

Residential Retrofit: RANGE Program

Understanding the Application Process

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May 7, 2025

Agenda

1. Program Overview
2. Eligibility
3. Application
4. Scoring Criteria
5. Questions
6. Next Steps

1. Program Overview



About the RANGE Program



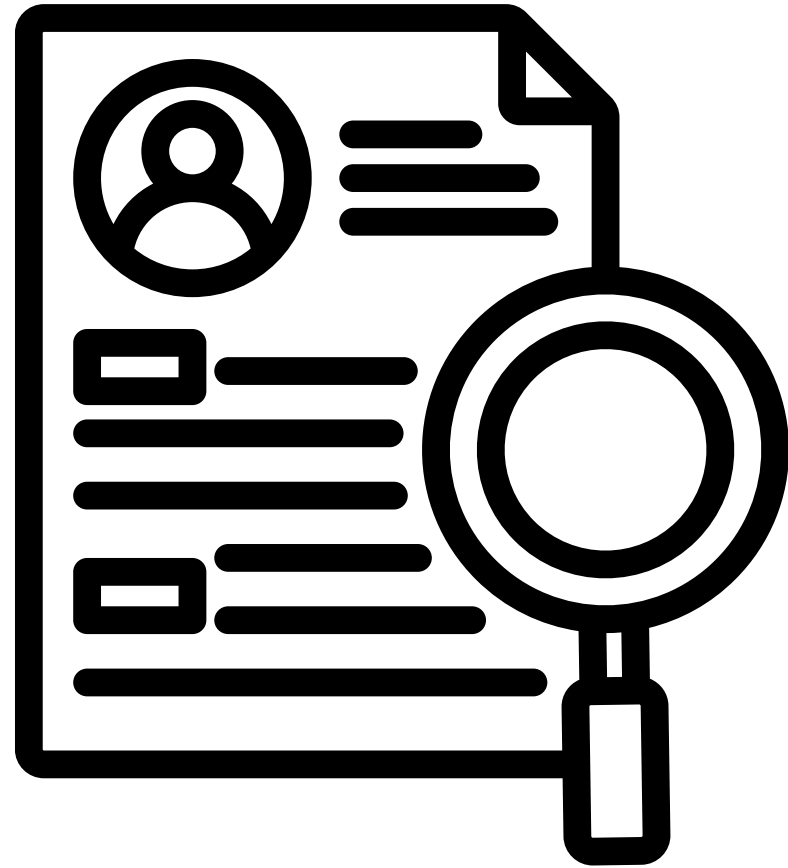
To ensure the infrastructure enhancements being made under the Retrofit Program are utilized to their fullest extent, MBI introduced the Retrofit Ancillary Grantee (RANGE) program.

Awards will be made directly to Housing Operators to support initiatives that will increase broadband adoption / utilization.

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- **\$ 8 Million Dollar Grant Program**
- **No Match required**
- **Projects must be completed by 12/31/2026**

There will be 3 grant cycles offered under the RANGE program



Cycle 1

- Open Date: April 30, 2025
- Close Date: June 18, 2025

Cycle 2

- Open Date: September 16, 2025
- Close Date: October 28, 2025

Cycle 3

- Open Date: January 6, 2026
- Close Date: February 12, 2026

Program Offerings



Digital Literacy
and Education



Device
Distribution



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Digital Navigation/
Tenant Coordination



Public Space
Improvements

1. Resident Coordinator(s)/ Navigators

- Identify residents' needs regarding retrofitting and broadband access;
- Connect residents to community resources and services;
- Coordinate between ISPs and residents for network installation;
- Develop and implement activities, events, and programs;
- Educate residents about new services;
- Foster community interaction and leadership through events and learning sessions.

Requirements: Applicants should provide a job description for this role, an estimate of hours of work and work schedule.

The description should include a clear set of objectives and a list of tasks the coordinator will manage.

2. Digital Literacy & Education

Digital Literacy Training: Providing education on how to use the internet effectively, from basic tasks like using a search engine to more advanced skills like online job searching

Development of Outreach Materials: Programs may include developing marketing, education, and outreach materials—both print and digital—
including expenses for translation and graphic design.

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Requirements: Applicants should include a scope of work in the program narrative, outlining classes or programming designed to achieve specific learning outcomes.

