

# ConnectMT BEAD Program

## BEAD Disbursement Process Guide

June 2026

### *Version History*

| Version | Date   | Update   |
|---------|--------|--|
| 1.0     | 2/2026 | Initial Draft Created  |
| 2.0     | 3/2026 | Milestone Disbursement Required Documentation Matrix Updated |
| 3.0     | 5/2026 | Link updated to reflect ConnectMT website updates            |
| 4.0     | 6/2026 | Appendix B Updated   |



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# INTRODUCTION

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The Broadband Equity, Access, and Deployment Program (BEAD) was designed to expand high-speed internet access by funding planning, infrastructure deployment, and broadband adoption programs across the country. BEAD is administered by the National Telecommunications and Information Administration (NTIA). The State of Montana (MT) was allocated close to \$629 million in BEAD funding to connect all unserved and underserved locations in the state with reliable and affordable broadband. The ConnectMT Office is responsible for overseeing these BEAD funds.

The purpose of this BEAD Disbursement Process Guide is to outline ConnectMT's disbursement policy for deployment projects.

## Overview of Montana's BEAD Disbursement Process

Montana's BEAD awards are fixed amount subawards, and costs incurred by subgrantees will be reimbursed in accordance with the milestone disbursement process and schedule outlined in this guide.<sup>1</sup> ConnectMT will implement a milestone disbursement process for BEAD, releasing funds to each subgrantee only after the successful and verified completion of the predefined project milestones. Subgrantees must submit disbursement requests through the Euna Grants portal.

## Timelines

Subgrantees may submit a request for disbursement **upon the completion of a milestone**, as specified in the Grant Agreement.<sup>2</sup> Disbursement of grant funds is based on review and acceptance of documentation evidencing milestone completion and project performance as proposed in the project application. Additional project documentation may be requested to validate costs and progress against established milestones and to ensure compliance with federal, state, and programmatic requirements.

Subgrantees must also adhere to quarterly and annual post-award monitoring and reporting requirements to be eligible for disbursement of grant funds. Each report shall describe progress made for each broadband infrastructure project and/or other eligible activities carried out using the subgrant and the duration of the subgrant.

In accordance with program rules, subgrantees have four years from the date that the agreement with ConnectMT is fully executed to complete construction. The disbursement process described below is applicable to non-LEO (Low Earth Orbit) subgrantees. LEO subgrantees are subject to a separate disbursement schedule as outlined in Appendix C of this guide.

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1 [https://broadbandusa.ntia.gov/sites/default/files/2024-06/Fixed\\_Amount\\_Subaward\\_One\\_pager\\_2.pdf](https://broadbandusa.ntia.gov/sites/default/files/2024-06/Fixed_Amount_Subaward_One_pager_2.pdf)

2 [https://doa.mt.gov/\\_docs/connectmt/BEAD-Grant-Agreement-Non-LEO-Template\\_Final.pdf](https://doa.mt.gov/_docs/connectmt/BEAD-Grant-Agreement-Non-LEO-Template_Final.pdf)

## BUDGET AND DISBURSEMENT MILESTONES

Each subgrantee will have a milestone-based budget and disbursement schedule specific to their project, which will be submitted and approved as part of the first milestone.

There are five milestone categories that help differentiate components of the project, and each category corresponds to an allowable percentage of the BEAD award amount. These high-level categories and percentages are fixed for all non-LEO subgrantees.

- Project Plan – 5% of award amount
- Engineering & Permitting – 10% of award amount
- Pre-Deployment – 15% of award amount
- Deployment – 60% of award amount
- Network Activation & Program Closeout – 10% of award amount

Included below in Table 1: Detailed Budget and Disbursement Milestones is a detailed budget and disbursement schedule based on percentage of project Broadband Serviceable Locations (BSLs). The detailed table shows milestone categories broken down into smaller segments for detail that, if utilized, may facilitate more efficient cashflow for subgrantees.

**Table 1: Detailed Budget and Disbursement Milestones**

| Milestone Category             | Milestone  | Percentage of the Award Amount |
|--------------------------------|--|--------------------------------|
| Project Plan                   | Aggregated project plan with milestones and budget.  | 5%                             |
| Engineering and Permitting (1) | Completed engineering drawings and executed permits for 20% of project BSLs.   | 2%                             |
| Engineering and Permitting (2) | Completed engineering drawings and executed permits for 40% of project BSLs.   | 2%                             |
| Engineering and Permitting (3) | Completed engineering drawings and executed permits for 60% of project BSLs.   | 2%                             |
| Engineering and Permitting (4) | Completed engineering drawings and executed permits for 80% of project BSLs.   | 2%                             |
| Engineering and Permitting (5) | Completed engineering drawings and executed permits for 100% of project BSLs.  | 2%                             |
| Pre-deployment (1)             | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 20% of project BSLs. | 3%                             |
| Pre-deployment (2)             | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 40% of project BSLs. | 3%                             |
| Pre-deployment (3)             | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 60% of project BSLs. | 3%                             |

| Milestone Category                        | Milestone  | Percentage of the Award Amount |
|---|--|--------------------------------|
| Pre-deployment (4)                        | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 80% of project BSLs.                                       | 3%                             |
| Pre-deployment (5)                        | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 100% of project BSLs.                                      | 3%                             |
| Deployment (1)                            | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 20% of project BSLs.                                       | 3%                             |
| Deployment (2)                            | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 40% of project BSLs.                                       | 3%                             |
| Deployment (3)                            | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 60% of project BSLs.                                       | 3%                             |
| Deployment (4)                            | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 80% of project BSLs.                                       | 3%                             |
| Deployment (5)                            | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 100% of project BSLs.                                      | 3%                             |
| Network Activation & Program Closeout (1) | Completed network activation for 20% of the project BSLs and submission of subscriber test data (as outlined in Active Subscriber Testing Requirements).   | 2%                             |
| Network Activation & Program Closeout (2) | Completed network activation for 40% of the project BSLs and submission of subscriber test data (as outlined in Active Subscriber Testing Requirements).   | 2%                             |
| Network Activation & Program Closeout (3) | Completed network activation for 60% of the project BSLs and submission of subscriber test data (as outlined in Active Subscriber Testing Requirements).   | 2%                             |
| Network Activation & Program Closeout (4) | Completed network activation for 80% of the project BSLs and submission of subscriber test data (as outlined in Active Subscriber Testing Requirements).   | 2%                             |
| Network Activation & Program Closeout (5) | Completed network activation for 100% of the project BSLs and submission of subscriber test data (as outlined in Active Subscriber Testing Requirements). Completion of all program closeout requirements. | 2%                             |

## PROJECT PHASING AND DISBURSEMENT

Subgrantees may opt to segment their individual projects into phases in cases where portions of the project move through multiple milestones asynchronously. Subgrantees can design these phases in the most optimal configuration to meet the milestone requirements; understanding that the disbursement metrics are based solely on BSL percentage, not specific costs.

When developing project phasing, the subgrantee could account for the following considerations:

- Encompasses a minimum number of BSLs to meet the disbursement thresholds of 20%, 40%, 60%, 80%, and 100%. (For example, a phase that includes 36% of project BSLs is only eligible for 20% disbursement; however, a phase that includes 41% of project BSLs is eligible for 40% disbursement).
- Segmenting areas that will require long lead time to complete permitting, construction, or network activation due to factors such as EHP requirements, permitting authority agreements, etc.
- Alignment with the subgrantee's internal project phasing which considers cash flow, contractor payments, build seasons, etc.

Any proposed project phasing shall be identified and communicated to ConnectMT during the Grant Agreement process and shall be finalized prior to disbursement of the Project Plan milestone. The proposed phases shall be consistent (i.e. include the same BSLs, permitting requirements, and proposed infrastructure) for all milestones.

