

# Website Tour

## Helping You Succeed

### Schools and Libraries Division

Washington, DC • Newark • Atlanta • Chicago • Orlando • Los Angeles • Portland • Houston

September/October 2009

# Overview

- SLD main page
- Search function
- Apply Online
- Deadlines
- Reference Area
- Search Tools
- Automated Search of Commitments
- Outreach and Training

Schools and Libraries
▶ Schools and Library Applicants
▶ Service Providers

**About the Schools and Libraries Program:**

- [Overview of the Program](#)
- [Overview of the Process](#)
- [Outreach and Training](#)
- [HATS Outreach](#)
- [Filing Appeals](#)
- [Understanding Audits](#)

**Schools and Libraries Tools:**

- [Apply Online](#)
- [Commitments](#)
- [Submit a Question](#)
- [Latest News](#)
- [Calendar/Reminders](#)
- [Required Forms](#)
- [Reference Area](#)
- [Search Tools](#)
- [Changes and Corrections](#)
- [Suspensions and Debarments](#)
- [Program Compliance - Whistleblower Hotline](#)
- [Submitting A Complaint](#)

**Applicants**

The Schools and Libraries Program of the Universal Service Fund makes discounts available to eligible schools and libraries for telecommunication services, Internet access, and internal connections. The program is intended to ensure that schools and libraries have access to affordable telecommunications and information services.

**Service Providers**

The Schools and Libraries Program reimburses telecommunications, Internet access, and internal connections providers for discounts on eligible services provided to schools and libraries. While schools and libraries apply for these discounts, USAC works in conjunction with service providers to make sure these discounts are passed on to program participants.

**Latest News, Important Notices, and Reminders**

	<b>Site Maintenance:</b>	<a href="#">USAC IT UPGRADE (8/14/09)</a>
		USAC is in the process of improving its Schools and Libraries Program information technology (IT) systems. As part of this effort, we will be conducting a major upgrade of our IT infrastructure in the first two weeks of September in order to allow us to begin to make additional improvements in the future. The infrastructure upgrade is essential, but it will require us to take down the interactive areas of the USAC website in which applicants and service providers file forms and conduct searches of Schools and Libraries Program data.
	<b>Important Tips:</b>	<a href="#">Frequently Asked Questions (FAQs) about the Upgrade (8/14/09)</a>
	<b>Important Notice:</b>	<a href="#">FCC Directs USAC to Carry Forward \$900 Million to Schools and Libraries Program Funding Year 2009 (7/31/09)</a>

3

# Steps for Applicants

Schools and Libraries	Schools and Library Applicants	Service Providers
<p><b>About the Schools and Libraries Program:</b></p> <ul style="list-style-type: none"> <li>Overview of the Program</li> <li>Overview of the Process</li> <li>Outreach and Training</li> <li>HATS Outreach</li> <li>Filing Appeals</li> <li>Understanding Audits</li> </ul> <p><b>Schools and Libraries Tools:</b></p> <ul style="list-style-type: none"> <li>Apply Online</li> <li>Commitments</li> <li>Submit a Question</li> <li>Latest News</li> <li>Calendar/Reminders</li> <li>Required Forms</li> <li>Reference Area</li> <li>Search Tools</li> <li>Changes and Corrections</li> <li>Suspensions and Debarments</li> <li>Program Compliance - Whistleblower Hotline</li> <li>Submitting A Complaint</li> </ul>	<p>Step 1: Determine Eligibility</p> <p>Step 2: Develop a Technology Plan</p> <p>Step 3: Open a Competitive Bidding Process</p> <p>Step 4: Select a Service Provider</p> <p>Step 5: Calculate the Discount Level</p> <p>Step 6: Determine Your Eligible Services</p> <p>Step 7: Submit Your Application for Program Support</p> <p>Step 8: Undergo Application Review</p> <p>Step 9: Receive Your Funding Decision</p> <p>Step 10: Begin Receipt of Services</p> <p>Step 11: Invoice USAC</p>	<p><b>Service Providers</b></p> <p>The Schools and Libraries Program reimburses telecommunications, Internet access, and internal connections providers for discounts on eligible services provided to schools and libraries. While schools and libraries apply for these discounts, USAC works in conjunction with service providers to make sure these discounts are passed on to program participants.</p>
		<p><a href="#">(8/14/09)</a></p> <p>...process of improving its Schools and Libraries Program information technology (IT) systems. As part of this effort, we will be conducting a major upgrade of our IT infrastructure in the first two weeks of September in order to allow us to begin to make additional improvements in the future. The infrastructure upgrade is essential, but it will require us to take down the interactive areas of the USAC website in which applicants and service providers file forms and conduct searches of Schools and Libraries Program data.</p>
	<p><b>Tips</b> <b>Important Tips:</b></p>	<p><a href="#">Frequently Asked Questions (FAQs) about the Upgrade (8/14/09)</a></p>
	<p><b>Important Notice:</b></p>	<p><a href="#">FCC Directs USAC to Carry Forward \$900 Million to Schools and Libraries Program Funding Year 2009 (7/31/09)</a></p>
	<p><b>Training Update:</b></p>	<p><a href="#">Registration for the Newark Training Session – Now Open!</a></p>

