



# **Telecom Program Funding Request - Best Practices for FY2025**

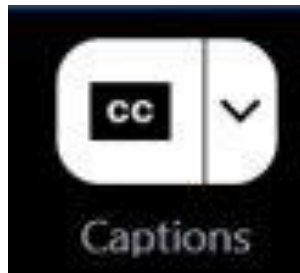
Submitting the FCC Form 466 in RHC Connect  
December 17, 2025

# Housekeeping – Closed Captioning (CC)

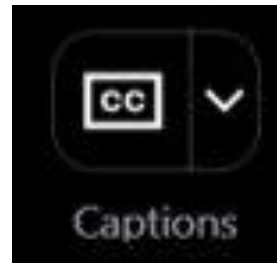
- Attendees control their own captioning.



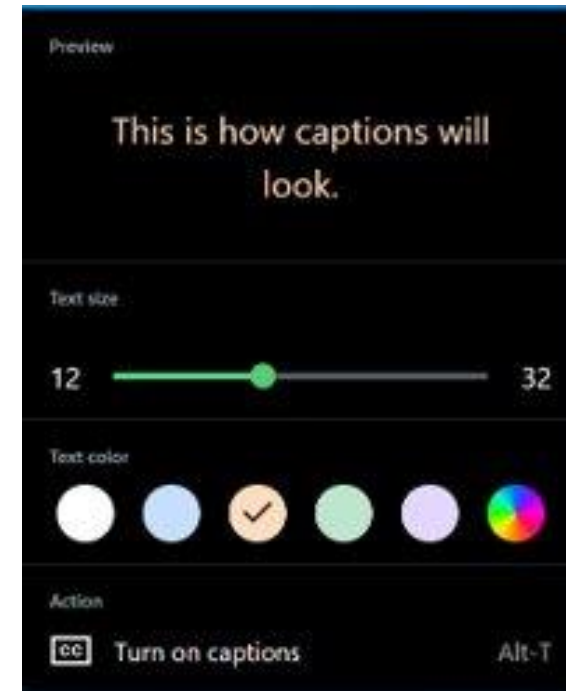
- You control the caption font size and color.
- Toggle CC off and on at your preference.



Captions ON

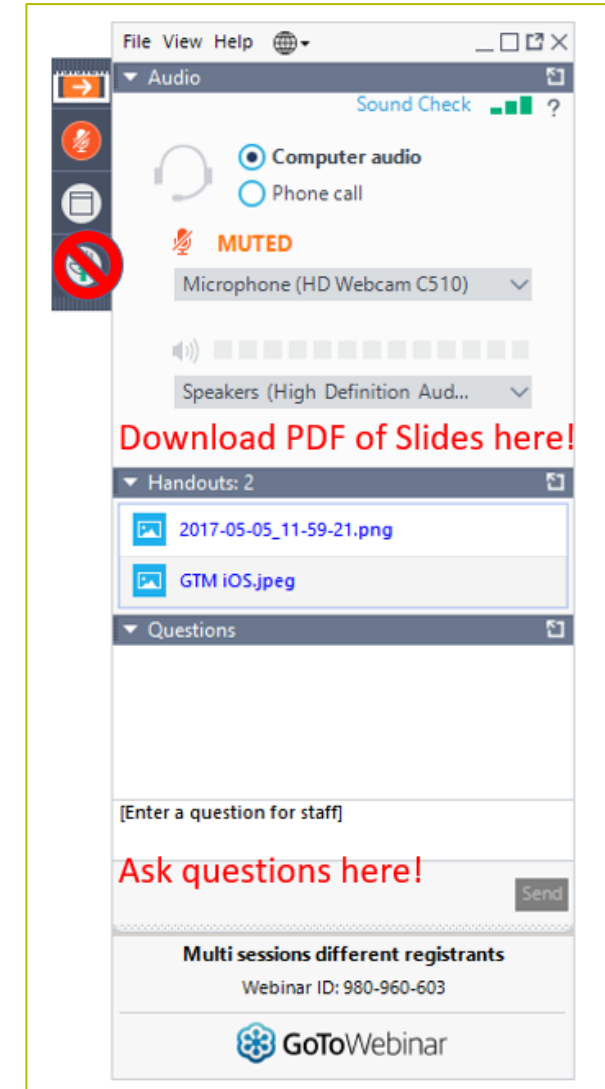


Captions OFF



# 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 will be posted with the recording to the [Webinars](#) webpage



# Meet Our Team



**Blythe Albert**

Advisor of Program  
Management | RHC Outreach



**Ecatarina Grant**

Manager of Communications  
| RHC Outreach

# Agenda

- Overview
- Program Updates
- Submitting the FCC Form 466 in RHC Connect
  - RHC Connect Walkthrough
  - Competitive Bidding Exemptions
  - Urban/Rural Rate Updates
- Best Practices and Resources

# By the end of the webinar, you will be able to...

- *Understand what a funding request is, who must submit, and when to submit*
- *Complete and submit an FCC Form 466 in RHC Connect*
  - *Avoid common errors*
  - *Upload a contract for evergreen designation*
  - *Submit your funding request before the deadline*
- *Respond to Information Requests*
- *Locate important resources on the USAC website*

# Glossary

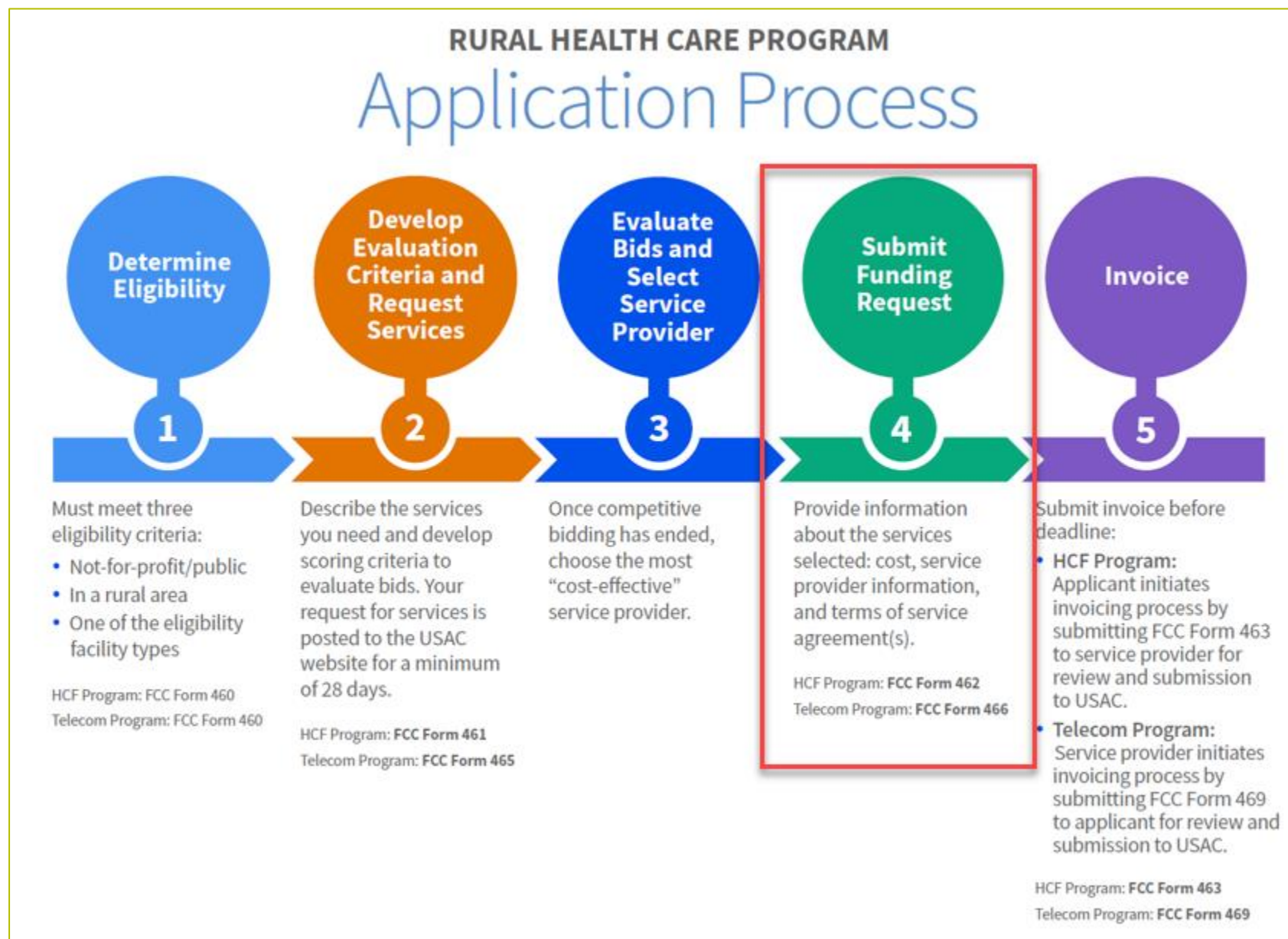
Acronym	Definition
FCC	Federal Communications Commission
FY	Funding Year
HCP	Health Care Provider (your site)
HCP Number	Number associated with your site
PAH	Primary Account Holder
ACSD	Allowable Contract Selection Date
SPIN/498 ID	Service Provider Identification Number

# **Funding Request Overview**

Telecom Program Funding Request  
Best Practices for FY2026

# Differences Between RHC Programs

- The Telecom Program funds telecommunications services.
- The HCF Program funds advanced telecommunications and information services for broadband connectivity.
- Unlike the HCF Program, the Telecom Program does not provide support for equipment, network buildout, and non-common carrier services, e.g., information and private carriage services.
- Different method of calculating discount
  - Telecom Program funds the difference between the urban and rural rates.
  - HCF Program funds a flat 65 percent.



