



Corporation
for Public
Broadcasting

Fiscal Year 2016 Radio Community Service Grant (CSG) Application Questionnaire (Expenditure Period October 1, 2015 – September 30, 2017)¹

All material provided and assertions made by the applicant are subject to independent verification.
CPB will make all final eligibility determinations at its sole discretion.

Station Call Letters _____

Name of Person Completing Application _____

Position Title _____

Direct Telephone Number () _____ **Email** _____

1	Main (Flagship) Station Call Letters		Frequency	
2	Station Mailing Address	Address 1		
		Address 2		
		City		
		State		Zip Code
3	E-mail address for General Manager		Website	
4	Station Phone #		Fax #	
5	Date Licensed			
6	Date On-Air			
7	Official Licensee Name as Indicated on the FCC Website			
8	Governing Board of Licensee			

¹ In April 2013 CPB’s Board of Directors approved updates to the Radio Community Service Grant program. Applicants applying to enter the Radio CSG program must meet the fully phased-in program updates as reflected in this document at the time of application.

Fiscal Year 2016 Radio CSG Pre-Application Certification of Eligibility

Review each statement and mark the "Yes" or "No" column with an "X". This pre-application certification is designed to ascertain whether your station fully complies with the [FY2015 Radio CSG General Provisions and Eligibility Criteria](#) and the Communications Act requirements. Stations seeking to enter the Radio CSG program must be fully in compliance with all the CSG General Provisions and Eligibility Criteria and the Communications Act requirements at the time of application. Answering "Yes" to all of the questions is not a guarantee that the station will be admitted to the CSG program. However, no applicant will be accepted into the program unless and until it is in compliance with all program requirements. You should have a copy of the General Provisions and the Communications Act requirements in front of you to refer to as you answer the questions. These documents may be found on the CPB website at [FY2015 Radio CSG General Provisions and Eligibility Criteria](#) and [Certification Requirements for Station Grant Recipients](#).

	Yes	No	
1			The station(s) and its/their licensee comply with all of the provisions of the Corporation for Public Broadcasting <i>FY2015 Radio CSG General Provisions and Eligibility Criteria</i> for the fiscal year for which they are applying.
2			The applicant operates an <i>on-the-air</i> broadcast station that has an effective radiated power of 100 watts or greater in the case of an FM radio station, or an operating power of 250 watts or greater in the case of an AM radio station under a renewable noncommercial license granted by the FCC.
3			The station(s) has a minimum operational schedule of 18 consecutive hours per day, seven days per week, fifty-two weeks per year.
4			The station(s) meets the minimum staffing requirement for its appropriate grant level (B, C or D, as determined by CPB).
5			The station(s) and its licensee comply in full with all applicable Federal Communications Commission rules and regulations.
6			The station(s) and its/their licensee comply in full with the open meetings requirements of the public broadcasting provisions of the Communications Act of 1934, as amended, which are codified at 47 U.S.C. § 396(k)(4).
7			The station(s) and its/their licensee comply in full with the open financial record requirements of the public broadcasting provisions of the Communications Act of 1934, as amended, which are codified at 47 U.S.C. § 396(k)(5).
8			The station(s) and its/their licensee comply in full with, or are exempted from, the community advisory board requirements of the public broadcasting provisions of the Communications Act of 1934, as amended, which are codified at 47 U.S.C. § 396(k)(8).
9			The station(s) and its/their licensee comply in full with the equal employment opportunity requirements of the public broadcasting provisions of the Communications Act of 1934, as amended, which are codified at 47 U.S.C. § 396(k)(11).
10			The station(s) and its/their licensee comply in full with the donor list and political activity requirements of the public broadcasting provisions of the Communications Act of 1934, as amended, which are codified at 47 U.S.C. § 396(k)(12).
11			The station(s) and its/their licensee comply with the discrete accounting requirement. Discrete accounting requires recipients of CSG funds to utilize a unique code that identifies CSG funds – both revenues and expenses, restricted and unrestricted – so that both the grantor and the auditor can discretely track those funds within the accounting system.

