TEXAS REGIONAL BROADBAND PROGRAM

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In partnership with the Texas Broadband Development Office (BDO)

Idali Reyes
Digital Opportunity Specialist
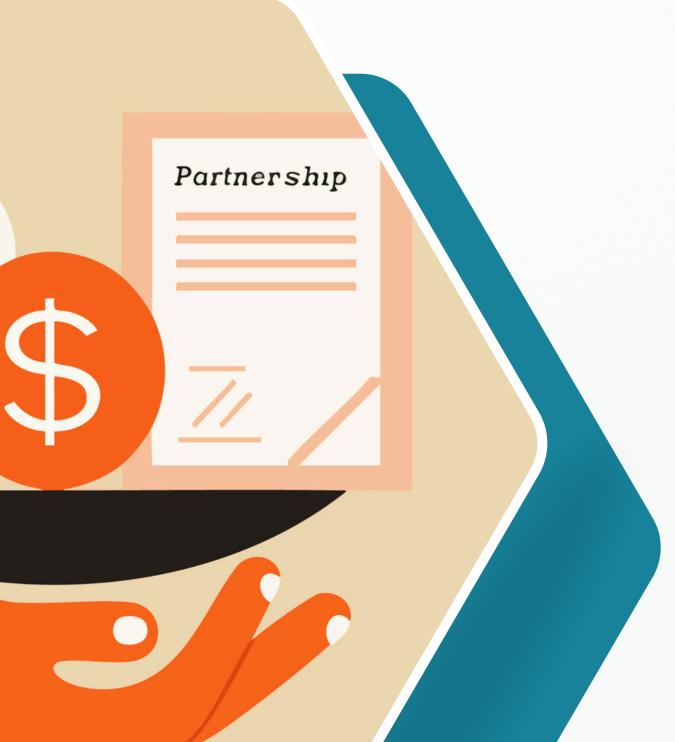Texas Broadband Development Office
idali.reyes@cpa.texas.gov

TEXAS BROADBAND DEVELOPMENT OFFICE

Alex D. Guerrero
Director of Regional Initiatives
Texas Association of Regional Councils
alexg@txregionalcouncil.org

Texas Association of Regional Councils

UPDATE

TRBP Application Webinar No. 1

December 11, 2025

OVERVIEW OF THE TRBP PROGRAM

- The Texas Regional Broadband Program is coordinated by the Texas Association of Regional Councils (TARC) in partnership with the Texas Broadband Development Office (BDO), within the Texas Comptroller of Public Accounts (CPA). This program will enhance the capacity of regional councils of governments (COGs) to spearhead regional digital opportunity strategies and local broadband planning. With TARC acting as a pass-through entity, participating COGs will receive crucial funding to support dedicated broadband staffing for three years.

- This $8.75 million investment, funded by the state's Broadband Infrastructure Fund, will enable each COG to lead local planning efforts to foster successful broadband adoption and implementation of digital opportunity initiatives at the regional level.

- The TRBP rollout began on December 3, 2025, with the release of the COG Application of Interest.

This is a planning program, not infrastructure deployment.

TRBP PROGRAM INTENT

The TRBP is intended to enable COG's to:

- Conduct broadband & digital opportunity planning.

- Build regional staffing capacity (e.g., Regional Digital Access Specialists).

- Support multi-county stakeholder engagement, asset mapping, and convenings.

- Develop and deliver a Regional Digital Opportunity Plan.

- Coordinate with vendors, ISPs, local governments, workforce partners, libraries, higher ed, nonprofits, etc.

- Align regional activities with statewide digital opportunity goals overseen by BDO.

ROLES & RESPONSIBILITIES

BDO
- Provides fiscal oversight, ensures allowability of expenses and enforces state requirements.
- Provides program governance, program funding and approves deliverable requirements as detailed below.

TARC
- Statewide program coordination across all COG's.
- Pass-through entity for funding and reporting.
- Provides technical assistance, office hours, resources and training.
- Reviews COG submissions, monthly reporting, and reimbursements.
- Consolidates quarterly programmatic & financial reports for BDO.