# Important Dates and Deadlines FY2026



# What is a Funding Request?

- Once a service provider is selected, the next step is to submit a **funding request** to USAC to provide information about the services selected and certify that those services are the most cost-effective option of the offers received.
- Specifies the type of service(s) ordered, cost, name of service provider(s), and terms of the service agreement(s).
- Applicants submit their Telecom Program funding request using an FCC Form 466 (Funding Request Form).
- All applicants requesting funding through the Telecom Program must file a separate FCC Form 466 for each circuit for which funding is requested.
  - If you're submitting an FCC Form 466 for voice services, please aggregate all voice grade circuits on one FRN.

# When to Submit a Funding Request

- Funding Year (FY) 2026 Filing Window:
  - December 1, 2025 – April 1, 2026, 11:59 p.m. ET.
- Applicants are unable to submit funding request forms outside of a filing window.
- USAC suggests that applicants submit the funding requests as early as possible during the filing window.
- The FCC Form 466 must be submitted by the close of a filing window to be considered for funding.

# Information Requests

- Forms with missing or incomplete information or documentation cannot be processed.
- If USAC requires information that cannot be located on the submitted supporting documentation, this 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. ET on the 14<sup>th</sup> 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.

# Submission Checklist

- ☐ Document(s) confirming the monthly cost for your services (e.g., a copy of your bill dated within the requested funding period) or the most currently available bill as the filing window closes before the funding year opens.
- ☐ Rural and Urban rate documentation.
- ☐ A copy of all bids that were received for your request for service including the winning bid, all bids that were rejected and any bids that were disqualified and why.
- ☐ A list of the bid evaluation criteria and copy of the bidding evaluation matrix.
- ☐ A list of people who evaluated bids including title, role, and their relationship to the applicant.
- ☐ Internal documents related to the selection of the service provider (if applicable).
- ☐ Copies of any correspondence with service providers prior to and during the competitive bidding process (if applicable).
- ☐ A copy of any new contract signed for your services.
- ☐ Contact information for the service provider and all responsible account holders.
- ☐ The start and end location of your services.

**\* Any information that cannot be located on the submitted supporting documentation will result in an Information Request.**

# Submission Tips

- Use the information on the original documentation (bill, contract, or service order) to enter the data into the FCC Form 466 and upload that document into RHC Connect with your submission.
- Remember you must also submit:
  - **Copies of all bids received** including winning, losing and disqualified,
  - **List of the people who evaluated the bids** with their names and titles,
  - **Evaluation documents** including the scores received by bidders based on the weighted criteria posted in the FCC Form 465; and
  - **Award letter** to the winning vendor (if applicable).
- Per program rules, you must have all supporting documents on hand at the time of submission and they must be uploaded when you submit your forms.

## Submission Tips (continued)

- It is helpful to submit a cover letter that includes a summary of your submission.
- Recommended things to include in your cover letter:
  - Where to find information about your circuit in the supporting documentation (i.e., Ethernet 20M - \$XX.XX – Page 5 of Invoice).
  - Highlight/label any documentation that is submitted.
- Information that isn't clearly identified via supporting documentation must be confirmed by the service provider.
  - It is the HCP's responsibility to reach out to the service provider to get any missing information.
  - USAC cannot reach out to the service provider on an HCP's behalf.

# Identifying Applicable Charges on a Bill/Invoice - Example

- Annotated invoice clearly reflects HCP, Billing Account Number (BAN), Circuit Location(s), Service Type, and Monthly Recurring Charge (MRC)

**Service Provider**

**GRM NETWORKS** 1001 Kentucky Street  
Princeton, MO 64673-1074

ADDRESS SERVICE REQUESTED

☐ Check here for change of address  
☐ Check here to enroll in automatic payments  
☐ Check here to make a credit card payment  
 (See reverse for details)

**Remittance Information**

Account Number [REDACTED]  
 Invoice Number [REDACTED]  
 Bill Date Jan 01  
 Due Date Jan 21  
 Amount Due \$ 434.70  
 Amount Enclosed: \$ [REDACTED]  
 Please include account number on your check and make payable to GRM Networks

GRM NETWORKS  
 1001 KENTUCKY ST  
 PRINCETON, MO 64673

**HCP Name & Service Address**

6: 1-4364 [REDACTED]

Page 2 of 4

Charge Detail	Service Type
<b>Business Phone Service</b>	
<b>Recurring Charges (Jan 01 - Jan 31)</b>	
Maintenance Agreement - Phone System	62.50
RL Regular Listing	8.00
Calling name / Number Delivery	3.95
Key System Line Charge	32.00
<b>Taxes, Fees, and Surcharges</b>	
* Business Multi Subscriber Line Charge	9.20
ARC Business Multi Line	3.00
Federal Universal Service Charge	3.98
Harrison County 911	4.80
Missouri USF Surcharge	0.05
Relay Missouri Surcharge	0.10
<b>Total for</b>	<b>\$ 127.58</b>
<b>Business Phone Service</b>	
<b>Recurring Charges (Jan 01 - Jan 31)</b>	
* Business Basic Service	23.50
<b>Taxes, Fees, and Surcharges</b>	
* Business Multi Subscriber Line Charge	9.20
ARC Business Multi Line	3.00
Federal Universal Service Charge	3.98
Harrison County 911	3.53
Missouri USF Surcharge	0.04
Relay Missouri Surcharge	0.10
<b>Total for</b>	<b>\$ 43.35</b>
<b>Business Phone Service</b>	
<b>Recurring Charges (Jan 01 - Jan 31)</b>	
Calling name / Number Delivery	3.95
Key System Line Charge	32.00
<b>Taxes, Fees, and Surcharges</b>	
* Business Multi Subscriber Line Charge	9.20
ARC Business Multi Line	3.00
Federal Universal Service Charge	3.98
Harrison County 911	4.80
Missouri USF Surcharge	0.05
Relay Missouri Surcharge	0.10
<b>Total for</b>	<b>\$ 57.08</b>

Charge Detail	Service Type
<b>Business Phone Service</b>	
<b>Recurring Charges (Jan 01 - Jan 31)</b>	
Key System Line Charge	32.00
<b>Taxes, Fees, and Surcharges</b>	
* Business Multi Subscriber Line Charge	9.20
ARC Business Multi Line	3.00
Federal Universal Service Charge	3.98
Harrison County 911	4.80
Missouri USF Surcharge	0.05
Relay Missouri Surcharge	0.10
<b>Total for</b>	<b>\$ 53.13</b>
<b>Business Phone Service</b>	
<b>Recurring Charges (Jan 01 - Jan 31)</b>	
* Business Basic Service	23.50
<b>Taxes, Fees, and Surcharges</b>	
* Business Multi Subscriber Line Charge	9.20
ARC Business Multi Line	3.00
Federal Universal Service Charge	3.98
Harrison County 911	3.53
Missouri USF Surcharge	0.04
Relay Missouri Surcharge	0.10
<b>Total for</b>	<b>\$ 43.35</b>
<b>Business Phone Service</b>	
<b>Recurring Charges (Jan 01 - Jan 31)</b>	
Calling name / Number Delivery	3.95
Key System Line Charge	32.00
<b>Taxes, Fees, and Surcharges</b>	
* Business Multi Subscriber Line Charge	9.20
ARC Business Multi Line	3.00
Federal Universal Service Charge	3.98
Harrison County 911	4.80
Missouri USF Surcharge	0.05
Relay Missouri Surcharge	0.10
<b>Total for</b>	<b>\$ 57.08</b>

# **Program Updates**

Telecom Program Funding Request  
Best Practices for FY2026

# FCC Order DA 25-954 - FY2026 Rural and Urban Rates

On November 18, 2025, the FCC released order [DA 25-954](#). This order waives the FCC's rules to permit the use of previously approved rural rates from FYs 2023-2025 for FY2026 that would otherwise require approval of a cost-based justification for FY2026. **This is for Method 3 rates only.**

- For FY2026, rural rates should be calculated as follows:
  - Use Method 1.
  - If you cannot satisfy the requirements, then Method 2.
  - If neither of these methods is feasible, then you must use Method 3.
- For FY2026 urban rates:
  - For urban rates, the process has been simplified.
  - “The urban rate for that service shall be a rate no higher than the highest tariffed or publicly-available rate charged to a commercial customer for a functionally similar service in any city with a population of 50,000 or more in that state, calculated as if it were provided between two points within the city.” (47 CFR § 54.604(b))
- Please use the [Urban and Rural Rate Information FY2026](#) tip sheet as a resource.

## Reminder – FCC Order 23-110

- [FCC Order 23-110](#) improves RHC program administration and facilitates participation in the program by allowing health care providers that expect to become eligible during a funding year to complete the processes required to request funding.
- The order permits health care providers to be granted conditional eligibility, thus allowing them to initiate competitive bidding and request funding while awaiting a final eligibility determination.
- Adopts the FCC Form 460 for eligibility determinations in the Telecom Program, which will eliminate the need for Telecom Program participants to seek an eligibility determination every time they engage in competitive bidding.
- Applicants must disclose those sites that are approved for conditional eligibility on the FCC Form 461.

# Reminders: FCC Report and Order 19-78

- [FCC Report and Order 19-78](#) webpage summarizes the Order's major changes.
- Consultant Registration – USAC will issue a unique registration number to the consultant or outside expert and that number will be linked to the HCP's organization.
- Telecom Competitive Bidding Exemptions – Telecom Program applicants can use every competitive bidding exemption applicable to the HCF Program, except the \$10k or less exemption.
- Service Substitutions – Telecom Program applicants will be allowed to submit service substitution requests.
  - HCPs in both the HCF and Telecom program are required to submit site and service substitutions by the service delivery deadline (June 30 of a given funding year).

# Reminder: FCC Report and Order 19-78 (continued)

- **SPIN CHANGES** - SPIN changes must be requested by the invoice filing deadline.
  - A corrective SPIN change is made when the SPIN associated with a Funding Request Number (FRN) is not correct. This occurs when:
    - The applicant or USAC made a data entry error,
    - SPIN has changed due to the merger of companies or the acquisition of one company by another; or
    - The applicant has not initiated the change (e.g., where the service provider declares bankruptcy).
  - An operational SPIN change is a request to change the actual service provider associated with an FRN.
    - The change in service providers is the result of a decision by the applicant.
    - The applicant has a legitimate reason to change providers (e.g., breach of contract or the service provider is unable to perform).

