

Completing Access to Broadband (CAB) Program Company Information (Response Form A)

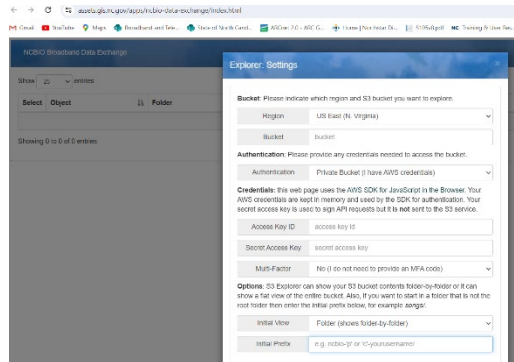
The purpose of this document is to outline the process for submitting response form A and applicable forms to the NC BIO data exchange.

The documents below are to be uploaded into the NC BIO data exchange folder assigned to your company. These are one-time documents that will not need to be uploaded for each project:

1. CAB Project Response Form A (Company Information). This should be saved in an Adobe PDF format.
2. Byrd Anti-lobbying Certification.
3. No Overdue Tax Debts Certification.
4. Updated Financial Information

The instructions to access and utilize the data exchange are listed below:

1. Request NC BIO Data Exchange credentials from Broadbandmapping@nc.gov . Please keep in mind there is one set of credentials per ISP, not per user.
2. Keep your credentials safe. Please contact NC BIO at Broadbandmapping@nc.gov if you need to reset or retrieve credentials.
3. Click [here](#) to log into the Data Exchange. This is where you can view uploaded documents specific to your organization. All folders and data will be visible, including any data your organization may have uploaded in the past (such as mapping information) along with any data the Office may have uploaded for other projects pertaining to your organization.
4. Utilize the log in information provided pursuant to your credential request to access your organizational folder. The following fields will require the following inputs:
 - **Bucket:** *dit.cgia.ncbio.data*
 - **Authentication:** Select *Private Bucket (I have AWS credentials)* from the drop-down menu
 - **Access Key ID:** provided in your credential email
 - **Secret Key ID:** provided in your credential email
 - **Initial view:** this is preference, see all the items at once (bucket) or folder by folder (folder)
 - **Initial Prefix:** (also referred path) *ncbio-p-(user ID provided in credential email)* Ex: if the user ID for Bobs Internet was *bobsinternet* the initial prefix would be *ncbio-p-bobsinternet*



- To change any preferences once inside the data exchange you select the cog wheel in the upper right-hand corner.



- Once logged in, click the CAB Response form A link

Show entries Search:

Select	Object	Last Modified	Timestamp	Class	Size
<input type="checkbox"/>	CAB Response form A/				

*** An [instructional video](https://assets.gis.nc.gov/apps/ncbio-data-exchange/ncbb-data-exchange-demo.mp4) (https:// assets.gis.nc.gov/apps/ncbio-data-exchange/ncbb-data-exchange-demo.mp4) has been created to demonstrate how to log in and use the web app. Keep in mind this video highlights uploading documents.