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Universal Service
Administrative Co.

Schools and Libraries Program News Brief

January 4, 2019

TIP OF THE WEEK: Applicants and service providers, please review the list below for important dates and deadlines that occur in the first quarter of calendar 2019. Start now to collect the documentation and make any other preparations you need to meet the deadlines that apply to you.

Upcoming Dates and Deadlines for the First Quarter of 2019

January 15, 2019 at 11:59 p.m. EST

E-rate Productivity Center (EPC) administrative window closes.

- *After this date, applicants will no longer be able to update certain information directly in their EPC profiles. Applicants who miss this deadline will still be able to submit requests for updates through a Receipt Acknowledgment Letter (RAL) modification in EPC, and those requests will be included in the review of their applications.*

January 16, 2019 at noon EST

The FY2019 application filing window opens.

- *Applicants will be able to access and certify an FCC Form 471 for FY2019.*

January 28, 2019 at 11:59 p.m. EST

Deadline to certify an invoice for FY2017 non-recurring services.

- *After this date, applicants and service providers cannot certify invoices for these services without an approved invoice deadline extension request or an approved waiver request of the invoice deadline from the FCC.*

Deadline to request an invoice deadline extension for FY2017 non-recurring services.

- *After this date, applicants and service providers cannot certify invoices for these services without an approved waiver request of the invoice deadline from the FCC.*

February 26, 2019 at 11:59 p.m. EST

Deadline to certify an invoice for FY2017 recurring services if the applicant or service provider requested and received an extension of the October 29, 2018 deadline.

- *After this date, applicants and service providers cannot certify invoices for these services without an approved waiver request of this deadline from the FCC.*

February 27, 2019 at 11:59 p.m. EST

Deadline to certify an FY2019 FCC Form 470 and still be able to meet the required 28-day waiting period for the competitive bidding process.

- *If the FCC Form 470 is certified after this date, the applicant's FCC Form 471 must be certified after the application filing window closes, and will not be considered for funding unless the applicant receives approval for a waiver request of the application filing window deadline from the FCC.*

March 27, 2019 at 11:59 p.m. EDT

The FY2019 application filing window closes.

- *An FCC Form 471 certified after this date will not be considered for funding unless the applicant receives an approval for a waiver request of the application filing window deadline from the FCC.*

Commitments for Funding Year 2018

Funding Year 2018. USAC released FY2018 Wave 38 Funding Commitment Decision Letters (FCDLs) on December 27 and Wave 39 FCDLs on January 3. As of January 4, FY2018 commitments total over \$2.02 billion.

On the date that FCDLs are issued, you can access your FCDL notification from the **Notifications** section of your landing page in the E-rate Productivity Center (EPC).

Service Providers: FY2019 Now Available for FCC Form 473

The drop-down menu for the FCC Form 473, Service Provider Annual Certification (SPAC) Form, now includes the option for FY2019. To file this form – which must be on file each year for every service provider who participates in the E-rate Program – service providers can log in to the [E-File System](#), go to the SPAC Form, and choose "2019" from the drop-down menu.

As a reminder, service providers with more than one Service Provider Identification Number (SPIN) must file a separate form for each SPIN.

Applicants and service providers can verify that this form has been successfully processed using either of these tools on the USAC website:

[SPIN Search Tool](#)

- Enter the first few characters of the service provider's name followed by a percent sign (%), or enter the service provider's nine-digit SPIN.

- Enter the number of search results you want (default is 10, maximum is 99).
- Click the **Next** button. Your results will appear on the following page.
- Locate your service provider's name and SPIN. In the right-hand column labeled "SPAC Filed," you will find all of the funding years with a SPAC Form on file for that SPIN.

[Service Provider Download Tool](#)

- Provide entries in one or more of the search criteria fields (service provider name, SPIN, status, city, state, and/or zip).
- Click the **Search** button. Your results will appear at the bottom of the page.
- In the right-hand column labeled "SPAC Filed (FCC Form 473)," you will find all of the funding years with a SPAC Form on file for that SPIN.

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