NEW YORK STATE OF OPPORTUNITY. | ConnectALL

A Division of Empire State Development

Regional and Local Assistance Program

Request for Applications Information Session

Round 2 (September – November 2025)

01

Request for Applications Overview

REGIONAL AND LOCAL ASSISTANCE REQUEST FOR APPLICATIONS (RFA)

The Regional and Local Assistance RFA is now available at **broadband.ny.gov**. The online portal to submit applications is open until November 7.

Goal:

- Assist government entities to plan or prepare for broadband deployment or digital equity initiatives

Eligible Applicants:

- New York local governments, counties, municipalities, Tribal Governments, and other government entities or entities created by units of government

Eligible Uses of Funds:

- Non-capital uses only; no construction
- Identifying and preparing areas in need of internet service or new investments in broadband infrastructure or digital equity initiatives
- Development of financing for broadband facilities or improving operations related to broadband facility management
- Preparation of studies, plans, scopes, designs, and other planning documents

PROJECT REQUIREMENTS

Applicants must identify whether they are applying for a grant for planning or for capacity.

Planning grants fund the development of plans, scopes, designs, or other documentation to prepare for the implementation of broadband deployment projects, public-sector led digital equity programs, or other efforts consistent with the ConnectALL mandate.

Capacity grants fund internal staff capacity for eligible applicants to implement broadband deployment projects, public-sector led digital equity programs, or other efforts consistent with the ConnectALL mandate.

PROJECT REQUIREMENTS

Requirements specific to planning grants:

Maximum request and award is $249,999

No minimum request and award for planning grants

Funded planning activities must be completed within 24 months

Requirements specific to capacity grants:

Maximum request and award is $150,000

Minimum request and award is $50,000

Funded activities or purchases must be completed within 24 months and sustained at minimum 12 months beyond the grant period

Requirements for all Regional and Local Assistance Program awards:

- Grantee commitment to participate in meetings with ConnectALL and other grantees
- Grants may be subject to Minority- and Women-Owned Business Enterprise (MWBE) participation goals
- Matching funding may be factored in as criteria, but will not be a strict requirement for award

APPLICATION COMPONENTS

1 | Attachments:

- ✓ Organizational chart
- ✓ Resumes of key personnel
- ✓ Funding Request Template *(download from broadband.ny.gov)*
- ✓ Letters of support

2 | Applicant Profile, Experience, and Qualifications:

- ✓ Applicant details and contact information
- ✓ Proposed grant funding arrangement
- ✓ Applicant's experience with broadband planning, infrastructure deployment, and/or digital equity coordination projects
- ✓ Applicant's experience administering grant funds

APPLICATION COMPONENTS

3 | Approach and Scope:

- ✓ Planning or Capacity grant
- ✓ Project plan and estimated timeline
- ✓ Capacity gap the Applicant faces
- ✓ Capacity resources the Applicant needs to address the capacity gap
- ✓ What work has been done by the Applicant or others to address the capacity gap
- ✓ Interest of any partners or vendors to support the project
- ✓ Sustainability plan

4 | Impact:

- ✓ Project area and its needs relative to broadband service or digital equity
- ✓ Applicant positioning to share findings and outcomes with other entities
- ✓ Extent to and ways in which the proposed project will address broadband barriers and/or opportunities in alignment with the New York State Digital Equity Plan

APPLICATION COMPONENTS

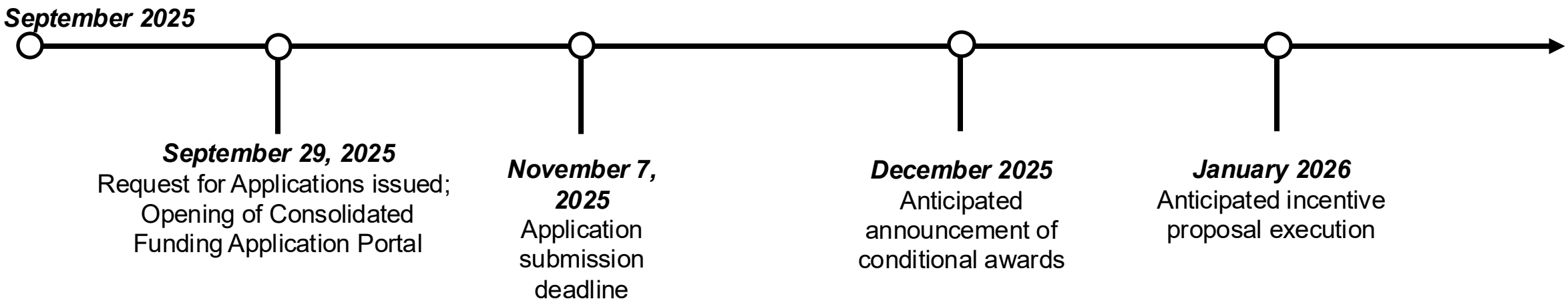
5 | Disclosures, Program Alignment and Compliance:

- ✓ Acknowledgement that grants awarded may be subject to MWBE utilization goals
- ✓ Acknowledgement of all Project Requirements
- ✓ Acknowledgement project does not duplicate federal or State funding
- ✓ Acknowledgement of compliance with any/all addenda to the Request for Applications

SELECTION CRITERIA

Criterion	*Scoring Weight*
Applicant Profile, Experience, and Qualifications *Qualifications of key personnel, past management experience, past grant administration experience, project management approach*	5%
Approach and Scope *Demonstrated capacity gap and approach to address gap*	50%
Impact *Entity capacity to better address broadband service or digital equity needs and alignment with New York State Digital Equity Plan*	30%
Funding Request *Soundness of financial assumptions*	5%
Letters of Support *Letters or other documentation in support of the application*	10%
Total	**100%**

