

E-rate Program

Online FCC Forms 470 and 471

Fall 2014 Applicant Trainings



Online FCC Forms 470 and 471

Overview

- Online FCC Forms 470 and 471
 - Both forms will be demonstrated
 - FCC Form 470 same format, few changes
 - FCC Form 471 new format, more significant changes
 - Simpler, cleaner interface
 - Some new fields
 - Item 21 embedded in the form



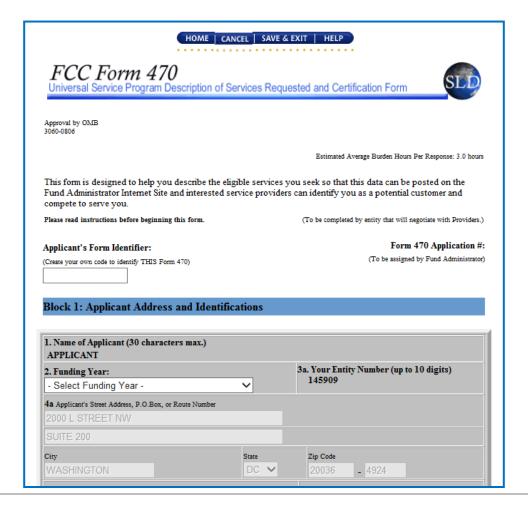
- FCC Form 470 has minimal changes for FY2015
 - Addition of "Managed Internal Broadband Services" to Internal Connections service type
 - No technology plan certification
 - Document retention certification documents must be retained for 10 years
- NOTE: Current (FY2014) FCC Form 470 can be filed now for all service types by indicating in Item 13 that the form is intended for FY2015



- Preparing to file the FCC Form 470
 - Be sure to review the *E-rate Modernization Order* and the draft Eligible Services List for any changes in eligibility.
 - File early.
 - Remember that other program rules still apply, e.g.:
 - Wait at least 28 days after your form is posted to the USAC website before selecting your service provider.
 - The cost of the eligible products and services must be the factor weighted more heavily than any other single factor in your bid evaluation.



Online FCC Form 470 demo





- New and IMPROVED look and feel
 - Online form totally redesigned
 - Clean, simple interface
 - Fields on the left, help/error messages on the right
 - Buttons to exit, save, or continue at the bottom of each page, consistently labeled
 - Basic flow unchanged (Billed Entity info → recipients of service → details of services and costs → certifications) EXCEPT Item 21 is embedded in the form



- More applicant friendly and feature-rich
 - Progressive disclosure showing the applicant only the screens pertinent to the application type and other information provided earlier in the form.
 - For example, an application that features only schools (individual school, school district, consortium of schools) leads the applicant to recipient of service worksheets for schools, certifications for schools, etc.



- More applicant friendly and feature-rich (continued)
 - Information is entered only once, then presented to the applicant as needed
 - For example: Recipient of service information is entered once – even if different subsets of recipients share services – and applicants access a pick list from that point forward to identify recipients of specific services.



- Templates will be available for applicants to prepare parts of the form in advance of the filing window.
 - Recipient of service lists and Item 21 details.
 - Templates will be specific to recipients of service or type of Item 21.
 - Formatting and dropdowns will be embedded to make uploads easier.
 - Modification of data (e.g., stripping headers and saving as *.CSV files) not required.



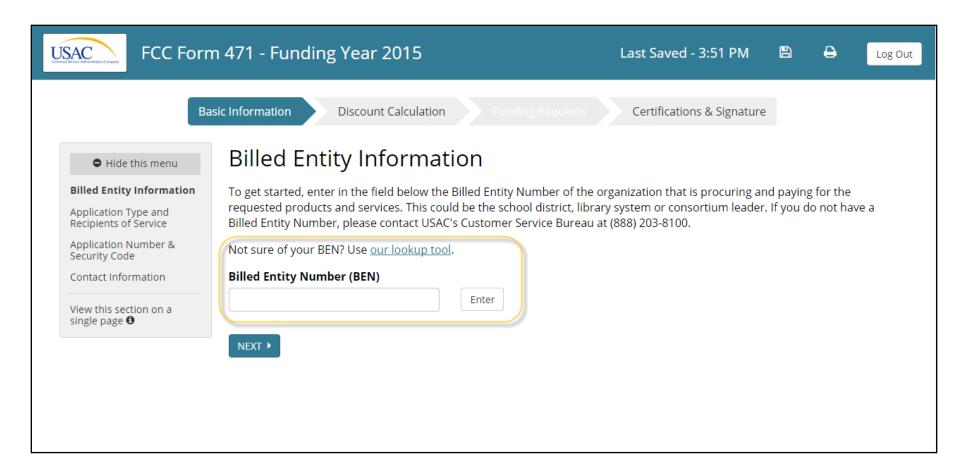
- Additional features
 - Form navigation arrows at the top of the screen to show progress and pages completed.
 - Timeout feature warns the applicant after 25 minutes of no activity, i.e., no keystrokes or mouse clicks.
 - If no activity occurs after five additional minutes,
 applicant is timed out AFTER work to that point is saved
 - Error messages and help information written in clearer language.



- Online submission only
 - Paper certifications will still be accepted.
 - Using templates, applicants can prepare some data in advance of the filing window.
 - Recipients of service
 - Item 21



Online FCC Form 471 demo





With questions, please contact us!

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Questions?