work breakdown structure for developing a broadband funding application

A
Initial Application
(EOI & Application Development Assistance)

- Scope network proposal
  - Identify network entity
  - Identify project partners
  - Confirm broadband requirement / eligibility
- Develop application development project plan
  - Identify key activities
  - Identify inputs
  - Project budget
  - Identify available expertise
  - Specify development assistance needed
- Develop information required for EOI & Grant
  - Preliminary business plan
    - o Overview of requirement
    - o Overview of proposed network
    - o Preliminary network budget
  - Address eligibility requirements
  - Obtain advisor quotations
- Compile application documents
  - Expression of Interest
  - Application Development Assistance Grant
- **Closing date 30 September**

B
Initiate Full Application Development

- Accept ADA funding agreement with MED
- Engage advisors
  - Application development
  - Technical planning
  - Business planning
  - Legal
- Confirm project arrangements for application development
  - Tasks
  - Budget
  - Governance
- **Commence development October 2008**

C
Detailed Analysis

- Analyse current telecommunications infrastructure in area
- Assess community benefits
  - Demand analysis
  - Identify key customers
  - Benefit assessment
- Identify and evaluate broadband delivery options
  - Address preliminary feasibility / viability

D
Technical Network Plan

- Design network
- Specify technologies & standards
- Determine permit and license requirements
- Assess network performance
- Undertake risk analysis
- Specify initial services to be provided
- Determine interconnection arrangements

E
Network Entity Business Plan

- Develop business model
  - Services
  - Pricing/ revenue
  - Financial forecasts
  - Structures
- Identify operational activities
  - Network maintenance
  - Sales strategy
  - Forecasts
- Identify resource requirements
- Develop four-year operational plan
- Identify expansion opportunities

F
Network Entity Governance Specifications

- Specify governance & ownership framework
  - Constitutional documents
  - Legal status
  - Ownership
  - Officers
  - Timeframes for finalising governance arrangements
- Analyse suitability for open access requirements
- Compile financial statements (if available)

G
Implementation Plan

- Develop implementation plan covering

Governance

Project management

Business development
- *Partnerships*
- *Business processes*
- *Staff*
- *Customer acquisition*
- *Regulatory*

Infrastructure
- *Procurement*
- *Installation*

Stakeholder Communications

IQA & Review

H
Finalise Full Application

- Compile applicant documents
  - Constitutional documents
  - Legal status
  - Financial statements
  - Schedule of project partners
- Compile proposal documents
  - Technical plan
  - Business plan
  - Key user analysis
- Compile other supporting documents
- Independent review of application & amendments
- **Closing month February 2009**

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