CERTIFICATION

The officials named below attest and affirm that each of the above statements is true and that the information provided throughout this application is accurate and verifiable.

The officials named below further understand and agree that the licensee will inform CPB immediately in writing upon failure to maintain any of the foregoing criteria and requirements outlined in the [FY2015 Radio CSG General Provisions and Eligibility Criteria](#) and the [Certification Requirements for Station Grant Recipients](#).

Attestations of two different individuals are required: (1) an authorized official of the licensee responsible for signing grants/contracts for the licensee and who has knowledge and authority to certify that the licensee and its station(s) meet or exceed each of the eligibility criteria set forth above and to certify the accuracy of all the data and information above (*e.g.*, chairman, treasurer or secretary of the board of directors, university vice president for finance, president of the school board, etc.) and (2) the chief executive officer in charge of the operation of the station(s) (*e.g.*, president, general manager, or station manager).

Licensee Official Name and Title

Licensee Official Signature **Date**

Head of Grantee Name and Title

Head of Grantee Signature **Date**

Criterion #1 General Information

	Yes	No	
1			The station(s) (AM or FM) is on the air, operating as a noncommercial, educational radio station under a renewable noncommercial license granted by the FCC.
2			The station and its licensee comply in full with all applicable Federal Communications Commission rules and regulations including those concerning equal employment opportunity (47 C.F.R. 73.2080).
3			The station and its licensee comply in full with the Communications Act of 1934, 47 U.S.C 390, <u>et seq.</u> . See footnote. ²
4			The station(s) has a minimum operational schedule of 18 consecutive hours per day, 7 days per week, and 52 weeks per year. ³
5			The station and the licensee comply with the laws and regulations of the Internal Revenue Service, and with all other applicable Federal law or regulations governing political activity and lobbying in effect at the time of certification.
6			The station neither sells, rents, leases, loans, trades, gives, donates, transfers nor exchanges their membership or donor names to, with, or from any local, state, or federal candidate for public office, authorized committee for such a candidate, or political party for any purpose whatsoever, except as required by law.
7			The station maintains active control of their membership and donor lists, and takes all appropriate measures to ensure against unauthorized use of such lists including requiring any third party, including but not limited to list brokers, mail-list management organizations, Friends organizations, fundraising organizations, or advertising or public relations agencies to abide by a grantee's compliance requirements.
8			The station periodically informs members/donors of any potential for sale, rental, lease, loan, trade, gift, donation, transfer, or exchange of their names; and offers a means by which the names may be suppressed upon request; and suppresses names as requested.
9			The station maintains complete and accurate records of all uses of membership and donor lists for fundraising purposes, and furnishes such records on request.

² Section 396(k)(4)-Requiring all meetings of the governing body, any committee of such governing body, and any advisory body of the recipient to be open, preceded by reasonable notice to the public to the extent that the deliberations of those bodies relate to public broadcasting. Exceptions to this provision are listed in Section 396(k)(4) and Section 397(5) of the Communications Act.

Section 396(k)(5)-Requiring that copies of the recipient's annual financial and audit reports, and other information regarding finances submitted to CPB, be made available by the recipient for public inspection.

Section 396(k)(8)-Requiring the establishment and maintenance of a community advisory board for certain licensees as described in this section of the law.

Section 396(k)(11)-Requiring that the statistical report described in Section 12 under *Equal Opportunity* of the *Fiscal Year 2011 CPB Radio Station Grant General Provisions and Eligibility Criteria* be made available to the public at the central office of the station and at every location where more than five full-time employees are regularly assigned to work.

For further detail, see the CPB web page [Certification Requirements for Station Grant Recipients](#)

³ AM stations which are restricted by the terms of their licenses to less than the minimum broadcast schedule required by the CPB policy may be eligible to enter the CSG program if all other criteria are met.

