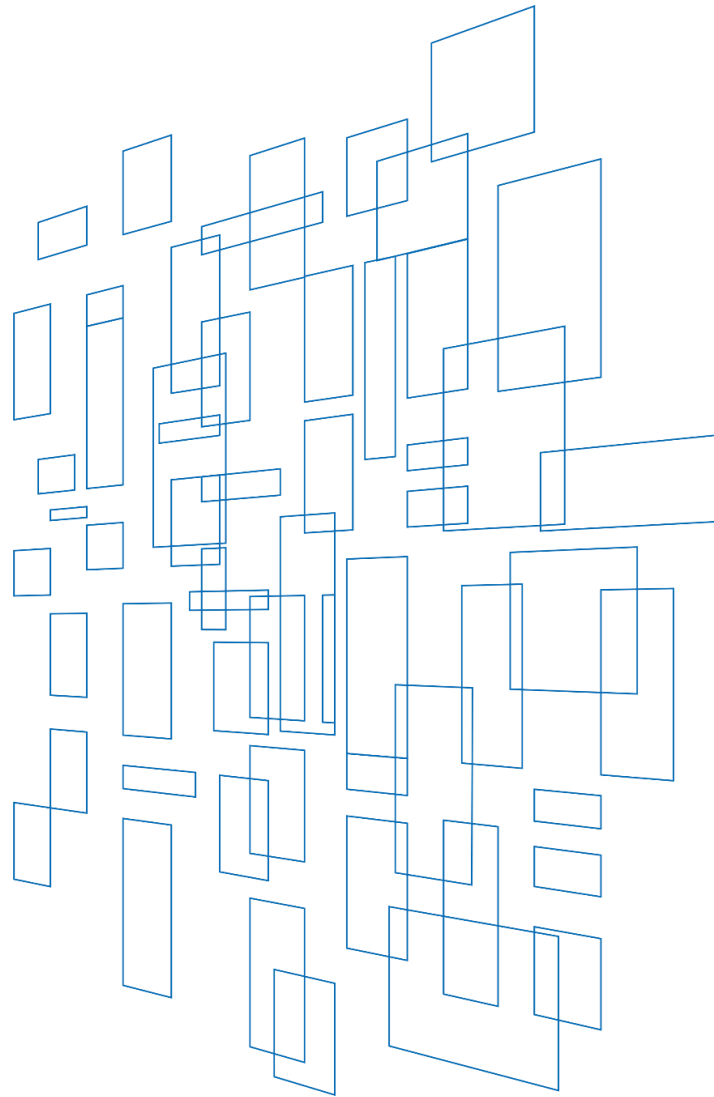




ACF Performance Plan Portal User Guide

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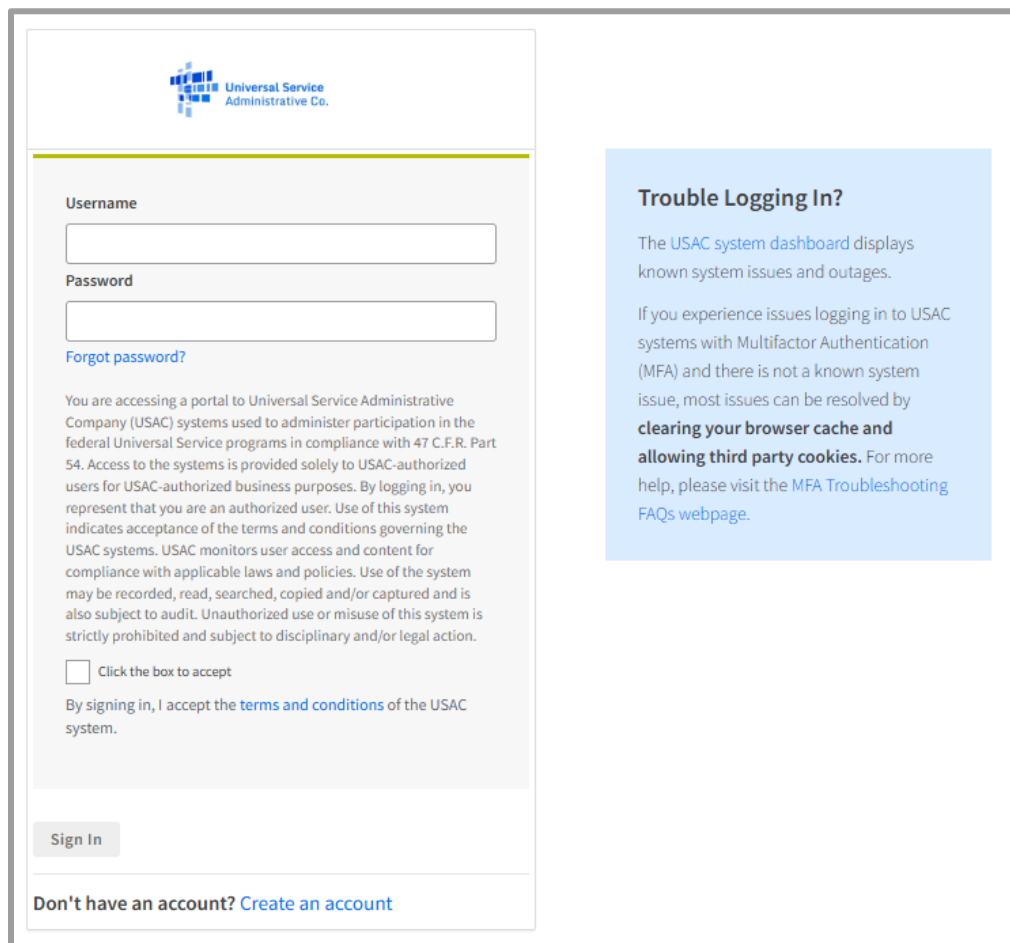
Introduction

The Alaska Connect Fund Performance Plan portal permits the submission of Performance Plans that are required for participation in the Alaska Connect Fund (Mobile). Performance Plans must be submitted by September 1st, 2026.

This guide will provide instructions and tips for using the system to ensure timely submissions.

Setting up Access

The Performance Plan application will be accessed via One Portal in a browser. Google Chrome browser is highly recommended but Firefox or Internet Explorer (Edge) V8/9 may also be used.