3. Public Space Improvements

- Create a computer lab or multi-use space with accessible computers and equipment.
- Install specialized privacy areas for telehealth, education, or job interviews.
- Provide additional equipment such as video conferencing technology, monitors, etc.



Requirements :

A scope of work with an installation schedule and plan. A narrative on the current and future use of the space.

A description of how improvements will enhance residents' access, livability, and digital participation.

4. Device Procurement and Distribution

Purchase and distribute bulk devices, new or refurbished, for residents.



Requirements : A scope of work detailing equipment distribution, tracking, and a clear onboarding process for residents with the distributed equipment.

2. Eligibility





Who is eligible?

Housing operators who have participated in the Residential Retrofit Program

When?

After an operator has a signed Property Access Agreement (2 signatures are required)

Operators that have not signed a Property Access Agreement must do so to be eligible for RANGE.

Eligible Developments



Housing Operators may submit applications for RANGE grants for any property under their ownership that meets the eligibility criteria.

Housing Operators must submit a unique application, including a project narrative and budget, for each development for which they seek a RANGE grant.

If a Housing Operator seeks to share services between developments, they must still submit unique applications and denote which, if any, services will be shared. The cost of these services must be outlined in the budget.

3. Application

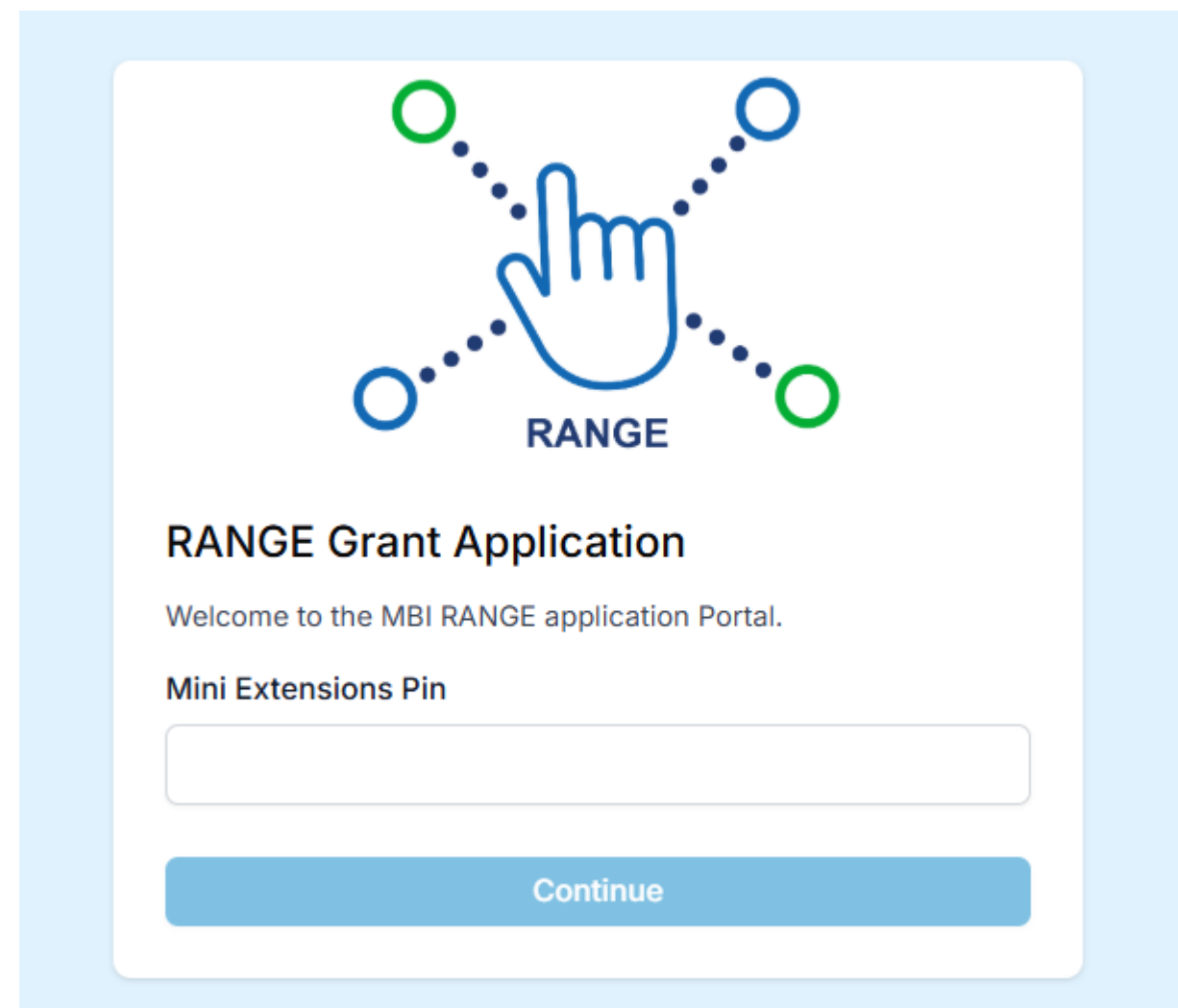


Access the Application Portal

Visit: <https://web.miniextensions.com/CqXP2ECzFNpWe54VQHuv>

Use the 4 -digit organizational PIN to access the online application

- The 4- digit PIN was emailed on 5/2
- If you did not receive your pin, please follow up with MBI



The screenshot shows a web application interface for the 'RANGE Grant Application'. At the top, there is a logo featuring a hand with four fingers pointing towards four colored circles (two green, two blue) connected by dotted lines, with the word 'RANGE' below it. Below the logo, the text reads 'RANGE Grant Application' and 'Welcome to the MBI RANGE application Portal.' There is a label 'Mini Extensions Pin' above a text input field. At the bottom of the form is a blue button labeled 'Continue'.

Organizational Information

Primary Contact*

Please select the primary contact that MBI should communicate with on activities related to the RANGE program. If you do not see your name available, please select "Create New Contact" below.

Find Create new

Please select the development for which you are submitting this RANGE application*

You may only submit a RANGE application for one development at a time. Please only select one development by clicking the Find button below.