ROUND 2 ESTIMATED GRANTEE SELECTION TIMELINE



02

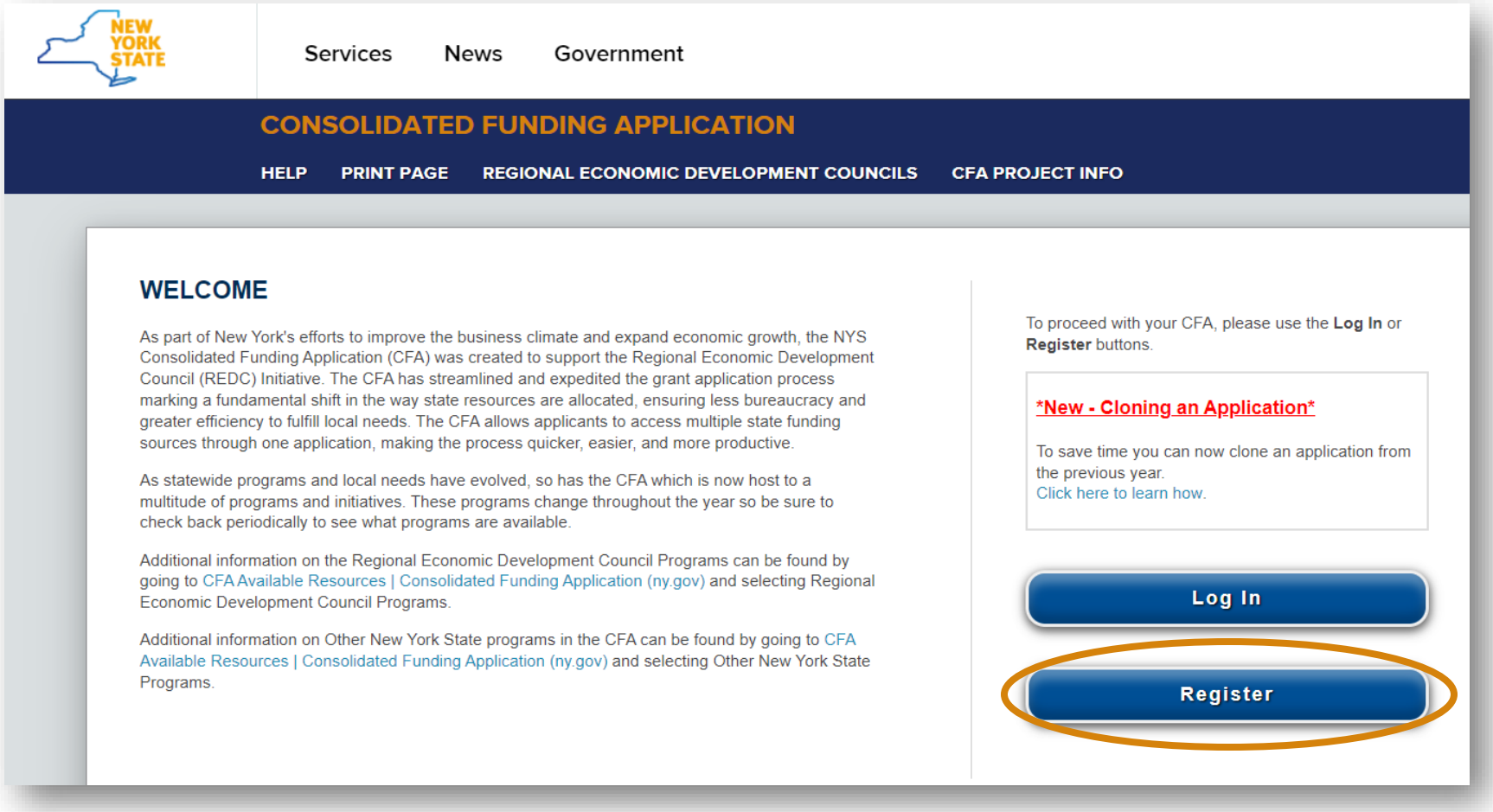
How to Apply

HOW TO APPLY

Applications must be submitted through the New York State Consolidated Funding Application (CFA)

Create an account by registering at https://apps.cio.ny.gov/apps/cfa/index.cfm

Note: Once your account is created, you will receive an email with a token required to access the CFA going forward. Save the token in an easy to access location.



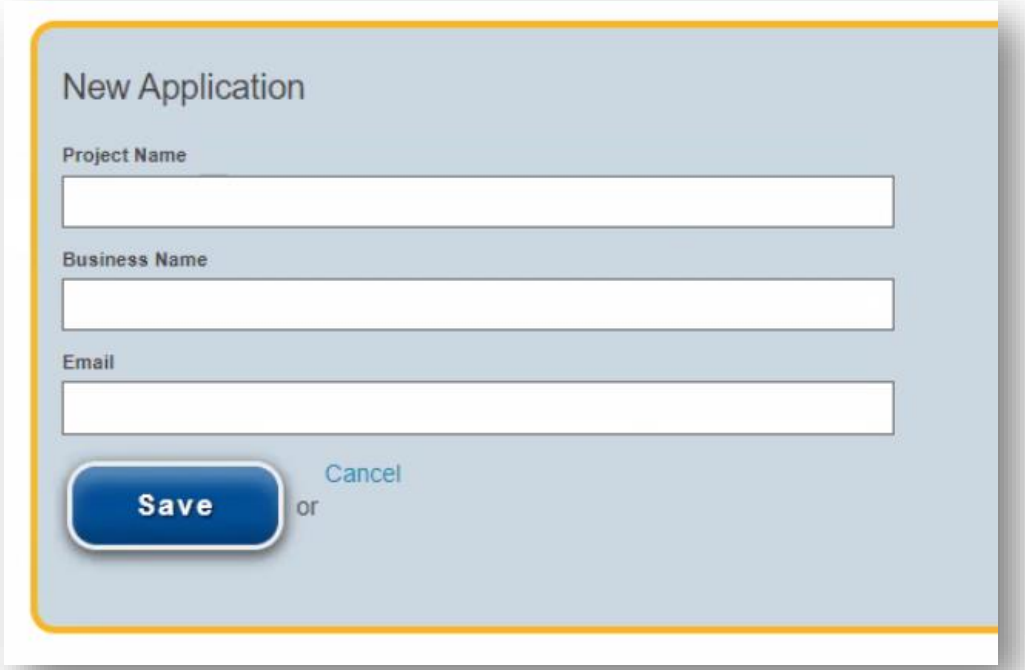
HOW TO APPLY

Navigating the Consolidated Funding Application (CFA)

Once logged in, create a "New Application" and fill in the fields shown here.