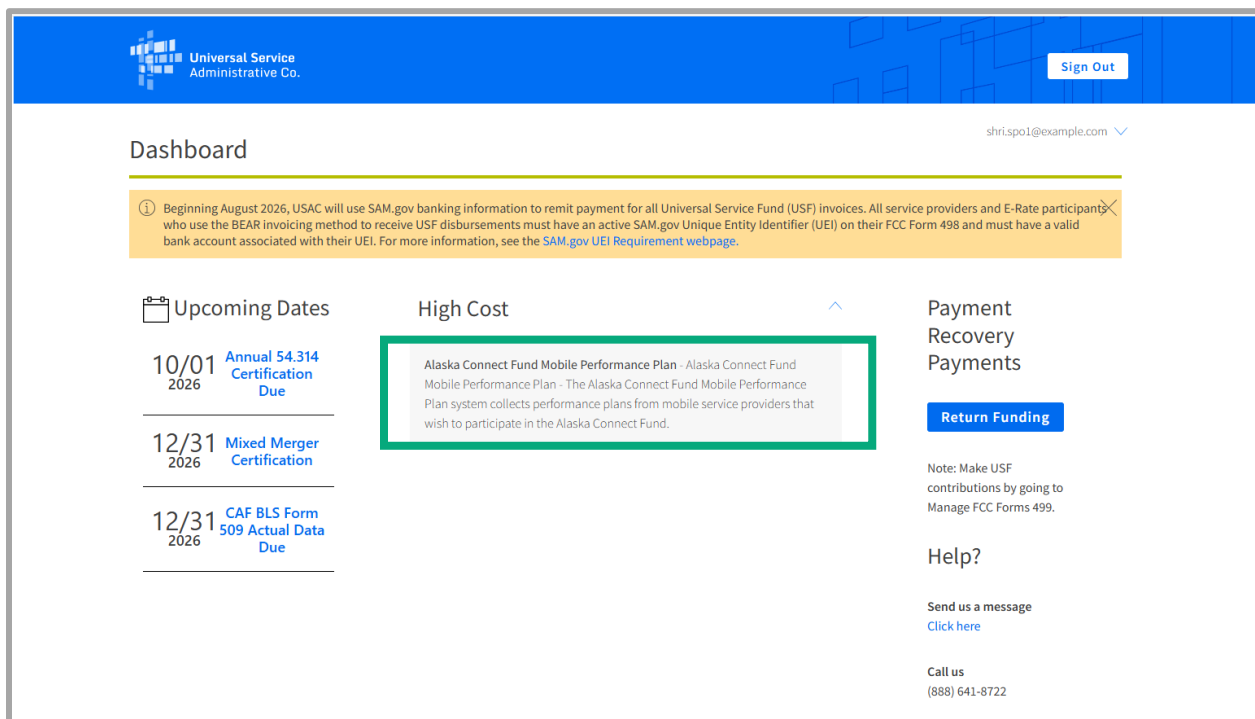


The screenshot shows the 'One Portal Login' page. At the top left is the Universal Service Administrative Co. logo. Below it, there are input fields for 'Username' and 'Password'. A link for 'Forgot password?' is located below the password field. A large block of text provides a disclaimer about the portal's use for USAC systems, stating that access is for authorized users only and that the system monitors user activity. Below this text is a checkbox labeled 'Click the box to accept' and a statement: 'By signing in, I accept the [terms and conditions](#) of the USAC system.' A 'Sign In' button is positioned below the disclaimer. At the bottom, there is a link: 'Don't have an account? [Create an account](#)'. On the right side of the page, there is a blue sidebar titled 'Trouble Logging In?' which contains information about system issues and a link to the 'MFA Troubleshooting FAQs webpage'.

Figure 1 | One Portal Login page

The system login portal may be found at <https://forms.universalservice.org/portal/login>.

Logging in with your credentials will take you directly to the application if this is the only application assigned to your user. If you have access to more than one system within One Portal, you will need to select the Alaska Connect Fund Performance Plan system chiclet to proceed to the homepage.



The screenshot shows the One Portal dashboard for Universal Service Administrative Co. The header includes the company logo and a 'Sign Out' button. The user's email, shri.spo1@example.com, is displayed in the top right. The main content area is titled 'Dashboard' and features a yellow notification banner about SAM.gov banking information starting in August 2026. Below the banner, there are three main sections: 'Upcoming Dates' with a calendar icon, 'High Cost' with a green border, and 'Payment Recovery Payments' with a blue 'Return Funding' button. The 'Upcoming Dates' section lists three dates: 10/01/2026 for Annual 54.314 Certification Due, 12/31/2026 for Mixed Merger Certification, and 12/31/2026 for CAF BLS Form 509 Actual Data Due. The 'High Cost' section contains a box for the Alaska Connect Fund Mobile Performance Plan. The 'Payment Recovery Payments' section includes a note about making USF contributions and a 'Help?' link with options to send a message or call the support line.

Figure 2 | One Portal dashboard of available systems

Getting Started

Before you begin working on your Performance Plan there are a few items you'll need to address first:

1. Confirm you have the latest version of Microsoft Excel
2. Open Excel
3. Go to **File > Account**
 - a. In the **Product Information** section, search for **About Excel** to see your version number. If you do not have "**Version 2605**," then you'll need to update in order to use the macros in the template.