# Supply Chain Order

- As a reminder, when service providers login to [My Portal](#) they will see two new supply chain certifications included in the FCC Form 463 and Telecom program invoice.
- The first certification affirms compliance with the [Section 54.9](#) prohibition on USF for specified transactions with companies deemed to pose a national security threat. The second certification affirms compliance with [Section 54.10](#), which prohibits the use of any Federal subsidies on any communications equipment and services on the [Covered List](#).
- If you requested services or equipment provided or that contain components of products produced by any of the listed covered companies or any of their parents, affiliates and subsidiaries, you cannot invoice for these funds. Instead, you should immediately request a [service substitution](#).
- As you proceed with competitive bidding, please ensure you are not requesting funding for services or equipment from listed covered companies or any of their parents, affiliates and subsidiaries.
- [Supply Chain webpage](#)

# Questions?

# **Submitting the FCC Form 466**

Telecom Program Funding Request  
Best Practices for FY2026

# RHC Connect - TPA and User Management

- Moved to RHC Connect.
- Do not submit third-party authorizations (TPAs) in My Portal or through the RHC Customer Service Center.
- Submit all TPAs and manage Consultant Groups using the following online resources:
  - [Authorizations and User Management Webinar](#) (March 5, 2025)
  - [RHC Connect User Guide - TPA](#)
- The decommissioning of My Portal has been pushed back to the middle of calendar year (CY) 2026.
  - Third-party authorizations (TPAs) will not be migrated to RHC Connect.
  - The RHC outreach team will continue to provide information about important deadlines and the decommissioning of My Portal.

# My Portal Landing Page

- Log into My Portal and click **Rural Health Care** then **RHC Connect**.
- If you also participate in the Connected Care Pilot Program (CCPP), you will select **RHC My Portal**.

The screenshot shows the 'Dashboard' of the My Portal. At the top, there is a notification banner about supply chain orders and certifications. Below the banner, the dashboard is divided into three main sections: 'Upcoming Dates', 'Rural Health Care', and 'Help?'. The 'Upcoming Dates' section shows '10/18'. The 'Rural Health Care' section is expanded, showing three sub-sections: 'RHC Connect', 'RHC My Portal', and 'Connected Care Pilot Program'. The 'RHC Connect' section is highlighted with a red border. The 'Help?' section includes a 'Send us a message' link and a 'Call us' number.

**Dashboard**

In accordance with the Supply Chain orders, new certifications have been added to the following forms: RHC - FCC Form 463 and the Telecom invoice, E-rate - FCC Form 473, and High Cost & Lifeline - FCC Form 481. Service providers are required to submit these annual certifications. For additional information, visit the [USAC Supply Chain](#) page.

**Upcoming Dates**

10/18

**Rural Health Care**

**RHC Connect** - Health care providers must use this section to create and submit forms for the Healthcare Connect Fund (HCF) Program for all required forms other than the FCC Form 460 for FY2022 and later, and the Telecommunications (Telecom) Program for the FCC Form 466 for FY2024 and later.

**RHC My Portal** - Health care providers must use this section to create and submit required forms for the Telecommunications (Telecom) Program for the FCC Form 466, the Connected Care Pilot Program (CCPP), the Healthcare Connect Fund (HCF) Program for the FCC Form 460 and all required forms for FY2021 and earlier, and the Telecommunications (Telecom) Program for the FCC Form 466 and Form 467 for FY2023 and earlier.

**Connected Care Pilot Program** - Health care providers must use this form to complete, certify, and submit their required Connected Care Pilot Program Annual Reports and Final Report.

**Help?**

Send us a message  
[Click here](#)

Call us  
(888) 641-8722

# Dashboard

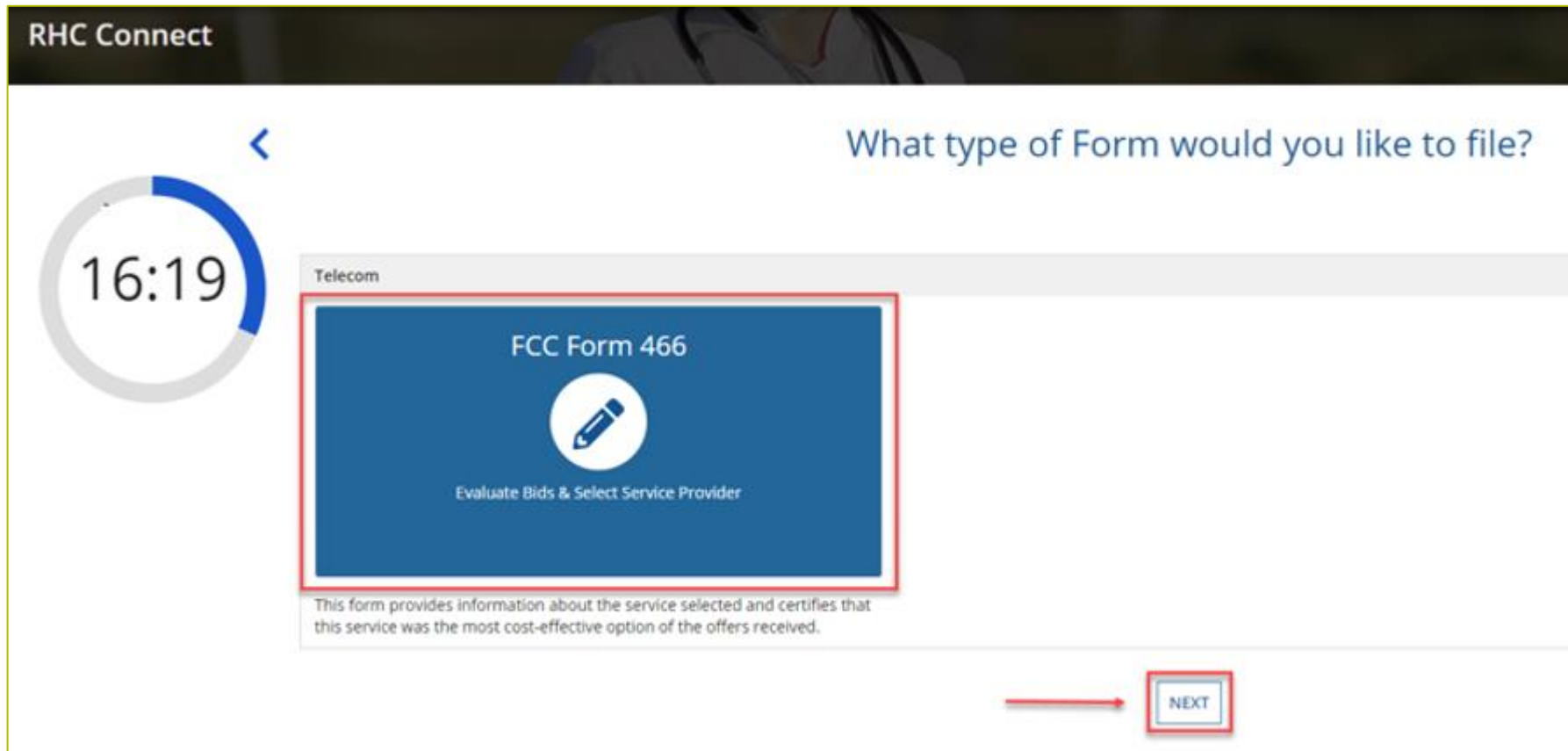
- Here you can start a new form, view the status of submitted and processed applications, resume working on a draft or delete a draft FCC Form 466.
- If the form is recalled, the bottom screen will appear, and an email will be sent to all account holders.
- There's a countdown banner displaying the days remaining in the filing window.

The screenshot shows the RHC Connect dashboard. At the top left, there is a 'START A FORM' button highlighted with a red box and an arrow. Below it, a large circular timer displays '17:57'. A banner at the top right indicates 'The Funding Year: funding request filing window closes in 3 days'. Below the banner, there is a table of applications. The table has columns for Site Name, Site Number, Application Number, Application Nickname, Form, Last Update, Status, and Actions. The 'Status' column shows 'Processed' and 'Submitted'. The 'Actions' column contains icons for 'Recall', 'Delete', and 'Download'. The 'Recall' icon is highlighted with a red box.

The screenshot shows a dialog box asking 'Do you want to Recall this application?' with 'NO' and 'YES' buttons. Below the dialog box, there is a form titled 'Health Care Provider (HCP) Information' and 'FCC Form 466 Application Information'. The 'Health Care Provider (HCP) Information' section includes fields for HCP, FCC Registration Number, Address, and State. The 'FCC Form 466 Application Information' section includes fields for Application Nickname (Optional), Funding Year (2024), Application Number (RHC20240000259), and Funding Priority (Priority 1).

