

E-Rate Training Agenda

September 17, 2024

Topic	Presenter	Time*	Details
Introduction	Catherine Willis	9:30-9:35	Welcome and housekeeping items.
Program Overview and FY2025 Program Updates	Catherine Willis	9:35-10:20	E-Rate program summary and updates for Category Two (C2) Budget Management, Wi-Fi Hotspots, and FCC Form 470.
Eligible Services	Bernie Manns	10:20-11:05	Eligible services list review, types of eligible service, BMIC details, advance installation and basic fiber concepts.
Break		11:05-11:20	
Improving E-Rate	Open Discussion	11:20-12:10	A listening session for attendees to share what's going well, how E-Rate can improve program administration, and answer your questions.
Lunch		12:10-1:25	
Open Data	Allison Kahan	1:25-2:10	An overview of E-Rate Open Data tools and uses.
Competitive Bidding	Latoya Anderson	2:10-2:55	CB and FCC Form 470 overview, SP role, contracts, RFPs, Vendor communications, requirements for leased dark fiber and self-provisioned networks, evaluation matrix, CB exemptions.
Break		2:55-3:10	
Administrative Window	Tom Nesbitt	3:10-3:55	Admin Window period for profile updates (e.g., student counts, sq. footage, new entities, Acct. Admin and consulting firm updates, user permissions).
FCC Form 471	Bernie Manns	3:55-4:40	FCC Form 471 application overview and requesting funding, application review process, and funding commitments.
Invoicing	Pam Lloyd	4:40-5:25	Invoicing overview, preparing to Invoice, filing an FCC Form 498, filing an invoice, invoice reviews, record retention and Open Data, and key takeaways.
Closing Remarks	Catherine Willis	5:25-5:30	Thank you for joining us!

*Times may fluctuate due to question-and-answer sessions



Lunch/Coffee



Training Materials

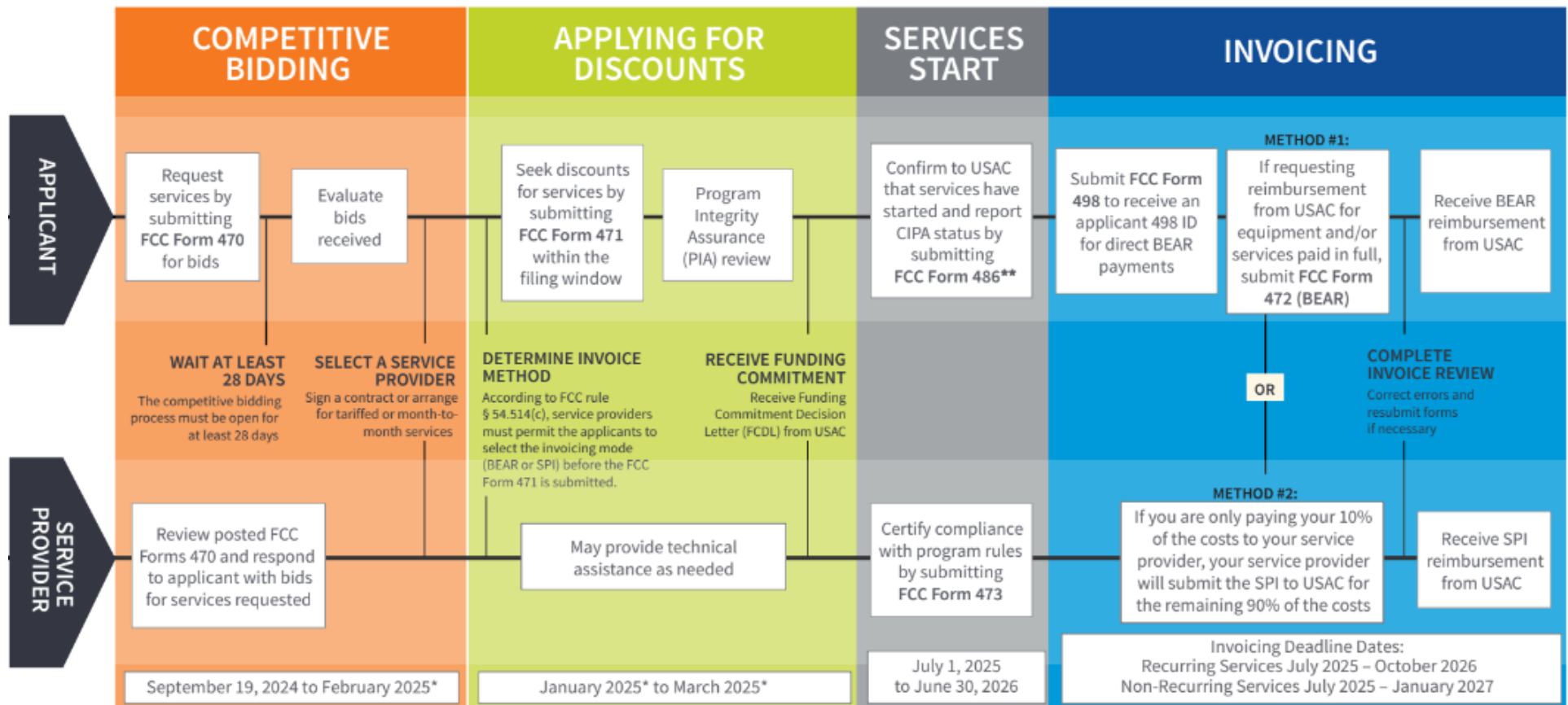


Schools and Libraries (E-Rate) Program APPLICATION PROCESS

BEFORE YOU BEGIN:

APPLICANTS: Applicants must first have an entity number and an E-rate Productivity Center (EPC) account.

SERVICE PROVIDERS: Service providers must first obtain a Service Provider Identification Number (SPIN /service provider 498 ID) by submitting FCC Form 498.



*Date ranges reflect a typical timeline and are subject to change.

FOR MORE INFORMATION:

- Website: The application process is broken down in detail for both applicants and service providers on the Schools and Libraries Program website (www.usac.org/sl).
- Glossary of Terms: Definitions for program terms and acronyms.
- **Consortium members report their CIPA status by submitting the FCC Form 479 to their consortium leader. The consortium leader then files the FCC Form 486.
- To adjust funding commitments and/or modify the dates for receipt of services after the FCDL is issued, file the FCC Form 500.