# Steps for Service Providers

**Schools and Libraries**
**Schools and Library Applicants**
**Service Providers**

**About the Schools and Libraries Program:**

- Overview of the Program
- Overview of the Process
- Outreach and Training
- HATS Outreach
- Filing Appeals
- Understanding Audits

**Schools and Libraries Tools:**

- Apply Online
- Commitments
- Submit a Question
- Latest News
- Calendar/Reminders
- Required Forms
- Reference Area
- Search Tools
- Changes and Corrections
- Suspensions and Debarments
- Program Compliance - Whistleblower Hotline
- Submitting A Complaint

**Applicants**

The Schools and Libraries Program of the Universal Service Fund makes discounts available to eligible schools and libraries for telecommunication services, Internet access, and internal connections. The program is intended to ensure that schools and libraries have access to affordable telecommunications and information services.

**Latest News, Important Notices, and Reminders**

	<b>Site Maintenance:</b>	<a href="#">USAC IT UPGRADE (8/14/09)</a> USAC is in the process of improving its Schools and Libraries Program information technology (IT) systems. As part of this effort, we will be conducting a major upgrade of our IT infrastructure in the first two weeks of September in order to allow us to begin to make additional improvements in the future. The infrastructure upgrade is essential, but it will require us to take down the interactive areas of the USAC website in which applicants and service providers file forms and conduct searches of Schools and Libraries Program data.
	<b>Important Tips:</b>	<a href="#">Frequently Asked Questions (FAQs) about the Upgrade (8/14/09)</a>
	<b>Important Notice:</b>	<a href="#">FCC Directs USAC to Carry Forward \$900 Million to Schools and Libraries Program Funding Year 2009 (7/31/09)</a>
	<b>Training Update:</b>	<a href="#">Registration for the Newark Training Session – Now Open!</a>

Step 1: Obtain a Service Provider Identification Number

Step 2: Search Applicant Requests for Service

Step 3: Respond to Applicant Requests

Step 4: Applicants Select Service Provider

Step 5: Assist Applicants with Application Review

Step 6: Receive Funding Commitment Decision Letter

Step 7: Begin Providing Services

Step 8: File Annual Certification

Step 9: Invoice USAC



**On SL home page, enter search term.**

**Schools and Libraries**

**About the Schools and Libraries Program:**

- Overview of the Program
- Overview of the Process
- Outreach and Training
- HATS Outreach
- Filing Appeals
- Understanding Audits

**Schools and Libraries Tools:**

- Apply Online
- Commitments
- Submit a Question
- Latest News
- Calendar/Reminders
- Required Forms
- Reference Area
- Search Tools
- Changes and Corrections
- Suspensions and Debarments
- Program Compliance - Whistleblower Hotline
- Submitting A Complaint

**Search**

[Skip to content](#)

Search:

About USAC
  Fund Administration
  High Cost
  Rural Health Care
  Low Income
  Schools and Libraries
  Katrina

consortia

search [Help](#) [Advanced](#)

**Results for:** consortia **Document count:** consortia (50)

about 50 results found, sorted by relevance 1-10 ▶

[Step 5: Library Consortium - Frequently Asked Questions - Schools and Libraries - USAC](#) 63% ██████████  
24 Jul 06 [Find Similar](#) [Highlight](#)

This page provides information about the requirements and conditions under which a library consortium may be eligible for schools and libraries program support. Answers to frequently asked questions define a library ...  
<http://www.universalservice.org/sl/applicants/step05/library-consortium-faq.aspx> - 23.8KB

[Step 1: Non-traditional Elementary and Secondary Education - Determining Eligibility - ...](#)  
This page summarizes the eligibility requirements for schools, school districts, and libraries to receive Schools and Libraries program support, commonly called "E-rate" discounts.  
<http://www.universalservice.org/sl/applicants/step01/eligibility-requirements.aspx> - 22.3KB

[Step 6: Determine the Eligible Services - Applicants - Schools and Libraries - USAC](#) 48% ██████████  
24 Jul 06 [Find Similar](#) [Highlight](#)

... Ordered and Certification Form (Form 471) to request discounts on the cost of eligible services to be delivered to eligible schools, libraries, and consortia of these entities. Eligibility for discounts requires that the product or service is eligible and that it is put to an eligible use ...  
<http://www.universalservice.org/sl/applicants/step06/> - 21.4KB

**Results are from SL section of website.**



**Schools and Libraries**

**About the Schools and Libraries Program:**

- Overview of the Program
- Overview of the Process
- Outreach and Training
- HATS Outreach
- Filing Appeals
- Understanding Audits