### Example of Project Milestones without Phasing

Consider an example of Project A without phasing. Project A has a total project cost of \$10M, a BEAD grant amount of \$7.5M, and a match amount of \$2.5M. The milestone categories and associated award amounts are presented below.

**Table 2: Example Project A Milestone Category Breakdown**

| Milestone category                    | Percentage of the award amount | Award amount | Anticipated Project Month Disbursement |
|---------------------------------------|--------------------------------|--------------|--|
| Project Plan                          | 5%                             | \$375,000    | 3                                      |
| Engineering & Permitting              | 10%                            | \$750,000    | 12                                     |
| Pre-Deployment                        | 15%                            | \$1,125,000  | 18                                     |
| Deployment                            | 60%                            | \$4,500,000  | 35                                     |
| Network Activation & Program Closeout | 10%                            | \$750,000    | 40                                     |

In this example, the subgrantee must complete the entire Deployment Milestone, in month 35 of their project, to receive the \$4,500,000 award amount. This timeframe may not accurately reflect project cost flow because disbursement is based on the milestone not actual costs the project.

## Example of Project Milestones with Phasing

Consider the same example of Project A with a total project cost of \$10M, BEAD grant amount of \$7.5M, and match amount of \$2.5M.

However, in this example, the subgrantee has elected to break the project into three separate phases to allow their contracted resources to design and construct the bulk of the project across two build seasons, and for a third segment of the network, requiring extensive permitting, to be constructed in a third build season.

The subgrantee has considered their internal project planning requirements and has structured the phases to accommodate the timing of actual project expenditures to ensure proper cash flow over the course of the project.

- Phase 1 will be 42% of BSLs;
- Phase 2 will be 85% of BSLs (43% to 85%);
- Phase 3 will be the final portion of BSLs up to 100%.

The milestone categories and associated award amounts are shown in Table 3 below:

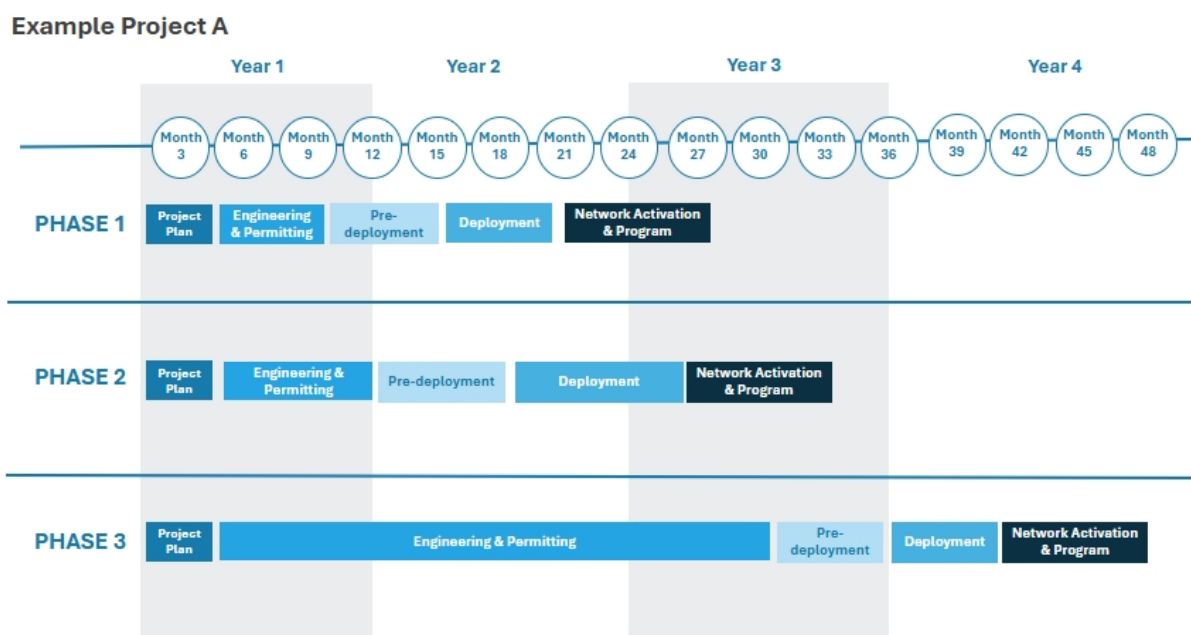
**Table 3: Example Project A Milestone Disbursement Breakdown by Award Amounts**

| Project Phase | Milestone category       | Milestone   | Award amount |
|---------------|--------------------------|---|--------------|
| All           | Project Plan             | Aggregated project plan with milestones and budget.   | \$375,000    |
| 1             | Engineering & Permitting | Completed engineering drawings and executed permits for 42% of project BSLs.  | \$300,000    |
| 2             | Engineering & Permitting | Completed engineering drawings and executed permits for 85% of project BSLs.  | \$300,000    |
| 3             | Engineering & Permitting | Completed engineering drawings and executed permits for 100% of project BSLs.   | \$150,000    |
| 1             | Pre-Deployment           | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 42% of project BSLs.  | \$300,000    |
| 2             | Pre-Deployment           | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 85% of project BSLs.  | \$300,000    |
| 3             | Pre-Deployment           | Documentation of binding agreements for all required contracted labor and materials. Evidence of construction staging and material delivery for 100% of project BSLs. | \$150,000    |
| 1             | Deployment               | Completed placement of broadband infrastructure and associated as-built documentation for 42% of project BSL.   | \$1,950,000  |
| 2             | Deployment               | Completed placement of broadband infrastructure and associated as-built documentation for 85% of project BSL.   | \$1,950,000  |
| 3             | Deployment               | Completed placement of broadband infrastructure and associated as-built documentation for 100% of project BSL.  | \$975,000    |

| Project Phase | Milestone category                    | Milestone  | Award amount |
|---------------|---------------------------------------|--|--------------|
| 1             | Network Activation & Program Closeout | Completed network activation and submission of subscriber test data for 42% of project BSLs.   | \$300,000    |
| 2             | Network Activation & Program Closeout | Completed network activation and submission of subscriber test data for 85% of project BSLs.   | \$300,000    |
| 3             | Network Activation & Program Closeout | Completed network activation and submission of subscriber test data for 100% of project BSLs. Completion of all program closeout requirements. | \$150,000    |

Figure 1 below illustrates a phased project timeline over four years, showing how three project phases progress through the required milestones at different times. Milestones are staggered across phases, enabling earlier phases to reach deployment and network activation while later phases continue through planning and permitting. This structure supports incremental disbursements tied to milestone completion within each phase.

**Figure 1: Example Project A Milestone Disbursement Breakdown by Year**



In this example with phasing, the subgrantee can begin to receive disbursements from ConnectMT as soon as they complete milestones for specific phases, as opposed to needing to complete the entire milestone to receive the disbursement.

### Required Documentation

ConnectMT does not require each subgrantee to submit documentation for each cost incurred as part of its disbursement requests. However, subgrantees must maintain full records of all costs incurred and be able to produce them for monitoring and audit purposes, as required by NTIA and ConnectMT. Subgrantees shall create and retain all records, including all receipts, disbursements,

and other transactions, for a period of seven years from the date ConnectMT notifies the subgrantee that the final required BEAD report has been submitted.

As such, the ConnectMT Office has developed a framework for the project's technical documentation to be provided with disbursement requests, but ConnectMT may request additional evidence to support requests on an ad hoc basis at any time. This framework can be found in Appendix A: Required Documentation Matrix, and the required contents of the technical documentation can be found in Appendix B: Required Documentation Guidance.

