



2025 Digital Device Subgrant Program

Southern Maine Planning and Development Commission

Thank you for your interest in the Southern Maine Planning and Development Commission's Digital Device Subgrant Program. Please complete and send this form to Brookelyn Tilton at Btilton@smpdc.org by May 15th at 5:00 pm. Awardees will be notified via email by late June or early July.

Note: Applicants are not limited to the provided textbox. Please feel free to use additional space, if needed, throughout this document.

Background Information:

<i>Applying Organization:</i>
<i>Name of Contact:</i>
<i>Contact Email:</i>
<i>Contact Phone:</i>
<i>Please provide the name of the project manager for this application and any other associated staff involved.</i>

1. Is the applying organization either a nonprofit or grassroots entity with a fiscal sponsor?

- Yes
- No

2. Will this project involve a partnership with another organization(s)? If so, has your organization collaborated with this partner in the past?

- Yes (please elaborate below)
- No

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3. In the space below, please provide a brief background of your organization and any other organizations that are associated with this application. Please include current programs and activities.

Digital Device Project:

This portion of the grant application includes both multiple-choice and long responses. The following questions aim to better understand the applicant's community-based project. Please use the spaces below each question to answer the provided prompt.

4. In a few paragraphs, please describe your project, including the primary project activities and how it aligns with Goal #2 of the York County Region Digital Inclusion Plan.

- **Goal 2: Ensure Access to Devices**

- People in the York County region can access appropriate and affordable digital technology devices

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5. Please describe how your organization determined the need for this project in your community.

6. Please elaborate on what the goal(s) is/ are of this project.

7. Please describe how this project will evaluate success in reaching these goals?

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8. Are you aware of any similar digital device opportunities available in your area?

- Yes (please elaborate below)
- No

9. Will your project offer any digital skills training or instruction?

- Yes (please elaborate below)
- No

10. Will the project offer assistance or services for device maintenance, repair, or replacement? If so, please elaborate.

- Yes (please elaborate below)
- No

11. Which municipality or municipalities will this project serve?

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Covered Population and Project Outreach

This portion of the grant application includes multiple-choice and short-response questions. The following questions aim to better understand the applicant's outreach efforts. Please use the spaces below various questions to answer the provided prompts, if applicable.

12. Which covered population(s) do you intend to reach through your project activities? Please check all that apply.

- Households with income from the most recently completed year of not more than 150% of the poverty level;*
- Aging individuals (60+ years of age);*
- Incarcerated individuals, other than individuals who are incarcerated in a Federal correctional facility;*
- Veterans;*
- Individuals with disabilities;*
- Individuals with a language barrier, including English learners and those with low levels of literacy;*
- Individuals who are members of a racial or ethnic minority group; and*
- Individuals who primarily reside in a rural area. (see Appendix A)*

13. How do you intend to communicate your project activities to the public and/or to your target community members?

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Digital Device Project Implementation

This portion of the grant application includes a long-response question. The following question aims to assess the project's proposed timeline. Please use the space below to answer the provided prompt.

- 14. Please provide us with your project timeline beginning no earlier than July 1, 2025. Be sure to include anticipated timeframes for digital device purchases, digital device dispersal, project outreach, and an estimated conclusion date as applicable.**

Note: SMPDC's Digital Device Subgrant Program will provide funding for projects in late June or early July of 2025. Projects will be monitored until this program's conclusion date of December 31st, 2025. Project activities may conclude sooner or extend beyond December 31st, 2025 without reporting obligations.

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Digital Device Project Monitoring

This portion of the grant application includes multiple-choice and short-response questions. The following questions aim to assess the applicant's ability to provide data needed for this program's monitoring. Please use the space below to answer the provided prompts, if applicable.

Note: SMPDC will provide a standardized form for reporting purposes to all projects awarded under the Digital Device Subgrant Program.

- 15. What is your plan for monitoring the number of community members that will engage in the proposed project?**

- 16. How do you intend to monitor which covered population subgroups your project engages with?**

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Project Budget

This portion of the grant application includes multiple-choice, short-response, and long response questions. The following questions aim to assess the applicant's proposed project budget. Please use the space below to answer the provided prompts, if applicable.

- 17. What amount of funds are you requesting for this digital device project?
(maximum \$5,000)**

- 18. Will your project be utilizing any matching funds or resources from your organization or project partner organizations?**

- Yes (please elaborate below)
 No

- 19. Please provide a draft budget for the proposed project, which applies the requested grant amount and matching funds (if applicable). Please include any relevant expenses such as staff time, cost of device purchases, outreach efforts, etc. (Use additional space if necessary).**

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Sustainability Plan

This portion of the grant application includes a medium-response question. The following question aims to better understand any sustainability plans that an applicant may incorporate for their proposed project. Please use the space below to answer the provided prompts, if applicable.

- 20. Please elaborate on any long-term sustainability plans this project may have, including any strategies for obtaining funding for the future of this project.**

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Appendix A

Individuals who primarily reside in a rural area. The following towns in the SMPDC Broadband and Digital Inclusion Program Service Area are considered rural according to NTIA guidelines. Note: The proposed project is not required to take place in a rural area, but it must serve one or more of the covered populations defined by the NTIA.

- Alfred
- Arundel
- Baldwin
- Berwick
- Buxton
- Cornish
- Dayton
- Eliot
- Hiram
- Hollis
- Kennebunk
- Kennebunkport
- Kittery
- Lebanon
- Limerick
- Limington
- Newfield
- North Berwick
- Ogunquit
- Parsonsfield
- Porter
- Shapleigh
- South Berwick
- Waterboro
- Wells
- York

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