

F. Scope of Work

USDA Distance Learning and Telemedicine Grant 2026



APPLICANT NAME: Joseph City Unified School District 02

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Project and Technology Overview

The Joseph City Unified School District (JCUSD) Distance Learning Project is an initiative focused on installing Videoconferencing equipment at both the Jr./Sr. High School and Elementary campuses. This is a fixed site project. By utilizing modern technology, the project connects the district's staff and students to vital academic resources and professional services.

Needs

- *Educational Access:* By installing video conferencing systems and interactive displays, the district will bridge instructional gaps in specialized core curricula, such as STEM and advanced mathematics, and expand access to Dual Enrollment and career pathway programs.
- *Mental Health Services:* The project establishes dedicated telehealth rooms to facilitate reliable, private access to remote mental health counseling (via the Cartwheel program), aiming to reduce student absenteeism and improve family well-being.³⁴
- *Professional Development:* Upgraded audiovisual infrastructure will allow staff to participate in remote training, conferences, and expert-led workshops, eliminating the need for costly and time-consuming travel

Solutions Proposed

Room	Site	Primary Use Cases	Equipment Type	Needs Met
Elementary School Mental Health Telehealth Room	Site 1 - Elementary	● Telehealth ● Small group distance learning ● IEP skills coaching	Small room video conferencing setup: cameras, microphones, speakers, displays, video bars	Mental Health Services, Educational Access
Boardroom (Extra Large Groups)	Site 1 - Elementary	● Large group events ● Classroom-size distance learning ● Digital field trips	Large room conferencing setup: cameras, microphones, ceiling speakers, displays, video bars, switches,	Educational Access, Professional Development

		• Career pathway events • Staff professional development	networking equipment	
Highschool Mental Health Telehealth Room	Site 2 - High School	• Dedicated mental health / telehealth • Private consultation room	Private room video setup: Display connected to A/V device.	Mental Health Services
Large Groups - Highschool Flex Distance Learning Room	Site 2 - High School	• Large group distance learning • Dual enrollment programs • ASU and partner programs • Career exploration	Large classroom conferencing setup: cameras, microphones, ceiling speakers, displays, video bars, switches, networking equipment	Educational Access, Professional Development
Small Groups - Highschool Distance Learning A/V Cart	Site 2 - High School	• Flexible small group setup • Small group learning	Small room video conferencing setup: camera, microphone, speakers, display, Mobile Cart	Educational Access

Activities, Responsible Parties and Timelines for proposed Distance Learning Project

Activity	Responsible Parties	Timeframe
Accept Grant Award and Execute Legal Agreement and associated documentation	Superintendent, business manager	Months 1

Activity	Responsible Parties	Timeframe
Complete Contract Awards and Regulatory Compliance	Superintendent, business manager	Months 1-3
Acquire Necessary Hardware and Software Solutions	Technology Director, Business Manager	Months 1-4
Coordinate and Schedule Installation Logistics	Technology Director, Vendor Installers, School Administrators	Months 4-6
Execute Phase 1 Equipment Setup (Spring Break)	Technology Director, Vendor Installers	Month 7 (Spring Break)
Test and Calibrate New Systems	Technology Director, IT Team	Months 7-8
Complete Phase 2 Equipment Setup and Finalize Installations	Technology Director, Vendor Installers	Months 10-11 (Summer Break)
Provide Staff Professional Development	IT Director	Months 8-12
Initiate Telehealth Service Provision	School Counselors, Cartwheel	Immediately after installation (Ongoing)
Begin Distance Learning Initiatives	Teachers, Instructors, ASU Digital Prep, Northland Pioneer College.	Immediately after installation (Ongoing)
File Initial Federal Progress and Compliance Reports	Superintendent, business manager	Month 12

Year 2 Activities

Activity	Responsible Parties	Timeframe
Quarterly Monitoring & Evaluation of Telehealth & Distance Learning Services	Superintendent, Business Manager, IT Director	Every 3 Months Ongoing

Activity	Responsible Parties	Timeframe
Expansion of Telehealth Services	School Counselors, Cartwheel	Ongoing
Enhancement & Scaling of Distance Learning Programs	Instructors, ASU Digital Prep, Northland Pioneer College	Ongoing
Spring Break Equipment Maintenance	Technology Director, Vendor Installers	Month 19 (Spring Break)
Continued Training for Teachers & Staff	IT Director	Bi-Annual
Mid-Term Program Impact Assessment & Adjustments	Evaluation Team	Month 18
Summer Break Equipment Maintenance (if needed)	Technology Director, Vendor Installers	Months 22-23 (Summer Break)
Federal Progress Report Submission	Superintendent, business manager	Month 24

Year 3 Activities

Activity	Responsible Parties	Timeframes
Quarterly Monitoring & Evaluation of Telehealth & Distance Learning Services	Superintendent	Every 3 Months
Grant Closeout & Final Report Submission	Superintendent, Financial Team	Months 34-36