**Schools and Libraries Tools:**

- Apply Online
- Commitments
- Submit a Question
- Latest News

Home > Schools and Libraries > Apply Online

**Apply Online**

**Form 470**  
 Description of Services Requested and Certification Form

- Form 470 Interview
- Create Form 470
- Search Posted
- Continue Incomplete
- Certify Complete

**Form 471**  
 Services Ordered and Certification Form

- Form 471 Interview
- Create Form 471
- Continue Incomplete
- Certify Complete
- Display
- Application Status
- Item 21 Attachment
- Item 21 Training

**Form 486**  
 Receipt of Service Confirmation Form

- Form 486 Interview
- Create Form 486
- Continue Incomplete
- Display
- Certify Complete

**Utilities**

- BEAR Online
- FRN Extension Status
- Entity Search
- Two-In-Five Tool

SLD Home | Site Map | Search Site | Contact SLD

**Schools and Libraries Service Program**  
 Description of Services Requested and Certification Form  
 New Form 470 Application

Be sure to review the Form 470 Instructions, available in the Applying for Discounts: Step-by-Step of the SLD Web Site (<http://www.sl.universalservice.org/reference/y4ez470guide.asp>). And remember, you may need additional help while you are filing your Form 470 online, click on the "Help" button in the hand corner of each screen.

**Attention MAC Users!** If you are using Internet Explorer to access the online forms, you may need to double click the navigation buttons.

Enter Zip Code or Entity Number and Click Next:

Zip Code:

OR

Entity Number:

<< Previous    Next >>

HOME    CANCEL    HELP

**FCC Form 471**  
 Services Ordered and Certification Form

**Add New 471 - Search**  
 Select the type of search, then enter the search value, then click *Begin 471 Process*

Zip Code (5 digit)  
 Entity Number (up to 10 digits)  
 470 Application Number (15 digits)

(enter value here)

Menu Options    Reset Page    Begin 471 Process

FCC Form 486

Do Not Write In This Area

Approval by OMB 3060-0853

**Schools and Libraries Universal Service**  
 Receipt of Service Confirmation Form

Estimated Average Burden Hours: 1.5 hours  
 For Subsequent Submissions: 1.5 hours

Form Identifier:   
 (your own code to identify THIS Form 486.)

Form 486 Application #   
 (To be inserted by Fund Administrator)

**1: Billed Entity Information**  
 Security Code: 0

Entity Number:     3. Funding Year:

Complete Mailing Address of Billed Entity  
 Street Address, P.O. Box or Route Number

## Schools and Libraries

### About the Schools and Libraries Program:

- Overview of the Program
- Overview of the Process
- Outreach and Training
- HATS Outreach
- Filing Appeals
- Understanding Audits

### Schools and Libraries Tools:

- Apply Online
- Commitments
- Submit a Question
- Latest News
- Calendar/Reminders
- Required Forms
- **Reference Area**
- Search Tools
- Changes and Corrections
- Suspensions and Debarments
- Program Compliance - Whistleblower Hotline
- Submitting A Complaint

Select

Scan topics alphabetically

or search via browser's Ctrl-F (find) function

## Reference Area

### Reference Topics

This section features links to specific information items, such as fact sheets, that USAC has created to provide further guidance about the Schools and Libraries Program. Information is organized alphabetically.