ROLES & RESPONSIBILITIES

COG's / Regional Digital Access Specialists
- Submit application and supporting documents.
- Lead regional broadband and digital opportunity planning efforts.
- Submit monthly progress & reimbursement reports to TARC.
- Collaborate with SME to develop 3 - 8 regional strategies with KPI's aligned to statewide goals.
- Deliver a Regional Digital Opportunity Plan.
- Participate in monitoring and compliance activities.

Subject Matter Expert (SME)
- Supports COGs with technical assistance, planning expertise and strategy development.
- Conducts initial and final intensive workshops for regional planning development.
- Provides monthly technical support, office hours and professional development.
- Helps develop planning frameworks, strategy identification, and digital inclusion tools.
- Delivers a final analysis report summarizing findings and outcomes.

COG TRBP APPLICATION WALKTHROUGH

COG Application Factsheet

- Program purpose and funding (3-year planning program; minimum ~$107k/year per COG).
- Roles & responsibilities of TARC, BDO, COGs, and SME.
- Reporting, reimbursement and compliance expectations.
- Required documents and timelines before starting the application.

COG Application Form (Submitted via Microsoft Forms)

- COG contact and staffing details.
- Existing broadband/digital opportunity activities.
- Regional partnerships and planning readiness.
- Anticipated staffing structure (existing or new Regional Digital Access Specialist).
- High-level planning priorities and support needs.

Required Supplemental Documentation

- Most recent Annual Comprehensive Financial Report (ACFR).
- Indirect Cost Rate Agreement (ICRA) or Certification (ICC).
- Any relevant broadband/digital opportunity plans.

COG REPORTING REQUIREMENTS

COG Reporting Cadence
- Monthly progress reports or updates are required under this program.
- Quarterly reports from COG's are required within the approved program format and will be compiled into:
  - Quarterly Programmatic Report → submitted to BDO.

COGs must:
- Track all TRBP activities monthly (contract deliverable).
- Document regional coordination, engagement, planning progress, partnerships, and challenges monthly for use in quarterly summaries.

Core Monthly Reporting Elements (Tracked & Reported Monthly → Rolled Up Quarterly):
*Not an exhaustive list
- Stakeholder engagement & convenings
- Staff activity and level-of-effort
- Plan development milestones
- KPI progress
- Regional partnerships and outreach
- Challenges, needs and success highlights

COG FINANCIAL REQUIREMENTS

Monthly Expense Tracking Summary

COGs must maintain internal records of:
- Staff time/level-of-effort dedicated to TRBP activities.
- Program-related activities tied to community engagement, stakeholder coordination, meetings, TA and plan development.
- Documentation for all TRBP-related expenditures (invoices, receipts/GL's, monthly financial statements and personnel effort).
- Eligible cost categories (staff, fringe, indirect, meetings, travel, supplies).
- SME-supported activities, if applicable.
- Any implementation-ready activities for COGs with existing broadband plans.

Purpose of Monthly Tracking
- Ensures activities align with required deliverables.
- Supports TARC's quarterly financial reimbursement request to BDO.
- Helps verify progress toward the COG's Regional Digital Opportunity Plan.

A dedicated TRBP Financial Training will be held during the TARC Bi-Annual Staff Training on February 5, 2026 in Austin, TX.

More details will be shared with COG staff as we get closer to the event.

PROPOSED TIMELINE OF ACTIVITIES

Jan. 16, 2026

COG Application of Interest Due

5:00 PM

Jan. 23, 2026

Office Hours #3

10:00 AM

Feb. 3, 2026

TRBP COG Kickoff Training Event

Q&A

1. Questions received during webinars, office hours and through direct outreach will be tracked and documented.

2. All responses will be consolidated into a living TRBP FAQ that will be shared with participating COG's.

3. The FAQ will be updated regularly as new questions emerge throughout the application period and program launch.

THANK YOU

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