	Yes	No	
10			The station adheres to strict standards of balance and objectivity in its programming and will continue to do so throughout the grant period.
11			Does the station have any ethics standard or other issues pending before the FCC?

First Service Status

	Yes	No	
12			The station provides the first CPB-funded public radio service to at least two-thirds of its (and its translators) coverage area population, applying primary signal coverage standard of 1 mV/m for FM and 5 mV/m daytime, ground wave for AM.

Audience Service Criteria

CPB determines the Community Service Grant (CSG) Level for radio stations. Stations in CSG Level A are not required to meet the Audience Service Criteria (Sole Service stations, very rare). Stations in CSG Levels B, C, and D are required to meet the Audience Service Criteria by showing either:

- (1) a minimum, measurable level of listening relative to its coverage area population

and/or

- (2) a minimum, measurable level of community financial support relative to coverage area population as defined in the Audience Service Criteria Summary (see attached FY2015 Radio Community Service Grant General Provisions and Eligibility Criteria to learn more about the requirements for meeting the Audience Service Criteria)

Refer to pages 14 and 15 of the [FY2015 Radio CSG General Provisions and Eligibility Criteria](#) to view the formula used to determine eligibility in both categories.

	Yes	No	
13			Does the station meet the Audience Service Criteria? Please provide documentation supporting affirmative assertions made in this section.
14			<p>If the station meets the Audience Service Criteria, does it meet it under a minimum, measurable level of listening relative to its coverage area population?</p> <p>Using the station’s AQH measurements, refer to pages 14 and 15 of the FY2015 Radio CSG General Provisions and Eligibility Criteria for guidance on how to calculate whether the station meets the Listening Index (LI).</p>

	Yes	No	
15			If the station meets the Audience Service Criteria, does it meet it under a minimum, measurable level of community financial support relative to coverage area population? (Note: Sum lines 4.1 and 6 through 9 of the FY2014 Annual Financial Summary Report (FSR) to determine Community Financial Support and refer to pages 14 and 15 of the FY2015 Radio CSG General Provisions and Eligibility Criteria for guidance on how to calculate whether the station meets the Community Financial Support Index (CFSI).

What is the amount of the station's 2014 Community Financial Support (CFS)? _____

Minority Audience Service Station

To qualify as a Minority Audience Service Station (MASS), a station must provide significant service to a minority group or groups through diverse programming that serves the needs and interests of minorities. Stations will be deemed qualified based on meeting at least one of the criteria below. **Please include supporting documentation if the applicant meets any of the following tests.**

	Yes	No	
16			A measured minority audience composition (Cume) greater than 51 percent averaged over the previous three consecutive measured quarters*, or
17			The station is licensed to a designated Historically Black College or University; or
18			The station is licensed to a Native American Tribe, a consortium of Tribes, or an entity controlled by a Tribe, and is licensed to a community within recognized Tribal Lands and provides a coverage area of which a substantial portion includes Tribal Lands. **

*In markets where audience measurements (i.e., Nielsen Audio) are not available or such measurements are based on a total cumulative audience of 5,000 or less, CPB will use the minority composition of the station's primary coverage area. Coverage area population is based upon coverage area using contours as determined by the FCC (60 dbu) and the most recent U.S. Census Bureau population data. Under these circumstances, a station can be recognized as a minority audience service station if its coverage area population minority composition is greater than 50%.

**Native American stations must certify the Native American Certification Statement attached at the end of the application. Documentation must be maintained to support this claim.

Exhibit I

- A. Attach a copy of your Average Quarterly Hour (AQH) measurements, as measured by Nielsen Audio in its spring survey period (e.g., for the calculation of the Listening Index for FY 2016 Radio CSGs, Spring 2013 and Spring 2014.)
- B. Attach a copy of supporting documentation that confirms the station's status as a Minority Audience Service Station.

Criterion #2 License

	Yes	No	
1			Has the station been assessed a forfeiture by the FCC in the past five years, or have any pending violations?
If yes, list the year(s) and provide a brief summary of the violation.			
2			Does the licensee own/operate any other CSG recipient station(s)?
If yes, list the call letters and location(s).			

