

Completing Access to Broadband (CAB) Program Round 2 Reporting Schedule for Progress Reports

The contractor is required to submit progress reports based on the following schedule:

Reporting Period	Due Date	Report Type
April 1 - June 30, 2025	July 15, 2025	Q1 Progress Report
July 1 – Sept. 30, 2025	Oct. 15, 2025	Q2 Progress Report
Oct. 1 – Dec. 31, 2025	Jan. 15, 2026	Q3 Progress Report
Jan. 1 - March 31, 2026	April 15, 2026	Q4 Progress Report
April 1 - June 30, 2026	July 15, 2026	Q5 Progress Report
July 1 – Sept. 30, 2026	Oct. 15, 2026	Q6 Progress Report
Oct. 1 – Oct. 31, 2026	Nov. 30, 2026	Final Report Form for End of Construction Period
Nov. 1 – Oct. 31, 2027	Nov. 30, 2027	Y1 Annual Maintenance Report (Maintenance Period)
Nov. 1, 2027 – Oct. 31, 2028	Nov. 30, 2028	Y2 Annual Maintenance Report (Maintenance Period)
Nov. 1, 2028 – Oct. 31, 2029	Nov. 30, 2029	Y3 Annual Maintenance Report (End of Maintenance Period)

The contractor shall submit at minimum a quarterly report during the construction period, and at minimum an annual report during the maintenance period. The schedule above assumes a full nineteen-month construction period. The contractor may move from a quarterly to an annual reporting period prior to the date above if the construction period of the project is completed early. The final report is due no later than 30 days after the contract end date. The reporting schedule remains in effect for the duration of the contract.

The contractor shall submit its Conflict-of-Interest Policy to NCDIT prior to disbursement of the first payment. At any time during these reporting cycles, the contractor may be required to submit additional information as outlined in Attachment A: Special Terms and Conditions of the Scope of Work.