BUDGET

Before reviewing our budget it should be noted that none of our costs exceed the limits. The total cost for video conferencing licenses in our proposed project budget is \$8,460.00. This is less than 10% of our federal request and the licenses requested are one to one per hardware end-point. We have no broadband facilities in our project therefore they will not exceed 20%. We also have no training in our budget, so it cannot exceed 10%

Line-Item Budget Worksheet						
Joseph City Unified School District 02						
(Insert additional rows as needed)						
Items being funded by Grant and Cash Match						
Line Item #	Site Number	Site Name	Description of Equipment	Unit Cost	# of Units	Extended Costs
\$ 1	\$ 1	Joseph City Elementary School	Elementary School Mental Health Telehealth Room			\$ -
\$ 2	\$ 1	Joseph City Elementary School	Cisco Room Bar Pro All-in-One Video Bar	\$ 15,197	\$ 1	\$ 15,197
\$ 3	\$ 1	Joseph City Elementary School	3-Year Hardware Warranty for Cisco Bar Pro	\$ 4,736	\$ 1	\$ 4,736
\$ 4	\$ 1	Joseph City Elementary School	Viewsonic 75-Inch Display	\$ 4,809	\$ 1	\$ 4,809
\$ 5	\$ 1	Joseph City Elementary School	Professional Installation	\$ 8,128	\$ 1	\$ 8,128
\$ 6						
\$ 7						
\$ 8	\$ 1	Joseph City Elementary School	Extra Large Groups - Districtwide Distance Learning Room for Student Career Pathway events and Teacher PD			
\$ 9	\$ 1	Joseph City Elementary School	Cisco Room Kit EQ with Quad Cam Videoconferencing System	\$ 29,209	\$ 1	\$ 29,209
\$ 10	\$ 1	Joseph City Elementary School	3-Year Hardware Warranty for Video Conferencing System	\$ 8,330	\$ 1	\$ 8,330
\$ 11	\$ 1	Joseph City Elementary School	Codec Equipment Rack	\$ 117	\$ 1	\$ 117
\$ 12	\$ 1	Joseph City Elementary School	VPTZ Pan-Tilt-Zoom Camera (Two-Way Visual) for full room coverage	\$ 9,872	\$ 3	\$ 29,615
\$ 13	\$ 1	Joseph City Elementary School	3-Year Hardware Warranty for Pan-Tilt-Zoom Camera	\$ 3,843	\$ 3	\$ 11,529
\$ 14	\$ 1	Joseph City Elementary School	VPTZ Camera Mounts	\$ 340	\$ 3	\$ 1,019
\$ 15	\$ 1	Joseph City Elementary School	Cisco Ceiling Microphones	\$ 7,228	\$ 6	\$ 43,367
\$ 16	\$ 1	Joseph City Elementary School	3-Year Hardware Warranty for Ceiling Microphones	\$ 2,814	\$ 6	\$ 16,884
\$ 17	\$ 1	Joseph City Elementary School	Cisco Ceiling Mic Mounts	\$ 347	\$ 6	\$ 2,082
\$ 18	\$ 1	Joseph City Elementary School	Cisco POE Switch	\$ 264	\$ 1	\$ 264
\$ 19	\$ 1	Joseph City Elementary School	3-Year Hardware Warranty for Cisco POE Network Power Switch	\$ 152	\$ 1	\$ 152
\$ 20	\$ 1	Joseph City Elementary School	Ceiling Speakers (Audio Output for whole room)	\$ 4,263	\$ 1	\$ 4,263
\$ 21	\$ 1	Joseph City Elementary School	Audio Amplifier for full room sound	\$ 1,421	\$ 1	\$ 1,421
\$ 22	\$ 1	Joseph City Elementary School	Viewsonice 98-Inch Display	\$ 12,788	\$ 1	\$ 12,788
\$ 23	\$ 1	Joseph City Elementary School	Viewsonic 75-Inch Display	\$ 11,367	\$ 2	\$ 22,734
\$ 24	\$ 1	Joseph City Elementary School	Professional Installation	\$ 34,193	\$ 1	\$ 34,193
\$ 25						
\$ 26	\$ 1	Joseph City Elementary School	Shipping			
\$ 27	\$ 1	Joseph City Elementary School	Shipping for Items at Site 1	\$ 1,832	\$ 1	\$ 1,832
\$ 28						
\$ 29						\$ -
\$ 30	\$ 1	Joseph City Elementary School	Licensing			\$ -
\$ 31	\$ 1	Joseph City Elementary School	Cisco Collaboration Flex Licenses for video conferencing 3 year prepaid 1 per endpoint	\$ 1,692	\$ 2	\$ 3,384
\$ 32	\$ 1	Joseph City Elementary School	Synergy SKY CONNECT licensing enables SIP or H.323 endpoint connections 3 year prepaid	\$ 6,120	\$ 2	\$ 12,240