Dual Operations

- (a) **Joint licensees** (i.e. licensees eligible to receive both a Television CSG and one or more Radio CSGs) must meet eligibility criteria and operating requirements for both radio and television grants without double-counting the same resources.
- (b) **Licensees receiving more than one Radio CSG** must meet the eligibility criteria and operating requirements for each grant without double-counting the same resources.

Exhibit II

- A. Attach a copy of the FCC Broadcast Station License. (If the License is expired, attach proof of filing for license renewal.)
- B. Attach a copy of the station’s latest FCC Ownership Report.
- C. Attach a list of the Licensee’s Board of Directors, and the expiration dates of their terms of office.
- D. Complete (below) the list of call letters, frequencies, and locations for co-licensed stations that meet the definitions of (a) and or (b) above.

Dual Operations

Call Letters	Frequency	Location (City, State)

- E. On this page (Exhibit II-D), please list any additional stations, repeaters, and/or translators owned and operated by the Licensee.

EXHIBIT II D

In the table below, please list any additional stations and/or translators owned and operated by the Licensee.

Call Letters	Frequency	Location (City, State)	Format

Criterion #3 Operational Power

	Yes	No	
1			The station must have an effective radiated power of 100 watts or greater in the case of an FM radio station, or an operating power of 250 watts or greater in the case of an AM radio station.
2	Station Power	FM	Watts ERP Horizontal
			Watts ERP Vertical
			Height Above Average Terrain (HAAT)
		AM	Watts Daytime
			Watts Nighttime
	Yes	No	
3			Has the station's transmitter been converted to digital (HD)?
4	What is the population within the 1mV/m for FM, 5mV/m for AM coverage area of the applicant station(s)?		
5	What is the approximate 1mV/m for FM, 5mV/m for AM coverage area in square kilometers of the applicant station(s), <u>land area only</u> ?		

Exhibit III

- A. Submit one copy of a coverage map showing the 1mV/m for FM or 5mV/m for AM contour of the applicant station(s).

Criterion #4 Staff

CSG Level A:	No minimum staffing requirement (Sole Service stations. Very rare.)
CSG Level B:	Minimum of two full-time (minimum of one FT and one FTE) employees
CSG Levels C and D:	Four (minimum of two FT and two FTEs)

Full-time and full-time-equivalent (FTE) employees – professional radio station staff includes permanent personnel with demonstrated skill and expertise in the management, programming, production, promotion, development or engineering areas of radio station operation, paid no less than the minimum federal hourly wage plus regular health benefits, whose terms of employment require the exercise of full-time and/or FTE duties in one or more of these areas.

The term **full-time** identifies the number of hours that constitute a normal work week at each institution or station.

The term **full-time-equivalent** (FTE) identifies the number of hours that constitute the normal full-time work week at each institution or station.

Positions funded by the CSG may not be counted in fulfillment of required full-time, or full-time-equivalent, professional radio station staff.

Custodial and clerical staff, students whose student status is a condition of employment, interns and persons enrolled in programs of formal on-the-job training shall not be counted as satisfying the full-time or full-time-equivalent employment requirement, nor shall personnel teaching or fulfilling other academic duties in excess of the equivalent of one three-hour credit course per quarter or semester.

Grantees meeting the definition as a Minority Audience Service Station grantee may count full-time-equivalent staff toward the full-time staffing requirement.

Exhibit IV

- A. Use Exhibit IV-A (next page) to list all the full-time and full-time equivalent professional staff who meet the above definition for qualification.
- B. Complete and attach the Radio 2014 Survey Questions (**SAS-Radio**) **Excel spreadsheet** available on the [Station Activities Survey](#) page of the CPB website. (Do not attempt to complete the 2014 Online Survey.)
- C. Attach a resume of the professional broadcast background of each of the full-time and full-time equivalent staff members listed.
- D. Attach a letter of appointment or salary/contract information to support each staff person listed.

