Dear Tribal Partner,

The extended E-rate application filing window for new Tribal libraries closed on May 26, 2022. Schools and libraries that completed the FCC Form 471 application process and have an approved application (i.e., received a funding commitment decision letter (FCDL) approving funding) can start services and begin the invoicing process.

Invoicing

FY2022 Invoicing began on July 1. After USAC has processed your FCC Form 486, you or your service provider can begin the process of invoicing USAC for the discounted share of costs for the approved eligible equipment and services. See the May 2022 E-Rate News Brief for tips on getting ready for invoicing. View the February 10, 2022 webinar slides to learn more about the invoicing process and for key reminders.

USAC will host an Invoicing Training and Office hour on July 21 at 2 p.m. ET. Learn about submitting the FCC Form 472 (BEAR Form) and the FCC Form 474 (SPI Form) to request reimbursement, invoice filing deadlines, invoicing reviews, and more. To participate in the training, register here.

Summer Deferral Process

The Summer Deferral period, which applies to USAC’s processing of program forms and requests, started May 27. If our first attempt to contact you about a program form or request is on or after May 27, and we do not receive a response to our questions, we will put your application or request on a deferred status and will continue the review after September 9. You can always contact your reviewer or respond to our pending questions to restart the review, or you can designate someone to answer questions in your absence.

FY2023 FCC Form 470 will be Available in EPC on July 1

The FY2023 FCC Form 470, which starts the competitive bidding process, will be available July 1, 2022 in the E-Rate Productivity Center (EPC). Applicants with long procurement cycles or other reasons for starting their FY2023 competitive bidding processes early, will be able to complete and certify this form as soon as it is available in EPC. The FY2023 FCC Form 470 remains unchanged from last year.

Here are some resources on the FCC Form 470 and the competitive bidding process:

- Step 1: Competitive Bidding
- FCC Form 470 Filing
- Competitive Bidding (FCC Form 470) and Guiding Statements Overview webinar and slides (Jan. 2022)
- How to File the FCC Form 470 video
- E-Rate Competitive Bidding Process video

Also keep an eye on the E-Rate Webinars page for information on upcoming training on the FCC Form 470 and Competitive Bidding in July.
July Tribal Teleconference

USAC will host an E-rate Tribal teleconference on July 19 at 4 p.m. ET. Participants can ask and share questions about the June Starting E-rate Services webinar and invoicing process.

Visit the Tribal Training webpage to register for the teleconference. To submit questions for the teleconference, email TribalLiaison@usac.org or bring them to the session.

Job Announcement: USAC Tribal Liaison

The job description for the USAC Tribal Liaison position is now posted on the USAC Careers Portal. The responsibilities for this position include supporting the E-Rate program’s Tribal training initiatives and coordinating Tribal outreach across USAC. We encourage you to review and share this exciting professional opportunity with your networks.

During the transition period, TribalLiaison@usac.org and TribalTraining@usac.org will continue to be monitored regularly.

Resources

E-Rate Program News Brief

The E-Rate program News Brief is a monthly publication. During the busier times of the E-Rate calendar, additional issues and special editions will be published to provide important program information and deadline reminders. If you have not already, we encourage you to subscribe to the E-Rate program News Brief for helpful information and timely announcements. Below is a link to the recent E-Rate News Brief.

News Brief: June 23, 2022

E-Rate Program Technical Assistance

The USAC Customer Service Center (CSC) provides customer service for the Universal Service Fund (USF) programs, including the E-Rate program, with specialized agents trained to answer your E-Rate program questions.

You have two options for requesting assistance:

- Call the CSC at (888) 203-8100. CSC is operational Monday through Friday between 8 a.m. and 8 p.m. ET; or
- Open a customer service case in the E-Rate Productivity Center (EPC), if or once you are a registered user.

Questions or Suggestions?
Contact USAC Tribal Liaison at TribalTraining@usac.org.

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