

A woman in a dark shirt is standing and talking to an elderly patient lying in a hospital bed. The patient is wearing a patterned hospital gown. The room contains medical equipment, including a bed with controls and various monitors and cables. The entire scene is overlaid with a blue tint.

FCC Order 19-45

FY2018 HCF Program Multi-Year & Upfront Payments



**Universal Service
Administrative Co.**

Housekeeping

- Use the “Audio” section of your control panel to select an audio source and connect to sound
 - Turn on your computer’s speakers, or
 - Use the call-in instructions in your confirmation email
- All participants are on mute
- Submit questions at any time using the “Questions” box
- Slides attached to GoToWebinar Panel and posted to website

Today's Presenters



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Agenda

1. FCC Order 19-45
2. Best Practices for FY2019 Filing Window
3. Summary
4. Questions

FCC Order 19-45



Overview of FCC Order 19-45

- [FCC Order 19-45](#) released on May 20, 2019
- Affects FY2018 HCF Program participants with approved **multi-year** and **upfront payment** funding requests.
- Multi-year requests are now approved as single year requests, fully funded without any proration.
- FY2019 Filing window has been extended to **June 30, 2019 at 11:59 ET**, for impacted HCPs.

Overview of FCC Order 19-45

- FY2018 Funding Commitment Letters (FCLs) issued on Wednesday, May 29, 2019 to applicants affected by this order.
- FY2018 FCL will contain funding information, and include the new FCC Form 463 invoice deadline based on the funding end date.
- As a reminder, please review issued FY2018 FCLs carefully.
- As a courtesy to applicants impacted by this change, USAC placed a FY2019 Funding Request draft in your My Portal queue for easy review and submission.

FRN Look-Up Tool

ABOUT THE PROGRAM

- [Process Overview](#)
- [Appeals & Audits](#)
- [Program Calendar \(FY2019\)](#)
- [Funding Commitments \(FY2017\)](#)
- [FCC Orders for FY2018](#)
- [Glossary of Terms \(PDF\)](#)
- [FAQs](#)

RESOURCES & TOOLS

- [Forms](#)
- [My Portal](#)
- [Tools](#)
- [Latest News](#)
- [Sample Documents](#)
- [FCC Resources](#)
- [Trainings & Outreach](#)
- [Contact Us](#)

INDIVIDUAL HCPS

CONSORTIA

SERVICE PROVIDERS

FUNDING COMMITMENTS

[Available Funding \(FY2017\)](#)
[Fund Distribution \(FY2017\)](#)

[Glossary of Terms](#)
[FY2016 Funding Information](#)

[Funding Commitments Archive](#)

FCC Orders Affecting FY2018

FCC Order 19-45 for HCF Program Multi-Year and Upfront Payments

On May 20, 2019, the Federal Communications Commission (FCC) released [FCC Order 19-45](#) affecting Healthcare Connect Fund (HCF) Program participants with multi-year and upfront payment funding requests. For FY2018, multi-year and upfront payment funding requests exceeded the \$150M cap; in the Order, the Commission takes necessary steps to fully fund these requests by directing USAC to process these as single year funding requests. Without such direction, the multi-year funding requests were facing a significant proration.

To mitigate any additional administrative burden on affected applicants expecting a three year commitment, all FY2018 FCC Forms 461 will be rolled over so FY2018 competitive bidding can be used for FY2019 requests. Additionally, the contracts associated with these funding requests that met evergreen requirements have been designated as such. More information about completing your FY2019 funding request is below.

The Order also extends the FY2019 filing window for affected HCF Program applicants to Sunday, June 30, 2019.

Next Steps

On Wednesday, May 29, all account holders of affected HCPs received their FY2018 Funding Commitment Letter (FCL). The FCL will reflect a single year of funding for FY2018.

FRN Look-up Tool

Please use the following lookup tool to identify if a Funding Request Number (FRN) for your HCP is affected: [FY2018 FRN Look-up Tool](#).

How to Use the Look-up Tool:

Consortia Leaders: Type your Consortia HCP into the "Lead Entity" search bar and click "Search" to show your FY2018 FRN with corresponding FY2019 USAC-Created Draft FRN.

Member HCPs: Type your Individual HCP Number into the "Member HCP" search bar and click "Search" to show if your HCP was affected.



FRN Look-Up Tool


- Publicly available look-up tool can be used to confirm FY2018 FRNs affected by FCC Order 19-45.
- Can help determine if your filing window has been extended to June 30, 2019.
- The look-up tool is an excel spreadsheet, so please make sure to update your security settings accordingly.
- Can use the search bar, or filter by Filing HCP, Member HCP, and FRN drop downs.