EXHIBIT IV A

List all full-time and full-time equivalent professional radio staff (as defined in the criteria).

Name			Name		
Position			Position		
Hours per week devoted to radio station duties			Hours per week devoted to radio station duties		
Required hours of non-radio station duties			Required hours of non-radio station duties		
Annual Salary			Annual Salary		
Salary Source			Salary Source		
Employee receives normal benefits provided by the licensee?	Yes	No	Employee receives normal benefits provided by the licensee?	Yes	No
Start Date			Start Date		

Name			Name		
Position			Position		
Hours per week devoted to radio station duties			Hours per week devoted to radio station duties		
Required hours of non-radio station duties			Required hours of non-radio station duties		
Annual Salary			Annual Salary		
Salary Source			Salary Source		
Employee receives normal benefits provided by the licensee?	Yes	No	Employee receives normal benefits provided by the licensee?	Yes	No
Start Date			Start Date		

Name			Name		
Position			Position		
Hours per week devoted to radio station duties			Hours per week devoted to radio station duties		
Required hours of non-radio station duties			Required hours of non-radio station duties		
Annual Salary			Annual Salary		
Salary Source			Salary Source		
Employee receives normal benefits provided by the licensee?	Yes	No	Employee receives normal benefits provided by the licensee?	Yes	No
Start Date			Start Date		

Name			Name		
Position			Position		
Hours per week devoted to radio station duties			Hours per week devoted to radio station duties		
Required hours of non-radio station duties			Required hours of non-radio station duties		
Annual Salary			Annual Salary		
Salary Source			Salary Source		
Employee receives normal benefits provided by the licensee?	Yes	No	Employee receives normal benefits provided by the licensee?	Yes	No
Start Date			Start Date		

Name			Name		
Position			Position		
Hours per week devoted to radio station duties			Hours per week devoted to radio station duties		
Required hours of non-radio station duties			Required hours of non-radio station duties		
Annual Salary			Annual Salary		
Salary Source			Salary Source		
Employee receives normal benefits provided by the licensee?	Yes	No	Employee receives normal benefits provided by the licensee?	Yes	No
Start Date			Start Date		

Name			Name		
Position			Position		
Hours per week devoted to radio station duties			Hours per week devoted to radio station duties		
Required hours of non-radio station duties			Required hours of non-radio station duties		
Annual Salary			Annual Salary		
Salary Source			Salary Source		
Employee receives normal benefits provided by the licensee?	Yes	No	Employee receives normal benefits provided by the licensee?	Yes	No
Start Date			Start Date		

Name			Name		
Position			Position		
Hours per week devoted to radio station duties			Hours per week devoted to radio station duties		
Required hours of non-radio station duties			Required hours of non-radio station duties		
Annual Salary			Annual Salary		
Salary Source			Salary Source		
Employee receives normal benefits provided by the licensee?	Yes	No	Employee receives normal benefits provided by the licensee?	Yes	No
Start Date			Start Date		

Name			Name		
Position			Position		
Hours per week devoted to radio station duties			Hours per week devoted to radio station duties		
Required hours of non-radio station duties			Required hours of non-radio station duties		
Annual Salary			Annual Salary		
Salary Source			Salary Source		
Employee receives normal benefits provided by the licensee?	Yes	No	Employee receives normal benefits provided by the licensee?	Yes	No
Start Date			Start Date		

Name			Name		
Position			Position		
Hours per week devoted to radio station duties			Hours per week devoted to radio station duties		
Required hours of non-radio station duties			Required hours of non-radio station duties		
Annual Salary			Annual Salary		
Salary Source			Salary Source		
Employee receives normal benefits provided by the licensee?	Yes	No	Employee receives normal benefits provided by the licensee?	Yes	No
Start Date			Start Date		

Criterion #5 Facilities

A station must have sufficient professionally-equipped on-air and production facilities to allow for broadcast of programming of high technical quality, including the capability for simultaneous local production and origination. In addition, the licensee must provide sufficient office space suitable for station operations.

