

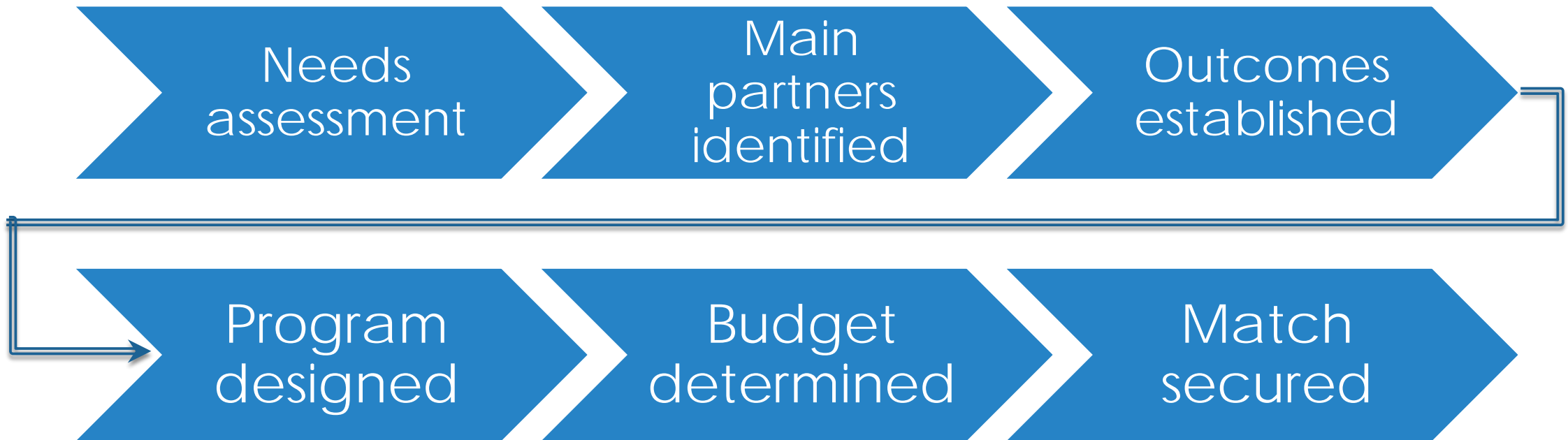


# POWER Virtual Workshop

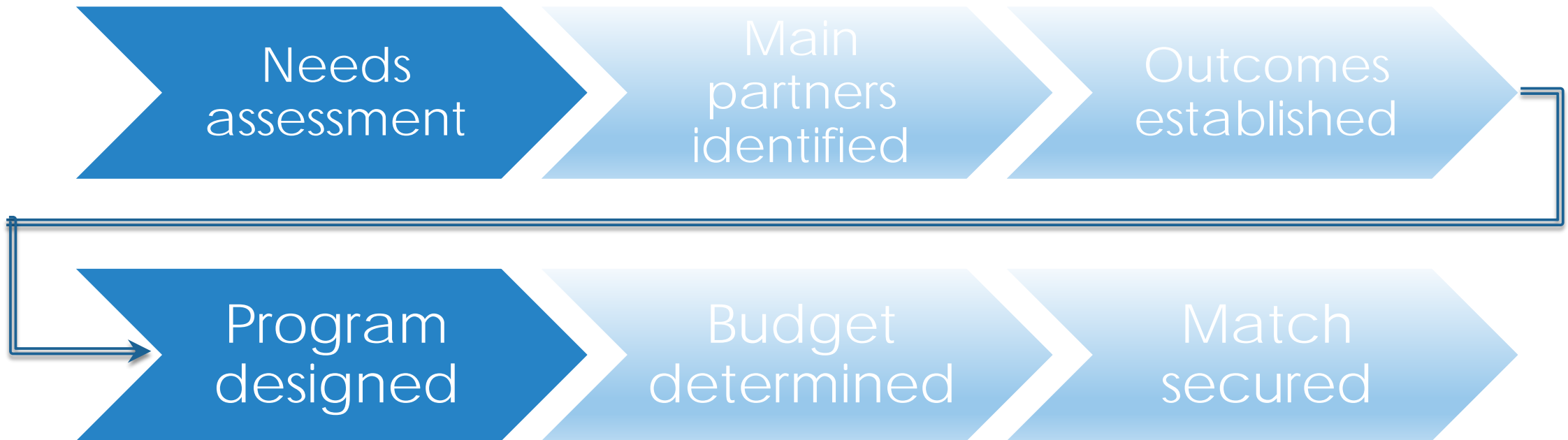
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*Project Development*

# The overall schema



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## Needs assessment

- Before anything else, determine your eligibility
- Define the geography of your service area
  - Town/City/County/Multi-county
- Define the problem
  - What is it you are going to solve with your proposed POWER investment?
  - What does this area need in order to improve?
- Confirm the local demand for the project activity through market analysis, feasibility study, regional visioning, strategic planning

## Main partners identified

- Who are the major stakeholders?
- What is your organization's capacity to undertake the proposed activity?
- Who else do you need?
- Who will co-invest with you on this project?
- Who will make up your core project team?

Please view the POWER Virtual Workshop on Partnership Development

## Outcomes established

- How will you know if you have succeeded?
- What is the desired outcome (impact)?
- Please see the [supplemental guidance document](#) on impact measures available on the POWER website

Please view the POWER Virtual Workshop on Evaluation and Performance Measurement

## Program designed

- Search for best practices, don't reinvent the wheel
  - Visit other projects
  - Join networks of like-minded communities and organizations
- Plan your activities
- Develop a timeline for project activities (work plan)
- Develop a staffing plan
- Design your space(s) if needed
- Design a sustainable program

## Budget determined

- Develop a project budget
  - Determine total project cost first
  - Identify the maximum ARC share
  - Identify and secure matching share
    - Cash
    - In-kind
    - Loans

*Overmatched is always better than not enough.*

Please view the POWER Virtual Workshops on  
Budget and Match



## Match secured

- If you have your funding already, set it aside
- Get documentation for the rest, whether cash, loans or in-kind

Again: *Overmatched is always better than not enough.*

Please see the POWER Virtual Workshops on  
Budget and Match

## Additional Resources

- Access to 2 CFR 200 [here](#)
- If preparing a **broadband project**, please see the [supplemental guidance document](#) on the POWER website
- If preparing a **capital development project**, please see the [supplemental guidance document](#) on the POWER website



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*Project Development*