"Project Name" is for your reference only. The following naming conventions are recommended:

- “OrgName RLA”

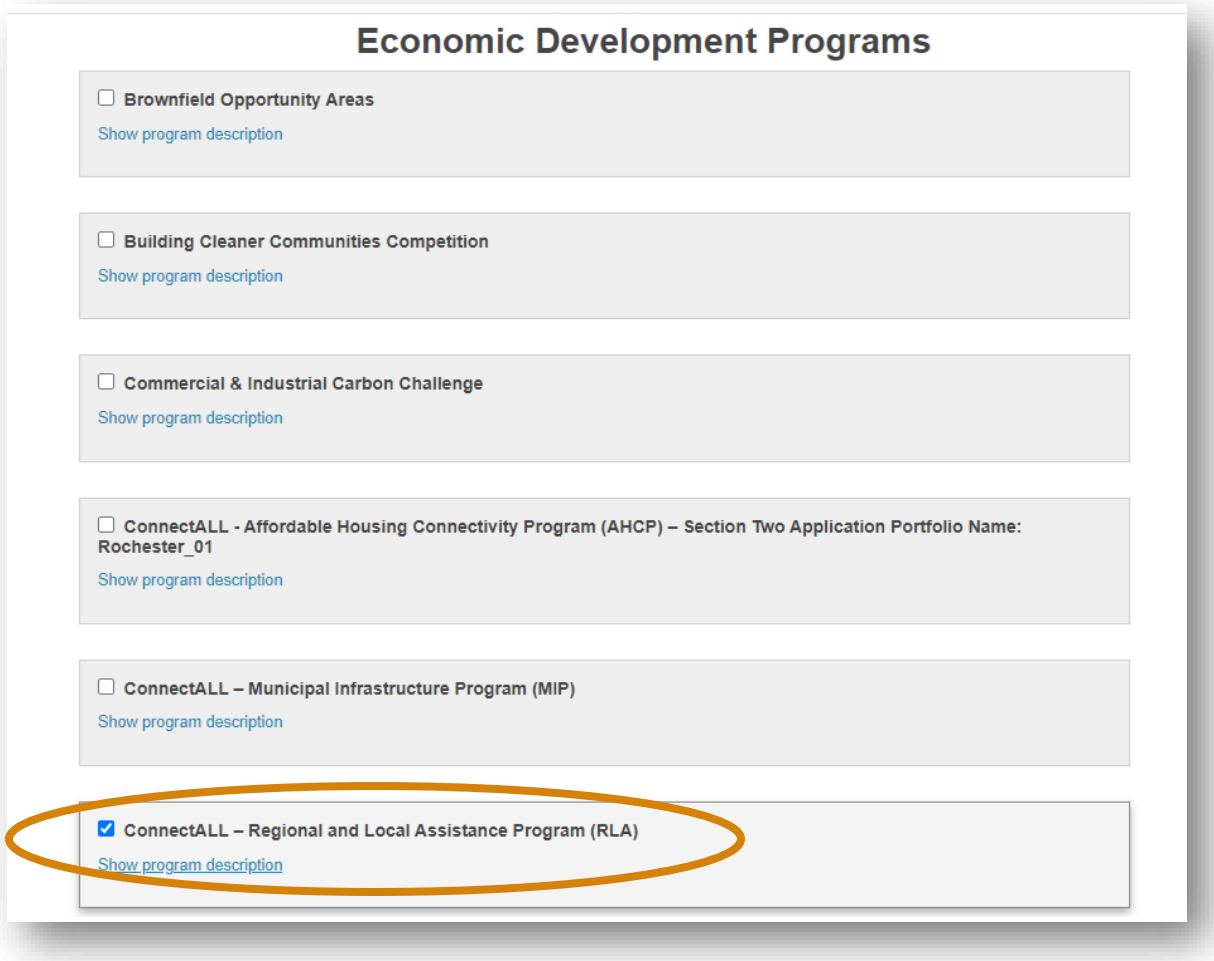


HOW TO APPLY

Navigating the Consolidated Funding Application (CFA)

To begin your application, you must select the appropriate "Program."