# Start Form

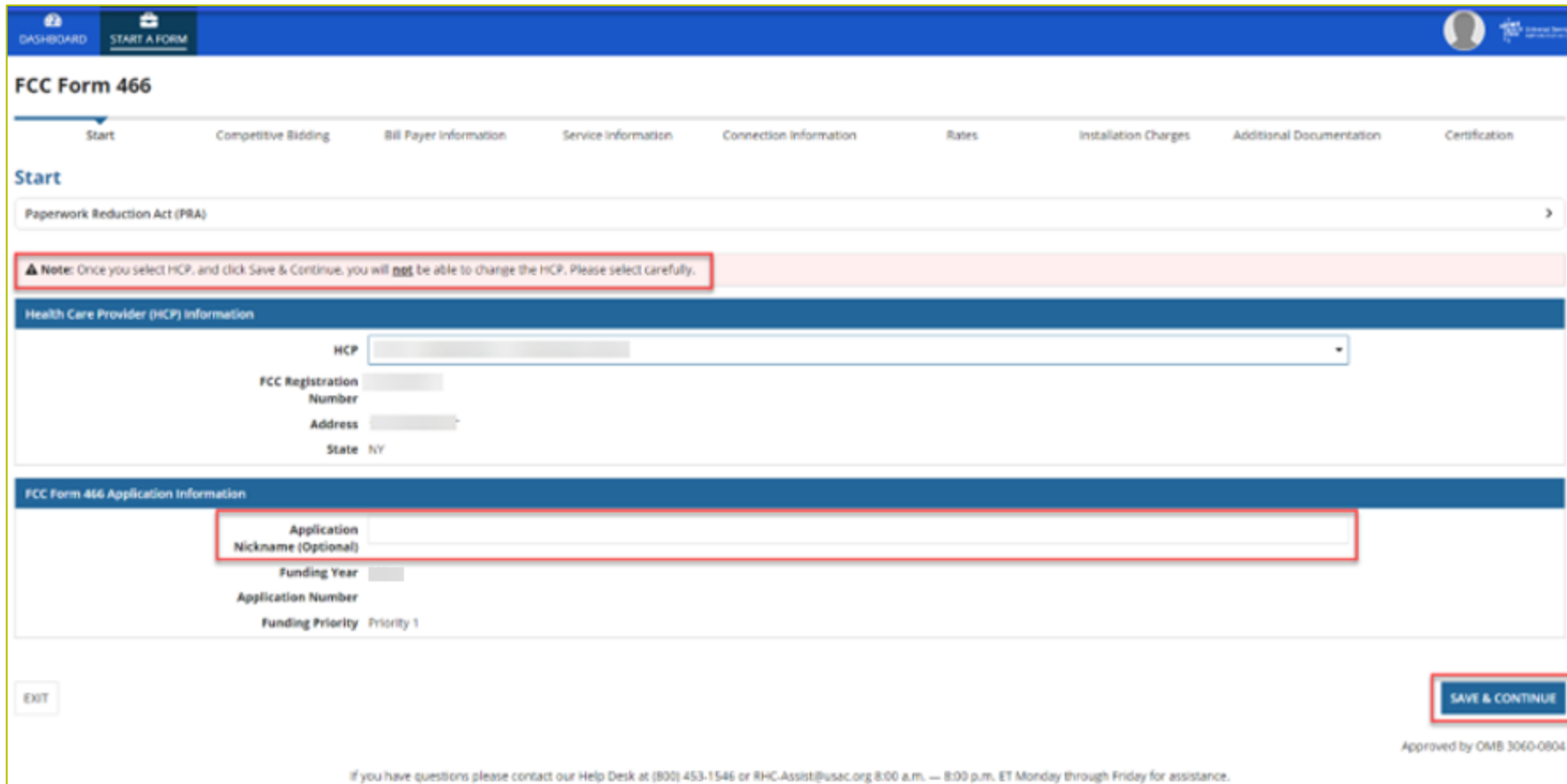
- Click **FCC Form 466** then click **Next**.



The screenshot displays the 'RHC Connect' interface. At the top left, a circular timer shows '16:19'. A blue arrow points left from the timer. The main heading asks 'What type of Form would you like to file?'. Below this, a 'Telecom' category is selected. A blue box labeled 'FCC Form 466' is highlighted with a red border. Inside this box, there is a pencil icon and the text 'Evaluate Bids & Select Service Provider'. Below the box, a note states: 'This form provides information about the service selected and certifies that this service was the most cost-effective option of the offers received.' At the bottom right, a red arrow points to a 'NEXT' button, which is also highlighted with a red border.

# Start Page

- Select HCP from the drop-down menu.
- Enter an **Application Nickname**.



The screenshot shows the 'Start' page of the FCC Form 466 application. The page has a blue header with 'DASHBOARD' and 'START A FORM' tabs. A progress bar at the top lists steps: Start, Competitive Bidding, Bill Payer Information, Service Information, Connection Information, Rates, Installation Charges, Additional Documentation, and Certification. The 'Start' section includes a 'Paperwork Reduction Act (PRA)' dropdown and a red-bordered note: 'Note: Once you select HCP, and click Save & Continue, you will not be able to change the HCP. Please select carefully.' Below this is the 'Health Care Provider (HCP) Information' section with fields for HCP (a dropdown menu), FCC Registration Number, Address, and State (pre-filled with 'NY'). The 'FCC Form 466 Application Information' section contains fields for Application Nickname (Optional), Funding Year, Application Number, and Funding Priority (pre-filled with 'Priority 1'). At the bottom left is an 'EXIT' button, and at the bottom right is a 'SAVE & CONTINUE' button. A footer note states: 'If you have questions please contact our Help Desk at (800) 453-1546 or RHC-Assist@usec.org 8:00 a.m. — 8:00 p.m. ET Monday through Friday for assistance.' and 'Approved by OMB 3060-0804'.

**FCC Form 466**

Start Competitive Bidding Bill Payer Information Service Information Connection Information Rates Installation Charges Additional Documentation Certification

**Start**

Paperwork Reduction Act (PRA)

**Note:** Once you select HCP, and click Save & Continue, you will not be able to change the HCP. Please select carefully.

**Health Care Provider (HCP) Information**

HCP

FCC Registration Number

Address

State NY

**FCC Form 466 Application Information**

Application Nickname (Optional)

Funding Year

Application Number

Funding Priority Priority 1

EXIT

SAVE & CONTINUE

If you have questions please contact our Help Desk at (800) 453-1546 or RHC-Assist@usec.org 8:00 a.m. — 8:00 p.m. ET Monday through Friday for assistance.

Approved by OMB 3060-0804

# Competitive Bidding Page

- Select **Yes** if you are exempt from competitive bidding and **No** if you completed your competitive bidding process.

**FCC Form 466 - HCP**

Start **Competitive Bidding** Bill Payer Information Service Information Connection Information Rates Installation Charges Additional Documentation Certification

**Competitive Bidding**

⚠ Please note that funding requests can only be submitted during a filing window period. We recommend that you submit your funding request in the earliest filing window period to receive funding. For more information about filing window periods, click [here](#).

Is the HCP requesting that this application be exempt from competitive bidding? ?

☒ Yes

☐ No

Explanations >

Select the exemption that the HCP is claiming

☐ Government Master Services Agreement

☐ Pre-Approved Master Services Agreement

☐ Evergreen Contract

☐ E-Rate Master Contract

BACK EXIT

SAVE & CONTINUE

# Competitive Bidding Page(continued)

- Click the arrow beside **Explanations** to view a description of each competitive bidding exemption.

The screenshot shows a web form titled 'Competitive Bidding' with a progress bar at the top. The progress bar includes steps: Start, Competitive Bidding (active), Bill Payer Information, Service Information, Connection Information, Rates, Installation Charges, Additional Documentation, and Certification. Below the progress bar, a yellow warning banner states: 'Please note that funding requests can only be submitted during a filing window period. We recommend that you submit your funding request in the earliest filing window period to receive funding. For more information about filing window periods, click [here](#).' The main question is 'Is the HCP requesting that this application be exempt from competitive bidding?' with radio buttons for 'Yes' and 'No'. Below this, a section titled 'Explanations' is highlighted with a red box. A red arrow points to a downward-pointing chevron icon next to the 'Explanations' title. The 'Explanations' section contains the following text: 'If your site meets one of the competitive bidding exemptions below, you are not required to submit the FCC Form 465 and go through the competitive bidding process. You are exempt from competitive bidding if any of the following apply:'. It then lists four exemptions: 1. Government Master Service Agreement (MSA), 2. Master Service Agreements (MSA) Approved Under the Rural Health Care Pilot Program or HCF Program, 3. Evergreen Contract, and 4. Schools and Libraries Program Master Contracts. At the bottom of the form, there are 'BACK' and 'EXIT' buttons on the left, and a 'SAVE & CONTINUE' button on the right.

Start Competitive Bidding Bill Payer Information Service Information Connection Information Rates Installation Charges Additional Documentation Certification

### Competitive Bidding

⚠ Please note that funding requests can only be submitted during a filing window period. We recommend that you submit your funding request in the earliest filing window period to receive funding. For more information about filing window periods, click [here](#)

Is the HCP requesting that this application be exempt from competitive bidding? ⓘ

☐ Yes

☐ No

**Explanations**

If your site meets one of the competitive bidding exemptions below, you are not required to submit the FCC Form 465 and go through the competitive bidding process. You are exempt from competitive bidding if any of the following apply:

- 1. Government Master Service Agreement (MSA):** You are seeking support for services purchased from master service agreements (MSAs) negotiated by a federal, state, Tribal, or local government entity on the applicant's behalf, and awarded pursuant to applicable federal, state, Tribal, or local competitive bidding requirements.
- 2. Master Service Agreements (MSA) Approved Under the Rural Health Care Pilot Program or HCF Program:** You are opting into an existing MSA approved under the Rural Health Care Pilot program or the HCF program and seeking support for services purchased from the MSA, as long as the MSA was developed and negotiated in response to an RFP or request for services that specifically solicited proposals that included a mechanism for adding additional sites to the MSA.
- 3. Evergreen Contract:** You have an existing contract already endorsed by USAC as evergreen.
- 4. Schools and Libraries Program Master Contracts:** You are an eligible HCP participating in the Schools and Libraries (E-rate) program and are purchasing services under a contract approved under the E-rate program as a master contract.

[BACK](#) [EXIT](#) [SAVE & CONTINUE](#)

# Competitive Bidding Exemptions

- Purchasing services from a government master service agreement (MSA) negotiated by a federal, state, Tribal, or local governmental entity which was awarded pursuant to applicable competitive bidding requirements;
- Requesting support using contracts previously approved by USAC (MSA under the RHC Pilot Program or the HCF Program);
- Using an active multi-year contract designated as “evergreen” for the RHC program (exemption applies for the life of the contract); or is
- Using a contract approved under the E-rate program.

