



State Digital Equity Planning Grant Program Final Performance Progress Report

This form will serve as a tool to capture the State Digital Equity Planning Grant (SDEPG) Public Final Performance Progress Report.

The Final Performance Progress Report for the SDEPG Program is submitted 120 days after the end of your project and is based on completed activities.

Per the SDEPG NOFO, Section VII.E.1, any entity to which a grant, including a subgrant, is awarded under this program shall be required to publicly report, for each year during the period of performance of a program grant, in a format to be specified by the Assistant Secretary, on:

- (1) The use of that grant by the entity;
- (2) The progress of the entity toward fulfilling the objectives for which the grant was awarded; and
- (3) The implementation of the State Digital Equity Plan of the State.

The Assistant Secretary may establish additional reporting and information requirements for any recipient of a grant as necessary to fulfill the requirements of the Infrastructure Act.

If you have any further questions, or require technical assistance, please reach out to your assigned Federal Program Officer.

Click on the link below to view the report form.

[DE Final Report](#)

State Digital Equity Planning Grant Program Final Performance Progress Report Form

General Information

GENERAL	Recipient Organization:		Award Identification Number:	
	Recipient Street Address:		Report Submission Date (MM/DD/YYYY):	
	City, State, Zip Code:		Final Report	Yes
	EIN Number:			No
	Award Start Date (MM/DD/YYYY):		Reporting Period Start Date (MM/DD/YYYY):	
	Award End Date (MM/DD/YYYY):		Reporting Period End Date (MM/DD/YYYY):	

Report Responses

Free Response Questions

1. Please describe how the grant funds were used, in detail, and describe significant project accomplishments during this reporting period funded through the SDEPG grant (600 words or less). The progress with state and local agencies (other domains) and key stakeholders needs to be represented.

2. If applicable, please list subcontractors, amount of funding they received, and describe how they expended funds (600 words or less)

3. If applicable, please list each subrecipient that received a subgrant through funding, how much they received, and how they expended the funds (600 words or less)

4. Share your state's vision for digital equity. How does your state plan to integrate digital inclusion goals in the state's broader policy goals through other departments? How will this lead to digital equity and promote full participation in the digital economy and society for all?

5. Please describe the activities your state conducted to fulfill the program objectives listed in Section IV.C.b.i. of the NOFO. (600 words or less)

6. Please expand on any pilots, programs, or projects you are investing in as part of the planning process. What Covered Populations are being served through these investments, and where (geographically) are the investments being made? (600 words or less)

7. Please describe any challenges to achieving project accomplishments during this reporting period funded through SDEPG grant. (600 words or less)

8. Please describe any best practices or lessons-learned obtained at this point. Please comment on items that are now part of the DE Plan that were not when the planning grant began. (600 words or less)

9. What information, data, or technical assistance would be helpful while completing a DE implementation grant? (600 words or less)

State Digital Equity Plan - Statutory Requirements, Covered Populations

Please use the following table to provide the statuses on the progress for the State Digital Equity Plan requirements regarding Covered Populations.

Statutory Requirement		Progress towards meeting the requirement (Not Started, In Progress, Complete)	If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. How would digital inclusion further these goals? (If Not Started, enter N/A)
Outcomes	10. An assessment of how the measurable objectives identified in the Covered Population section (question #5 of this form) will impact and interact with the State's:	a. Economic and workforce development goals, plans, and outcomes Not Started	
	b. Educational outcomes In Progress		
	c. Health outcomes Complete		
	d. Civic and social engagement; and		
	e. Delivery of other essential services		
Statutory Requirement #1			
11. Identification of barriers to digital equity faced by Covered Populations in the State			
Covered Population	Have you identified any barriers to implementing digital inclusion and achieving digital equity for Covered Populations? (Yes/ No)	If so, please list the barriers to implementing digital inclusion and achieving digital equity in your state for each covered population:	How did you identify these barriers? What was the source of information?
11a. Individuals who live in covered households			
11b. Aging Individuals			
11c. Incarcerated individuals, other than individuals who are in a Federal correctional facility			
11d. Veterans			
11e. Individuals with disabilities			
11f. Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)			
11g. Individuals who are members of a racial or ethnic minority group			