The Regional and Local Assistance RFA is listed in the CFA under "Economic Development Programs" as ”ConnectALL – Regional and Local Assistance Program (RLA)"

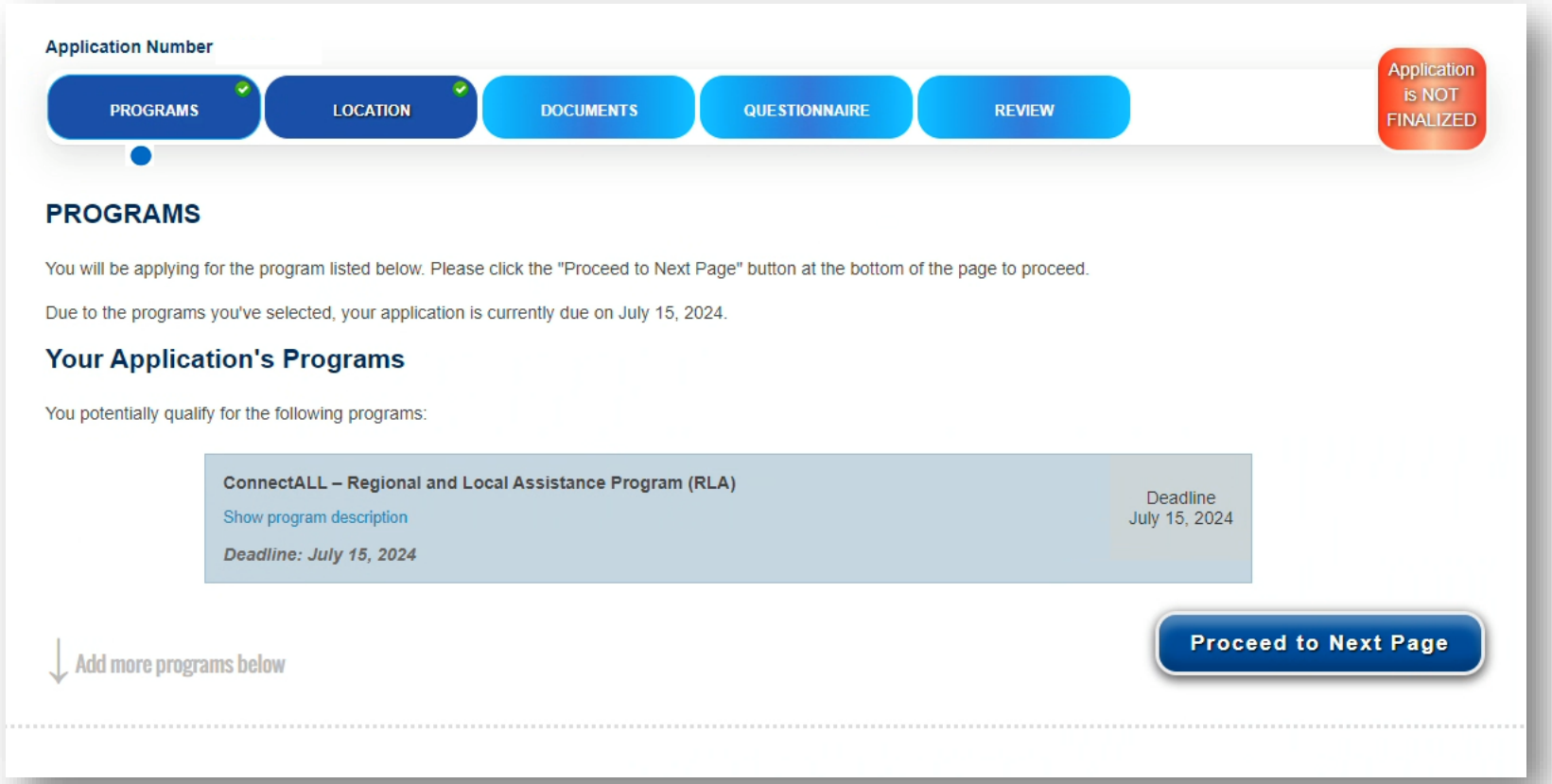


HOW TO APPLY

Navigating the Consolidated Funding Application (CFA)

The application begins with threshold questions. Once answered, applicants who meet the threshold requirements will see this page.

Select "Proceed to Next Page" to continue.