# Evergreen Contracts

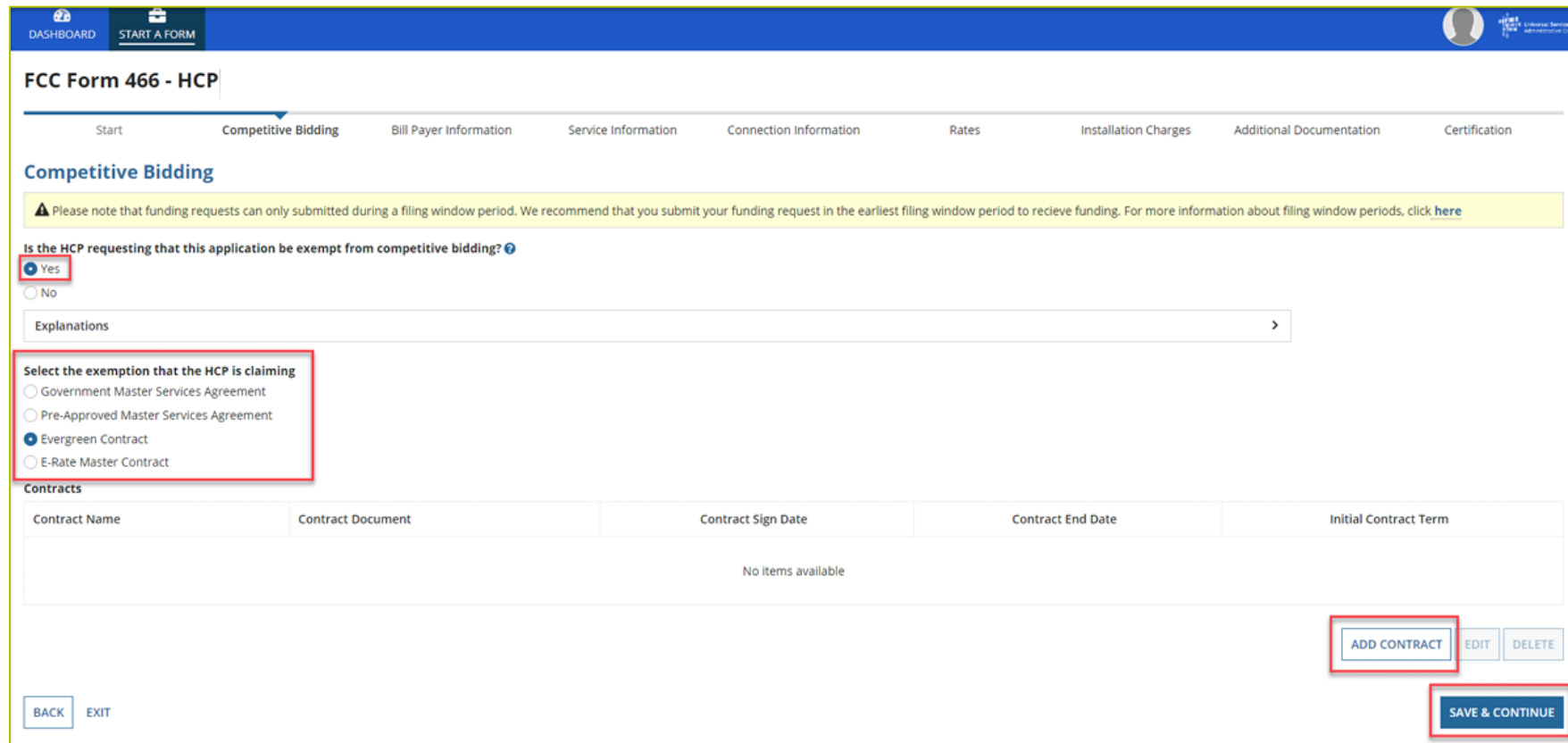
- An **evergreen contract** is a multi-year contract between an HCP and a service provider that has been reviewed by USAC in a prior funding year request and endorsed as evergreen, which allows an applicant to bypass competitive bidding for the life of the contract.
- Applicants who will be exercising voluntary extensions for an approved evergreen contract should list the remaining expense periods as one expense and the length of the extension as another expense.
  - Voluntary extensions must be memorialized in the contract and must have been included in the original evergreen endorsement.
  - The decision to extend the contract must have been made before a funding request is filed.
  - Voluntary extensions cannot exceed five years in aggregate.

## Evergreen Contracts (continued)

- Applicants will be notified of an evergreen determination on their **Funding Commitment Letter (FCL)**. To be considered evergreen, the multi-year contract must meet the following criteria:
  - Both parties are identified,
  - Contract is signed and dated by the HCP or consortium leader,
  - Contract specifies the bandwidth, type, quantity, and terms of service,
  - Contract has a specific duration,
  - Contract specifies the cost of services to be provided,
  - Contract includes the physical addresses or other identifying information of the HCP sites purchasing from the contract; and
  - Contract must be entered into as a result of competitive bidding.

# Competitive Bidding Page – Exemptions (continued)

- Select the exemption from the list of eligible exemptions.
- Click **Add Contract** at the bottom right on the screen.



**FCC Form 466 - HCP**

Start Competitive Bidding Bill Payer Information Service Information Connection Information Rates Installation Charges Additional Documentation Certification

**Competitive Bidding**

⚠ Please note that funding requests can only submitted during a filing window period. We recommend that you submit your funding request in the earliest filing window period to recieve funding. For more information about filing window periods, click [here](#)

Is the HCP requesting that this application be exempt from competitive bidding? ⓘ

☒ Yes  
☐ No

Explanations >

Select the exemption that the HCP is claiming

☐ Government Master Services Agreement  
☐ Pre-Approved Master Services Agreement  
☒ Evergreen Contract  
☐ E-Rate Master Contract

**Contracts**

Contract Name	Contract Document	Contract Sign Date	Contract End Date	Initial Contract Term
No items available				

ADD CONTRACT EDIT DELETE

BACK EXIT

SAVE & CONTINUE

# Competitive Bidding Page – Exemptions (continued)

- If using an evergreen contract, an existing contract must be selected from the drop-down menu.
- For all other exemptions, upload a new contract or choose an existing contract.
- Enter the relevant information about the contract in the fields and click **Save**.

This screenshot shows the 'New Contract' form with the 'Select an Existing Contract' option chosen. The form includes fields for 'Contract Sign Date', 'Contract End Date', 'Length of Initial Contract Term' (with a 'Time Unit' dropdown), and 'Number of Contract Extensions (Optional)'. A 'Contract Document' section is also present. Navigation buttons at the bottom include 'CANCEL', 'BACK', 'EXIT', 'SAVE', and 'SAVE & CONTINUE'.

This screenshot shows the 'New Contract' form with the 'Upload a New Contract' option chosen. Above the form, a section titled 'Select the exemption that the HCP is claiming' includes radio buttons for 'Government Master Services Agreement' (selected), 'Pre-Approved Master Services Agreement', 'Evergreen Contract', and 'E-Rate Master Contract'. The form itself has fields for 'Contract Sign Date', 'Contract End Date', 'Length of Initial Contract Term' (with a 'Months' dropdown), and 'Number of Contract Extensions (Optional)'. It also includes a 'Contract Nickname' field and an 'Upload a New Contract' button with a file selection icon. Navigation buttons at the bottom include 'CANCEL', 'BACK', 'EXIT', 'SAVE', and 'SAVE & CONTINUE'.

# Competitive Bidding Page – Exemptions (continued)

- Once the contract is selected, click **Save and Continue**.

**FCC Form 466 - HCP** **RHC202**

---

Start **Competitive Bidding** Bill Payer Information Service Information Connection Information Rates Installation Charges Additional Documentation Certification

### Competitive Bidding

**⚠** Please note that funding requests can only be submitted during a filing window period. We recommend that you submit your funding request in the earliest filing window period to receive funding. For more information about filing window periods, click [here](#).

Is the HCP requesting that this application be exempt from competitive bidding?

☒ Yes  
☐ No

Explanations >

Select the exemption that the HCP is claiming

☐ Government Master Services Agreement  
☐ Pre-Approved Master Services Agreement  
☒ Evergreen Contract  
☐ E-Rate Master Contract

Contract Name	Contract Document	Contract Sign Date	Contract End Date	Initial Contract Term
				24 Months

[ADD CONTRACT](#) [EDIT](#) [DELETE](#)

[BACK](#) [EXIT](#) **SAVE & CONTINUE**

# Competitive Bidding Page - Non-Exempt

- Click **No**.
- Choose related FCC Form 465 from drop-down menu.
- Enter number of bids received.
- Upload copies of bids by clicking **Add Documents** hyperlink.
- Select the document type from the drop-down menu, then click **Save & Continue**.

**FCC Form 466 - HCP** RHC202

Start Competitive Bidding Bill Payer Information Service Information Connection Information Rates Installation Charges Additional Documentation Certification

**Competitive Bidding**

⚠ Please note that funding requests can only be submitted during a filing window period. We recommend that you submit your funding request in the earliest filing window period to receive funding. For more information about filing window periods, click [here](#)

Is the HCP requesting that this application be exempt from competitive bidding?

☐ Yes

☒ No

Explanations >

Related FCC Form 465 Application

Select Form 465

Did you receive any bids in response to the FCC Form 465 Request For Services posted on the RHC Website? If you check 'Yes', copies of the bids MUST be submitted to RHC.

☒ Yes

☐ No

Number of Service Providers That Bid

Upload Bids

Document Type	File Name	Uploaded On
No items available		

[Add Documents](#)

[BACK](#) [EXIT](#) [SAVE & CONTINUE](#)

**FCC Form 466 -**

Start Competitive Bidding Bill Payer Information Service Information Connection Information Rates Installation Charges Additional Documentation Certification

**Competitive Bidding**

⚠ Please note that funding requests can only be submitted during a filing window period. We recommend that you submit your funding request in the earliest filing window period to receive funding. For more information about filing window periods, click [here](#)

Is the HCP requesting that this application be exempt from competitive bidding?

☐ Yes

☒ No

Explanations >

Related FCC Form 465 Application

43425188

Did you receive any bids in response to the FCC Form 465 Request For Services posted on the RHC Website? If you check 'Yes', copies of the bids MUST be submitted to RHC.