	Yes	No	
1			Does the station have production and studio facilities that are separate from its on-air control room(s)?
2			Does the station have separate studios?
3			Does the station have combination control room/studios (not including the above?)
4	How many offices?		
5	What is the total floor space in square feet for the offices?		
6	What is the total floor space in square feet for the station?		

Exhibit V

- A. Attach a floor plan of the station's control rooms, studios, production facilities, and offices (with a footage key).
- B. Attach a listing of the major items of control room, studio, and production equipment.

Criterion #6 Broadcast Operations

The station must have as a minimum an operating schedule of 18 consecutive hours per day, 7 days per week and 52 weeks per year. Shared-time stations are not required to operate in excess of their authorized time in order to meet this criterion. AM stations which are restricted by the terms of their licenses to less than the minimum broadcast schedule required by the CPB policy may be eligible to enter the CSG program if all other criteria are met.

	Yes	No	
1			As a minimum, the station has an operating schedule of 18 consecutive hours per day, 7 days per week, and 52 weeks per year?
2			Is the station a shared-time station that is not required to operate in excess of their authorized time to meet this criterion?
3			Is this an AM station restricted by the terms of its licenses to less than the minimum broadcast schedule required by the CPB policy?

Criterion #7 Programming

- (a) The substantial majority of the station's daily total programming hours broadcast on its primary channel and the substantial majority of the station's daily total programming hours broadcast on all of its additional multicast channels **must be devoted to CPB-qualified programming**, which is defined as general audience programming that serves demonstrated community needs of an educational, informational, and cultural nature.
- (b) Programs that further the principles of particular political or religious philosophies, or that are designed primarily for in-school or professional in-service audiences, are not considered CPB-qualified programming.

Stations that are campus stations managed and operated by and for students; and/or stations that provide in-service training programming to licensee employees, clients, and/or representatives; or stations licensed to political organizations are not CSG eligible.

1	Does the station meet the Programming Criteria as listed above?	Yes		No	
2	What is the primary format of your station?				
3	Is there/are there other CPB-qualified station(s) within your primary signal area? (check one)	Yes		No	
3a	If yes, list the call letters and location(s).				

Exhibit VI

- A. Attach a copy of the Mission and Goals Statement of the station.
- B. Attach a statement of programming philosophy that implements the Mission and Goals of the station.
- C. Attach a copy of a current program guide or schedule, including brief program descriptions.
- D. If your station is a subscriber to Nielsen Audio reports, please include top line numbers (Average Quarter Hour and Cume) for the last two Spring audience estimate reports.

Criterion #8 Community Advisory Board (CAB)

Station grantees must certify their compliance with The Communications Act of 1934, 47 U.S.C. 396, et seq., as amended ("Communications Act" or "Act"). These requirements involve five specific areas:

- meetings which must be open to the public (Section 396(k)(4));
- financial information which must be made available to the public (Section 396(k)(5));
- community advisory boards which must be established by certain stations (Section 396(k)(8));
- equal employment opportunity ("EEO") regulations and reporting requirements which must be observed (Section 396(k)(11)) and
- donor list and political activities requirements (Section 396(k)(12)).

CPB requires station grant recipients to certify their continued compliance with the requirements of Sections 396(k)(4), (5), (8), (11), and (12) of the Communications Act prior to receiving any grant funds.

The Community Advisory Board requirement provisions apply to all stations except those stations that are owned and operated by a State, a political or special purpose subdivision of a State, or a public agency. Thus, if a station is privately owned (as are all community licensees, as well as stations owned by private universities and other private organizations), it must, without exception, comply with these provisions.

Further information about the CAB is available at [Certification Requirements for Station Grant Recipients](#)

Yes	No	
		Does the station have a Community Advisory Board (CAB)?