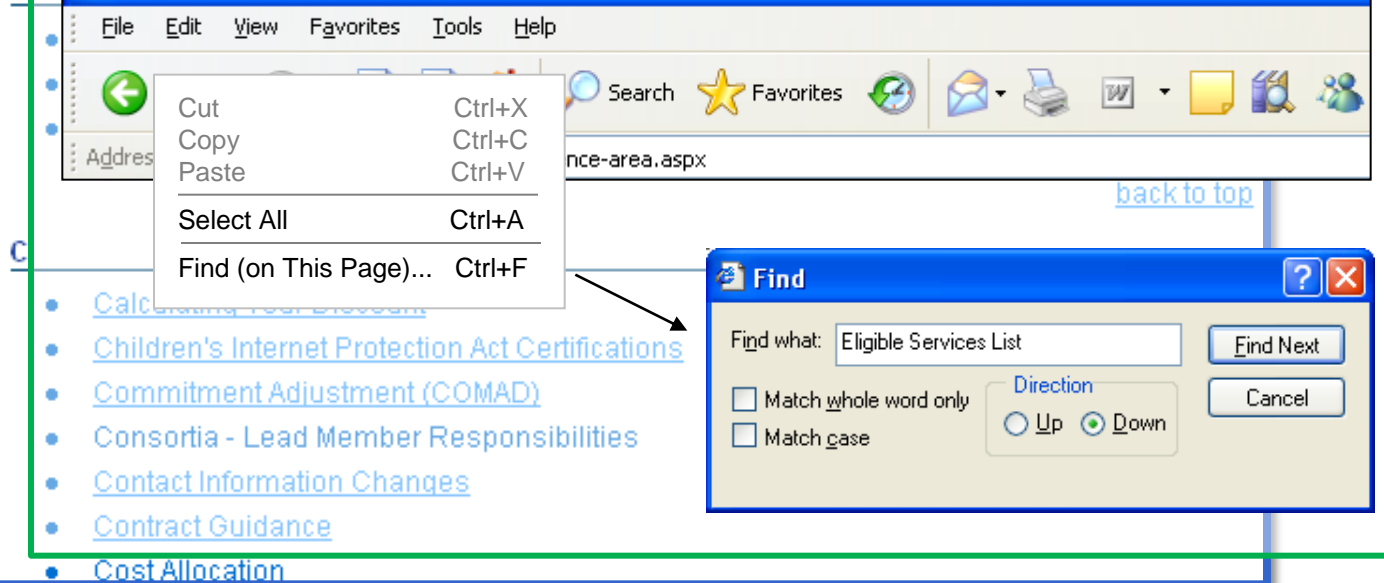
### Organized alphabetically

[A](#) [B](#) [C](#) [D](#) [E](#) [F](#) [G](#) [I](#) [L](#) [M](#) [O](#) [P](#) [R](#) [S](#) [T](#) [U](#) [W](#)

### A

- [Alternative Discount Mechanisms Fact Sheet](#)
- [Appeals - SLD Guidelines for Review](#)
- [Appeals Procedure](#)
- [Audits](#)

### B



Reference Area - Tools - Schools and Libraries - USAC - Microsoft Internet Explorer provided by USAC

File Edit View Favorites Tools Help

Search Favorites

nce-area.aspx

back to top

back to top

### C

- [Calculating your program](#)
- [Children's Internet Protection Act Certifications](#)
- [Commitment Adjustment \(COMAD\)](#)
- [Consortia - Lead Member Responsibilities](#)
- [Contact Information Changes](#)
- [Contract Guidance](#)
- [Cost Allocation](#)



**Select tool for specific tasks**

**Schools and Libraries**

**About the Schools and Libraries Program:**

- Overview of the Program
- Overview of the Process
- Outreach and Training
- HATS Outreach
- Filing Appeals
- Understanding Audits

**Schools and Libraries**

- Apply Online
- Commitments
- Submit a Question
- Latest News
- Calendar/Reminders
- Required Forms
- Reference Area
- **Search Tools**
- Changes and Corrections
- Suspensions and Debarments
- Program Changes
- Whistleblowers
- Submitting A Complaint

- Search Commitments
- Data Retrieval Tool
- Deadlines Tool
- Form 470 Search Posted
- Form 470 Download Reports
- Form 471 Application Display
- Form 471 Application Status
- FRN Extension Table
- Billed Entity Number Search
- Service Provider Info by SPIN
- SPIN Contact Search
- Tech Plan Approver Locator
- Two-in-Five Tool
- Eligible Products Database
- Eligible Services List
- Applicant PIN System

**Select**

**Search tools links expand**

**Search Tools**

Assist Schools and Libraries Program participants in tracking disbursements, and obtaining other frequently requested information.

Name of Tool	Description
<a href="#">Search Commitments</a>	This tool allows searches for commitment data by funding year and applicant name, city, state, zip and/or wave number.
<a href="#">Data Retrieval Tool</a>	This tool allows searches for various information related to applications, funding commitments and disbursements.
<a href="#">Deadlines</a>	This tool was designed to explain and help you calculate deadlines for Universal Service forms and actions.
<a href="#">Form 470 Search Posted</a>	This tool allows searches of Forms 470 that have been completed and posted by applicants.
<a href="#">Form 470 Download Reports</a>	This tool allows downloads of Form 470 summary information.
<a href="#">Form 471 Application Display</a>	This tool allows the display of one Form 471 application.
<a href="#">Form 471 Application Status</a>	This tool returns information on the status of all Forms 471 for one applicant and one funding year.
<a href="#">Funding Request Number Extension Table</a>	This tool shows the last date to receive service and the last date to invoice for extended FRNs in a funding year.
<a href="#">Billed Entity Number Search</a>	This tool allows users to search for Billed Entity Numbers (BENs).

## Schools and Libraries

### About the Schools and Libraries Program:

- Overview of the Program
- Overview of the Process
- Outreach and Training
- HATS Outreach
- Filing Appeals
- Understanding Audits

### Schools and Libraries Tools:

- Apply Online
- Commitments
- Submit a Question
- Latest News
- Calendar/Reminders
- Required Forms
- Reference Area
- Search Tools
  - Search Commitments
  - Data Retrieval Tool
  - **Deadlines Tool**
  - Form 470 Search Posted
  - Form 470 Download Reports
  - Form 471 Application Display

Select

Then

## Schools & Libraries Deadlines

Select type of deadline

General Information

Form 470

Form 471

Form 472

Form 473

[Form 474](#)

Enter the two dates requested and click "Calculate"

**Form 486 Notification Letter Date**

**Last Date to Receive Service**

Form 474

Form 479

Form 486

Form 498

Form 499-A

Form 499-Q

Form 500

Appeals

COMAD

Extension Requests for Invoicing USAC

Extension Requests for Non-Recurring Service Implementation & Delivery

Invoice Deadline

Non-Recurring Service Implementation & Delivery

Recurring Service Implementation & Delivery

Red Light

Service Substitutions

SPIN

Techn

◀ August 2009 ▶

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

◀ August 2009 ▶

Sun	Mon	Tue	Wed	Thu	Fri	Sat
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Calculate

**Calculated Deadline:**

If the "Calculated Deadline" falls on a non-business day (e.g. Saturday, Sunday or federal holiday), the deadline becomes the next business day. It is your responsibility to meet deadlines.