Find

Primary Contact

+ Create new

Please select the primary contact that MBI should communicate with on activities related to the RANGE program. If you do not see your name available, please select "Create New Contact" below.

Find an option

Test Test

EMAIL	PHONE	TITLE
pugsley@masstech.org	(123) 456-7890	Test

Done

Please select the development for which you are submitting th...

You may only submit a RANGE application for one development at a time. Please only select one development by clicking the Find button below.

Find an option

11 Tufts St | 11 Tufts St

41 Mary St | 41 Mary St

Done

to add that information. This only needs to be completed by an organization for one RANGE application and the information will carry over to all other RANGE applications.

Application Requirements

- Project Overview
- Implementation Plan
- Team roles/responsibilities
- Stakeholder Engagement
- Project Partners
- Evaluation and Tracking of Success
- Expected Outcomes & Impact
- Federal and State Grant Experience
- Budget
- Budget Narrative

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Submit! Repeat if needed.

Required Documents

Application Requirements

To apply, applicants must submit the following in an **online application**:

- MBI Budget Sheet
- Signed Property Access Agreement (must include two signatures ISP and operator)
- W-9 Taxpayer ID Form
- UEI Number

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Applicants can review the full guidelines, scoring criteria, and apply on the website.

broadband.masstech.org/RANGE

4. Scoring Criteria



Categories 1 and 2 (20 pts max)

Project Impact

Assesses how significantly the project increases broadband adoption under the Retrofit Program and its potential economic, educational, and social benefits.

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Feasibility and Readiness

Evaluates the clarity and realism of the implementation plan, technical feasibility, and timeline.

Categories 3 and 4 (20 pts max)

Community Engagement and Partnerships

Measures the strength of community partnerships and level of resident engagement.

Cost-Effectiveness and Budget Justification

Looks at how efficiently funds are used and how well the budget aligns with the project's goals.

Categories 5 and 6 (10 pts max)

Outcomes and Evaluation (10 pts)

Reviews the plan for tracking and evaluating the project's impact over time.

Federal and State Grant Experience (10 pts)

Scores the applicant's experience and capacity in managing federal or state grants.

5. Questions

6. Next Steps

Contact Information

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RANGE program Q&A Document – Coming Soon!

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RANGE

Technical Assistance Session - TBA

Please keep an eye out for communication on our next webinar.