\$ 33	\$ 1	Joseph City Elementary School	Synergy SKY CONNECT 3 year support	\$ 648	\$ 2	\$ 1,296
\$ 34						\$ -
\$ 35	\$ 2	Joseph City Jr./Sr. High School	Highschool Mental Health Telehalth Room			\$ -
\$ 36	\$ 2	Joseph City Jr./Sr. High School	Cisco Room Bar Pro All-in-One Video Bar	\$ 15,197	\$ 1	\$ 15,197
\$ 37	\$ 2	Joseph City Jr./Sr. High School	3-Year Hardware Warranty for Cisco Bar Pro	\$ 4,736	\$ 1	\$ 4,736
\$ 38	\$ 2	Joseph City Jr./Sr. High School	Viewsonice 65-Inch Display	\$ 4,263	\$ 1	\$ 4,263
\$ 39	\$ 2	Joseph City Jr./Sr. High School	Professional Installation	\$ 8,099	\$ 1	\$ 8,099
\$ 40						
\$ 41	\$ 2	Joseph City Jr./Sr. High School	Large Groups - Highschool Flex Distance Learning Room - Student Learning and Teacher PD			\$ -
\$ 42	\$ 2	Joseph City Jr./Sr. High School	Cisco Room Kit EQ with Quad Cam Videoconferencing System	\$ 29,209	\$ 1	\$ 29,209
\$ 43	\$ 2	Joseph City Jr./Sr. High School	3-Year Hardware Warranty for Video Conferencing System	\$ 8,330	\$ 1	\$ 8,330
\$ 44	\$ 2	Joseph City Jr./Sr. High School	Cisco Ceiling Mic Pro Ceiling Microphone (Two-Way Audio Input)	\$ 7,228	\$ 2	\$ 14,456
\$ 45	\$ 2	Joseph City Jr./Sr. High School	3-Year Hardware Warranty for ceiling mics	\$ 2,814	\$ 2	\$ 5,628
\$ 46	\$ 2	Joseph City Jr./Sr. High School	Ceiling Mic Pro Mount	\$ 347	\$ 2	\$ 694
\$ 47	\$ 2	Joseph City Jr./Sr. High School	Viewsonic 98-Inch Display	\$ 12,788	\$ 1	\$ 12,788
\$ 48	\$ 2	Joseph City Jr./Sr. High School	Codec Equipment Rack	\$ 117	\$ 1	\$ 117
\$ 49	\$ 2	Joseph City Jr./Sr. High School	Professional Installation	\$ 21,491	\$ 1	\$ 21,491
\$ 50						
\$ 51	\$ 2	Joseph City Jr./Sr. High School	Small Groups - Highschool Distance Learning A/V Cart			\$ -
\$ 52	\$ 2	Joseph City Jr./Sr. High School	Cisco Board Pro 75" Video Board (Both Two-Way Audio & Visual)	\$ 15,197	\$ 1	\$ 15,197
\$ 53	\$ 2	Joseph City Jr./Sr. High School	3-Year Hardware Warranty for 75 Inch Interactive Video Board	\$ 4,736	\$ 1	\$ 4,736
\$ 54	\$ 2	Joseph City Jr./Sr. High School	Salamander Mobile Equipment Cart	\$ 7,105	\$ 1	\$ 7,105
\$ 55	\$ 2	Joseph City Jr./Sr. High School	Professional Installation for whole A/V Cart Solution	\$ 5,512	\$ 1	\$ 5,512
\$ 56						
\$ 57	\$ 2	Joseph City Jr./Sr. High School	Licensing			\$ -
\$ 58	\$ 2	Joseph City Jr./Sr. High School	Cisco Collaboration Flex Licenses for video conferencing (3 year prepaid) -	\$ 1,692	\$ 3	\$ 5,076
\$ 59	\$ 2	Joseph City Jr./Sr. High School	Synergy SKY CONNECT licensing enables SIP or H.323 endpoint	\$ 6,120	\$ 3	\$ 18,360
\$ 60	\$ 2	Joseph City Jr./Sr. High School	Synergy SKY CONNECT 3 year support	\$ 648	\$ 3	\$ 1,944
\$ 61						
\$ 62	\$ 2	Joseph City Jr./Sr. High School	Shipping			
\$ 63	\$ 2	Joseph City Jr./Sr. High School	Shipping for Items at Site 2	\$ 1,082	\$ 1	\$ 1,082
\$ 64						
\$ 65						
\$ 66						
\$ 67	\$ 3	Northland Pioneer College	HUB/ No equipment requested at this site			
\$ 68	\$ 4	Arizona State University	HUB/ No equipment requested at this site			
\$ 69						\$ -
Total Grant and Cash Match						\$ 453,605
Items being Funded by In-Kind						
Line	Site Number	Site Name	Description of Equipment	Unit Cost	# of Units	Extended Costs
\$ 1						\$ -
Total In-Kind Match						\$ -
A		Overall DLT Project Budget (Sum of Total Grant & Cash Match and Total In-Kind Match)				\$ 453,605.00
B		Less Proposed Cash Match (As documented on Match Calculation Worksheet)				\$ 59,240.00
C		Less In-Kind Match				\$ -
D		DLT Grant Request (A-B-C)				\$ 394,365.00
					Grant to Match % (minimum of 15% required)	15.02%