11h. Individuals who primarily reside in a rural area

Statutory Requirement #2

11. Measurable Objectives for documenting and promoting, among each Covered Population located within your State

Measurable Objective (as required by the NOFO)	Progress towards setting an objective (Not Started, In Progress, Complete)	Which covered populations have you engaged with on this objective?	Which Covered Populations do you have data on regarding each measurable objective?	Please provide the data sources (e.g. statistics, interviews, surveys) for each covered population for which you have data (E.g. availability, online accessibility, digital literacy). Please also indicate if you have engaged with any other groups or populations not previously mentioned (e.g. sheltered homeless, LGBTQIA+, school-aged children).
12a. The availability of, and affordability of access to, fixed and wireless broadband technology;	Complete	Individuals who live in covered households	Individuals who live in covered households	
		Aging Individuals	Aging Individuals	
		Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility	Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility	
		Veterans	Veterans	
		Individuals with disabilities	Individuals with disabilities	
		Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)	Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)	
		Individuals who are members of a racial or ethnic minority group	Individuals who are members of a racial or ethnic minority group	
12b. The online accessibility and inclusivity of public resources and services;	In Progress	Individuals who live in covered households	Individuals who live in covered households	What are your state's goals for making online services of state and local governments more accessible?
		Aging Individuals	Aging Individuals	
		Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility	Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility	
		Veterans	Veterans	
		Individuals with disabilities	Individuals with disabilities	
		Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)	Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)	
		Individuals who are members of a racial or ethnic minority group	Individuals who are members of a racial or ethnic minority group	
12c. Digital literacy;	Not Started	Individuals who live in covered households	Individuals who live in covered households	Does your state have a plan or goal to adopt digital skills standards and self assessments? How does your state define digital literacy?
		Aging Individuals	Aging Individuals	
		Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility	Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility	
		Veterans	Veterans	
		Individuals with disabilities	Individuals with disabilities	
		Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)	Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)	
		Individuals who are members of a racial or ethnic minority group	Individuals who are members of a racial or ethnic minority group	
12d. Awareness of, and the use of, measures to secure the online privacy of, and cybersecurity with respect to an individual and covered populations		Individuals who live in covered households	Individuals who live in covered households	
		Aging Individuals	Aging Individuals	
		Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility	Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility	
		Veterans	Veterans	
		Individuals with disabilities	Individuals with disabilities	
		Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)	Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)	
		Individuals who are members of a racial or ethnic minority group	Individuals who are members of a racial or ethnic minority group	
12e. The availability and affordability of consumer devices and technical support those devices (such as software integration, email applications, and more)		Individuals who live in covered households	Individuals who live in covered households	
		Aging Individuals	Aging Individuals	
		Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility	Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility	
		Veterans	Veterans	
		Individuals with disabilities	Individuals with disabilities	
		Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)	Individuals with a language barrier (including individuals who are English learners and have low levels of literacy)	
		Individuals who are members of a racial or ethnic minority group	Individuals who are members of a racial or ethnic minority group	

State Digital Equity Plan - Statutory Requirements, Continued

Please use the following table to provide the statuses on the progress for the remaining statutory State Digital Equity Plan requirements.				
Statutory Requirement	Progress towards meeting the requirement (Not Started, In Progress, Complete)	If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)		
Statutory Requirement #4				
13. In order to achieve the measurable objectives identified in the Covered Population section, a description of how the State plans to collaborate with key stakeholders (A list of potential key stakeholders can be found in Section IV.C.1.b.i. of the NOFO)				
Statutory Requirement #5				
14. Please refer to the List of Organizations Template (linked below) to provide a list of organizations with which the Administering Entity for your State collaborated in developing the Plan.				
List of Organizations				
14a. Did you complete the List of Organizations tab?		Yes	No	

State Digital Equity Plan - Additional Requirements

Please use the following table to provide the statuses on the progress towards meeting the State Digital Equity Plan "Additional requirements" on p. 21 of the NOFO.				
Requirements	Progress towards meeting the requirement (Not Started, In Progress, Complete)	If Complete or In Progress, provide a brief narrative describing plan contents. 100 words or less. (If Not Started, enter N/A)		
Additional Requirement #2				
15. A digital equity needs assessment, including a comprehensive assessment of the baseline from which the State is working and the State's identification of the barriers to digital equity faced generally and by each of the covered	Assessment of the baseline from which the State is working The State's identification of the barriers to digital equity faced generally for adoption and use			