## Review Process

ConnectMT will review each disbursement request to ensure milestones have been met. Depending on the requested evidence, ConnectMT may also validate that costs are allowable according to the statutory and regulatory provisions of the BEAD program guidance as outlined by NTIA and the State of Montana. ConnectMT will verify that:

- Required documentation substantiates completion of the milestone per the budget table included in the Grant Agreement (see Table 1 above for example);
- The costs comply with program requirements, if appropriate;
- The request is for eligible costs as per the Project Budget and Timeline, Exhibit B in the subgrantee's Grant Agreement, if appropriate;
- The claim is adequately supported by the subgrantee's records, if appropriate; and
- The subgrantee has paid the costs, if appropriate

Eligible match amounts will be validated as part of regular monitoring; however, appropriate documentation regarding match may be requested as part of milestone validation (i.e. in-kind self-funded labor).

ConnectMT will reimburse subgrantees within **30 business days** of validating a complete and correct disbursement request submission. Subgrantees will be notified when ConnectMT has validated the submission. The **30 business day** window for ConnectMT to process disbursements will only begin upon validation of complete and correct materials.

Disbursement processing delays may occur due to missing or incorrect supporting documentation. If ConnectMT or its contractors request additional information, the subgrantee will have **10 business days** to submit the information. Any delay in submission of requested information may further delay disbursement or initiate additional monitoring actions, if necessary.

## ***Processing Time and Submission Dependencies***

Milestones are sequential within each phase of the project and will be reviewed accordingly.

- The Project Plan milestone disbursement must be completed before ConnectMT will begin reviewing disbursement materials submitted for the Engineering & Permitting milestone. Even if the subgrantee submits disbursement documentation for a phase of the Engineering

& Permitting milestone at the same time as the Project Plan milestone, the process for reviewing Engineering and Permitting materials does not start until after the Project Plan disbursement is processed.

- Initiation of construction prior to Environmental and Historic Preservation (EHP) approval is prohibited under BEAD Program rules. Thus, initiation of construction prior to ConnectMT approval of corresponding Engineering & Permitting or Pre-Deployment materials is done at the subgrantee's own risk.
- For the Network Activation & Program Closeout milestone:
  - ConnectMT reserves the right to require subgrantees to coordinate with ConnectMT to schedule and conduct field inspection surveys.
- A completed field inspection survey shall be required prior to approval of the final Network Activation and Program Closeout disbursement request submission.

### ***Match Requirements and Disbursements***

ConnectMT will disburse award amounts based on the grant amount, not the total project cost. The subgrantee required quarterly reports will capture detailed information on the subgrantee's actual expenditures, and match contributions. Through regular reporting and documentation submitted by the subgrantee, ConnectMT will monitor subgrantees' match expenditures to ensure that they will remain in proportion to their proposed budget, milestone disbursement schedule, and construction timeline. If any match amount has been expended to meet a project milestone, ConnectMT will request from subgrantees documentation to substantiate these match expenditures.<sup>3</sup>

Payments made for costs determined to be unallowable by either ConnectMT or NTIA, will be subject to recoupment of funds previously disbursed (grant funding clawbacks) in accordance with the subgrantee monitoring and management requirements identified in 2 C.F.R. Part 200 Subpart D and BEAD NOFO IV.C.1.b.

### ***Funding Clawbacks***

The ConnectMT Office, will seek to recapture any awarded grant funds through a recoupment process based on a subgrantee's failure to comply with the provisions of the Subgrantee Award Agreement, including improper expenditures identified in submitted audits, financial reports, or invoices reviewed during site visits or costs deemed as not reasonable, due to errors, omissions, misrepresentations, or false statements. Other justifications include unsatisfactory progress toward project milestones and deadlines and required subgrant activities not carried out such as network deployment or upgrades, connecting BSLs, delivering service at BEAD-qualifying speeds, and other required program activities.




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<sup>3</sup> [https://broadbandusa.ntia.gov/sites/default/files/2024-05/BEAD\\_Match\\_Primer.pdf](https://broadbandusa.ntia.gov/sites/default/files/2024-05/BEAD_Match_Primer.pdf)

## APPENDIX A: REQUIRED DOCUMENTATION MATRIX

Figure 2 summarizes the required documentation by milestone. Each specific requirement is fully described in Appendix B.

**Figure 2: Required Documentation Matrix for Terrestrial Projects by Milestone**

| Required Documentation  | Milestone   |   |   |   |  |
|---|---|---|---|---|--|
|   | Project Plan<br> | Engineering & Permitting<br> | Pre-Deployment<br> | Deployment<br> | Network Activation & Program Closeout<br> |
| Location List   | X   | X   | X   | X   | X  |
| EHP Questionnaire   | X   |   |   |   |  |
| Project Timeline  | X   |   |   |   |  |
| Project Design Shapefiles   | X   | X   |   | X   | X  |
| Detailed Design Drawings  |   | X   |   |   |  |
| Permit Status Summary   | X   | X   |   |   |  |
| Evidence of Approved Permits  |   | X   |   |   |  |
| Bill of Materials   |   | X   | X   | X   | X  |
| Executed Contract(s) for Construction Labor                           |   |   | X   |   |  |
| Evidence of Material Procurement                                      |   |   | X   |   |  |
| Evidence of Staging and Material Delivery                             |   |   | X   |   |  |
| Evidence of Environmental Approval                                    |   |   | X   |   |  |
| Active Subscriber Test Results  |   |   |   |   | X  |
| Evidence of Match Obligation  | X   | X   | X   | X   | X  |
| Fixed Wireless Design<br><i>(wireless projects only)</i>              | X   | X   |   | X   | X  |
| Acceptance Testing<br><i>(wireless projects only) to be developed</i> |   |   |   | X   |  |

## APPENDIX B: REQUIRED DOCUMENTATION GUIDANCE

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### Project Plan Milestone Documentation Requirements

The Project Plan Milestone culminates in a Project Plan Meeting where the subgrantee presents project plans to ConnectMT for discussion and approval. The subgrantee must submit the following required documentation to ConnectMT's grant management system (Euna Grants) at least two weeks before the scheduled Project Plan Meeting:

- Location List
- EHP Questionnaire
- Project Timeline
- Project Design Shapefiles
- Permit Status Summary
- Evidence of Match Obligation
- Fixed Wireless Access (FWA) Design Template

Failure to submit complete documentation will result in the Project Plan Meeting being rescheduled until complete documentation has been received and approved by ConnectMT.

The following subsections identify the submission details for the required documents.

#### ***Location List***

The [Location List](#) identifies the BSLs and CAIs for which the subgrantee has made a federally enforceable commitment to serve as part of the ConnectMT BEAD Grant Program. Additionally, it helps track the subgrantee's completion of this service commitment throughout the life of the program.

As part of this milestone submission, the Location List must include any project phasing proposed by the subgrantee, if applicable. The subgrantee must follow the template instructions to numerically identify which project phase each BSL and CAI are associated with. The assigned phasing of BSLs and CAIs must align with the proposed phasing identified within the subgrantee's Project Design Shapefiles submission required as part of this milestone.

The Location List must be submitted to ConnectMT's grant management system (Euna Grants) using the provided template.

#### ***EHP Questionnaire***

Completion of the [EHP Questionnaire](#) demonstrates that the subgrantee is aware of the EHP requirements of the BEAD program and has adequately identified the impact of these requirements on their project.

The EHP Questionnaire must be submitted to ConnectMT's grant management system (Euna Grants) using the provided template.

As part of this milestone submission, the EHP Questionnaire ensures that the subgrantee has accounted for the impact of the EHP requirements in their project planning.

To avoid project delays caused by the BEAD program's environmental requirements, the subgrantee should complete and submit the EHP Questionnaire as soon as possible to initiate the EHP process. The resubmission of the EHP Questionnaire is required as part of this milestone as it represents a critical component of the project plan.

**NOTE:** The subgrantee may not initiate any unapproved deployment or ground-disturbing construction activities until the EHP process has been concluded and approved by NTIA and a Notice to Proceed has been issued by ConnectMT.

### ***Project Timeline***

The [Project Timeline](#) submission demonstrates that the subgrantee has an adequate project plan to complete the network deployment work within the program timeline.