FRN Look-Up Tool Search Definitions

- **Filing HCP Number:** HCP that filed the affected FY2018 FRN. This can be a consortia or individual HCP.
- **Member HCP Number:** an individual HCP that participates as part of a consortia. They do not need to take direct action, unless they choose to submit a new FCC Form 462 that is not associated with the FY2018 FRN.
- **FY2018 FRN:** The FRN that was submitted for FY2018 and affected by FCC Order 19-45
- **FY2019 FRN:** The USAC-created draft FRN that is associated with the approved FY2018 FRN.

FRN Look-Up Tool

Format Painter | Clipboard | Font | Alignment | Number | Formatting | Table | Styles | Cells

! SECURITY WARNING Macros have been disabled. 

M9

1 ***(Fund Year 2018 HCF FRNs Information is as of May 29, 2019)***

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FILING HCP NUMBER	MEMBER HCP NUMBER	FY18 FRN	FUNDING YEAR	FY18 FRN Line Item Number	FY19 FRN	FY19 Line Item Number	Impacted by FCC Order 19-45
48720	16288	18442361	2018	10	19634041	10	YES
48720	16289	18442361	2018	11	19634041	11	YES
48720	16292	18442361	2018	12	19634041	12	YES
48720	16299	18442361	2018	13	19634041	13	YES
48720	18021	18442361	2018	14	19634041	14	YES
48720	18024	18442361	2018	15	19634041	15	YES
48720	22141	18442361	2018	16	19634041	16	YES

Info for FY2018 Upfront FRNs Without Multi-Year Funding

- FY2018 approved upfront cost FRNs, that did not submit for multi-year funding, have an extended filing window up until 11:59 p.m on June 30, 2019.
- Since these FRNs did not request multi-year funding they will not have an FY2019 draft.
- Can verify using the look up tool.


FY2019 FCC Form 462 Draft

- FY2019 USAC-created FCC Form 462 draft placed in your My Portal for easy review and submission.
- The FCC Form 462 draft contains remaining funding periods and funding amounts from the original FY2018 approved FRN.
- The draft is a courtesy, and you may instead choose to submit your own FCC Form 462.
- If you delete the USAC-created draft, it cannot be returned to My Portal.

Best Practices for FY2019 Filing Window

For applicants affected by FCC Order 19-45

USAC-Created FCC Form 462 Draft



User: XXXXXXXXXX
[Logout](#)

RURAL HEALTH CARE

Welcome to the Rural Health Care **My Portal**. You have the authorization to access one or more Health Care Provider (HCP) accounts in the Telecommunications and Healthcare Connect Fund programs. Select the program you wish to enter from the options below.

Universal Service Administrative Co. accepts funding requests during filing window periods.		
	Filing Window Period #1	Subsequent Filing Window Period
FY2018	February 01, 2018 - June 29, 2018	NONE
FY2019	February 01, 2019 - May 31, 2019	TBA

For more information about filing window periods, please click [here](#).

You may switch programs at any time by returning to your My Portal tab and selecting another option:

- [Telecommunications program \(Forms 465, 466, 467\)](#)
- [Individual Applicant - Healthcare Connect Fund \(Forms 460, 461, 462, 463\)](#)
- [Consortium Project Coordinator - Healthcare Connect Fund](#)

USAC-Created FCC Form 462 Draft

Form 460 Form 461 **Form 462** Form 463 Documents

Click the 'Substitution' button to view approved 462s and submit site and service substitutions. You can select expense items to modify and create new expense items on one FRN at a time. Refer to the approved NCW by downloading the excel file as a reference to aid you during this process. Note that total funding on an FRN cannot increase above the original commitment amount. For more information, watch the site and service substitution [demonstration video](#) or review the [guide](#). Expense items included on submitted or draft 463s are not available for modification until USAC processes them, and expense items included in substitutions are not available for invoicing on the 463 until USAC processes the substitution.

Substitution

461 App #	FRN	Last Edited	Type of Funding Request	Expense Type	Bandwidth (Download/Upload)	FCL Issuance Date	Status	Download	Actions Available
	17	5/14/2019	Multiple Eligible	Multiple	Multiple		Approved		Create 463
	14	9/15/2015	Multiple Eligible	Multiple	Multiple		Approved		Create 463
	18	5/23/2019	Single Eligible	Ethernet	20.0MB / 10.0MB		Approved		Create 463
	14	11/20/2017	Multiple Eligible	Fiber Network Transport Equipment	40.0MB / 40.0MB		Approved		Create 463
	18	2/08/2019	Single Eligible	Fiber Network Transport Equipment	1.0GB / 1.0GB		Approved		Create 463
	18	1/16/2019	Multiple Eligible	Multiple	Multiple		Approved		Create 463
	14	7/16/2015	Multiple Eligible	Multiple	Multiple		Approved		Create 463
	17	8/30/2018	Single Eligible	Ethernet	10.0MB / 10.0MB		Approved		Create 463
	17	8/30/2018	Multiple Eligible	Ethernet	20.0MB / 10.0MB		Approved		Create 463
	19	5/14/2019	Multiple Eligible	Multiple	Multiple		Received		Create 463
	19	5/29/2019	Single Eligible	Ethernet	20.0MB / 10.0MB		Draft		Delete

USAC-Created FCC Form 462 Draft























- The draft can be found by clicking on the “Last Edited” button twice, as seen in the next slide.
- Will have a “Last Edited” date of 05/29/2019.