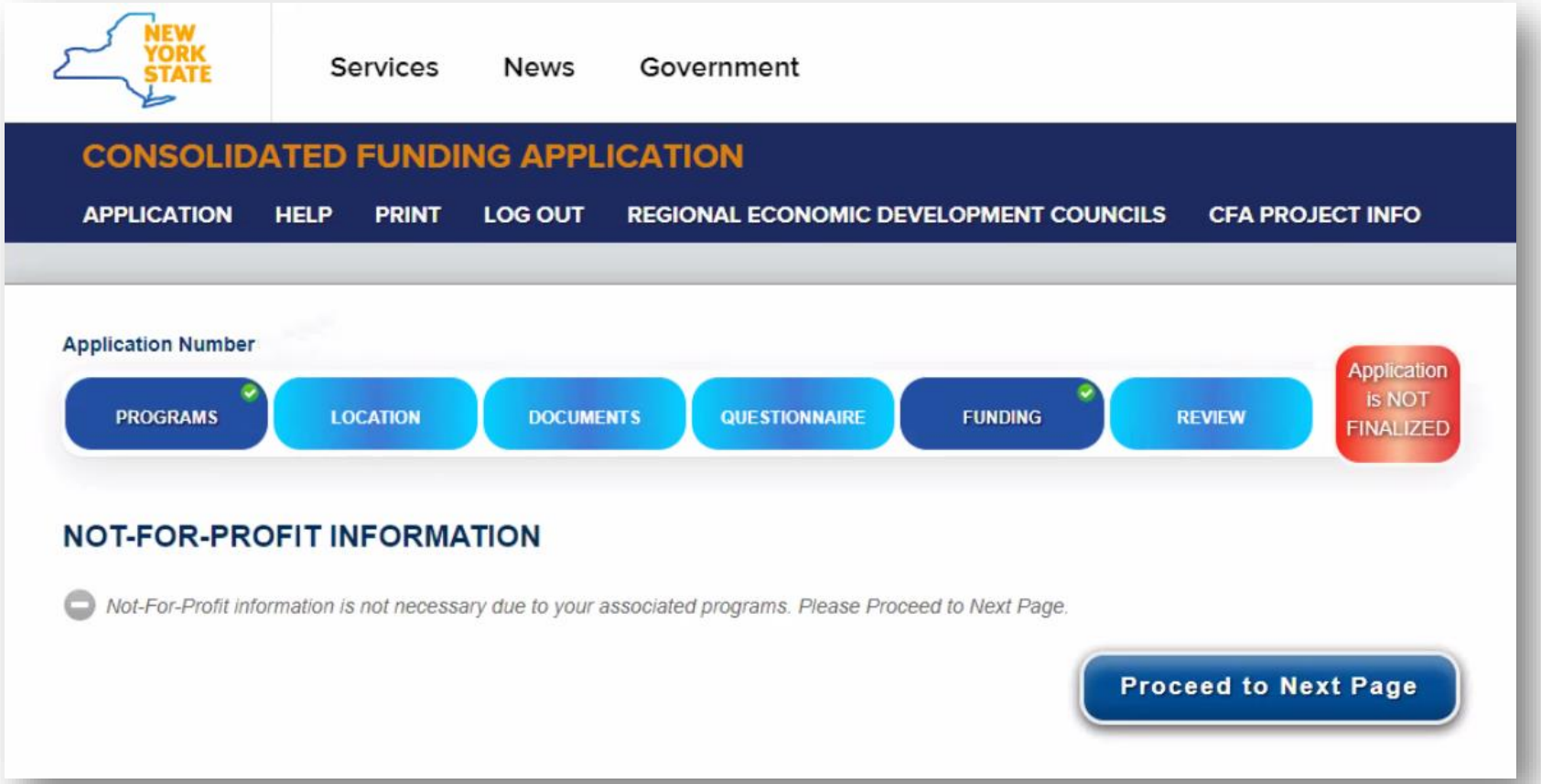


HOW TO APPLY

Navigating the Consolidated Funding Application (CFA)

The "Not-For-Profit Information" application page is not relevant for this Program.

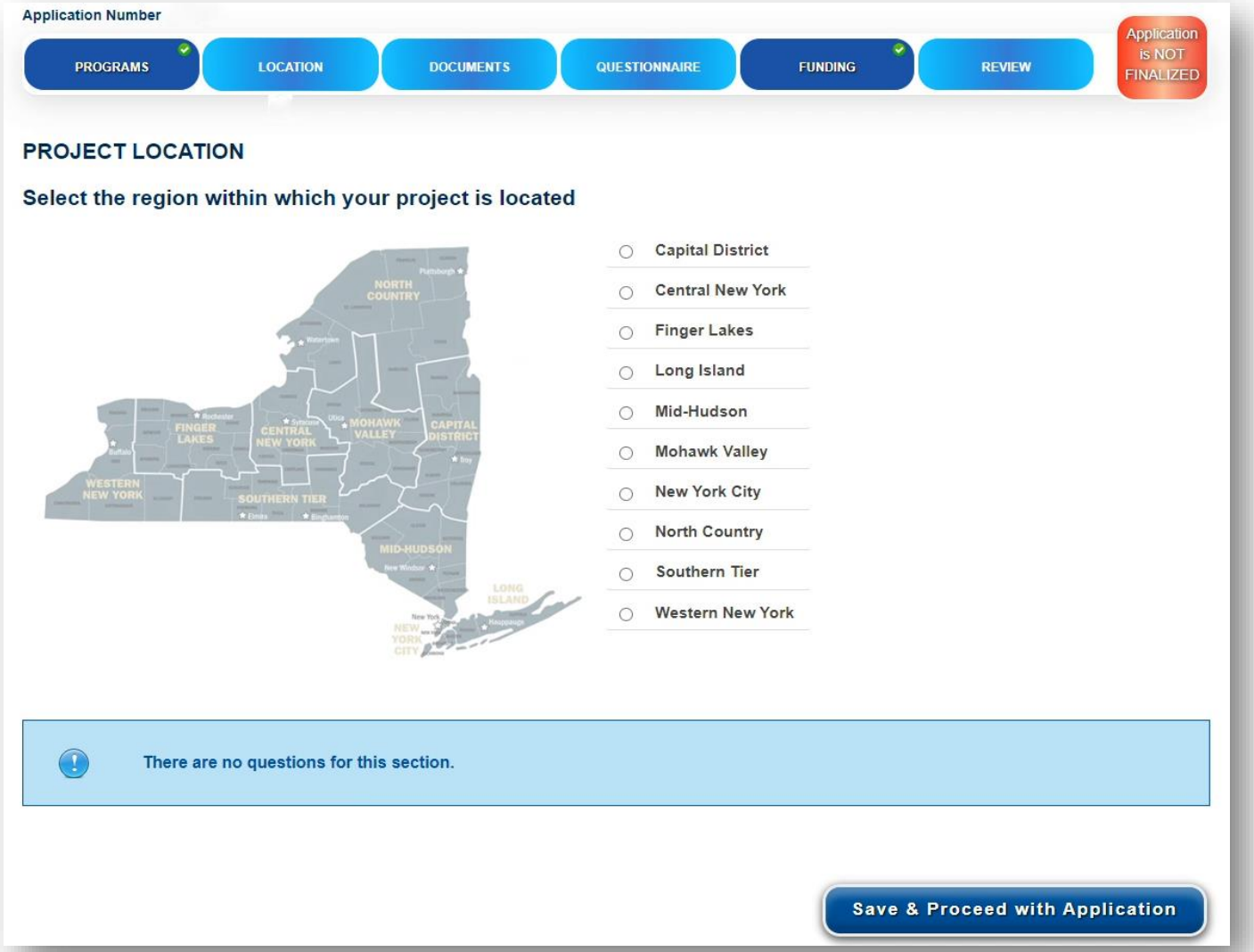
Select "Proceed to Next Page" to continue.



HOW TO APPLY

Navigating the Consolidated Funding Application (CFA)

On the "Project Location" page Applicants should select the region their project is located in. If the project spans multiple regions, select the primary region.