Exhibit VII

- A. Submit a description of your CAB including the effective date. Describe its structure, method of appointment and specific duties. See the CPB website [Certification Requirements for Station Grant Recipients](#)

Note: This is a requirement for all grantees not owned by a State, a political or special purpose subdivision of a State, or a public agency. If your station is not required to comply with the Community Advisory Board requirement provision, please enclose a memo explaining why.

Criterion #9 Nonfederal Financial Support (NFFS) Income

Applicants must be able to prove the financial viability of the station prior to qualification, and each year thereafter if admitted to the CSG program as a Grantee.

1	What is the amount of the station's 2014 Nonfederal Financial Support?	
2	What is the station's total non-federal operating budget for its current fiscal year, including direct, in-kind, and indirect income?	
3	What is the station's fiscal year ending date?	
4	What will be the total non-federal operating budget for next fiscal year, including direct, in-kind, and indirect income?	
5	How often do you prepare financial statements (i.e. monthly, quarterly, annually)?	
6	Are financial statements produced internally or externally?	
7	Do you have an annual financial statement audit?	
8	If the answer to #7 is "yes" what fiscal period did the last audited financial statements cover (e.g. FYE 6/30/12, 12/31/12, etc.)? Please attach to your application.	
9	Is the audit conducted by an independent public accountant (IPA), State Audit Agency or internal audit department?	
10	Did the IPA's report on the audited financial statements include an unqualified, qualified, disclaimer, or adverse opinion?	
11	Did the most recent year's audit report contain a "going concern" note to the financial statements?	

Minimum NFFS: For FY2016 grants, the minimum FY2014 NFFS for each of the CSG Levels is listed in the table below:

Grant Level	Minimum NFFS ⁴
A	N/A
B/C MASS/RASS	\$100,000
B/C Non-Mass/RASS	\$300,000
D	\$500,000

Minimum NFFS amounts for eligible stations will also be required to include a minimum of 50 percent of NFFS as cash (not In-Kind).

Exhibit VIII

- A. Complete the 2014 CPB Annual Financial Summary Report available at <http://cpb.org/grants/507/2014-FSR-Grantee-data.xlsx> Please round to the nearest dollar.
- B. Provide a detailed operating budget for the station's 2015 fiscal year and a projected budget for the station's 2016 fiscal year. Include a breakdown of income sources and NFFS for each year.

Note: For the definition of NFFS and to gain a full understanding of the CPB financial reporting guidelines visit [Financial Reporting Guidelines for Preparing the AFR and FSR](#) on the CPB website.

⁴ The minimum NFFS requirement of \$100,000 will be extended to Minority Audience Service Stations (MASS stations) with a minority audience Cume listening (weekly audience) of 75% or greater.



Corporation
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Broadcasting

Native American Station Certification

The Corporation for Public Broadcasting’s Board of Directors passed a resolution on September 22, 2010 that created requirements for Minority Audience Service Station (MASS) eligibility (detailed on the following pages), including criteria for Native American stations, which states the eligible station must be:

“licensed to Native American Tribe; a consortium of Tribes; or an entity controlled by a Tribe, and is licensed to a community within recognized Tribal Lands and provides a coverage area of which a substantial portion includes Tribal Lands.”

One of the individuals below must sign this document and attest that the grantee meets the criteria listed above and maintain documentation to support this claim.

- An authorized official of the licensee responsible for signing grants/contracts for the licensee.

OR

- The chief executive officer in charge of the operation of the station.

Applicant’s Call Letters: _____

Name of Individual Certifying Compliance: _____

Title of Individual: _____

Signature of Individual Certifying Compliance: _____

Date: _____

Important Reminder: *A grantee that falsely certifies Community Service Grant eligibility criteria may be subject to a forfeiture of its Community Service Grant.*

Minority Audience Service Station Summary

The Public Broadcasting Act requires CPB to support diverse non-commercial educational programming, particularly programming that serves the needs and interests of minorities, and to support unserved and underserved audiences, including those in rural communities. There are certain categories of stations whose core missions support these mandates, such as stations licensed to and serving Native American Tribes that reach underserved minority and rural audiences. Typically, such stations operate in challenging economic environments and/or face additional costs and operating burdens which justify additional financial support from CPB. For example, stations licensed to historically black educational institutions are particularly well-suited to serve minority audiences, but they have been historically under-funded by state and federal appropriations, and they often serve economically disadvantaged populations, which present exceptional fundraising challenges. Accordingly, it is appropriate for CPB's CSG formula to provide additional financial support to public radio stations that need additional resources to serve these targeted audiences, and by doing so to increase the overall economic, educational and social diversity of public radio.