**Deadline tool provides calendar or guidance on calculating the deadline for that selection.**

10

## Automated Search of Commitments

[Help](#) | [Glossary](#) | [FAQs](#)

Basic Search:

Search

Funding Year:

[1998](#) [1999](#) [2000](#) [2001](#) [2002](#) [2003](#) [2004](#) [2005](#) [2006](#) [2007](#) [2008](#) [2009](#) [Advanced Search](#)

### Funding Year

To view the cumulative total funding for a particular year, enter the year in the basic search field or click on the Advanced Search tool.

PLEASE NOTE: Funding commitments are updated nightly, and may change due to appeals, COMADs, and adjustments. Funding commitments created after a funding commitment wave is issued will not show up in this report.

For help and directions on how to use this system, please refer to the user manual form. (ver 0.6.0.0)

Wave:

[001](#) [002](#) [003](#) [004](#) [005](#) [006](#) [007](#) [008](#) [009](#) [010](#) [011](#) [012](#)  
[013](#) [014](#) [015](#) [016](#) [017](#)

### FY2009 Cumulative National Data

The tables below display the total funding committed to date for funding year 2009 in three ways—total amount committed, total amount committed by discount band percentage. To view the funds committed in a particular wave, click on that wave number in the navigation bar above. To view the funds committed in a particular funding year, click on that funding year in the navigation bar above.

PLEASE NOTE: Funding commitments are updated nightly, and may change due to appeals, COMADs, and adjustments. Funding commitments created after a funding commitment wave is issued will not show up in this report.

The following report reflects data that is current as of 8/18/2009

### Quick Facts - National Summary

Quick Facts	Value
Year:	2009
Last wave FCDL:	8/18/2009
Total Amount Committed:	\$717,953,280.40
Total letters issued:	22,992
Average amount/application	\$31,226.22

Export

### National Analysis by Applicant Type

Applicant Type	Letters Issued	% of Letters Issued
School District	14,016	60.96 %
Library/Library Consortium	3,790	16.48 %

FY Quick Facts

## Quick Facts - National Summary

Quick Facts	Value
Year:	2009
Last wave FCDL:	8/18/2009
Total Amount Committed:	\$717,953,280.40
Total letters issued:	22,992
Average amount/application	\$31,226.22



## National Analysis by Applicant Type

Applicant Type	Letters Issued	% of Letters Issued	Total Amount	% of Total
School District	14,016	60.96 %	\$602,176,860.08	83.87 %
Library/Library Consortium	3,790	16.48 %	\$47,263,432.35	6.58 %
School	4,850	21.09 %	\$38,127,052.76	5.31 %
SLC Consortium	336	1.46 %	\$30,385,935.21	4.23 %
TOTAL	22,992	100.00 %	\$717,953,280.40	100.00 %

## National Analysis by Service and Discount Band

Discount Bracket	Internal Connections	Internet Access	Telecomm. Services	BMIC	Total Amount	% of Total
20-29%	\$0.00	\$341,836.93	\$1,226,095.60	\$0.00	\$1,567,932.53	0.22 %
30-39%	\$0.00	\$749,530.60	\$3,841,702.01	\$0.00	\$4,591,232.61	0.64 %
40-49%	\$0.00	\$17,883,312.81	\$71,072,479.18	\$0.00	\$88,955,791.99	12.39 %
50-59%	\$0.00	\$17,663,285.08	\$65,719,145.70	\$0.00	\$83,382,430.78	11.61 %
60-69%	\$0.00	\$29,998,655.76	\$113,382,419.74	\$0.00	\$143,381,075.50	19.97 %
70-79%	\$0.00	\$44,885,907.63	\$118,805,260.65	\$0.00	\$163,691,168.28	22.80 %
80-89%	\$0.00	\$40,499,253.72	\$127,947,428.94	\$0.00	\$168,446,682.66	23.46 %
90%	\$0.00	\$16,963,837.96	\$46,973,128.09	\$0.00	\$63,936,966.05	8.91 %
TOTAL	\$0.00	\$168,985,620.49	\$548,967,659.91	\$0.00	\$717,953,280.40	100.00 %

## Automated Search of Commitments

[Start Over](#)

[Help](#) | [Glossary](#) | [FAQs](#)

Basic Search:

2009 017

Search

Funding Year:

[1998](#) [1999](#) [2000](#) [2001](#) [2002](#) [2003](#) [2004](#) [2005](#) [2006](#) [2007](#) [2008](#) [2009](#) [Advanced Search](#)

Wave:

[001](#) [002](#) [003](#) [004](#) [005](#) [006](#) [007](#) [008](#) [009](#) [010](#) [011](#) [012](#)  
[013](#) [014](#) [015](#) [016](#) [017](#)

## Wave State Reports

For a list of entities that received funding commitments in your state, click on the total amount to the right of the state name. To download this report, click on the Excel icon below. To return to the previous page, click on the highlighted funding year at the top of the page.