The Project Timeline must be submitted in the template provided by ConnectMT.

As part of this milestone submission, the Project Timeline must include any proposed project phasing and updates to the anticipated start dates and end dates for the following project components for each individual project phase:

- Project Planning
- EHP Permitting
- Design Engineering
- Permitting (non-environmental)
- Material Acquisition
- Network Deployment
- Network Activation
- Project Closeout

The subgrantee must follow the template instructions to also include the subgrantee's projected milestone submission timeline.

**NOTE:** ConnectMT reserves the right to request additional documentation as required to validate the subgrantee's project plan. The subgrantee must continue to maintain the Project Timeline until grant closeout and shall submit an updated Project Timeline each quarter or at intervals specified by ConnectMT. ConnectMT reserves the right to request the submission of an updated Project Timeline at any time.

## ***Project Design Shapefiles***

The Project Design Shapefiles submission should demonstrate that the proposed infrastructure, service area, materials, and technology match those approved in the subaward agreement and confirm that the infrastructure is capable of consistently delivering the minimum proposed speeds to all proposed locations.

The Project Design Shapefiles must be submitted in shapefile format. A shapefile is a common geospatial vector data format used to store and represent geographic features—such as points, lines, and polygons—along with associated attribute information. Each shapefile consists of six separate file extensions (.CPG, .DBF, .PRJ, .SBN, .SPX, and .SHP), all of which must be included. Shapefiles must be submitted in a single zipped folder containing all six components.

As part of this milestone submission, Project Design Shapefiles must be submitted with the following details included:

- Where applicable, all planned project routes and tower locations proposed as part of the approved grant project. Each type of infrastructure must be represented with the appropriate feature type (points or lines). The infrastructure should include attributes delineating between new and existing infrastructure (e.g., existing wirelines submitted as an in-kind match should be identified as existing infrastructure).
- BSLs must be submitted as point features and shall match the locations identified in the subgrantee's subaward agreement.
- CAIs must be submitted as point features and shall match the locations identified in the subgrantee's subaward agreement.
- Any detailed project phasing that is proposed by the subgrantee shall be submitted as polygon features. Each polygon must encompass all proposed locations and infrastructure routes included in that project phase. For projects that do not include phased construction or that consist of a single construction phase, the full project area shall be submitted as a single polygon feature.
- For Licensed and Unlicensed FWA projects, provide a layer with a point attribute containing each site with fields described in the Sites tab in the FWA Design Template. For BSLs and CAIs, provide the fields in the BSL tab of the FWA Design Template. Also, provide propagation layers that contain received level (or Reference Signal Received Power, RSRP for 3GPP technologies). The bin sizes for the propagation layers should be no larger than 50 meters.

The phases identified in the Project Design Shapefiles must align with the other documentation submitted as part of the subgrantee's project plan.

## ***Permit Status Summary***

The [Permit Status Summary](#) demonstrates that the subgrantee has adequately identified and is prepared to execute all required permits needed for network deployment and that they will be able to meet their program obligations within the dates specified in their contract agreement. The subgrantee must list all known permits required for the complete network deployment to serve all

obligated BSL and CAI. Permit types could include but are not limited to the rights-of-way, environmental, special crossings, private easements, franchise agreements, and federal permits.

The Permit Status Summary must be submitted in the template provided by ConnectMT.

As part of this milestone submission, the subgrantee must fill out the template listing all anticipated permits required to complete the proposed project. For each permit listed, the subgrantee must indicate the project phase, permit name, permitting authority, and anticipated permit execution date. The execution dates identified in the summary must align with dates identified in the Project Timeline submission.

**NOTE:** As additional permits are identified as required by the subgrantee, the Permit Status Summary must be updated. ConnectMT reserves the right to request additional documentation as required to validate the subgrantee's project plan. The subgrantee must continue to maintain the Permit Status Summary until grant closeout and shall submit an updated the Permit Status Summary each quarter or at intervals specified by ConnectMT. ConnectMT reserves the right to request the submission of an updated Permit Status Summary at any time. If the subgrantee encounters an issue obtaining required permits, it is the subgrantee's obligation to immediately escalate to the state for assistance resolving the issue.

### ***Evidence of Match Obligation***

The [Evidence of Match Obligation](#) documentation demonstrates that the subgrantee is in compliance with BEAD requirements by accounting for their required matching funds and tracking the expenditure of these funds proportionally with federal funds.

Evidence of Match Obligation must be submitted to ConnectMT's grant management system (Euna Grants) via the provided template.

As part of this milestone submission, the submission of the subgrantee's Evidence of Match Obligation demonstrates that the subgrantee is in compliance with BEAD requirements.

### ***FWA Design Template***

The [Fixed Wireless Access \(FWA\) Design Template](#) submission demonstrates that the proposed wireless infrastructure, service area, equipment, and technology match those approved in the subaward agreement, confirming that the wireless components of the network are capable of consistently delivering the minimum proposed speeds to all proposed project locations.

Subgrantees will be required to submit a FWA Design Template at each milestone that includes any design updates that have occurred since the last milestone, including but not limited to site location changes, site coordinate corrections, antenna azimuth and mounting height adjustments, equipment make or model changes, and backhaul changes. All BSLs reported in the template must match the BSLs awarded.

Propagation must be calculated to each BSL using a vetted propagation tool, with results for signal intensity and signal quality reported in the corresponding fields. Propagation paths shall be calculated and analyzed from each sector to the BSLs served by the given sector; results obtained by point querying a grid are not acceptable. The corresponding throughputs for each BSL will be

determined from the vendor-provided Modulation and Coding Scheme (MCS) tables; these throughputs should not be provisioned or nominal throughputs.

For designs using multiple bands, propagation from each band shall be provided and reflected for each BSL in the FWA Design Template by adding columns for signal intensity, signal quality, uplink throughput, and downlink throughput for each band per BSL.

All BSLs must accurately report the serving sector ID. All sectors in the Sectors tab must reflect the correct site where the given sector is present.

The FWA Design Template must be submitted to ConnectMT's grant management system (Euna Grants) via the provided template.

## Engineering and Permitting Milestone Documentation Requirements

The subgrantee must submit the following required documentation for this milestone:

- Location List
- Project Design Shapefiles
- Detailed Design Drawings
- Permit Status Summary
- Evidence of Approved Permits
- Bill of Materials
- Evidence of Match Obligation
- FWA Design Template

The following subsections identify the submission details for the required documents.

### **Location List**

The [Location List](#) identifies the BSLs and CAIs for which the subgrantee has made a federally enforceable commitment to serve as part of the ConnectMT's BEAD Grant Program. Additionally, it helps track the subgrantee's completion of this service commitment throughout the life of the program.

The Location List must be updated to identify which BSLs and CAIs are included as part of the milestone disbursement request.

The Location List must be submitted to ConnectMT's grant management system (Euna Grants) using an updated version of the previously provided template.

## ***Project Design Shapefiles***

The Project Design Shapefiles submission should demonstrate that the proposed infrastructure, service area, materials, and technology match those approved in the subaward agreement and confirm that the infrastructure is capable of consistently delivering the minimum proposed speeds to all proposed locations.

The Project Design Shapefiles must be submitted in shapefile format. A shapefile is a common geospatial vector data format used to store and represent geographic features—such as points, lines, and polygons—along with associated attribute information. Each shapefile consists of six separate file extensions (.CPG, .DBF, .PRJ, .SBN, .SPX, and .SHP), all of which must be included. Shapefiles must be submitted in a single zipped folder containing all six components.

