

List of examples of documents certifying Eligible Entity status

To prove an organization's status for each of the mentioned areas for a Lead Applicant or second-tier subgrantee, the following documents can be provided:

1. A Local Political Subdivision, Agency, or Instrumentality of the State of California

One of the below items:

- **Charter or Articles of Incorporation:** Documents that establish the entity as a subdivision, agency, or instrumentality of the State of California.
- **State or Local Government Designation:** A certificate or letter from the state or local government confirming the entity's status as a subdivision, agency, or instrumentality.
- **Organizational Structure:** Documents showing the agency's relationship with the state or local government (e.g., governance, reporting structure).
- **State Grant or Funding Agreements:** Documentation of contracts, grants, or financial agreements with the State of California that recognize the organization as an official agency or instrumentality.

2. An Indian Tribe or Native Hawaiian Organization

One of the below items:

- **Tribal Enrollment or Membership Documents:** Proof of recognition as a federally recognized Indian Tribe or Native Hawaiian Organization (e.g., documentation from the U.S. Department of the Interior, Bureau of Indian Affairs).
- **Tribal Charter or Constitution:** A copy of the entity's tribal constitution or charter, which indicates its legal status and governance.
- **Certification of Status:** A letter or certification from a federal agency (e.g., Bureau of Indian Affairs or Department of the Interior) affirming the entity's recognized status as an Indian Tribe or Native Hawaiian organization.

3. A Foundation, Corporation, Institution, Organization, or Association that is:

One of the below items:

- **A Not-for-Profit Entity**

- **State Nonprofit Status Certificate:** Certificate of Status – proof of registration of the organization with the State of California and shows entity to be Active. Certificate is provided by the Secretary of State.
- **IRS 501(c)(3) Tax-Exempt Status Letter:** Documentation confirming the organization's federal tax-exempt status under section 501(c)(3) of the IRS code.

- **Not a School (Schools may be eligible as community anchor institutions)**

- **Organizational Purpose Statement:** A statement from the organization clarifying that it is not a school, and outlining its operations and services.
- **Proof of Non-School Status:** Any document or certificate confirming the organization is not a school, such as accreditation documents, licensing, or statements from regulatory bodies.

4. A Community Anchor Institution

One of the below items:

- **Designation as a Community Anchor Institution:** A letter or certificate from a relevant authority (e.g., local government or industry group) confirming the organization's role as a community anchor institution as defined in the RFA.
- **Service Impact and Geographic Reach:** Documents showing how the organization serves as a community anchor institution as defined in the RFA, including programs and outreach efforts.
- **Partnerships with Community Groups:** MOUs or letters of collaboration with local community groups or organizations, demonstrating its community anchor institution role as defined in the RFA.

5. A Local Educational Agency

One of the below items:

- **School District or Educational Agency Designation:** A letter or certificate from the state or local education department confirming the entity is a local educational agency (LEA).

- **Articles of Incorporation or Charter:** If applicable, documents that establish the organization as a legal entity focused on education.
- **Accreditation or Authorization:** Documentation showing the agency is authorized or accredited to provide educational services in the region.

6. **An Entity that Carries Out a Workforce Development Program**

One of the below items:

- **Program Descriptions:** Detailed descriptions of workforce development programs, including goals, objectives, and target populations.
- **Funding or Grant Agreements:** Documentation of funding or grants received for workforce development programs from government agencies or other funding bodies.
- **Partnerships or MOUs:** Agreements with local employers, industry groups, or other stakeholders that support the workforce development programs.
- **Annual or Program Reports:** Documents that demonstrate the organization's track record and outcomes of workforce development initiatives (e.g., annual report or program evaluation).
- **Training Materials or Curriculum:** Examples of the educational or training content offered as part of the workforce development program.
- **Certificates or Accreditation:** Proof that the organization is recognized by relevant regulatory or accrediting bodies in the workforce development sector.
- **Job Placement or Outcome Data:** Evidence showing the success of the program in helping participants find employment or advance in their careers after completing the program.

7. **Regional Broadband Consortia**

In order to be an eligible applicant for CalDEP, Regional Broadband Consortia or their fiscal agents must belong to an Eligible Entity category as listed above and must provide the appropriate documentation based on that category.