantage of the benefits of broadband and Internet services.

Sincerely,


Cedric D. Page, Ph.D.
Executive Director

New Mexico Public and Tribal Libraries



40. Historical Financial Statements

The full financial statements for the New Mexico State Library for Fiscal Year 2007 and 2008 are provided for your review and reference. This information may be found at <http://www.nmstatelibrary.org/docs/btop1.pdf> (FY 2007) and <http://www.nmstatelibrary.org/docs/btop2.pdf> (FY 2008). The annual audit for Fiscal Year 2009, which just closed, is currently under way and will be completed in the next 5 months. All audits are conducted in accordance with auditing standards generally accepted in the United States and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America.