PLEASE NOTE: Funding commitments are updated nightly, and may change due to appeals, COMADs, and other funding adjustments. In addition, split FRNs created after a funding commitment wave is issued will not show up in this report.

The following report reflects Real-time data that is current as of 8/18/2009 12:12:30 PM. The results are from FY2009, wave 017 released on 8/18/2009

State	TOTAL
ALABAMA	<a href="#">\$196,297.39</a>
ALASKA	\$0.00
AMERICAN SAMOA	\$0.00
ARIZONA	<a href="#">\$189,883.87</a>
ARKANSAS	<a href="#">\$2,119.32</a>
CALIFORNIA	<a href="#">\$4,581,682.24</a>
COLORADO	<a href="#">\$257,207.86</a>
CONNECTICUT	<a href="#">\$170,750.18</a>
DELAWARE	\$0.00
DISTRICT OF COLUMBIA	\$0.00
FLORIDA	<a href="#">\$2,900,538.14</a>
GEORGIA	<a href="#">\$1,742,237.00</a>
GUAM	\$0.00


Export 

## Wave State Reports

For a list of entities that received funding commitments in your state, click on the total amount to the right of the state name. To download this report, click on the Excel icon below. To return to the previous page, click on the highlighted funding year at the top of the page.

PLEASE NOTE: Funding commitments are updated nightly, and may change due to appeals, COMADs, and other funding adjustments. In addition, split FRNs created after a funding commitment wave is issued will not show up in this report.

The following report reflects Real-time data that is current as of 8/18/2009 12:12:30 PM. The results are from FY2009, wave 017 released on 8/18/2009

State	TOTAL	Export 
ALABAMA	<a href="#">\$196,297.39</a>	
ALASKA		

## Applicant Report

To download this report, click on the Excel icon below. To return to the previous page, click on the highlighted wave number at the top of the page.

PLEASE NOTE: Funding commitments are updated nightly, and may change due to appeals, COMADs, and other funding adjustments. In addition, split FRNs created after a funding commitment wave is issued will not show up in this report.

The following report reflects data that is current as of 8/18/2009

Report Statistics	
Number of applicants found:	4
Number of funding requests found:	11
Total committed amount:	\$196,297.39



Click on Excel logo

Applicant	Address	Type	Service	Discount %	Amount
BARBOUR COUNTY SCHOOL DISTRICT	COURTHOUSE CLAYTON, AL 36016	School District	Telcomm	90 %	\$3,262.79
BARBOUR COUNTY SCHOOL DISTRICT	COURTHOUSE CLAYTON, AL 36016	School District	Telcomm	90 %	\$2,935.55
BARBOUR COUNTY SCHOOL DISTRICT	COURTHOUSE CLAYTON, AL 36016	School District	Telcomm	90 %	\$3,775.68
BARBOUR COUNTY SCHOOL DISTRICT	COURTHOUSE CLAYTON, AL 36016	School District	Telcomm	90 %	\$4,457.38
BARBOUR COUNTY SCHOOL DISTRICT	COURTHOUSE CLAYTON, AL 36016	School District	Telcomm	90 %	\$18,003.60
HOUSTON COUNTY BOARD OF ED	404 W WASHINGTON ST DOTHAN, AL 36301	School District	Telcomm	74 %	\$2,351.16
HOUSTON COUNTY BOARD OF ED	404 W WASHINGTON ST DOTHAN, AL 36301	School District	Telcomm	71 %	\$48,633.52
HOUSTON COUNTY BOARD OF ED	404 W WASHINGTON ST DOTHAN, AL 36301	School District	Telcomm	78 %	\$43,735.72
HOUSTON COUNTY BOARD OF ED	404 W WASHINGTON ST DOTHAN, AL 36301	School District	Telcomm	74 %	\$54,134.79
LEEDS CITY SCHOOL DISTRICT	8121 PARKWAY DRIVE LEEDS, AL 35094	School District	Internet Access	74 %	\$5,328.00

## Schools and Libraries

▶ Schools and Library Applicants

▶ Service Providers

### About the Schools and Libraries Program:

- ▶ Overview of the Program
  - ▶ Overview of the Process
  - ▶ Outreach and Training
- 
- Video Tutorials
  - Training Presentations
  - Service Provider Conference Calls
  - Prior Year Wave Information
  - HATS Outreach
  - Schools & Libraries News Briefs