State Digital Equity Plan - Additional Requirements	generally and by each of the covered populations in the State	The State's identification of the barriers to digital equity faced by each of the covered populations in the State			
	Additional Requirement #3				
	16. An asset inventory, including current resources, programs, and strategies that promote digital equity for each of the covered populations, whether publicly or privately funded, as well as existing digital equity plans and programs already in place among municipal, regional, and Tribal governments	An asset inventory, including current resources, programs, and strategies that promote digital equity for each of the covered populations, whether publicly or privately funded			
		Existing digital equity plans and programs already in place among municipal, regional, and Tribal governments			
	Additional Requirement #4				
	17. To the extent not addressed in connection with item 4 of Section IV.C.1.b.i of the NOFO, a coordination and outreach strategy, including opportunities for public comment by, collaboration with, and ongoing engagement with representatives of each category of covered populations within the State and with the full range of stakeholders within the State				
	Additional Requirement #5				
	18. A description of how municipal, regional, and/or Tribal digital equity plans will be incorporated into the State Digital Equity Plan;				
	Additional Requirement #6				
	19. An implementation strategy that is holistic and addresses the barriers to participation in the digital world, including affordability, devices, digital skills, technical support, and digital navigation.	12a. The strategy should establish measurable goals, objectives, and proposed core activities to address the needs of covered populations			
		12b. The strategy should set out measures ensuring the plan's sustainability and effectiveness across State communities			
		12c. The strategy should adopt mechanisms to ensure that the plan is regularly evaluated and updated			
	Additional Requirement #7				
	20. An explanation of how the implementation strategy addresses gaps in existing state, local, and private efforts to address the barriers identified pursuant to Section IV.C.1.b.i, item 1, of the NOFO				
	Additional Requirement #10				
	21. A description of how the State will coordinate its use of State Digital Equity Capacity Grant funding and its use of any funds it receives in connection with the Broadband Equity, Access, and Deployment Program, other federal or private digital equity funding.				
	Additional Requirement #8				
	22. A description of how the State intends to accomplish the implementation strategy described above by engaging or partnering with:	a. Workforce agencies such as state workforce agencies and state/local workforce boards and workforce organizations			
		b. Labor organizations and community-based organizations			
		c. Institutions of higher learning, including but not limited to four-year colleges and universities, community colleges, education and training providers, and educational service agencies			
	23. How is your state considering ensuring affordability? What means will the state propose to affect affordability?	<i>(Short response)</i>			
	Additional Requirement #9				
	24. A timeline for implementation of the plan				

CERTIFICATION

I certify to the best of knowledge and belief that this report is correct and complete for performance of activities for the purposes set forth in the award documents.

CERTIFICATION	Typed or printed name and title of Authorized Certifying Official:	Telephone (area code, number and extension):
	Signature of Certifying Official:	Email Address:
		Date:

Organization Name

Include the name of the Organization, as it appears on the Organization's website and records.

List of Organizations with which the

Type of organization

Select the category that best matches from the dropdown list. If you select "Other", please specify in the notes column.

Statutory Requirement #5

Administering Entity for your State collaborated in developing the Plan

<p>Engagement Purpose (Select the purpose that best matches). If you select "Other", please specify in the notes.</p>	<p>Notes</p>
<p><i>Select the category that best matches from the dropdown list. If you select "Other", please specify in the notes column.</i></p>	<p><i>Include any notes or clarifications regarding your previous responses.</i></p>

Link to the organization's website (if available)

Please list the organization's website, if applicable.



Engagment Title/Description	Engagement Date	Engagement Type
<i>Include a brief title of the engagement</i> <i>(Example: Community Outreach Listening Session #1)</i>	<i>Enter the date as MM/DD/YYYY</i>	<i>Include the type of stakeholder engagement that occurred, using the dropdown list</i>

State Digital Equity Planning Grant

Engagement Location	Target Audience	Target Audience Location
<i>If applicable, please include the physical address of where the engagement took place</i>	<i>Who was the engagement for? (Example: Covered Populations, Regional Listening Session, etc.)</i>	<i>Is this local, regional, or statewide engagement?</i>

Program: Stakeholder Engagement Tracker

Target Audience County	# Engaged	Covered Populations Reached					
<p><i>If available, indicate which counties will be represented by this engagement</i></p>	<p><i>How many people were engaged?</i> <i>(Example: # of people who attended the event, completed the survey, etc.)</i></p>	<i>Which covered populations did you</i>					
		Individuals who live in covered households	Aging individuals	Incarcerated Individuals	Veterans	Individuals with disabilities	Individuals with a language barrier

Notes

engage?

Individuals who are members of a racial or ethnic minority group
Individuals who primarily reside in a rural area

Add notes of what was discussed and any key themes or feedback (optional)

Yes/No	Response	Status
Yes	X	Not Started
No		In Progress
		Complete

Type of Organization

Alaska Native-serving Institution
Asian American and Native American Pacific Islander-serving Institution
Civil Rights Organization
Community Anchor Institution
County or Municipal Government
Economic Development
Foundation
Health or Telehealth Organization (Direct Service and Policy focus)
Hispanic-serving Institution
Historically Black College or University
Indian Tribe, Alaska Native Entity, or Native Hawaiian Organization
Industry Representative or Association (501c6)
Institutions of Higher Education (if not listed above)
Local Education Agency
Native American-serving, nontribal Institution
Native Hawaiian-Serving Institution
Nonprofit Organization (501c3)
Organization that Represents Covered Populations
Predominantly Black Institution
Public Housing Authority
Tribal College or University
Workforce Development Organization
Other

Engagement Purpose

Plan Development
Community Outreach
Data Collection
Other

Covered Populations

Individuals who live in covered households
Aging Individuals
Incarcerated individuals, other than individuals who are incarcerated
Veterans
Individuals with disabilities
Individuals with a language barrier (including individuals who are
Individuals who are members of a racial or ethnic minority group
Individuals who primarily reside in a rural area

Engagement Type

- Meeting/Presentation
- Survey
- Listening Session (Virtual)
- Listening Session (In-person)
- Email
- Other

Target Audience Location

- Local
- Regional
- Statewide Engagement