Description:

This online application allows you to file for funding from the California Advanced Services Fund (CASF). Please make your best effort to file complete and accurate information according to the CPUC Decision 12-02-015, Appendix A and Appendix B. The filing requirements are summarized below but you should familiarize yourself with Decision 12-02-015, Appendix A and Appendix B.. If you have any questions regarding these requirements, please contact CASF_Application_Questions@cpuc.ca.gov.

Before You File:

Before you file an application be sure that you have the following files available. You will be required to attach these files to your application. Even if you believe some of these requirements do not apply to your project, please contact CASF_Application_Questions@cpuc.ca.gov.

Note that only one file is allowed to be uploaded per item. Therefore, if you have more than one file per item, .ZIP the files so that one file can be uploaded.

(Note: these are DISCRETE files that are to be uploaded separately.)

1. Project Summary
2. Proof of your CPCN or U Number -OR- proof of your application for certification
3. Information Sheet with a Certificate of Good Standing issued by the CA Secretary of State attached
4. Organizational Chart, Company History and Readiness to Build, Manage and Operate Broadband
5. Resumes of key officers and management personnel
6. Current Broadband Infrastructure Description
7. Current Broadband Infrastructure Shapefiles
8. List showing number of households per CBG and per ZIP Code
9. Proposed Broadband Project Description
10. Proposed Broadband Project Location
11. Proposed Broadband Project Location Shapefiles
12. Assertion that area being proposed is Unserved or Underserved
13. Estimated Potential Subscriber Size (estimated number of potential broadband households and subscribers in proposed project location by CBG and Zip Code)
    a. Documentation of assumptions and data sources used to compile estimates
    b. Adoption Plan
14. Deployment schedule
15. Proposed Project Budget
16. Economic Life of Assets to be Funded
17. Local Government and Community Support (optional)
18. Agreement to Post Performance Bond if matching funds are not from applicant's capital budget
19. Proposed Pricing
20. Price Commitment Period to Offer Broadband Service to All Households at Proposed Subscription Rates
21. Financials

a) CPA Audited/Attested Financial Statements for the last three years (Balance Sheet, Income Statement, Statement of Cash Flows)
b) Pro Forma Financial Forecast over 5 years (Balance Sheet, Income Statement, Statement of Cash Flows)
c) Annual EBIT (Earnings Before Income and Tax) projection over 5 years
d) Schedule of all outstanding and planned debt **(For Grant/Loan Combination Only)**
e) Collateral Documentation (include depreciation schedule of assets) **(For Grant/Loan Combination Only)**
f) Equity Requirement of 20% of the loan amount **(For Grant/Loan Combination Only)** Equity requirement of 20% should be sustained throughout the life of the loan: 5 years
g) Minimum TIER Requirement of 1.5 **(For Grant/Loan Combination Only**) The minimum TIER requirement of 1.5 should be sustained throughout the life term of the loan: 5 years

22. If Providing Voice Service - Availability of voice service that meets FCC standards
23. CEQA Compliance
    a. Agreement to provide, prior to the 1st 25% pymt, Proponent's Environmental Assessment
    b. Agreement to provide, prior to the 1st 25% pymt, identification of any other special permits required
24. Notarized Affidavit

Procedure to File:

Please follow these instructions and if you have any problems please contact CASF_Application_Questions@cpuc.ca.gov.

1. Enter your contact information and Create your profile.

2. Once you have a profile add your officers one at a time and make sure to apply your changes for each officer.

3. Once you have your basic information entered please go to Attach Applicant Files and attach your appropriate corporate documents.

4. Only after completing your corporate information should you proceed to enter Project Information.

5. Create a new project.

6. You should enter a name for your project and click Create to save this new project. The name of your project should be descriptive and not only include numeric values.

7. Fill out the project information. Most of the items are attachments. You can click on the underlined attachment name to take you to the document upload screen. When the document is uploaded it will be checked for you.

8. Note: Not all checkboxes are checked automatically. You will need to check some of the checkboxes yourself as a confirmation that you have included the corresponding detail within your attachment. ALL BOXES UNDER PROJECT DETAILS MUST BE CHECKED OFF EXCEPT FOR ITEM 2, ITEM 3, ITEM 4, ITEM 19, ITEM 23, WHERE 1 OR MORE BOXES MAY BE LEFT UNCHECKED. If for some reason an item is not applicable to your company, you must UPLOAD a document explaining why and then CHECK the box to indicate that this item has been addressed. APPLICATION SUBMITTAL WILL FAIL IF ALL BOXES (with exception to the above) ARE NOT CHECKED.

9. Once you have your application completed to your satisfaction you can submit to the PUC.

10. Only submit once. You will see a confirmation at the top of the screen that the project has been submitted. You will be allowed to submit your project again but the submission date will be that of your most recent submission.