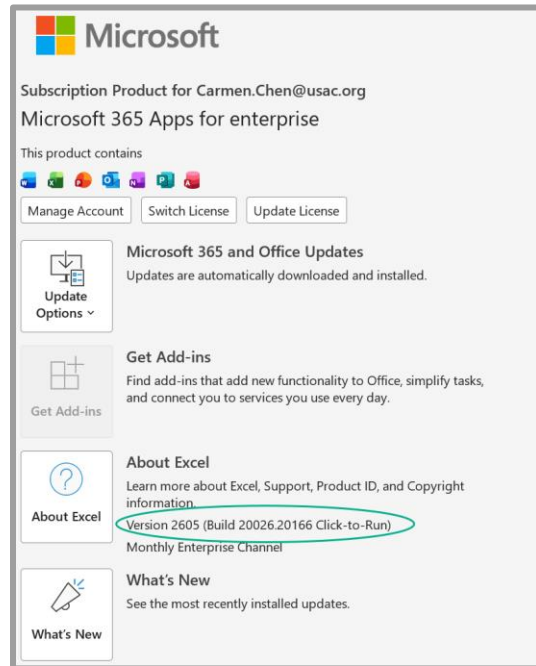


Figure 3 | Ensure latest version of Excel

- b. To update select “Update Options”
- c. Then “Update Now”

HOW TO ENABLE MACROS IN W365

Unblock a single file

In most cases, you can unblock macros by modifying the properties of the file as follows:

1. Open Windows File Explorer and go to the folder where you saved the file.
2. Right-click the file and choose **Properties** from the context menu.
3. At the bottom of the **General** tab, select the **Unblock** checkbox and select **OK**.
4. When you begin using the template, please AVOID COPY & PASTING and use the Macros in the workbook to select the appropriate values.