USAC-Created FCC Form 462 Draft

Form 460 Form 461 Form 462 Form 463 Documents

Click the 'Substitution' button to view approved 462s and submit site and service substitutions. You can select expense items to modify and create new expense items on one FRN at a time. Refer to the approved NCW by downloading the excel file as a reference to aid you during this process. Note that total funding on an FRN cannot increase above the original commitment amount. For more information, watch the site and service substitution [demonstration video](#) or review the [guide](#). Expense items included on submitted or draft 463s are not available for modification until USAC processes them, and expense items included in substitutions are not available for invoicing on the 463 until USAC processes the substitution.

Substitution

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19		5/29/2019	Single Eligible	Ethernet	20.0MB / 10.0MB		Draft		Delete
18		5/23/2019	Single Eligible	Ethernet	20.0MB / 10.0MB		Approved	 	Create 463
19		5/14/2019	Multiple Eligible	Multiple	Multiple		Received	 	Create 463
17		5/14/2019	Multiple Eligible	Multiple	Multiple		Approved	 	Create 463
18		2/08/2019	Single Eligible	Fiber Network Transport Equipment	1.0GB / 1.0GB		Approved	 	Create 463
18		1/16/2019	Multiple Eligible	Multiple	Multiple		Approved	  	Create 463
17		8/30/2018	Multiple Eligible	Ethernet	20.0MB / 10.0MB		Approved	  	Create 463
17		8/30/2018	Single Eligible	Ethernet	10.0MB / 10.0MB		Approved	 	Create 463
14		11/20/2017	Multiple Eligible	Fiber Network Transport Equipment	40.0MB / 40.0MB		Approved	 	Create 463
14		9/15/2015	Multiple Eligible	Multiple	Multiple		Approved	 	Create 463
14		7/16/2015	Multiple Eligible	Multiple	Multiple		Approved	 	Create 463

Submitting FCC Form 462 USAC-Created Draft

- We highly encourage applicants to submit the USAC-created draft.
- Included with the draft will be all information previously submitted with the associated FY2018 FRN:
 - Remaining portion of request that was truncated when FY2018 multi-year changed to single year,
 - All previously submitted supporting documentation, and
 - Contract information.
- If you decide to submit the USAC-created FCC Form 462 draft, please review it along with the Network Cost Worksheet (NCW) carefully.
- You must sign and certify the FCC Form 462 USAC-created draft.

Submitting New FCC Form 462

- If submitting new FCC Form 462, please be aware that only the FCC Form 461 associated with the FY2018 FRN has been rolled over.
- If you find that it has not been rolled over, please email RHC-Assist@usac.org with the FY2018 FRN and FCC Form 461 application number.
- Please note, undergoing a *new* competitive bidding process is not encouraged, as you may not meet the June 30 filing window deadline.
- If undergoing a new competitive bidding process, all FCC Forms 461 must be submitted to USAC by 1:00 p.m. ET on Friday, May 31 to be reviewed for posting.

Avoid Submitting Duplicate Forms

- You should not submit *both* the USAC-created draft, and another FCC Form 462 for the same services, as this would be considered duplicate funding
- If you previously submitted an FY2019 FCC Form 462 but now want to submit the USAC-created draft please withdraw any previously submitted FY2019 FCC Forms 462.
- Email RHC-Assist@usac.org with the FRN in the subject line to request form withdrawals.

Information Requests

- Forms with missing or incomplete information or documentation cannot be processed.
- Where USAC requires information that cannot be located on the submitted supporting documentation will result in an **Information Request**.
- All account holders will receive all Information Requests.
- Applicants are given 14 calendar days to provide a response to the Information Request.
 - 11:59 p.m. EST on the 14th day would be the last time to respond to the Information Request.
- Information Requests not responded to within 14 calendar days **will result in a denial** of that form.

Documentation Retention

- Documentation must be retained for five years after the funding end date.
- HCPs are required to retain documentation sufficient to establish compliance with all FCC rules.
- Service providers retain documentation related to the delivery of discounted services for at least five years after the last day of delivery of discounted services.

Summary



Summary

- Multi-year and upfront cost FRNs changed to single year for approved FY2018 FRNs via [FCC Order 19-45](#).
- FY2018 FCLs issued on Wednesday, May 29, 2019
- USAC-Created FCC Form 462 draft placed in My Portal
 - Contains remaining funding periods and funding amounts from original FY2018 request.
- FCC Form 461 rolled-over for affected FY2018 FRNs.
- The FY2019 funding request deadline for applicants affected by this order has been extended to **11:59 ET on Sunday, June 30, 2019**.

