



Universal Service
Administrative Co.

Schools and Libraries Cybersecurity Pilot Program

October 26, 2026

Annual Reporting Requirements

Welcome to this update on the Schools and Libraries Cybersecurity Pilot Program (Pilot or Pilot Program). Now that all the Funding Commitment Decision Letters (FCDLs) have been issued and we are approaching the first annual reporting period, we wanted to provide Pilot participants with some important information and reminders about the upcoming reporting requirements. The data gathered from the Pilot Program will help the Federal Communications Commission (FCC) evaluate whether, and to what extent, the Universal Service Fund (USF) should be used to support the cybersecurity needs of eligible schools and libraries in the future.

To fulfill the **annual reporting requirements**, Pilot participants must complete the **Pilot FCC Form 484 Part 3**. Information collected through the submission of the Pilot FCC Form 484 Parts 1 and 2 established the reporting baseline for Pilot participants' annual reporting requirements. The Pilot FCC Form 484 Part 3 contains similar questions to those included in Parts 1 and 2 of the form, as well as requests additional detail about participants' cybersecurity expertise and/or any cybersecurity events that have taken place during the reporting period. The Pilot FCC Form 484 Part 3 also gives participants the opportunity to update the information provided in Parts 1 and 2 of the form and provide new cybersecurity data.

The Pilot FCC Form 484 Part 3 will be made available to Pilot participants later this fall. The due date for the Pilot FCC Form 484 Part 3 is based on the date the participant received its first Funding Commitment Decision Letter (FCDL), one year plus 60 days, so Pilot participants will have differing annual reporting dates. USAC will host a webinar in November to provide an overview of the Pilot FCC Form 484 Part 3, as well as a walkthrough of the form. Attendees will have the opportunity to ask questions during the presentation, and the recording and slides will be made available on the Pilot Program [Webinars webpage](#).

Pilot FCC Form 484 Part 3 Overview Webinar

Tuesday, November 17, 2026 | 3 p.m. ET

Register

For additional information about the Pilot FCC Form 484 Part 3 and the annual reporting requirements, visit USAC's [FCC Form 484](#) webpage, the [Annual Reporting User Guide](#), or the [FCC's Public Notice DA 25-53](#).

Pilot Program Funding Request Number (FRN) Status Tool

USAC recently developed a new [Cybersecurity Pilot Program FRN Status Tool](#) that aggregates Pilot data at the FRN level. You can use this tool to view and export data related to the Pilot Program at the FRN level from the E-Rate Productivity Center (EPC) system. Data is aggregated at the FRN level and includes participant, service provider, FRN status, FRN deadlines, commitments, and authorized disbursements.

SAM.gov UEI Requirement

As of September 8, 2026, USAC began using SAM.gov banking information to remit payment for all Universal Service Fund (USF) requests for reimbursement. All service providers who use the Service Provider Invoice (SPI) invoicing method and E-Rate or Pilot Program participants who use the Billed Entity Applicant Reimbursement (BEAR) invoicing method to receive USF disbursements must have a Unique Entity Identifier (UEI) on their FCC Form 498, an active SAM.gov registration, and a valid bank account associated with their SAM.gov account. Please note that you must annually register on SAM.gov to keep your SAM.gov account active. You will not be able to receive USF disbursements if your SAM.gov registration becomes inactive. For more information, see the [SAM.gov UEI Requirement webpage](#).

One Portal

As of September 24, 2026, all Universal Service Fund (USF) Pilot and other program participants will be automatically directed to USAC's One Portal dashboard when they click the blue Sign In button on usac.org and log in using their existing credentials. From the One Portal dashboard, users can access EPC and the Cybersecurity Pilot Program Portal, and other USAC systems. For more information, contact the E-Rate Customer Service Center (CSC) at (888) 203-8100, Monday-Friday from 8 a.m. to 8 p.m. E.T.

Returning Pilot Program Funds

If USAC discovers that Pilot Program funds have been committed and/or disbursed in error, the FCC requires USAC to rescind those commitments and recover funding that has been improperly disbursed. USAC refers to this process as the Commitment Adjustment (COMAD) process.

If a COMAD action is necessary, USAC will send both the participant and service provider a COMAD letter. The letter will include a funding commitment report with information about the funding adjustment(s). If you receive a COMAD letter and need to return Pilot Program funding to USAC, as of September 24, 2026, you will need to use the new Program Recovery Payments system to do so. This system is available on USAC's One Portal dashboard.

If you would like to voluntarily return funds, please fill out the Voluntary Return Request Form for the Pilot Program and submit it to PIDVoluntaryReturns@usac.org. USAC will review the request and notify users by email within 7-10 calendar days of submission that they may proceed with payment in the Program Recovery Payment system. Payment must be received by USAC within 60 days of the Invoice Statement date indicated in USAC's email. If your payment is not received within 60 days, your account will be put on "Red Light" status.

For more detailed information about returning Pilot Program funds, see the [Returning Program Funding](#) webpage.

Appeals and Waiver Requests

Any aggrieved party that wishes to appeal a USAC decision must first file an appeal with USAC to seek review before filing an appeal with the FCC. Appeals for the Pilot Program can be filed in the Cybersecurity Pilot Program Portal. Once USAC has made a decision on an appeal, the party may appeal USAC's decision to the FCC.

Requests for waiver of the FCC's rules must be filed with the FCC because USAC may not waive the FCC's rules. Waiver requests must be submitted using the [Electronic Comment Filing System \(ECFS\)](#) and submitted under WC Docket No. 23-234. Please remember that the Pilot FCC Form 484 contains confidential information and should be delivered to the Secretary's Office pursuant to sections 0.457-0.459 of the FCC's rules and submitted as a confidential filing. For more information, see the ["How do I submit a Confidential Filing?" FAQ](#) on the FCC's website.

You must file your Pilot Program appeal or waiver request within 30 days of the date USAC issues its decision. See [47 C.F.R. § 54.2012](#) of the FCC's rules on filing a Pilot Program appeal/waiver request. **Please note that this is a shorter timeframe than the appeal/waiver filing deadline in the E-Rate program.**

Stay Connected

USAC will share information, resources, and training opportunities throughout the Pilot Program. If you received this email, you are signed up for ongoing program outreach.

If you have additional contacts who you would like to receive information about trainings, program updates, and deadline reminders, or if this email was forwarded to you, please [sign up for program outreach](#). Please note that signing up for email outreach will not change your contact settings in EPC or the Cybersecurity Pilot Program Portal.

Need Help? Contact Us!

Call us at (888) 203-8100 Monday through Friday, 8 a.m. to 8 p.m. E.T., or submit a customer service case in the Cybersecurity Pilot Program Portal.