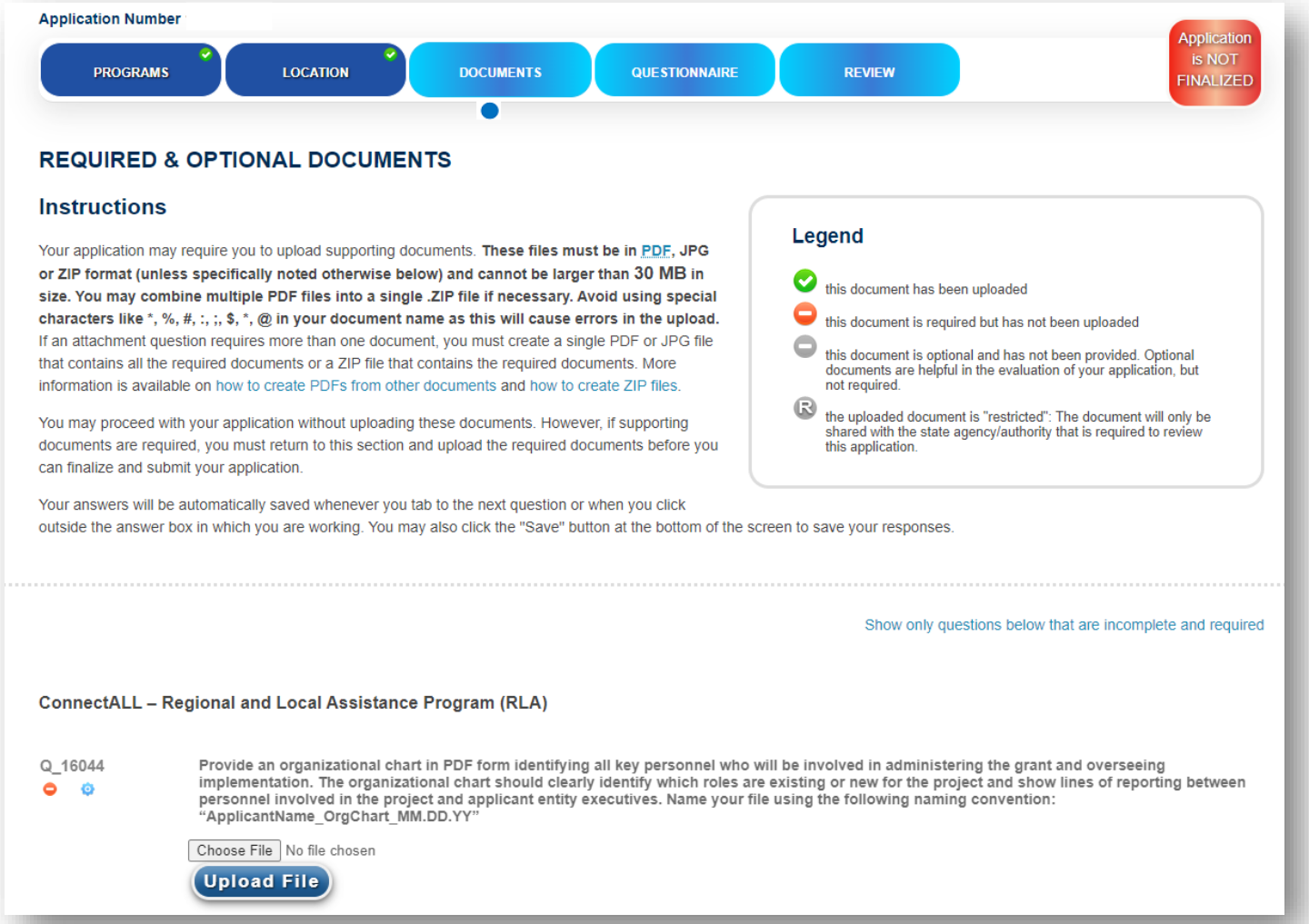


HOW TO APPLY

Navigating the Consolidated Funding Application (CFA)

The "Documents" and "Questionnaire" tabs contain the remainder of the application questions and requirements.

All questions that require an attachment to be uploaded are located in the "Documents" tab.