Resources

- [FCC Order 19-45](#)
- USAC FCC Orders for FY2018 [website page](#) with FRN lookup tool
- FCC Order 19-45 Summary (to be posted by 5-30)
- Approved FY2018 FCL (sent to account holders via email on May 29)
- [How to Find Your FCL in My Portal](#)

RHC Program Help Desk

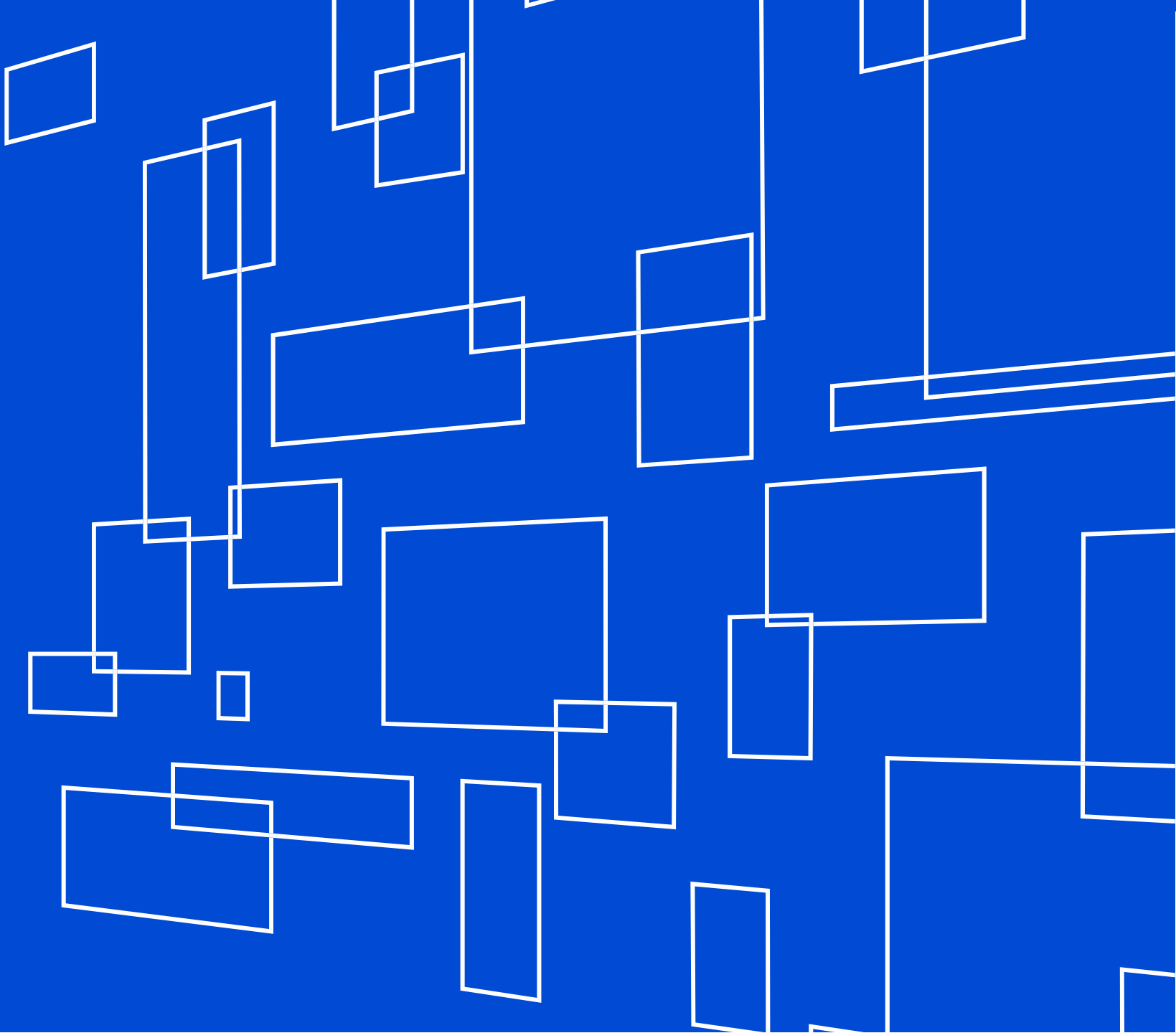
- Email: RHC-Assist@usac.org
 - Email at any time to request a one-on-one appointment to learn more about the application process or ask specific questions.
- Phone: **(800) 453-1546**
 - Hours are 8:00 a.m. – 8:00 p.m. ET



Emailing the RHC Help Desk

- Include in your email
 - HCP Number
 - FRN

Questions?





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