



National Digital Inclusion Alliance: National Digital Navigator Corps Letter of Intent (LOI) Instructions

Organizations interested in submitting a full proposal to be a National Digital Navigator Corps grantee should first submit a Letter of Intent (LOI). The primary purpose of the Letter of Intent (LOI) is to demonstrate the need for the project in the proposed community and the capacity of the organization to serve a rural or Tribal community for the duration of the project. The program need must be well-documented in the LOI, and the LOI should include examples of how the interested organization works with the prioritized rural and/or Tribal communities.

Using the [Letter of Intent form](#), respond to each question briefly, clearly, and concisely. The narrative should not exceed 1,000 words total. **Letters of Intent are due to be submitted via the online form by 11:59pm, EST on May 20, 2022.** Organizations will be notified of the status of their LOI by May 31, 2022 and successful organizations will be invited to submit a full application by June 30, 2022.

1. **Summary:** Provide a 200-400 word summary of your project, including a brief description of your organization, the community you serve, your goals for this project, and how the community will benefit.
2. **Need:** Provide recent data that demonstrates the community need for this project. **(use a - b to identify each response separately)**
 - a. Who are the target clients for your digital navigator? How many individuals do you plan to serve? What elements necessary for digital inclusion (broadband connection, devices, skills) are most needed in your community?
 - b. How have you identified your target population? (For example, include data in areas such as income, internet access, and device ownership in the community you serve using community partners and sources like the [American Community Survey](#), [the Bureau of Indian Affairs](#), and [Pew Research](#).)
3. **Priority Communities:** Please describe the level to which your organization serves rural and/or Tribal communities, including data like the percentage of your clients that fall into these prioritized categories and examples of recent projects where your organization has served this audience. Organizations will score higher in the priority areas if they are primarily based in rural and/or Tribal communities, if they serve exclusively or primarily rural and/or Tribal communities, and if they are staffed by members of the rural and/or Tribal communities they serve.

For more information, visit the digitalinclusion.org/navigator or contact DigNavSupport@digitalinclusion.org.