☒ Yes

☐ No

Number of Service Providers That Bid

2

Upload Bids

Document Type	File Name	Uploaded On
<div> <div>Select a document type</div> <div> <div>Select a document type</div> <div>Qualified Bid</div> <div>Disqualified Bid</div> <div>Bidding Matrix</div> </div> </div>	<div> <div>UPLOAD</div> <div>Drop file here</div> </div>	

[SAVE & CONTINUE](#)

If you have questions please contact our Help Desk at (800) 453-1546 or RHC-Assist@usac.org 8:00 a.m. — 8:00 p.m. ET Monday through Friday for assistance.

Approved by OMB 3063-0804

# Bill Payer Information Page

- Click **Yes** to copy **Bill Payer Information** from another FCC Form 466.
- Click **No** to enter required information, then click **Save and Continue**.

**Bill Payer Information**

**Copy from another 466**  
☒ Yes ☐ No

**Select Prior FCC Form 466**  
Please select from Dropdown

**Billed Entity Name**

**Billed Entity FCC RN**

**Billed Entity Contact Employer**

**First Name**

**Last Name**

**Address Line 1**

**Address Line 2 (Optional)**  
 Suite, Office Number, Room

**City**

**State**  
Select State

**Zip Code**

**County**  
Select County

**Telephone Number**

**Extension (Optional)**

**Fax Number (Optional)**

**Email**

**Confirm Email**

**BACK** **EXIT** **SAVE & CONTINUE**

# Service Information Page

- Select the **Service Category** and the **Service Type** from the drop-down menus.
- For voice services, enter **Number of Lines**, then click **Save and Continue**.

**FCC Form 466 - HCP** **RHC**

Start Competitive Bidding Bill Payer Information **Service Information** Connection Information Rates Installation Charges Additional Documentation Certification

### Service Information

Service Category	Service Type	Number of Lines
Voice	Voice Grade Business Line(s)	25

Is entire expense eligible for support?  
☒ Yes ☐ No

Are you a Mobile Rural health care provider?  
☐ Yes ☒ No

[BACK](#) [EXIT](#) [SAVE & CONTINUE](#)

# Service Information Page (continued)

- Answer **Yes** or **No** for the question **Is entire expense eligible for support?**
  - If **No**, enter **Percent eligible for support**, enter an explanation about the eligible percentage calculation, and upload supporting documentation.
- Answer **Yes** or **No** for question **Are you a Mobile Rural health care provider?**
  - If **Yes**, upload the required lists of sites the mobile clinic visits, then click **Save and Continue**.

**FCC Form 466**

Start Competitive Bidding Bill Payer Information **Service Information** Connection Information Rates Installation Charges Additional Documentation Certification

**Service Information**

Service Category: Voice Service Type: Voice Grade Business Line(s) Number of Lines: 25

Is entire expense eligible for support? ☐ Yes ☒ No

Percent eligible for support:

Explanation:

0/4000

Upload supporting documents for Explanation

UPLOAD

Are you a Mobile Rural health care provider? ☒ Yes ☐ No

Upload Site List

UPLOAD

Upload a list of sites

BACK EXIT **SAVE & CONTINUE**

# Service Information Page (continued)

- For data services, answer the question **Is this service symmetrical?** and enter bandwidth.
- If **No** is selected, enter **Download Bandwidth** and **Upload Bandwidth**.
- If **Yes** is selected, only one bandwidth is required, then click **Save & Continue**.

This screenshot shows the 'Service Information' section of the FCC Form 466 - HCP. The 'Service Category' is 'Data' and the 'Service Type' is 'Ethernet - Dedicated'. The question 'Is this service symmetrical?' has 'No' selected. Below this, there are input fields for 'Download Bandwidth' and 'Upload Bandwidth', each with a 'Speed in Bytes Per Second' dropdown (Mbps/Gbps). The 'Is entire expense eligible for support?' question has 'Yes' selected. The 'Are you a Mobile Rural health care provider?' question has 'No' selected. The 'SAVE & CONTINUE' button is highlighted in the bottom right corner.

This screenshot shows the 'Service Information' section of the FCC Form 466 - HCP. The 'Service Category' is 'Data' and the 'Service Type' is 'Ethernet - Dedicated'. The question 'Is this service symmetrical?' has 'Yes' selected. In this state, only the 'Download Bandwidth' field is active, with the value '10' entered. The 'Speed in Bytes Per Second' dropdown is set to 'Mbps'. The 'Is entire expense eligible for support?' question has 'Yes' selected. The 'Are you a Mobile Rural health care provider?' question has 'No' selected. The 'SAVE & CONTINUE' button is highlighted in the bottom right corner.

Approved by OMB 3060-0804

# Connection Information Page

- On the **Connection Information** page, click the hyperlink titled **Enter a New Connection**.
  - If the service is a multi-carrier connection, each connection should be added using that hyperlink.
- If the HCP is a consortium member or the circuit uses more than one carrier, please attach a circuit diagram as indicated on this page, the click **Save & Continue**.

**FCC Form 466 - HCP** **RHC**

Start Competitive Bidding Bill Payer Information Service Information **Connection Information** Rates Installation Charges Additional Documentation Certification

**Connection Information Summary**

#	Service Provider Name	Billing Account Number	Service Installation Date	Service Type	SLA	Monthly Rate per Service Agreement	Total Monthly Undiscounted Cost	Actions
No Items available								

[+ Enter a New Connection](#)

If you are a consortium member OR have multiple carriers, please attach a Circuit Diagram to show how the sites interconnect and which carrier(s) provides each circuit segment.

UPLOAD Drop files here

BACK EXIT **SAVE & CONTINUE**

Monthly Rate per Service Agreement \$0.00  
Total Monthly Undiscounted Cost \$0.00

# Add Connection Page – Service Provider

- Select your service provider's 498 ID/SPIN.
- You can search by service provider name or the 498 ID/SPIN.
- Click **Save & Continue**.

**FCC Form 466 - HCP** **RHC**

Start Competitive Bidding Bill Payer Information Service Information **Connection Information** Rates Installation Charges Additional Documentation Certification

### Add Connection

Connection 1 of 1  
Monthly Rate per Service Agreement \$0.00  
Total Monthly Undiscounted Cost \$0.00

**Service Provider**

☐ Circuit

☐ Billing Information

☐ Service Level Agreement

☐ Monthly Costs

**Service Provider**

Search by SPIN or Service Provider Name

Choose one(1) Service Provider for this application

SPIN	Service Provider Name
143000013	Cox Virginia Telcom, LLC
143000014	Cox California Telcom, LLC
143000067	Teleport Communications America, LLC
143000072	Cablevision Lightpath LLC
143000093	XO Communications Services, LLC

« < 1 - 5 of 2,774 > »

BACK EXIT **SAVE & CONTINUE**

**FCC Form 466 - HCP** **RHC**

Start Competitive Bidding Bill Payer Information Service Information **Connection Information** Rates Installation Charges Additional Documentation Certification

### Add Connection

Connection 1 of 1  
Monthly Rate per Service Agreement \$0.00  
Total Monthly Undiscounted Cost \$0.00

**Service Provider**

☐ Circuit

☐ Billing Information

☐ Service Level Agreement

☐ Monthly Costs

**Service Provider**

Search by SPIN or Service Provider Name

Choose one(1) Service Provider for this application

SPIN	Service Provider Name
143000013	Cox Virginia Telcom, LLC
143000014	Cox California Telcom, LLC
143000067	Teleport Communications America, LLC
143000072	Cablevision Lightpath LLC
143000093	XO Communications Services, LLC

« < 1 - 5 of 2,774 > »

BACK EXIT **SAVE & CONTINUE**

# Add Connection Page - Circuit

- Select the radio button that describes where the site is located on the requested circuit.
- This should align with submitted service provider confirmed documentation.
- Information will pre-populate based on information in the FCC Form 465.

**FCC Form 466 - HCP** **RHC**

Start Competitive Bidding Bill Payer Information Service Information **Connection Information** Rates Installation Charges Additional Documentation

### Add Connection

Connection 1 of 1  
Monthly Rate per Service Agreement \$0.00  
Total Monthly Undiscounted Cost \$0.00

✓ Service Provider

> **Circuit**

○ Billing Information

○ Service Level Agreement

○ Monthly Costs

**Where is the site's location on the circuit?**

☒ The circuit starts at the site location

☐ The circuit ends at the site location

**Circuit Start Location**

Street Address  Street Address 2 (Optional)

City  State  Zip Code

**Enter Circuit End Location**

Street Address  Street Address 2 (Optional)

City  State  Zip Code

# Add Connection Page – Billing Information

- Enter **Billing Information** in fields shown.
- Click **Save & Continue**.

**FCC Form 466 - HCP** **RHC**

Start Competitive Bidding Bill Payer Information Service Information **Connection Information** Rates Installation Charges Additional Documentation Certification

### Add Connection

Connection 1 of 1  
Monthly Rate per Service Agreement \$0.00  
Total Monthly Undiscounted Cost \$0.00

- ✓ Service Provider
- ✓ Circuit
- **Billing Information**
- Service Level Agreement
- Monthly Costs

**Billing Account Number**  
12345

**Tariff, Contract, or Other Document Reference Number**

**Date Contract Signed or Date HCP Selected**  
Carrier

**Contract Expiration Date (Optional)**

**Service Installation Date**

BACK EXIT **SAVE & CONTINUE**

# Add Connection Page – Evergreen

- Select **Yes** to the question **Are you submitting a new contract to be reviewed for Evergreen endorsement?**
- Select **No** if submitting as a month-to-month application.

Connection 1 of 1  
Monthly Rate per Service Agreement \$0.00  
Total Monthly Undiscounted Cost \$0.00

✓ Service Provider

✓ Circuit

✓ Billing Information

> **Evergreen**

○ Service Level Agreement

○ Monthly Costs

Are you submitting a new contract to be reviewed for Evergreen endorsement? \*

☒ Yes

☐ No (Process this item as month-to-month)

# Add Connection Page – Evergreen (continued)

- If **Yes**, enter information about the contract in the fields as shown.
- Click **Save & Continue**.