As part of this milestone submission, updated Project Design Shapefiles must be submitted to reflect design updates that have occurred during detailed design engineering. As with previous submissions, the infrastructure should be attributed to delineate between new and existing infrastructure. These Project Design Shapefiles must align with the subgrantee’s Detailed Design Drawings and BOM submissions required as part of this milestone. The Project Design Shapefiles must include the following:

- All underground infrastructure proposed as part of the approved grant project, including but not limited to conduit, vaults, pedestals, and cabinets. Each type of infrastructure must be represented with the appropriate feature type (points or lines) and associated attribute information as specified in the requirements below.
  - Conduit must be represented as a line feature. Attributes must include conduit size and quantity. A single line may represent multiple conduits installed along the same path. This layer must be titled “conduit.”
  - Vaults must be represented as point features. Points must be placed at the exact coordinates representing the precise installed location. Attributes must include vault dimensions. This layer must be titled “vaults.”
  - Pedestals must be represented as point features. Points must be placed at the exact coordinates representing the precise installed location. Attributes must include the pedestal model number. This layer must be titled “pedestals.”
  - Cabinets must be represented as point features. Points must be placed at the exact coordinates representing the precise installed location. Attributes must include the cabinet make, model, and fiber capacity, listed as separate attributes. This layer must be titled “cabinets.”
- All aerial infrastructure proposed as part of the approved grant project must be included, including poles and attachment points. Each feature must be represented appropriately and include the required attributes as outlined below.
  - Aerial support structures must be represented as point features. Points must be placed at the exact coordinates representing the precise installed location.

Attributes must include infrastructure support type (all dielectric self-supporting [ADSS] or lashed to strand). This layer must be titled "Support\_Structures."

- All fiber cable and associated infrastructure proposed as part of the approved grant project must be included. Each element must be represented with the appropriate feature type (points or lines) and include the required attributes.
  - Fiber must be represented as line features. Areas where fiber cables run parallel to one another must be shown as separate lines. Attributes must include the cable manufacturer and fiber count. This layer must be titled "Fiber\_Cable."
  - Network access points, splice points, and slack storage locations must each be represented as separate point features.
    - A network access point is any location along the fiber infrastructure that facilitates spliced or pre-connectorized connections to the network, such as taps or dedicated splice enclosures used for customer service drops.
    - Splice points must represent all intermediate splice closures necessary to complete the fiber network, excluding network access points.
    - Slack storage is a fiber coil or snowshoe on the network where additional fiber cable is stored for network maintenance or future network access points.
    - The layers must be titled "Network\_Access\_Points," "Splice\_Points," and "Slack\_Storage," respectively.
- BSL identified in the Location List submitted as part of this milestone. BSL must be submitted as point features and shall match the locations identified in the subgrantee's subaward agreement.
- CAI identified in the Location List submitted as part of this milestone. CAI must be submitted as point features and shall match the locations identified in the subgrantee's subaward agreement.
- Any detailed project phasing that is proposed by the subgrantee shall be submitted as polygon features. Each polygon must encompass all proposed locations and infrastructure routes included in that project phase. The identified phases shall match those indicated in this milestone, any deviation from the proposed phases requires prior approval from ConnectMT. For projects that do not include phased construction or that consist of a single construction phase, the full project area shall be submitted as a single polygon feature.
- For Licensed and Unlicensed FWA projects, provide a layer with a point attribute containing each site with fields described in the sites tab in the FWA template. For BSLs and CAIs, provide the fields in the BSL tab of the FWA template. Also, provide propagation layers that contain received level (or Reference Signal Received Power, RSRP for 3GPP technologies). The bin sizes for the propagation layers should be no larger than 50 meters.

- The information in the Project Design Shapefiles must align with the other documentation submitted as part of the subgrantee's engineering design submission.

### ***Detailed Design Drawings***

The Detailed Design Drawings submission demonstrates that the proposed infrastructure, service area, equipment, and technology match those approved in the subaward agreement, confirming that the infrastructure is capable of consistently delivering the minimum proposed speeds to all proposed project locations. The detailed plans are proof that the subgrantee has completed the required engineering work needed to permit and construct the network as proposed.

Detailed Design Drawings must be submitted to ConnectMT's grant management system as separate attachments. This submission should be in the native format that the subgrantee's staff or designated contractor will use to deploy the network (e.g., .PDF, Fiber Management Software data extension). Additionally, if any portion of the deployment requires the design information to be submitted in a specific format for a permitting authority to grant executed permits, the Detailed Design Drawings should be submitted in the format that complies with that permitting authority's requirements.

The Detailed Design Drawings submission must align with the subgrantee's submitted Project Design Shapefiles and possess the required detail to permit and construct the proposed network deployment. The submission shall include but not be limited to the following:

- Conduit
- Vaults
- Pedestals
- Cabinets
- Aerial support structures
- Fiber cable
- Network access points
- Splice enclosures
- Slack storage
- BSL
- CAI
- Tower locations with equipment elevations
- Wireless antenna equipment schematics

ConnectMT reserves the right to request additional documentation to validate that the detailed engineering plans are construction ready and will be used during the deployment of the network.

### ***Permit Status Summary***

The [Permit Status Summary](#) demonstrates that the subgrantee has adequately identified and is prepared to execute all required permits needed for network deployment and that they will be able to meet their program obligations within the dates specified in their contract agreement. The subgrantee must list all known permits required for the complete network deployment to serve all obligated BSL and CAI. Permit types could include but are not limited to the rights-of-way, environmental, special crossings, private easements, franchise agreements, and federal permits.

The Permit Status Summary must be submitted to ConnectMT's grant management system (Euna Grants) using an updated version of the previously provided template. As part of this milestone submission, the subgrantee must update the template to include the actual submission dates for the permits required to complete the proposed project. The submission dates identified in the summary must align with dates identified in the supporting Permit Submission Evidence documentation.

**NOTE:** As additional permits are identified as required by the subgrantee, the Permit Status Summary must be updated. ConnectMT reserves the right to request additional documentation as required to validate the subgrantee's project plan. The subgrantee must continue to maintain the Permit Status Summary until grant closeout and shall submit an updated the Permit Status Summary each quarter or at intervals specified by ConnectMT. ConnectMT reserves the right to request the submission of an updated Permit Status Summary at any time. If the subgrantee encounters an issue obtaining required permits, it is the subgrantee's obligation to escalate to the state for assistance in resolving the issue immediately.

### ***Evidence of Approved Permits***

The Evidence of Approved Permits documentation demonstrates that the subgrantee has obtained executed permit approvals (signed by the permitting authority) for all the required permit applications for all permits indicated in the identified in the Permit Status Summary submission as part of this milestone (excluding environmental).

Evidence of Approved Permits must be submitted to ConnectMT's grant management system (Euna Grants) as separate attachments.

ConnectMT reserves the right to request additional information as part of this submission as required to validate the documentation.

### ***Bill of Materials***

The [BOM submission](#) demonstrates that the subgrantee has adequately identified the appropriate material types and quantities needed to deploy the proposed network, inclusive of all required elements outside and inside facilities that will enable connectivity to the end user. The subgrantee will later provide updated BOMs during subsequent milestones for which they seek disbursement.

The BOM must be submitted to ConnectMT's grant management system (Euna Grants) using an updated version of the previously provided template.

Project materials include but are not limited to:

- Fiber Cable
- Fiber Cabinet Splice Cases
- Pedestals
- Lashing Wire
- Conduit
- Optical Network Terminals
- Shelves
- Fiber Optic Network Cards
- Redundant Fiber Cables
- Patch Panels
- Fiber Entrance Cabinet
- Fiber Entrance Cabinet Splice Cases
- Patch Panel Fiber Jumpers
- Splice Closures
- Drop Taps
- Fiber Markers
- Passive Optical Network Receiver
- Adapters

As part of this milestone submission, the subgrantee shall populate the template with all anticipated materials and quantities required to complete the project. The listed materials must match those submitted during the Pre-Deployment Milestone submissions and placed as part of the Deployment Milestone submissions. During the life of the project, if deviations to the materials list occur, the subgrantee must notify ConnectMT to indicate the changes and provide an updated BOM.

