



**Local Government Best Practices Check List for Digital Equity
Grant Application for Learning Community
Due June 28, 2024 – 5PM PT**

LOCAL GOVERNMENT JURISDICTION			TAX ID/EIN
CONTACT FIRST NAME	LAST NAME	CONTACT TITLE	
MAILING ADDRESS		CITY	ZIP
EMAIL ADDRESS		PHONE NUMBER	

1. Will your jurisdiction be represented at and participate in the 3 Learning Communities scheduled between September 2024 and March 2025? Yes ___ No ___

Who will be your primary representative in the Learning Community (please provide all contact information if different than above)?

LEARNING COMMUNITY REPRESENTATIVE FIRST NAME	LAST NAME	REPRESENTATIVE TITLE	
REPRESENTATIVE	MAILING ADDRESS	CITY	ZIP
EMAIL ADDRESS		PHONE NUMBER	

- 2. What actions have your County Board of Supervisors or City Council taken in the past to close the Digital Divide, promote Digital Inclusion, and achieve Digital Equity?**
- 3. Which Role(s) and Best Practices do you want to focus on implementing during the Grant period?**
- 4. What examples, if any, of Best Practices do you want to share in the Learning Community?**
- 5. How will your jurisdiction contribute to the value of the Learning Community to ensure that your participation will benefit other participants and your region?**

Submit by 5PM on June 28, 2024 to: alana.obrien@cetfund.org

Please Note:

Local Governments awarded the \$20,000 Grant to participate in the Best Practices Digital Equity Learning Community will receive an Initial Grant Payment of \$15,000 in August 2024.

The first Learning Community will be scheduled in September 2024. Grantees are required to participate in all 3 Learning Communities. Following attendance of the third Learning Community, you will be required to submit a post-Check List to report the adoption of any additional Best Practices along with a concise Final Report. Upon receipt and acceptance by CETF of your post-Check List and Final Report, you shall receive a Final Grant Payment of \$5,000 no later than May 2025.

You may use the Digital Equity Leadership Grant for any purpose within your Local Government to close the Digital Divide, promote Digital Inclusion, and achieve Digital Equity. You will be asked to describe how you used or intend to use the Grant in the Final Report so that CETF can inventory and summarize impacts. However, within these modest requirements, your Local Government will be able to determine how best to use the Grant to address your priority needs.