**Add Connection**

Connection 1 of 1  
Monthly Rate per Service Agreement \$0.00  
Total Monthly Undiscounted Cost \$0.00

✓ Service Provider

✓ Circuit

✓ Billing Information

> **Evergreen**

○ Service Level Agreement

○ Monthly Costs

Are you submitting a new contract to be reviewed for Evergreen endorsement? \*

☒ Yes

☐ No (Process this item as month-to-month)

Select an Existing Contract

Select a contract already associated with this HCP

OR

Contract Nickname

Upload a New Contract

UPLOAD Drop file here

Contract Start Date

mm/dd/yyyy

Initial Contract End Date

mm/dd/yyyy

Length of Initial Contract Term

Time Unit

Number of Contract Extensions (Optional)

Total Combined Length of Optional Extensions (Optional)

Time Unit

Contract Sign Date

Install Date

# Add Connection Page – Service Level Agreement

- Select **Yes** or **No** to answer the question about a service level agreement.
- If **Yes**, enter the information shown. **Click Save & Continue.**

## Add Connection

Connection 1 of 1  
Monthly Rate per Service Agreement \$0.00  
Total Monthly Undiscounted Cost \$0.00

✓ Service Provider

✓ Circuit

✓ Billing Information

> **Service Level Agreement**

○ Monthly Costs

Does the applicant's contract with the service provider include a Service Level Agreement(SLA)?

☒ Yes ☐ No

What is the SLA for Latency? (Optional)

ms

What is the SLA for Jitter? (Optional)

ms

What is the SLA for Packet Loss? (Optional)

%

What is the SLA for Packet Reliability? (Optional)

%

BACK EXIT

SAVE & CONTINUE

# Add Connection Page – Monthly Costs

- Enter the **Monthly Undiscounted Cost** and **Monthly Taxes and Fees** listed on the bill or invoice.
- Upload the documentation that supports these costs.
- Click **Save & Continue**.

## Add Connection

Connection 1 of 1  
Monthly Rate per Service Agreement \$1,000.00  
Total Monthly Undiscounted Cost \$1,050.00

✓ Service Provider

✓ Circuit

✓ Billing Information

✓ Service Level Agreement

> Monthly Costs

Monthly Undiscounted Cost (excluding taxes and fees)  
\$1,000.00

Monthly Taxes and Fees (optional)  
\$50.00

Total Monthly Undiscounted Cost  
\$1,050.00

Attach documentation to support the monthly rate per the service agreement  
FCC Form 466 Review  
DOCX – 411.29 KB

+ Drop files here

BACK EXIT

SAVE & CONTINUE

# Connection Information Summary Page

- Enter each section of the service as a new connection by clicking **Enter a New Connection**.
- Upload a Circuit Diagram to support the data entered.
- Connections may be edited or deleted by clicking the hyperlinks under the Actions column.
- Click **Save & Continue**.

**FCC Form 466** **RHC**

Start Competitive Bidding Bill Payer Information Service Information **Connection Information** Rates Installation Charges Additional Documentation Certification

### Connection Information Summary

#	Service Provider Name	Billing Account Number	Service Installation Date	Service Type	SLA	Monthly Rate per Service Agreement	Total Monthly Undiscounted Cost	Actions
1	Verizon Business Global LLC	12345	7/3/2023	Ethernet - Dedicated	No	\$1,000.00	\$1,050.00	<a href="#">Edit</a>   <a href="#">Delete</a>

[+ Enter a New Connection](#)

If you are a consortium member OR have **multiple carriers**, please attach a Circuit Diagram to show how the sites interconnect and which carrier(s) provides each circuit segment.

UPLOAD Drop files here

BACK EXIT **SAVE & CONTINUE**

Monthly Rate per Service Agreement \$1,000.00  
Total Monthly Undiscounted Cost \$1,050.00

# FY2026 Rural Rates - Definitions

- **Method 1:** The FCC has determined that that “[t]he rural rate shall be the average of the rates actually being charged to commercial customers, other than health care providers, for identical or similar services provided by the telecommunications carrier providing the service in the rural area in which the health care provider is located.” (47 CFR § 54.605(a))
- **Method 2:** If the telecommunications carrier does not provide similar or identical service in the rural area where the HCP is located, “the rural rate shall be the average of the tariffed and other publicly available rates, not including any rates reduced by universal service programs, charged for the same or similar services in that rural area over the same distance as the eligible service by other carriers.” (47 CFR § 54.605(b))
- **Method 3:** If there are no such tariffed or publicly available rates in the HCP’s rural area, or the service provider “reasonably determines that this method for calculating the rural rate is unfair,” the service provider must submit cost-based rates to the state commission (for intrastate rates) or the FCC (for interstate rates) for approval.
- **Note:** Per FCC Order DA 25-954, preapproved rates from FY 2023-2025 may be used for Method 3 rates.

# FY2026 Rural Rates – Key Points

- **Method 1**, the key points are:
  - Rates must be for similar services e.g., that they are functionally equivalent from the perspective of the end user with respect to bandwidth and symmetry.
  - Actual rates charged by your telecommunications service provider to commercial customers that are not healthcare providers.
  - Services must be services in the same rural area as the HCP.
- **Method 2**, the key points are:
  - Rates must be for similar services e.g., that they are functionally equivalent from the perspective of the end user with respect to bandwidth and symmetry
  - The applicant must submit tariff(s) and/or publicly available rate(s) from which to derive an average and the documentation must be dated prior to the submission of the relevant FCC Form 466.
  - It must be evident that any documentation and information supplied was available to the applicant or service provider at the time the applicant submitted its FCC Form 466.
  - It must be clear to USAC which rate in the documentation was used to calculate the rural rate.
- **Method 3**, the key points are:
  - Supporting documentation must show that the rates were submitted to the state commission or FCC before the applicant submitted the FCC Form 466.
  - The applicant must demonstrate that the rate submitted to the FCC or state commission for approval matches the rural rate listed on its FCC Form 466 or explain any discrepancy.

# FY2026 Urban Rates

**Urban Rate Definition:** “If a rural health care provider requests support for an eligible service to be funded from the Telecommunications Program, the ‘urban rate’ for that service shall be a rate no higher than the highest tariffed or publicly-available rate charged to a commercial customer for a functionally similar service in any city with a population of 50,000 or more in that state, calculated as if it were provided between two points within the city.” (47 CFR § 54.604(b))

- Documentation provided must show that the proposed urban rate conforms to the rule. Examples of rates that may be used to calculate the urban rate include:
  - Rates in a current state, federal or NECA tariff for a functionally similar service in a city with a population of 50,000 or more in the state where the HCP is located.
  - Publicly available rates charged to a commercial customer.
- Elements that reviewers will look for when evaluating the urban rate include, but are not limited to:
  - Is the rate a functionally similar service e.g., a complete circuit?
  - Is the rate(s) used to calculate the urban rate charged in a city with a population of 50,000 or more in the HCP’s own state.
- Please use the [Urban and Rural Rate Information FY2026](#) tip sheet as a resource.

# Rates Page (continued)

- Select methods for determining the rural and urban rates from the drop-down menus.
- Upload the documentation, then click **Save & Continue**.

**FCC Form 466**

Start Competitive Bidding Bill Payer Information Service Information Connection Information

### Comprehensive Rate Comparison Request


#### Rural

Method for determining the Rural Rate

Select Method

- Select Method
- Method 1 (Rate Included with this application)
- Method 2
- Method 3 - State Commission
- Method 3 - FCC
- Method 3 - FCC (Previously Approved Rate)

Attach Documentation to Support the Monthly Rural Rate

UPLOAD  Drop files here

BACK EXIT


Service Information **Rates** Installation Charges Additional Documentation Certification

#### Urban

Method for determining the Urban Rate

Select Method

- Select Method
- State tariff
- Federal tariff
- NECA tariff
- Advertised rate
- E-Rate open data
- RHC open data
- Other

UPLOAD  Drop files here

SAVE & CONTINUE

# Rates Page

- Choose the **Method for determining the Rural Rate** and the **Method for determining the Urban Rate**.
- Enter the monthly calculated rural and urban rates that comply with the method per Telecom Program rules.
  - Use the [Urban and Rural Rate Information FY2026 tip](#) sheet for information about Telecom Program rules
- Upload documentation to support the rural and urban rates below the data fields on this page.
- Click **Save & Continue**.

The screenshot displays the 'FCC Form 466 RHC' interface, specifically the 'Rates' step in a multi-step process. The page is titled 'Comprehensive Rate Comparison Request' and is divided into two main columns: 'Rural' and 'Urban'.

**Rural Section:**

- Method for determining the Rural Rate:** A dropdown menu showing 'Method 2'.
- Monthly Rural Rate (excluding taxes and fees):** A text input field containing '\$1,100.00'.
- Monthly taxes and fees (optional):** A text input field containing '\$50.00'.
- Total Monthly Rural Rate:** A calculated field showing '\$1,150.00'.
- Attach Documentation to Support the Monthly Rural Rate:** A section with a file upload icon, the text 'UAT FCC Form 466 Review DOCK - 411.29 KB', and a 'Drop files here' prompt.

**Urban Section:**

- Method for determining the Urban Rate:** A dropdown menu showing 'RHC open data'.
- Monthly Urban Rate (excluding taxes and fees):** A text input field containing '\$150.00'.
- Monthly taxes and fees (optional):** A text input field containing '\$15.00'.
- Total Monthly Urban Rate:** A calculated field showing '\$165.00'.
- Attach Documentation to Support the Monthly Urban Rate:** A section with a file upload icon, the text 'UAT FCC Form 466 Review DOCK - 411.29 KB', and a 'Drop files here' prompt.

At the bottom of the page, there are two buttons: 'BACK EXIT' on the left and 'SAVE & CONTINUE' on the right.

# Installation Charges Page

- Enter **One-time Rural Rate Charge** and **One-time Urban Rate Charge**, if applicable.
- This is optional and can be skipped if no installation costs were incurred.
- Upload supporting documentation.
- Click **Save & Continue**.