The material quantities submitted during this milestone should align with the documentation provided in the submitted Project Design Shapefiles and Detailed Design Drawings.

### ***Evidence of Match Obligation***

The [Evidence of Match Obligation](#) documentation demonstrates that the subgrantee is in compliance with BEAD requirements by accounting for their required matching funds and tracking the expenditure of these funds proportionally with federal funds.

Evidence of Match Obligation must be submitted to ConnectMT's grant management system (Euna Grants) via the provided template.

As part of this milestone submission, the submission of the subgrantee's Evidence of Match Obligation demonstrates that the subgrantee is in compliance with BEAD requirements.

### ***Fixed Wireless Access Design Template***

The [FWA Design Template](#) submission demonstrates that the proposed wireless infrastructure, service area, equipment, and technology match those approved in the subaward agreement, confirming that the wireless components of the network are capable of consistently delivering the minimum proposed speeds to all proposed project locations.

The subgrantee will be required to submit a FWA Design Template at each milestone that includes any design updates that have occurred since the last milestone, including but not limited to site location changes, site coordinate corrections, antenna azimuth and mounting height adjustments, equipment make or model changes, and backhaul changes. All BSLs reported in the template must match the BSLs awarded.

Propagation must be calculated to each BSL using a vetted propagation tool, with results for signal intensity and signal quality reported in the corresponding fields. Propagation paths shall be calculated and analyzed from each sector to the BSLs served by the given sector; results obtained by point querying a grid are not acceptable. The corresponding throughputs for each BSL will be determined from the vendor-provided MCS tables; these throughputs should not be provisioned or nominal throughputs.

For designs using multiple bands, propagation from each band shall be provided and reflected for each BSL in the FWA Design Template by adding columns for signal intensity, signal quality, uplink throughput, and downlink throughput for each band per BSL.

All BSLs must accurately report the serving sector ID. All sectors in the Sectors tab must reflect the correct site where the given sector is present.

The FWA Design Template must be submitted to ConnectMT's grant management system (Euna Grants) via an updated version of the previously provided template.

## **Pre-Deployment Milestone Documentation Requirements**

The subgrantee must submit the following required documentation for this milestone:

- Location List
- Bill of Materials
- Executed Contract(s) for Construction Labor
- Evidence of Material Procurement
- Evidence of Staging and Material Delivery
- Evidence of Environmental Approval
- Evidence of Match Obligation

The following subsections identify the submission details for the required documents.

### ***Location List***

The [Location List](#) identifies the BSLs and CAIs for which the subgrantee has made a federally enforceable commitment to serve as part of the ConnectMT BEAD Grant Program. Additionally, it helps track the subgrantee's completion of this service commitment throughout the life of the program.

The Location List must be updated to identify which BSLs and CAIs are included as part of the milestone disbursement request.

The Location List must be submitted to ConnectMT's grant management system (Euna Grants) using an updated version of the previously provided template.

### ***Bill of Materials***

The [BOM submission](#) demonstrates that the subgrantee has adequately identified the appropriate material types and quantities needed to deploy the proposed network, inclusive of all required elements outside and inside facilities that will enable connectivity to the end user. The subgrantee will later provide updated BOMs during subsequent milestones for which they seek disbursement.

The BOM must be submitted to ConnectMT's grant management system (Euna Grants) using an updated version of the previously provided template.

As part of this milestone submission, the subgrantee shall update the template to indicate the quantities of materials that have been ordered and delivered to the subgrantee's designated facility(s).

### ***Executed Contract(s) for Construction Labor***

Executed Contract(s) for Construction Labor documents demonstrate that the subgrantee has taken the necessary steps for mobilizing the labor workforce required to conduct network deployment.

The Executed Contract(s) for Construction Labor documents must be submitted to ConnectMT's grant management system (Euna Grants) as separate attachments.

As part of this milestone submission, the subgrantee must provide evidence of construction mobilization by submitting executed copy(s) of construction labor contract(s), which must identify sufficient contracted resources to construct the entirety of the network contained within the project phase(s) for which milestone disbursement is sought.

Subgrantees who will utilize internal resources to "self-perform," must provide the following:

- A detailed list of personnel assigned to the project identifying the name, job title, and estimated hours assigned to the project
- A detailed list of equipment that will be used on the project (e.g., bucket trucks, boring machines, splice machines). Subgrantee shall identify the make and model of the equipment as well as if the equipment is owned or will be leased to support the project's network construction

ConnectMT reserves the right to request additional information as part of this submission as required to validate the documentation.

### ***Evidence of Material Procurement***

Evidence of Material Procurement for deployment materials documents demonstrate that the subgrantee has taken the necessary steps for obtaining the materials required for network deployment.

The Evidence of Material Procurement for Construction Materials documents must be submitted to ConnectMT's grant management system (Euna Grants) as separate attachments.

As part of this milestone submission, the subgrantee must provide evidence of material acquisition by submitting executed purchase orders or executed copy(s) of material supply contract(s), identifying the required materials and quantities sufficient to construct the entirety of the network contained within the project phase(s) for which milestone disbursement is sought. The materials quantities identified in the purchase order(s) or contract(s) should align with the BOM submitted as part of this milestone submission.

Subgrantees who will use an existing stock of materials must provide the following:

- A detailed list of project materials that will be used on the project and quantities identified in the contract should align with the BOM submitted as part of the Pre-Deployment Milestone submission. The detailed list shall identify from which internal facility (e.g., warehouse, material yard) the materials will be obtained and the subgrantee shall indicate the facility(s) name, address and latitude and longitude.

ConnectMT reserves the right to request additional information as part of this submission as required to validate the documentation.

### ***Evidence of Staging and Material Delivery***

Evidence of Staging and Material Delivery documents demonstrate that the subgrantee has taken the necessary staging required for network deployment.

The Evidence of Staging and Material Delivery documents must be submitted to ConnectMT's grant management system (Euna Grants) as separate attachments.

As part of this milestone submission, the subgrantee must provide evidence of project staging and material delivery by submitting the following documentation:

- Identifying the staging location(s) for entirety of the network contained within the project phase(s) for which milestone disbursement is sought. The identification information should include the facility's physical address, latitude and longitude, and photographs of the location identifying proper security measures and adequate space to stage network construction.
- Evidence of material delivery to the identified staging location(s) can be provided by submitting material receipts or packing slips for the delivered material. ConnectMT may also request photographs of the material being stored at the staging location. The evidence

should align with the quantities identified in the BOM submitted as part of this milestone submission.

The subgrantee shall upload these documents as separate attachments.

ConnectMT reserves the right to request additional information as part of this submission as required to validate the documentation.

### ***Evidence of Environmental Approval***

The Evidence of Environmental Approval documentation demonstrates that the subgrantee has obtained all required environmental approvals to begin groundbreaking activities.

Evidence of Environmental Approval must be submitted to ConnectMT's grant management system (Euna Grants).

As part of this milestone, the subgrantee must also provide written documentation from NTIA confirming that the project's EHP process has been concluded and approved. ConnectMT reserves the right to request additional information as part of this submission as required to validate the documentation.

**NOTE:** The EHP process encompasses the entirety of the project scope, irrespective of subgrantee phasing. The subgrantee may not initiate any deployment or ground-disturbing construction activities on any project phase until the EHP process has been concluded and approved by NTIA.

### ***Evidence of Match Obligation***

The [Evidence of Match Obligation](#) documentation demonstrates that the subgrantee is in compliance with BEAD requirements by accounting for their required matching funds and tracking the expenditure of these funds proportionally with federal funds.

Evidence of Match Obligation must be submitted to ConnectMT's grant management system (Euna Grants) via the provided template:

As part of this milestone submission, the submission of the subgrantee's Evidence of Match Obligation demonstrates that the subgrantee is in compliance with BEAD requirements.