- ▶ HATS Outreach
- ▶ Filing Appeals
- ▶ Understanding Audits

### Schools and Libraries Tools:

## Outreach and Training

---

- [Applicant Brochure \[PDF, 442kb\]](#)
- [Service Provider Brochure \[PDF, 386kb\]](#)
- [Training Presentations](#)
- [Service Provider Conference Calls](#)
- [Prior Year Wave Information](#)
- [HATS Outreach](#)
- [Schools & Libraries News Briefs](#)
- [Tip Sheets](#)
- [Approving Technology Plans \[PPT, 136kb\]](#)
- [Video Tutorials](#)

Last modified on 7/23/2009

© 1997-2009, Universal Service Administrative Company, All Rights Reserved.  
[Home](#) | [Privacy Policy](#) | [Sitemap](#) | [Website Feedback](#) | [Website Tour](#) | [Contact Us](#)

## Schools and Libraries

### About the Schools and Libraries Program:

- ▶ Overview of the Program
- ▶ Overview of the Process
- ▶ Outreach and Training

- Video Tutorials
- Training Presentations
- Service Provider Conference Calls
- Prior Year Wave Information
- HATS Outreach

### Training Presentations

In 2005, USAC conducted a series of training sessions, called the ABC's of the Schools and Libraries Program, for applicants and service providers in 4 locations: Washington, DC; Chicago, IL; Los Angeles; and Newark, NJ. Prior to 2005, USAC provided "Train the Trainer" sessions for state and U.S. territory coordinators that train or assist in the training of applicants. The workshop presentations are issue-focused, and cover updates, developments, and specific topics related to the Schools and Libraries Program.

Listed below are the PowerPoint presentations from 2001-2005 used in those training sessions.

[2005 ABC's of the Schools and Libraries Program Presentations](#)

[Prior Year Wave Information](#)

[HATS Outreach](#)

[Schools & Libraries News](#)

[Tip Sheets](#)

[Approving Technology Plans](#)

### Training Presentations

- ▶ 2005 ABC's of the Schools and Libraries Program Presentations
- ▶ 2004 Train the Trainer Presentations
- ▶ 2004 Train the Trainer Presentations (Spanish)
- ▶ 2003 Train the Trainer Presentations
- ▶ 2002 Train the Trainer Presentations
- ▶ 2001 Train the Trainer Presentations

This page contains the PowerPoint presentations that were used in the 2005 ABC's of the Schools and Libraries Program Training sessions.

- [ABCs of E-rate \[PPT, 395kb\]](#)
- [Eligible Products and Services \[PPT, 274kb\]](#)
- [New and Updated Systems Enhancements \[PPT, 383kb\]](#)
- [Program Compliance 2005 \[PPT, 344KB\]](#)
- [DRAFT 2006 Eligible Services List \[PDF, 2,378kb\]](#)
- [DRAFT 2006 ESL Changes Summary \[PDF, 61kb\]](#)

## THE ABCs OF E-RATE

John Noran

Schools and Libraries Division

Universal Service Administrative Company

Washington	Chicago	Los Angeles	Newark
Sept. 30, 2005	Oct. 6, 2005	Oct. 11, 2005	Oct. 21, 2005



## Schools and Libraries

### About the Schools and Libraries Program:

- Overview of the Program
- Overview of the Process
- Outreach and Training

- Video Tutorials
- Training Presentations
- Service Provider Conference Calls
- Prior Year Wave Information
- HATS Outreach
- Schools & Libraries News Briefs

- HATS Outreach
- Filing Appeals
- Understanding Audits

### Schools and Libraries Tools:

## Service Provider Conference Call Archives

### Service Provider Conference Call Archives

#### 2008 Schedule

[January 2, 2008](#)

[July 2, 2008](#)

[February 6, 2008](#)

[August 6, 2008](#)

[March 5, 2008](#)

[April 2, 2008](#)

[April 30, 2008](#)

[June 11, 2008](#)

#### Agenda for January 2, 2008

Service Provider Conference Call Agenda 3:00 PM EST

#### Service Provider Calls

▶ Call Minutes

**New Call in number: (888) 453-8228**

**Pass code: 1390177#**

IF YOUR SYSTEM PLAYS MUSIC WHEN YOU PUT A CALL ON HOLD, PLEASE TURN OFF THE CONFERENCE CALL ON HOLD. PLEASE BE SURE THE FIRST CALL IS NOT MUTE. THE operator will disconnect you if you do not mute advertisements.

PLEASE USE YOUR MUTE BUTTON. When you hit the mute button, you can hit \*6 to mute/unmute.

- A. Revised Date for 2008 Service Provider Conference Calls
- B. Funding Commitments for FY2007
- C. Service Provider Training - Spring 2008
- D. Form 470 Download Tools
- E. Form 470 Posting Deadline - Spring 2008
- F. Invoicing Deadline - January 2008

#### Minutes for January 2, 2008

Service Provider Conference Call Minutes

#### Service Provider Calls

- ▶ Call Agenda
- ▶ Archived Conference Calls
- ▶ Submit a Question

#### A. Revised Date for 2008 Service Provider Conference Calls

Monthly service provider calls will now be held on the **first** Wednesday of each month. The time, call-in number, and passcode will remain the same.