Minority Audience Service Station Support

To qualify as a Minority Audience Service Station (MASS), a station must provide significant service to a minority group or groups through diverse programming that serves the needs and interests of minorities. Stations will be deemed qualified based on meeting at least one of the criteria below.

- 1) A measured minority audience composition (Cume) greater than 40 percent averaged over the previous three consecutive measured quarters⁵; or
- 2) The station is licensed to a designated Historically Black College or University⁶; or
- 3) The station is licensed to Native American Tribe⁷, a consortium of Tribes, or an entity controlled by a Tribe⁸, and is licensed to a community within recognized Tribal Lands⁹ and provides a coverage area of which a substantial portion includes Tribal Lands.

⁵ In markets where audience measurements (i.e., Arbitron) are not available or such measurements are based on a total cumulative audience of 5,000 or less, CPB will use the minority composition of the station's primary coverage area (area-pop). Coverage area population is based upon coverage area using contours as determined by the FCC (60 dBu) and the most recent U.S. Census Bureau population data. Under these circumstances, a station can be recognized as a minority audience service station if its area-pop minority composition is greater than 50%.

⁶ As defined in the higher Education Act of 1965, as amended. (See 20 U.S.C. 1061.)

⁷ Any Indian or Alaska Native tribe, band, nation, pueblo, village or community which is acknowledged by the federal government through the Constitution of the United States, treaties, court decision and/or federal statute to constitute a government-to-government relationship with the United States and eligible for the programs and services established by the United States.

⁸ An entity shall be deemed to be controlled by a Tribe if the entity can certify a) that a majority of the voting members of its governing body are enrolled members of the Tribe whose lands are served by its station, or b) the majority of the governing body's voting members are appointed by one of the entities enumerated in 7 above.

⁹ A "reservation" is defined as any federally recognized Indian tribe's reservation, pueblo, or colony, including former reservations in Oklahoma, Alaska Native regions established pursuant to the Alaska Native Claims Settlement Act (85 Stat. 688), and Indian allotments. "Near reservation" is defined as those areas or communities adjacent or contiguous to reservations which are designated by the Department of Interior's Commission of Indian Affairs upon recommendation of the local Bureau of Indian Affairs Superintendent, which recommendation shall be based upon consultation with the tribal governing body of those reservations, as locales appropriate

CPB will multiply the MASS-qualified station's base grants and NFFS by 1.5.* In addition, stations that meet the above criteria will have their Audience Service Criteria reduced by 50% and may use part time employees to meet the minimum employment requirement.

[*Please note: Any station that qualifies under both MASS and RASS criteria, will receive a 1.5 multiplier to its base grants and a 1.75 multiplier to its NFFS. In addition, such a qualified station would be entitled to receive all the other related benefits.]

for the extension of financial assistance and/or social services, on the basis of such general criteria as: Number of Indian people native to the reservation residing in the area; a written designation by the tribal governing body that members of their tribe and family members who are Indian residing in the area, are socially, culturally and economically affiliated with their tribe and reservation; geographical proximity of the area to the reservation, and administrative feasibility of providing an adequate level of services to the area. 47 C.F. R. 54.400 (e) Both Reservations and Near reservation lands. This definition includes American Indian Reservations and Trust Lands, Tribal Tribal Jurisdiction Statistical Areas, Tribal Designated Statistical Areas, Hawaiian Homelands, and Alaska Native Village Statistical Areas, as well as the communities situated on such lands. FCC 10-24.