## **Deployment Milestone Documentation Requirements**

The subgrantee must submit the following required documentation for this milestone:

- Location List
- Project Design Shapefiles
- Bill of Materials
- Evidence of Match Obligation
- FWA Design Template

- Acceptance Testing

The following subsections identify the submission details for the required documents.

### **Location List**

The [Location List](#) identifies the BSLs and CAIs for which the subgrantee has made a federally enforceable commitment to serve as part of the ConnectMT BEAD Grant Program. Additionally, it helps track the subgrantee's completion of this service commitment throughout the life of the program.

The Location List must be updated to identify which BSLs and CAIs are included as part of the milestone disbursement request.

The Location List must be submitted to ConnectMT's grant management system (Euna Grants) using an updated version of the previously provided template.

### **Project Design Shapefiles**

The Project Design Shapefiles submission should demonstrate that the proposed infrastructure, service area, materials, and technology match those approved in the subaward agreement and confirm that the infrastructure is capable of consistently delivering the minimum proposed speeds to all proposed locations.

The Project Design Shapefiles must be submitted in shapefile format. A shapefile is a common geospatial vector data format used to store and represent geographic features—such as points, lines, and polygons—along with associated attribute information. Each shapefile consists of six separate file extensions (.CPG, .DBF, .PRJ, .SBN, .SPX, and .SHP), all of which must be included. Shapefiles must be submitted in a single zipped folder containing all six components.

As part of this milestone submission, updated Project Design Shapefiles must be submitted to reflect the final placement of infrastructure that has occurred during deployment of the network (*inclusive of all infrastructure except splice enclosures, splicing, and customer drops*). This submission represents the subgrantee's "as-built documentation." This submission will be used by ConnectMT to conduct field verification. As with previous submissions, the infrastructure should be attributed to delineate between new and existing infrastructure. These Project Design Shapefiles must align with the subgrantee's BOM submission required as part of this milestone. The Project Design Shapefiles must include the same features and level of detail required in previous submissions.

The information in the Project Design Shapefiles must align with the other documentation submitted as part of the subgrantee's as-built documentation. ConnectMT reserves the right to request additional information as part of this submission as required to validate the documentation.

For Licensed and Unlicensed FWA projects, provide a layer with a point attribute containing each site with fields described in the Sites tab in the FWA Design Template. For BSLs and CAIs, provide the fields in the BSL tab of the FWA Design Template. Also, provide propagation layers that contain received level (or Reference Signal Received Power, RSRP for 3GPP technologies). The bin sizes for the propagation layers should be no larger than 50 meters.

### ***Bill of Materials***

The [BOM submission](#) demonstrates that the subgrantee has adequately identified the appropriate material types and quantities needed to deploy the proposed network. The subgrantee will later provide updated BOMs during subsequent milestones for which they seek disbursement.

The BOM must be submitted to ConnectMT's grant management system (Euna Grants) via an updated version of the previously provided template.

As part of this milestone submission, the subgrantee must provide an updated BOM to indicate the quantities of materials that have been deployed as part of network deployment, inclusive of all outside and inside plant elements required to enable connectivity to the end user. The material quantities indicated as deployed should align with the Project Design Shapefiles submitted as part of the subgrantee's as-built documentation.

The material quantities submitted during this milestone should align with the documentation provided in the submitted Project Design Shapefiles and Detailed Design Drawings.

### ***Evidence of Match Obligation***

The [Evidence of Match Obligation](#) documentation demonstrates that the subgrantee is in compliance with BEAD requirements by accounting for their required matching funds and tracking the expenditure of these funds proportionally with federal funds.

Evidence of Match Obligation must be submitted to ConnectMT's grant management system (Euna Grants) via the provided template.

As part of this milestone submission, the submission of the subgrantee's Evidence of Match Obligation demonstrates that the subgrantee is in compliance with BEAD requirements.

### ***Fixed Wireless Access Design Template***

The [FWA Design Template](#) submission demonstrates that the proposed wireless infrastructure, service area, equipment, and technology match those approved in the subaward agreement, confirming that the wireless components of the network are capable of consistently delivering the minimum proposed speeds to all proposed project locations.

The subgrantee will be required to submit a FWA Design Template at each milestone that includes any design updates that have occurred since the last milestone, including but not limited to site location changes, site coordinate corrections, antenna azimuth and mounting height adjustments, equipment make or model changes, and backhaul changes. All BSLs reported in the template must match the BSLs awarded.

Propagation must be calculated to each BSL using a vetted propagation tool, with results for signal intensity and signal quality reported in the corresponding fields. Propagation paths shall be calculated and analyzed from each sector to the BSLs served by the given sector; results obtained by point querying a grid are not acceptable. The corresponding throughputs for each BSL will be determined from the vendor-provided MCS tables; these throughputs should not be provisioned or nominal throughputs.

For designs using multiple bands, propagation from each band shall be provided and reflected for each BSL in the FWA Design Template by adding columns for signal intensity, signal quality, uplink throughput, and downlink throughput for each band per BSL.

All BSLs must accurately report the serving sector ID. All sectors in the Sectors tab must reflect the correct site where the given sector is present.

The FWA Design Template must be submitted to ConnectMT's grant management system (Euna Grants) via an updated version of the previously provided template.

### ***Acceptance Testing***

As part of the Network Activation & Program Closeout milestone submission, the submission of the FWA Design Template is required to capture any changes made to the RF engineering design because of changes to the deployment (specifically when RF propagation overpredicts signal strength and the subgrantee need to alter the design to cover BSLs). Subsequently, changes in cover may occur, and RF propagation may change.

## **Network Activation Milestone Documentation Requirements**

The subgrantee must submit the following required documentation for this milestone:

- Location List
- Project Design Shapefiles
- Bill of Materials
- Active Subscriber Test Data
- Evidence of Match Obligation
- FWA Design Template

The following subsections identify the submission details for the required documents.

### ***Location List***

The [Location List](#) identifies the BSLs and CAIs for which the subgrantee has made a federally enforceable commitment to serve as part of the ConnectMT BEAD Grant Program. Additionally, it helps track the subgrantee's completion of this service commitment throughout the life of the program.

The Location List must be updated to identify which BSLs and CAIs are included as part of the milestone disbursement request. Additionally, the Location List must be updated by the subgrantee to indicate the maximum offered upload, maximum offered download speeds, and latency for each indicated location.

The Location List must be submitted to ConnectMT's grant management system (Euna Grants) using an updated version of the previously provided template.

## ***Project Design Shapefiles***

The Project Design Shapefiles submission should demonstrate that the proposed infrastructure, service area, materials, and technology match those approved in the subaward agreement and confirm that the infrastructure is capable of consistently delivering the minimum proposed speeds to all proposed locations.

The Project Design Shapefiles must be submitted in shapefile format. A shapefile is a common geospatial vector data format used to store and represent geographic features—such as points, lines, and polygons—along with associated attribute information. Each shapefile consists of six separate file extensions (.CPG, .DBF, .PRJ, .SBN, .SPX, and .SHP), all of which must be included. Shapefiles must be submitted in a single zipped folder containing all six components.

As part of this milestone submission, updated Project Design Shapefiles must be submitted to reflect the final placement of infrastructure that has occurred during network activation (e.g., splice enclosures, splicing, taps, and customer drops). This submission represents the subgrantee's incremental update to their provided "as-built documentation." These Project Design Shapefiles must align with the subgrantee's BOM submission required as part of this milestone. The Project Design Shapefiles must include the same features and level of detail required in previous submissions.

For Licensed and Unlicensed FWA projects, provide a layer with a point attribute containing each site with fields described in the Sites tab in the FWA Design Template. For BSLs and CAIs, provide the fields in the BSL tab of the FWA Design Template. Also, provide propagation layers that contain received level (or Reference Signal Received Power, RSRP for 3GPP technologies). The bin sizes for the propagation layers should be no larger than 50 meters.

