**MBI BROADBAND PLANNING GRANT**

**QUESTIONS & ANSWERS**

**(As of July 10, 2015)**

Question: Do I need to return my grant application by July 7, 2015 in order to be eligible for a planning grant?

*Answer: No, this is a rolling solicitation. We anticipate the planning grant will be open for at least 6 months post July 7, 2015, and most likely through June 30, 2016. If a town is interested in applying for their funds and cannot apply by January 2016, they should contact MBI. Please note that MBI will review requests on a quarterly basis, but may make an exception based on extenuating circumstances.*

Question: When filling out the planning grant, should a community that is part of the Municipal Light Plant Cooperative fill out only Attachment B-3, or should the community be filling out more sections than that?

*Answer: Communities seeking to have the MLP Cooperative apply for their share of funds on their behalf should fill out the Town’s Confirmation of Consent to Grant Application by Delegated MLP Cooperative, Attachment B-3. This form must be included in a single application by the Collaborative that will include one B-3 from each community represented collectively by the Collaborative.*

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Question: As part of our research, could a percentage of the grant – not to exceed 20% of the total -- be used to reimburse travel via personal automobiles to a few of the more promising towns within a defined radius, provided the balance of the funding was used for professional services?

*Answer: Yes, as long as the travel is local and has a close nexus to the overall goals and intent of the planning grant. We will reimburse for reasonable expenses for travel incurred, including mileage, tolls, etc.*

Question: The way the application is structured, it looks like we do not have to decide on our final vendors under this grant prior to submission of the proposal, provided we supply at least two viable candidates for each proposed activity. Is that correct?

*Answer: Yes.*

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Question: Page 1, Section 1.4: Contact information for the individual within the Applicant that will be the principal point of contact for the Applicant during the Project. Presumably this individual is designated by the Select Board. From MBI’s perspective, is this someone who can address issues surrounding the application, or someone who can speak authoritatively for the Town? I’d assume the former, but I’d like to clarify so that I can inform the Select Board. Also, can I assume that this is the same person who is named in Attachment B-2 as the “Primary Contact for Clarification"?

*Answer: Yes, it is the former with approval from the Select Board. Yes, it can be the same person who is named in Attachment B-2. We are looking for someone who has knowledge about the project and could field questions.*

Question: Page 3, Sections 1.10 and 1.11: When we talked, I mentioned that we would probably go forward with a request for partial reimbursement of previously procured services (Section 1.10). However, on discussion with the Select Board, there seems to be interest in requesting support for future services, specifically legal (Section 1.11). The instructions for that section ask for identification, if possible, of at least two firms being considered for engagement. In our case, we would continue to use Alan Mandl for MLP planning, and have already been in contact with Rick Manley, at MBI’s suggestion, for bond counsel advice. Given the “if possible” disclaimer, do we need to identify another possibility for each? Can we just describe why we are selecting these two? We can certainly name the other two attorneys with whom we’d met before engaging Alan, but identifying another bond counsel might be problematic.

*Answer: We encourage you to make sure you are following your town’s procurement laws. All procurement of services need to follow the law. As long as that is happening, you may just describe why you are selecting the two you have identified.*