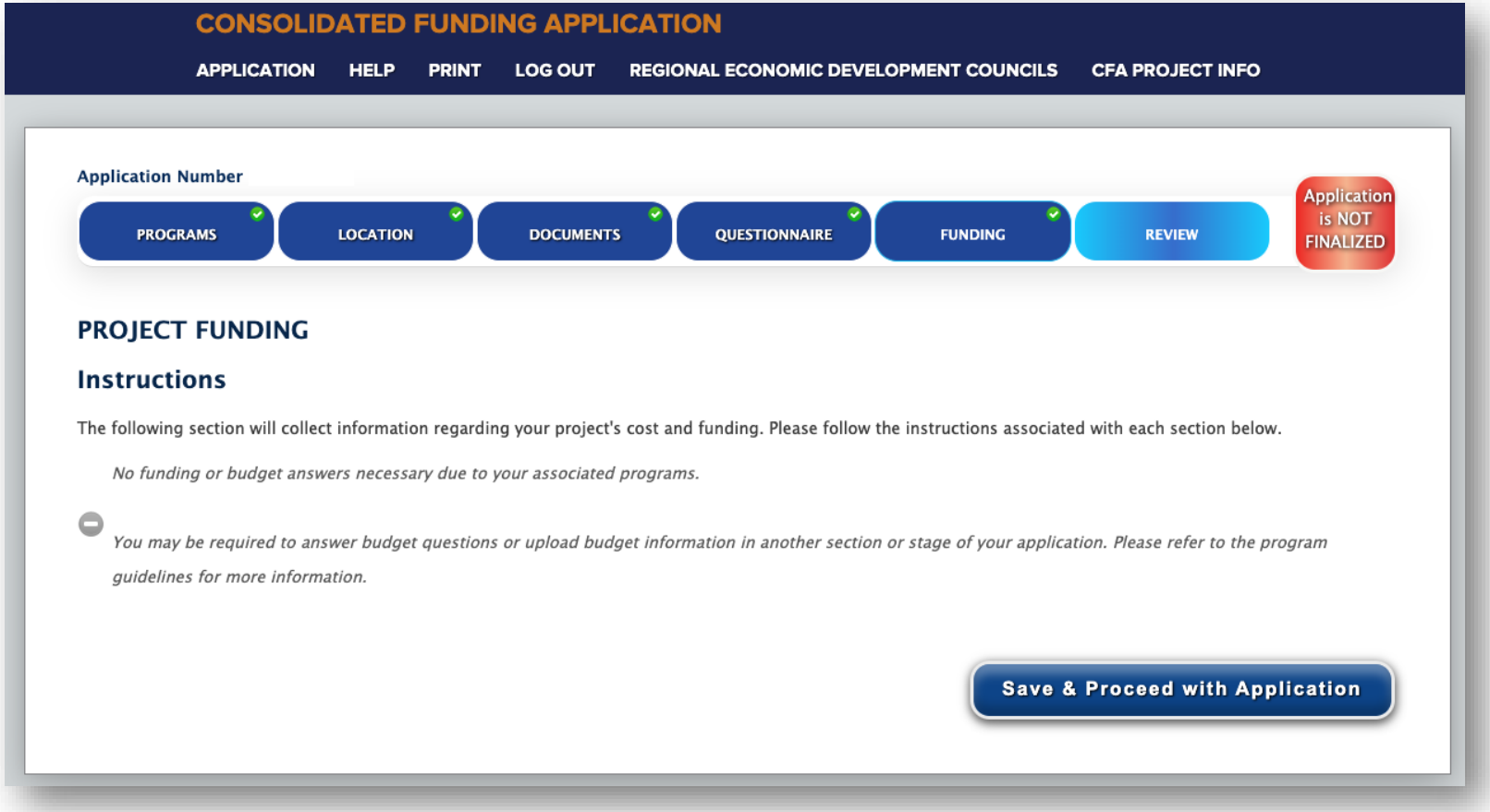


HOW TO APPLY

Navigating the Consolidated Funding Application (CFA)

The ”Funding” application page is not relevant for this Program.

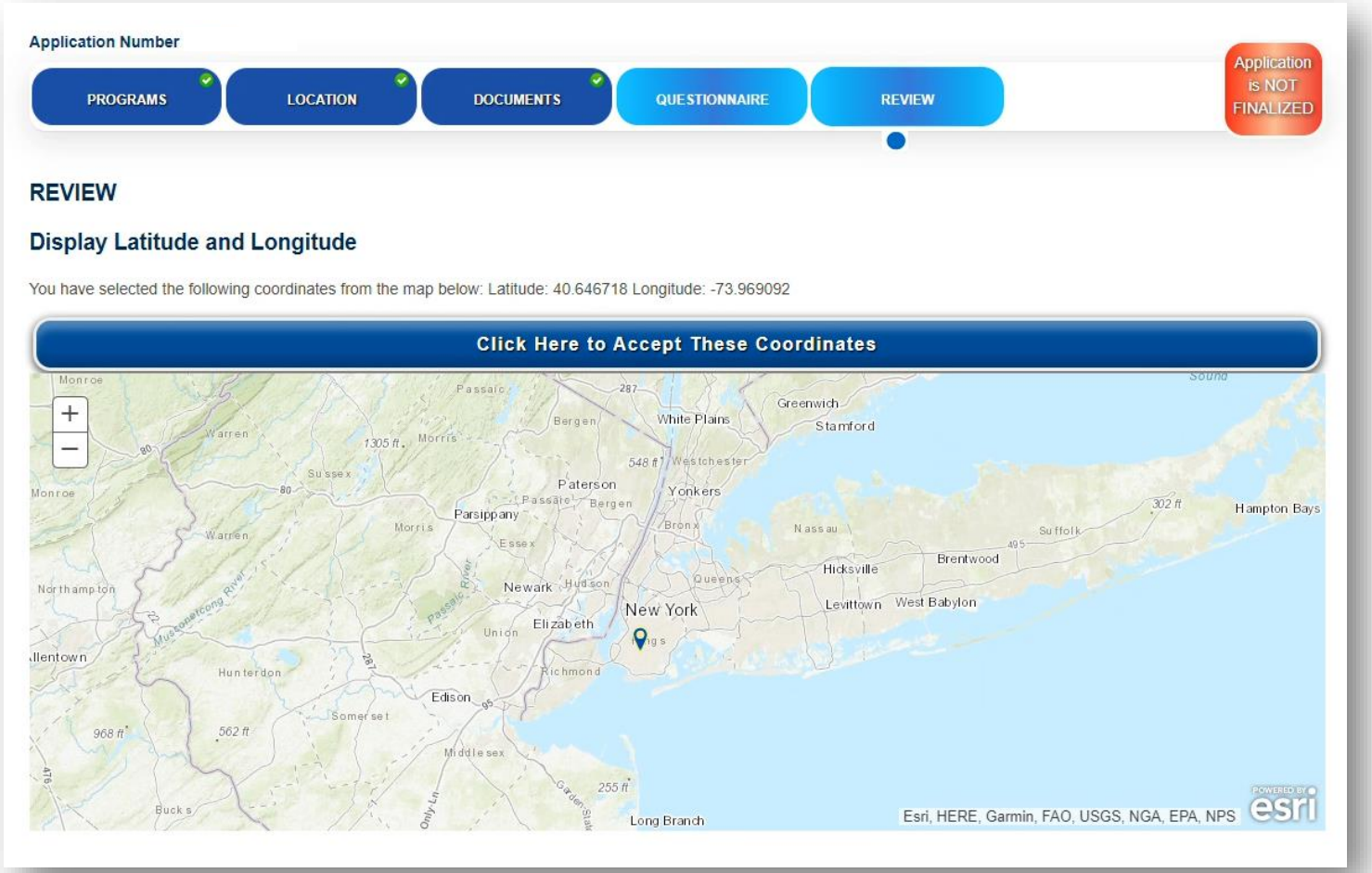
Select ”Save & Proceed with Application" to continue.