The information in the Project Design Shapefiles must align with the other documentation submitted as part of the subgrantee's as-built documentation. ConnectMT reserves the right to request additional information as part of this submission as required to validate the documentation.

## ***Bill of Materials***

The [BOM submission](#) demonstrates that the subgrantee has adequately identified the appropriate material types and quantities needed to deploy the proposed network, inclusive of all outside and inside plant elements required to enable connectivity to the end user.

The BOM must be submitted to ConnectMT's grant management system (Euna Grants) via an updated version of the previously provided template.

As part of this milestone submission, the subgrantee must provide an updated BOM to indicate the quantities of materials that have been deployed as part of network activation. The material quantities indicated as deployed should align with the Project Design Shapefiles submitted as part of the subgrantee's as-built documentation.

The material quantities submitted during this milestone should align with the documentation provided in the submitted Project Design Shapefiles and Detailed Design Drawings.

### ***Active Subscriber Test Data***

The [Active Subscriber Test Results](#) submission demonstrates that the subgrantee has completed the deployment of a functioning network that can provide service that meets or exceeds the program performance requirements. The required testing is consistent with well-established FCC practices and designed to reduce administrative burden for subgrantees.

Active subscriber test data must be submitted using the template provided by ConnectMT.

### ***Evidence of Match Obligation***

The Evidence of Match Obligation documentation demonstrates that the subgrantee is in compliance with BEAD requirements by accounting for their required matching funds and tracking the expenditure of these funds proportionally with federal funds.

Evidence of Match Obligation must be submitted to ConnectMT's grant management system (Euna Grants) using the provided template. As part of this milestone submission, the submission of the subgrantee's Evidence of Match Obligation demonstrates that the subgrantee is in compliance with BEAD requirements.

### ***Fixed Wireless Access Design Template***

The [FWA Design Template](#) submission demonstrates that the proposed wireless infrastructure, service area, equipment, and technology match those approved in the subaward agreement, confirming that the wireless components of the network are capable of consistently delivering the minimum proposed speeds to all proposed project locations.

The subgrantee will be required to submit a FWA Design Template at each milestone that includes any design updates that have occurred since the last milestone, including but not limited to site location changes, site coordinate corrections, antenna azimuth and mounting height adjustments, equipment make or model changes, and backhaul changes. All BSLs reported in the template must match the BSLs awarded.

Propagation must be calculated to each BSL using a vetted propagation tool, with results for signal intensity and signal quality reported in the corresponding fields. Propagation paths shall be calculated and analyzed from each sector to the BSLs served by the given sector; results obtained by point querying a grid are not acceptable. The corresponding throughputs for each BSL will be determined from the vendor-provided MCS tables; these throughputs should not be provisioned or nominal throughputs.

For designs using multiple bands, propagation from each band shall be provided and reflected for each BSL in the FWA Design Template by adding columns for signal intensity, signal quality, uplink throughput, and downlink throughput for each band per BSL.

All BSLs must accurately report the serving sector ID. All sectors in the Sectors tab must reflect the correct site where the given sector is present.

The FWA Design Template must be submitted to ConnectMT's grant management system (Euna Grants) via an updated version of the previously provided template.

## APPENDIX C: LEO DISBURSEMENT PROCESS

### Disbursement Installments

Fifty percent (50%) of the funds awarded through the BEAD subgrantee selection process will be advanced to the LEO subgrantee upon certifying that service is available to each location in the project area. The remaining fifty percent (50%) of BEAD grant funding shall be distributed in equal disbursements over the subsequent ten (10) year Agreement Performance Period.

These installment disbursements shall be made by ConnectMT the end of each quarter, following the submission of the LEO Quarterly Report. Disbursement to LEO subgrantees is contingent upon receipt and approval of the LEO Quarterly Reports.

Table 4 below outlines the milestone-based disbursement schedule for LEO subgrantees, including the percentage of the award allocated at initial certification and subsequent quarterly disbursements over the performance period.

**Table 4: Disbursement Milestones for LEO Projects**

| Milestone | Description   | Percentage of Award |
|-----------|---|---------------------|
| 1         | Initial disbursement upon certification that service is available to each location in the project area. | 50%                 |
| 2         | Year 1 Q1 Disbursement  | 1.25%               |
| 3         | Year 1 Q2 Disbursement  | 1.25%               |
| 4         | Year 1 Q3 Disbursement  | 1.25%               |
| 5         | Year 1 Q4 Disbursement  | 1.25%               |
| 6         | Year 2 Q1 Disbursement  | 1.25%               |
| 7         | Year 2 Q2 Disbursement  | 1.25%               |
| 8         | Year 2 Q3 Disbursement  | 1.25%               |
| 9         | Year 2 Q4 Disbursement  | 1.25%               |
| 10        | Year 3 Q1 Disbursement  | 1.25%               |
| 11        | Year 3 Q2 Disbursement  | 1.25%               |
| 12        | Year 3 Q3 Disbursement  | 1.25%               |
| 13        | Year 3 Q4 Disbursement  | 1.25%               |
| 14        | Year 4 Q1 Disbursement  | 1.25%               |
| 15        | Year 4 Q2 Disbursement  | 1.25%               |
| 16        | Year 4 Q3 Disbursement  | 1.25%               |
| 17        | Year 4 Q4 Disbursement  | 1.25%               |
| 18        | Year 5 Q1 Disbursement  | 1.25%               |
| 19        | Year 5 Q2 Disbursement  | 1.25%               |
| 20        | Year 5 Q3 Disbursement  | 1.25%               |
| 21        | Year 5 Q4 Disbursement  | 1.25%               |

| Milestone | Description                                 | Percentage of Award |
|-----------|---|---------------------|
| 22        | Year 6 Q1 Disbursement                      | 1.25%               |
| 23        | Year 6 Q2 Disbursement                      | 1.25%               |
| 24        | Year 6 Q3 Disbursement                      | 1.25%               |
| 25        | Year 6 Q4 Disbursement                      | 1.25%               |
| 26        | Year 7 Q1 Disbursement                      | 1.25%               |
| 27        | Year 7 Q2 Disbursement                      | 1.25%               |
| 28        | Year 7 Q3 Disbursement                      | 1.25%               |
| 29        | Year 7 Q4 Disbursement                      | 1.25%               |
| 30        | Year 8 Q1 Disbursement                      | 1.25%               |
| 31        | Year 8 Q2 Disbursement                      | 1.25%               |
| 32        | Year 8 Q3 Disbursement                      | 1.25%               |
| 33        | Year 8 Q4 Disbursement                      | 1.25%               |
| 34        | Year 9 Q1 Disbursement                      | 1.25%               |
| 35        | Year 9 Q2 Disbursement                      | 1.25%               |
| 36        | Year 9 Q3 Disbursement                      | 1.25%               |
| 37        | Year 9 Q4 Disbursement                      | 1.25%               |
| 38        | Year 10 Q1 Disbursement                     | 1.25%               |
| 39        | Year 10 Q2 Disbursement                     | 1.25%               |
| 40        | Year 10 Q3 Disbursement                     | 1.25%               |
| 41        | Year 10 Q4 Disbursement and Closeout Report | 1.25%               |

## LEO Quarterly Report

LEO subgrantees are responsible for filing the LEO Quarterly Report with ConnectMT for ten (10) years from the date that the LEO subgrantee certifies to the Department that broadband is available to every location covered by the project.

The LEO Quarterly Report will, at a minimum, contain:

- The number of subscribers at the end of the reporting period
- The number of CPEs shipped to project BSLs during the reporting period

These reports may be accompanied by ConnectMT-required performance test results to validate certifications regarding continued BEAD obligations. In particular, ConnectMT is required to validate the certified availability to all BEAD locations upon the end of deployment and that the obligations continue to be fulfilled during the period that ConnectMT holds the Letter of Credit ensuring continued infrastructure capacity for BEAD-compliant connectivity.