The screenshot displays the 'Installation Charges' page for FCC Form 466 - HCP RHC. The page features a top navigation bar with 'DASHBOARD' and 'START A FORM' links. Below the navigation bar, the page title 'FCC Form 466 - HCP RHC' is shown. The main content area is divided into two columns, each representing an optional charge type: 'One-time Rural Rate Charge (optional)' and 'One-time Urban Rate Charge (optional)'. Each column includes a text input field for the charge amount, a file upload section for 'UAT FCC Form 466 Review' documentation, and a 'Drop files here' area. The 'Installation Charges' tab is highlighted in the top navigation bar. A 'SAVE & CONTINUE' button is located at the bottom right of the page.

**Installation Charges**

**One-time Rural Rate Charge (optional)**

\$500.00

Upload ONLY one-time rural charges documentation.

UAT FCC Form 466 Review  
DOCX - 411.29 KB

Drop files here

Do not upload document for other line items here

**One-time Urban Rate Charge (optional)**

\$50.00

Upload ONLY one-time urban charges documentation.

UAT FCC Form 466 Review  
DOCX - 411.29 KB

Drop files here

Do not upload document for other line items here

BACK EXIT

SAVE & CONTINUE

# Additional Documentation Page

- Upload any additional supporting documentation.
- Add a description of the document in the required field.
- Click **Save & Continue**.

**FCC Form 466**

Start Competitive Bidding Bill Payer Information Service Information Connection Information Rates Installation Charges **Additional Documentation** Certification

### Additional Documentation

Use this tab to upload additional documentation that is relevant to the application. Ensure that all bandwidths, costs, service locations, and expense types are supported with documentation.

Description	File Name	Uploaded On
<input type="text"/>	Tracker XLSX - 11.72 KB	10/26/2023 2:36 PM EDT
<input type="text"/>	FRN 2326183 REvise to QTY ... PDF - 4.62 MB	10/26/2023 2:36 PM EDT
<input type="text"/>	FW, Fwd, FY Telecom ... PDF - 4.82 MB	10/26/2023 2:36 PM EDT
<input type="text"/>	HCP 17008-VG x 20- RE ... DOCX - 14.67 KB	10/26/2023 2:36 PM EDT

[Add Document](#)

**Bulk Upload**

Drop Files here

Note: On this screen only, error messages may persist even after errors have been fixed. After fixing errors, please select **save and continue**

Approved by OMB 3060-0804

# Certifications Page

- Each certification must be checked to continue.
- Enter your first and last name as it appears in RHC Connect in the **Digital Signature** field.
- Click **Certify & Submit**.

**FCC Form 466 - HCP**

Start Competitive Bidding Bill Payer Information Service Information Connection Information Rates Installation Charges Additional Documentation **Certification**

**Certification & Signature**

- ☒ I certify under penalty of perjury that the above-named entity has considered all bids received and selected the most cost-effective method of providing the requested service or services. "Cost-effective" is defined in 47 CFR § 54.622(c) of the Commission's rules as the method that costs the least after consideration of the features, quality of transmission, reliability, and other factors that the applicant deems relevant to choosing a method of providing the required health services.
- ☒ I certify under penalty of perjury that the applicant that I am representing satisfies all of the requirements under section 254 of the Act and applicable Commission rules and understand that any letter from USAC that erroneously commits funds for the benefit of the applicant may be subject to rescission.
- ☒ I hereby certify under penalty of perjury that the applicant will retain all documentation associated with the application, including all bids, contracts, scoring matrices, and other information associated with the competitive bidding process, and all billing records for services received, for a period of at least five years.
- ☒ I certify under penalty of perjury that I am authorized to submit this request on behalf of the named billed entity and applicant.
- ☒ I certify under penalty of perjury that all RHC Program support will be used only for eligible health care purposes.
- ☒ I certify under penalty of perjury that I have reviewed all applicable rules and requirements for the RHC Program and will comply with those rules and requirements.
- ☒ I certify under penalty of perjury that the applicant is not requesting support for the same service from both the Telecommunications Program and the Healthcare Connect Fund Program.
- ☒ I certify under penalty of perjury that the applicant and/or its consultant, if applicable, has not solicited or accepted a gift or any other thing of value from a service provider participating in or seeking to participate in the RHC Program.
- ☒ I certify under penalty of perjury that I have examined this form and all attachments and that to the best of my knowledge, information, and belief, all statements of fact contained herein are true.
- ☒ I certify under penalty of perjury that the consultants or third parties the applicant has hired do not have an ownership interest, sales commission arrangement, or other financial stake in the service provider chosen to provide the requested services, and that they have otherwise complied with RHC Program rules, including the Commission's rules requiring fair and open competitive bidding.
- ☒ I certify under penalty of perjury that the rural rate provided on this form does not exceed the appropriate rural rate determined by USAC.

Certifier's Full Name

Date

Digital Signature

[BACK](#) [EXIT](#) **CERTIFY & SUBMIT**

# After Submitting

- Once submitted, this screen will appear with a link to the **My Forms** tab and a link to view the submitted form.

**FCC Form 466 - HCP**

Application successfully submitted!

Please navigate to My Forms using this Link : [Click here](#)

Please navigate to Application view using this Link : [Click here](#)

[CLOSE](#)

Approved by OMB 3060-0804

If you have questions please contact our Help Desk at (800) 453-1546 or RHC-Assist@usac.org 8:00 a.m. — 8:00 p.m. ET Monday through Friday for assistance.

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- The submitted form with all other FCC Forms 466 will appear on the **My Forms** tab.

**RHC Connect**

(14) Unread Notifications

Information Requests **My Forms** My Organizations Post-Commitment Change Requests

17:13

**My Forms**

Form 460 Form 461 Form 462 Form 463 Form 465 **Form 466** Form 469 TPA Annual Report

Search Form 466s

Site Name	Site Number	Application Number ↓	Application Nickname	SPIN	SPIN Name	Form	Last Update	Status	Actions
								Submitted	

## After Submitting

- You will receive an email letting you know that your form has been received.
  - If you do not receive an email, please go back into RHC Connect and be sure that you actually certified and submitted the form.
- The reviewer will reach out if additional information is needed.
- No funding decisions will be issued until after the close of the filing window period.
- Once your funding request has been approved, you will receive a Funding Commitment Letter (FCL) that will include all corresponding information to your funding request.

# Information Requests

- Forms with missing or incomplete information cannot be processed.
- If an Information Request is sent, it will come from [rhcadmin@usac.org](mailto:rhcadmin@usac.org).
- Respond to the Information Request in RHC Connect.
- Email notifications sent from RHC Connect are from an unattended mailbox.
- Use the [Information Request tip sheet](#) on the USAC website as a resource.

# Questions?

# **Best Practices and Resources**

Telecom Program Funding Request  
Best Practices for FY2026

# Best Practices: Communicating with Your Service Provider

- Ensure your service provider is aware of all the necessary documentation needed for future steps in the application process.
- Include your service provider when you reply to Information Requests via email.
- HCPs and service providers are required to retain documentation for a period of at least five years.

# Milestones to Apply for Funding for FY2026: RHC Program

## Recommended Last Day to Submit for HCPs NOT using a Request for Proposal (RFP)

RHC Program Form	Last Day to Submit for HCPs NOT using a Request for Proposal (RFP)
FCC Form 460 (Eligibility)	January 8, 2026 Recommended Date
FCC Form 465 (Request for Services)	February 10, 2026 Recommended Date
FCC Form 466 (Funding Request)	April 1, 2026 <b>Deadline to Submit</b>

\*Please note that the FCC Form 460 and 465 submission dates are not mandatory deadlines, but rather recommended milestones to ensure that the FCC Form 461 is posted to USAC’s website early enough for a 28-day competitive bidding period before the deadline to submit an FCC Form 466.

# Milestones to Apply for Funding for FY2026: RHC Program

## Recommended Last Day to Submit for HCPs using a Request for Proposal (RFP)

RHC Program Form	Last Day to Submit for HCPs using a Request for Proposal (RFP)
FCC Form 460 (Eligibility)	January 5, 2026 Recommended Date
FCC Form 465 (Request for Services)	February 2, 2026 Recommended Date
FCC Forms 466 (Funding Request)	April 1, 2026 <b>Deadline to Submit</b>

\*Please note that the FCC Form 460 and 465 submission dates are not mandatory deadlines, but rather recommended milestones to ensure that the FCC Form 461 is posted to USAC’s website early enough for a 28-day competitive bidding period before the deadline to submit an FCC Form 466.

# Online Resources

- [RHC Learn](#)
- [Step 4: Submit Funding Requests](#) webpage
- [Welcome to RHC Connect – FCC Form 466](#) webpage
- [RHC Connect User Guide – FCC Form 466](#)
- [Information Request tip sheet](#)
- [Urban and Rural Rate Information FY2026](#) tip sheet
- [Competitive Bidding Exemptions](#)

# Upcoming Trainings

- FY2026 HCF Program Office Hours – January 7, 2026, at 2 p.m. ET - [Register](#)
- FY2026 Telecom Program Office Hours – January 14, 2026, at 2 p.m. ET - [Register](#)
- TPA and User Management in RHC Connect Webinar – January 21, 2026, at 2 p.m. ET – [Register](#)
- HCF Program Consortia Best Practices Webinar – January 28, 2026, at 2 p.m. ET - [Register](#)

RHC webinars are posted on the [Upcoming Dates](#) webpage on the USAC website.

# RHC Program Customer Service Center



Email: [RHC-Assist@usac.org](mailto:RHC-Assist@usac.org)

- Include in your email
  - HCP Number
  - FRN Number



- Phone: **(800) 453-1546**
  - Hours are 8 a.m. – 8 p.m. ET
  - Monday- Friday

# RHC Customer Service Center

The RHC Customer Service Center CAN	The RHC Customer Service Center CANNOT
Answer general questions regarding both programs	Determine eligibility of a specific site or service before an official form submission
Provide account holder information for an HCP	Review a form or document for accuracy before an official submission
Provide clarity regarding FCC Report and Order 19-78 and other FCC orders	Contact a service provider or other account holder on someone else's behalf
Provide helpful resources and best practices for forms	Provide documents that are not already accessible in My Portal and RHC Connect
Assist with My Portal and RHC Connect	Transfer a call to a specific form reviewer

# Questions?



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