Click Path for Submitting Maryland BEAD Proposals

(updated July 16, 2025)

Introduction

Proposals for the BEAD program in Maryland are submitted via the EDAS platform, following these three steps:

1. Create an EDAS account
2. Create a proposal for each project area
3. Upload the necessary files

If you run into EDAS issues, please contact the EDAS help desk at help@edas.info or via the Help menu option.

Create an EDAS account

Each proposal has one or more authors, i.e., individuals who can modify the proposal and upload necessary files. Each such author needs to create an EDAS account themselves or be added by the first author for the proposal.

To create an account, visit https://edas.info/:

Click on "create a new account." This leads to a registration form:

Please fill out the title, given name, surname, status (typically, "industry"), current affiliation (your company name), mailing address, and email address. All other fields are optional. (Some are meant for registering authors of scientific papers and thus likely not relevant.)

Check the "I consent" checkbox and then "Add this person." Correct any red error messages that might appear.
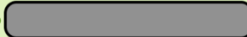
After successful completion, you'll see:

Create new account

✓ Instructions for setting up the password were mailed to [redacted] Once you receive it and create your password, you can login.

You will receive an email reachability test message that you can ignore:

EDAS email reachability test - please ignore ➤ Inbox ✕

Edas Help
to hgs+broadband ▾

10:21 AM (1 minute ago) ☆ ↰ ⋮

This Message Is From an External Sender
This message came from outside your organization.

This email is a test message sent by the EDAS Conference Management system at https://edas.info/. The test was initiated by ().

EDAS sends out test messages when somebody creates a new account for you, e.g., as a co-author, TPC member or reviewer, or when email delivery failed earlier. This ensures that the person can be reached by email.

No further action is required. We recommend that you add this sender address to your address book, as this will make it less likely that EDAS email will end up in your spam folder.

EDAS Conference Services

Please check your email for a message like the one below:

Edas Help
to Jane ▾

This Message Is From an External Sender
This message came from outside your organization.

Dear Jane Broadband:

An EDAS publication and event management account has been created for you for one of the following reasons:

- you are a co-author of a paper;
- you are a technical program committee member;
- you will be asked to review a paper;
- you are registering for an event or conference; or
- you will be asked to chair a session.

The account was created for EDAS by yourself with the information:
Internet4All
USA

Your EDAS user name is [redacted]   your EDAS ID number 23[redacted]

Your initial password can be set at

https://edas.info/t9[redacted]

You can log in at https://edas.info

Your EDAS account can be used for all EDAS-managed conferences and journals. You should not create a new account for each conference.

Regards,

The EDAS manager help@edas.info

Create a Proposal for a Project Area

Next, create a proposal by visiting https://edas.info/N34191, which will lead you to

Register a proposal for Maryland BEAD submissions 2025

Register proposal — Add authors — Upload Application form — Upload Other Public Funding Disclosure

Project title (include provider name)

Please select a total of between 0 and 3 topics.

County (choose 1)
-- choose one --

Project area (choose 1)
○ 1 ○ 2 ○ 3 ○ 4 ○ 5

☑ Add yourself as author

Register proposal

Provide the project title as well as the county and the project area(s) within the county. The project title should have the following format:

[*Applicant Name*]: [*Project Area ID or county*] [*Technology Type*] [*partial*]

Examples:

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Internet4All: Kent-1 Fiber partial
Satellite4All: Kent-1 LEO
HFC4All: Kent Cable
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The word "partial" indicates a partial project; this allows you to submit both a complete and partial project. (You can pick any technology name that is descriptive and widely recognized.) The last example shows a single proposal for multiple project areas.

After you click "Register proposal," you'll be directed to a page similar to the one below:

Upload the Necessary Files

From there, you can upload the various forms by clicking on the cloud-arrow icon. You can also add another author by clicking on the [+] icon below the author list.

This page is also accessible from your home page at https://edas.info or the "My..:My papers and proposals" menu item. Click on the project title (second column) to reach the proposal page above.

You can upload files in any order; newer files replace older files. There is no additional submission step – OBS will treat the version available by the deadline as your final submission.

If you are submitting applications for multiple project areas within one county, you can choose to either submit separate proposals or submit one proposal. If most of the files differ between project areas, it is easier to create individual entries in EDAS; this reduces the chance of confusion when evaluating projects.

File	Notes
Application form	Create a combined PDF file.

Other public funding disclosure	A single spreadsheet since these do not depend on the project area.
Schedule F-1 and F-2	If necessary, create tabs for each project area.
Pro Forma financial workbook	If the data is aggregated per county, you can submit one Pro-Forma. Otherwise, create a new proposal for each project area.
Three most recent years of financial statements	One combined PDF file since these do not depend on the project area.
Fp_locations	One file with all project locations. Please see https://broadbandusa.ntia.gov/sites/default/files/2025-07/NTIA_BEAD_FP_Eligible_Entity_Guidance.pdf (p. 64)
Fp_deployment_projects	One file with all projects.
Proposal narrative	If differences between project areas are minor, a single file with relevant sections that are project-area specific suffices. If the narrative differs significantly between project areas, consider creating multiple project entries in EDAS.
Letters of support	A single combined file with all letters of support.

Standard PDF tools (e.g., Adobe Acrobat or Apple Preview) support combining of PDF files.

There are also numerous online tools that combine multiple PDF files into one[1].

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[1] https://zapier.com/blog/how-to-merge-pdf-files/ describes various options. Please consult with your information technology department as needed.