#### B. Funding Commitments for FY2007

USAC has not issued any FY2007 funding waves since the last service provider call. Watch the [SL News Brief](#) that is issued each Friday for information about funding waves for the following week.

You can find information on commitments by using the [Automated Search of Commitments tool](#) on the USAC website.

Remember that we are posting information on appeal waves and prior year waves for each month in the [Applicant Conference Call](#) section of the Outreach and Training webpage.

#### C. Service Provider Training - Spring 2008

We are planning to hold two service provider training sessions in April 2008 – one in the East and one in the West. Please let us know if you have any suggestions for locations, subjects to cover, etc.

© 1997-2008

[Home](#) | [Privacy](#)

## Schools and Libraries

### About the Schools and Libraries Program:

- Overview of the Program
- Overview of the Process
- Outreach and Training

- Video Tutorials
- Training Presentations
- Service Provider Conference Calls
- Prior Year Wave Information
- HATS Outreach
- Schools & Libraries News Briefs

- HATS Outreach
- Filing Appeals
- Understanding Audits

### Schools and Libraries Tools:

## Schools and Libraries News Brief

May 29, 2009

**TIP OF THE WEEK:** Before PIA review starts, review your Receipt Acknowledgment Letter (RAL) carefully and submit any allowable corrections to USAC as soon as possible. Remember that the RAL correction deadline is 20 days after the date of the letter.

### Commitments for Funding Years 2009 and 2008

**Funding Year 2009.** USAC will release FY2009 Wave 6 Funding Commitment Decisions Letters (FCDLs) June 2. This wave will include commitments for approved Intermountain (Telecommunications Services and Intermountain) levels. As of May 29, FY2009 commitments are \$2.27 billion.

**Funding Year 2008.** USAC will release FY2008 Wave 6 Funding Commitment Decisions Letters (FCDLs) June 2. This wave will include commitments for approved Intermountain (Telecommunications Services and Intermountain) levels. As of May 29, FY2008 commitments are \$2.27 billion.

On the day the FCDLs are mailed, you can view USAC's [Automated Search of Commitment Decisions](#).

### Filing Form 486 Early

Now that USAC has started issuing funding commitments, you may want to see if they are eligible to file [FCC Form 486, Receipt of Service Confirmation Form](#), early. Form 486 notifies USAC that invoices can be paid, provides the name(s) of the USAC-certified Technology Plan Approver(s) that approved the appropriate technology plans, and certifies the status under the Children's Internet Protection Act (CIPA).

- Emailed each week
- Subscribe from website
- Cover topics of current interest
- Archive of past issues

## Schools and Libraries

### About the Schools and Libraries Program:

- Overview of the Program
- Overview of the Process
- Outreach and Training

- Video Tutorials
- Training Presentations
- Service Provider Conference Calls
- Prior Year Wave Information
- HATS Outreach
- Schools & Libraries News Briefs

- HATS Outreach
- Filing Appeals
- Understanding Audits

### Schools and Libraries Tools:

## Schools & Libraries - Application Do's and Don'ts

### APPLICANT CHECKLIST

#### Pre-Application Process

- ✓ **DO** update your contact information with the Client Service Bureau (1-888-203-8100).
- ✓ **DO** make sure your technology plan covers the complete upcoming funding year.
- ✓ **DO** verify that your technology plan has the 5 required elements: Goals, Professional Development, Needs Assessment, Budget, and a timeline.
- ✓ **DO** create or write your technology plan.
- ✓ **DO** have a USAC-certified technology plan before services start.

#### Form 470 and Competitive Bidding

- ✓ **DO** list your requested services on your Form 470.
- ✓ **DO** list your requested services in the correct categories: Internet Access, Internal Connections, etc.
- ✓ **DO** mark the correct boxes in Block 2.
- ✓ **DO** certify your Form 470 prior to the start of services.
- ✓ **DO** ensure a fair and open competitive process.
- ✓ **DO** complete your Item 21 Attachment.
- ✓ **DO** split out requests of questionable services (FRNs).
- ✓ **DO** check your math. The Form 471 and Form 470 must match.
- ✓ **DO** file electronically and **DO** certify on the Form 470.
- ✓ **DO** keep a record of postmark or electronic filing date.

- One-page high-level guidance documents on major program topics
- Contain links to guidance documents
- Available on website and during HATS visits

For additional information, please use the USAC resources listed below:

Technology Plan Approvers: <http://www.usac.org/sl/tools/reference/tech/default.asp>  
 Form 470 Questions: <http://usac.org/sl/applicants/step03/form470-filing-information.aspx>  
 Calculating Discount Levels: <http://www.usac.org/sl/applicants/step05>  
 Form 471 Questions: <http://www.usac.org/sl/applicants/step07>



# Questions?