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Never IN, Never OUT!

Now That the Window Has Closed...

February 23, 2010

The FY2010 Form 471 application filing window closed Friday night, February 19, 2010 at 11:59 p.m. EST. While it may be tempting to relax or return to other pressing concerns, we suggest that you take a few minutes now to prepare for the next steps in the application process.

Submit your Item 21 attachments.

We remind you to submit the Item 21 attachment(s) for your FY2010 Form 471 – either online or on paper – as soon as possible. Review the February 18, 2010 Special Edition News Brief and the Item 21 Attachments guidance document on the USAC website for the specific information you need to include in your attachment.

Certify any Form 470 that you cited on a funding request.

Each Form 470 cited in Item 12 of a Form 471 Block 5 funding request must be certified. Because a Form 470 can be posted to the USAC website without being certified, applicants sometimes forget to complete this important step. Although you will be reminded during PIA review if a Form 470 needs to be certified, we suggest that you take the time now to certify any Form 470 that you have cited.

To verify the status of a Form 470, click on the Search Posted button in the Form 470 column on the Apply Online page. Choose the appropriate funding year and, on the following screen, provide the application number or other details that will allow you to locate your Form 470. If the status on the third line of the form display is "COMPLETE," return to the Apply Online page, click on the "Certify Complete" button in the Form 470 column, and follow the instruction to certify your form either online - if you have a PIN - or on paper.

Certify your Form 471.

Within the next few weeks, USAC will issue a reminder letter to applicants identifying any Form 471 that was submitted online before the close of the window but that has not yet been certified. Applicants will have 20 days from the date on that letter to certify the Form 471 and still have the form be considered in-window. Forms 471 certified after the deadline in the letter will be considered out-of-window. Again, we encourage you to certify your Form 471 now rather than waiting for the reminder letter.

To check the status of a Form 471, click on the "Application Status" button in the Form 471 column of the Apply Online page. Enter the Billed Entity Number and choose the funding year, then click on the "Continue" button on the following page to pull up a list of Forms 471 filed by that Billed Entity and their current statuses. You can also view an individual form and its status using the Form 471 "Display" button.

Review your RNL and RAL and submit any allowable corrections.

USAC issues a Form 470 Receipt Notification Letter (RNL) to each applicant that posts a Form 470 and a Form 471 Receipt Acknowledgment Letter (RAL) to each applicant that timely certifies a Form 471. These letters contain instructions for identifying and submitting allowable form corrections after the forms have been submitted. We suggest that you review your letters carefully and, if you notice any errors, submit those corrections to USAC as soon as possible using the process described on the web page referenced above for the appropriate letter.

Remember – Never IN, Never OUT!

FCC Gives School E-rate Programs More Flexibility to Allow Community Use of Broadband Services

In an order and notice of proposed rulemaking, released February 19, 2010 (FCC 10-33), the Federal Communications Commission (FCC) waived rules that currently discourage public use of resources funded under the E-rate program through FY2010, which ends June 30, 2011. In the notice of proposed rulemaking (NPRM), the FCC seeks comment on revising its rules to make the change permanent. Comment and reply comment dates will be set upon publishment of the NPRM in the Federal Register. This change will leverage universal service funding to serve a larger population at no increased cost to the E-rate program. The general public will be able to use the Internet access already present in schools - at the schools' discretion - for purposes such as job searches and applications, digital literacy programs, and online access to governmental services and resources.

FCC E-Rate Survey to be Released This Week

On behalf of the FCC, Harris Interactive, Inc., a national marketing research firm, will send out a survey this week by email to randomly selected E-rate applicants to determine the current state of broadband access and usage of schools and libraries and future technological needs. The information from this survey will help determine how to best address the educational and technological needs of schools and libraries under the E-rate program and help the FCC to make future policy decisions for the E-rate program. The FCC would appreciate your prompt response upon receipt of the survey.

You may download and print copies of Schools and Libraries News Briefs on USAC's website. You may subscribe to or unsubscribe from this news brief. For program information, please visit the Schools and Libraries area of the USAC website, submit a question, or call us toll-free at 1-888-203-8100. Feel free to forward this news brief to any interested parties.

Please do not reply to this email directly, as it was sent from an unattended mailbox.

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