HOW TO APPLY

Navigating the Consolidated Funding Application (CFA)

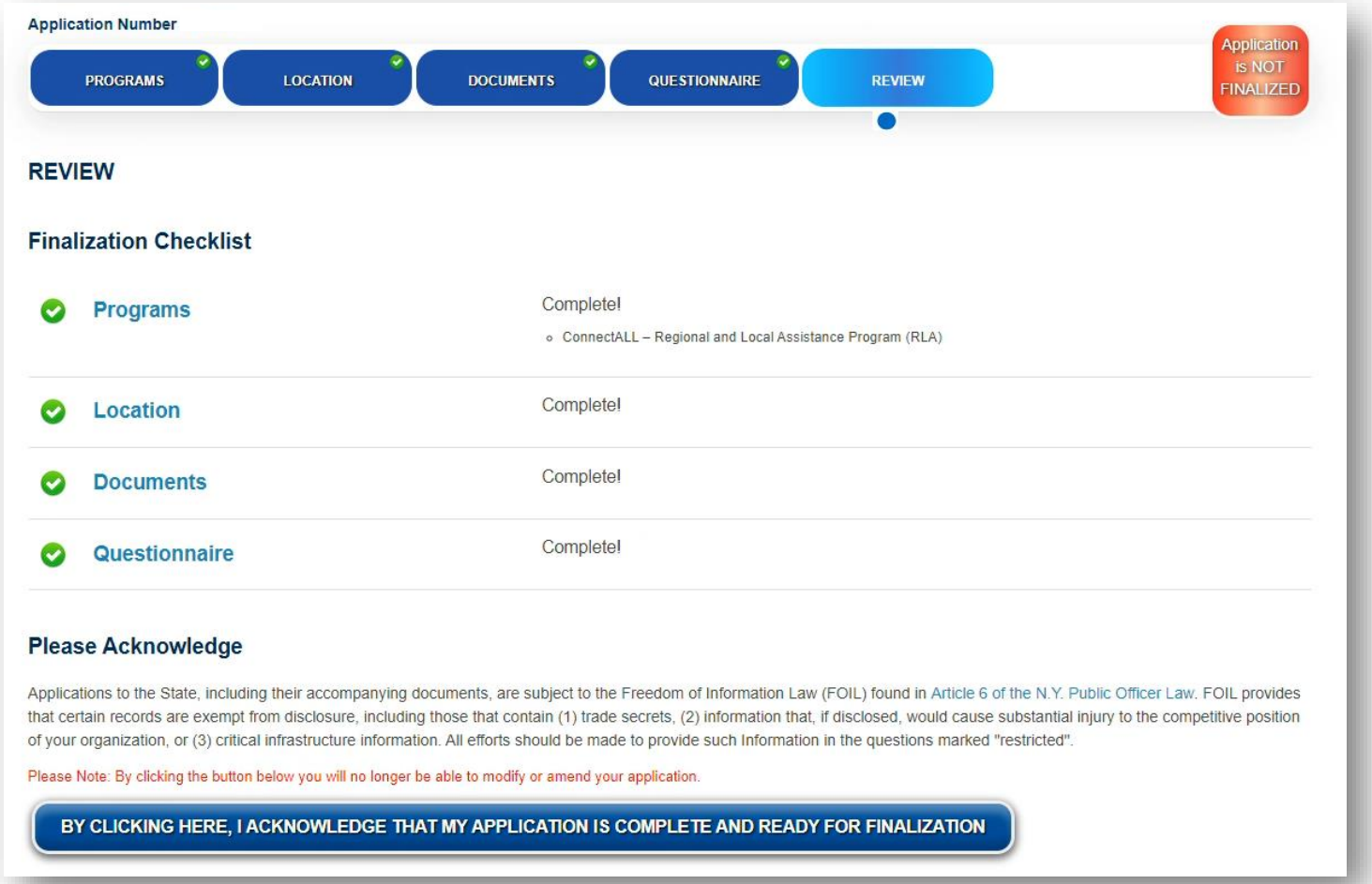
On the “Review” page, select an approximate latitude and longitude for the applicant entity's address. This does not have to be exact. Click "Click Here to Accept These Coordinates" to advance.



HOW TO APPLY

Navigating the Consolidated Funding Application (CFA)

Click the Acknowledgement button at the bottom of the screen to submit your application. **You will not be able to make changes after you submit.**



HOW TO APPLY

Application Review

After application submission…

→ Applicants will receive an update on the status of their application via email.

→ Applications may be approved, rejected, or subject to further review.

→ Additional documentation or demonstrations of compliance may be required prior to grant award.

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Questions?

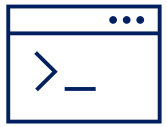
Email RLA@esd.ny.gov

HOW TO APPLY

The RFA contains information on how to determine eligibility for the program and how interested parties can apply.

Review the **RFA** and appendices at:

https://broadband.ny.gov/regional-and-local-assistance



Create an account for New York State's **Consolidated Funding Application portal** to access the application.

https://apps.cio.ny.gov/apps/cfa/login.cfm

Consult the **Application Instructions and Checklist** to gather everything required for a complete application.

Email ConnectALL with questions at RLA@esd.ny.gov using the subject line "Regional and Local Assistance"