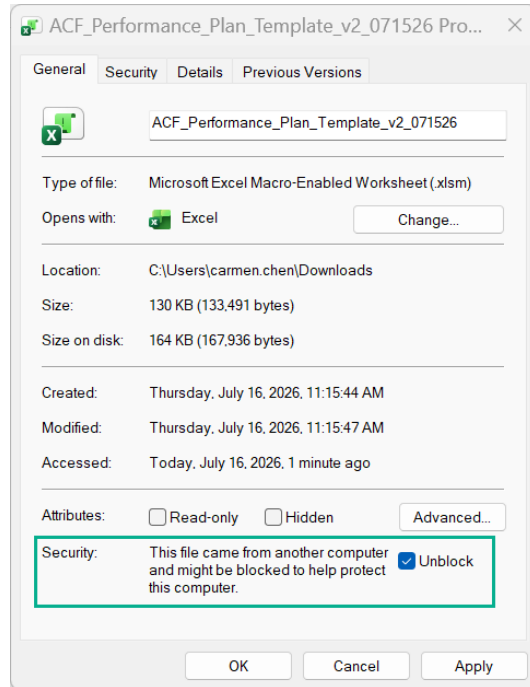


Figure 4 | Enable macros in the Performance Plan file

Home Page Layout

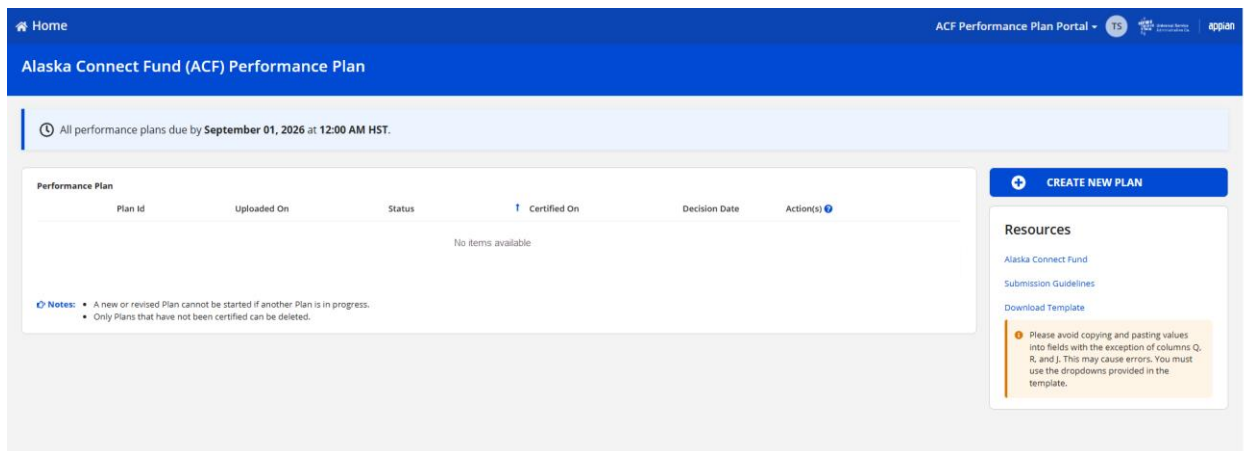


Figure 5 | Homepage for Alaska Connect Fund Performance Plan system

The Alaska Connect Fund Performance Plan system home screen provides access to all Performance Plan versions and a button to create a new plan. The Action(s) column allows the user to view or revise an existing plan record. The home screen includes a Resource section with the following items:

1. Alaska Connect Fund – FCC link for details about the Alaska Connect fund.
2. Submission Guidelines – this document instructs carriers on how to use the system and submit their Performance Plan.
3. Download Template – the template carriers should use to submit their Performance Plan. This is where you will access the Performance Plan template to get started. Once you have downloaded the template you will need to confirm that you have “Macros-Enabled.”

Creating New Plan

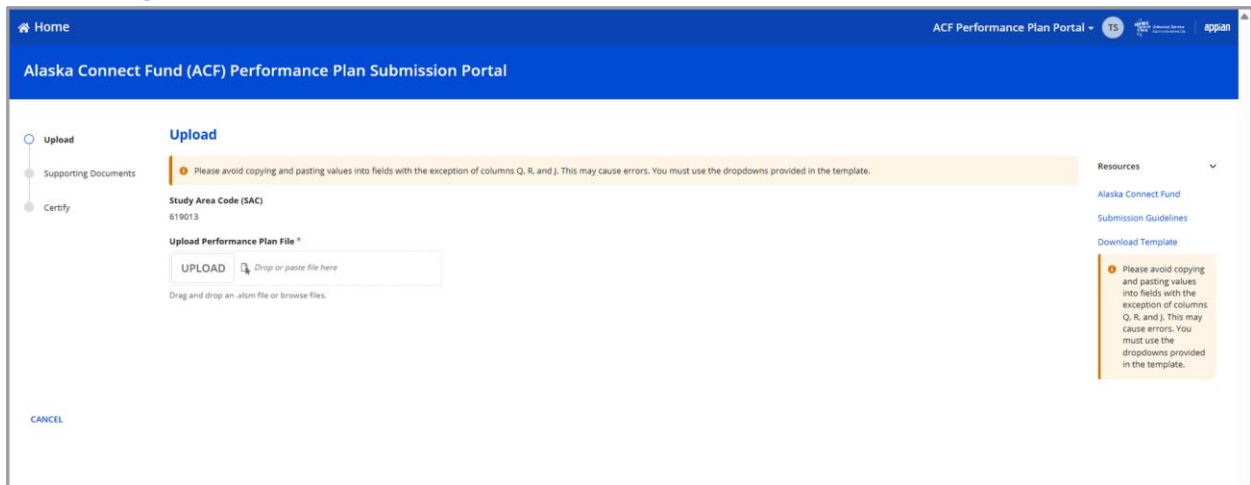


Figure 6 | Click **CREATE NEW PLAN** to start a new Performance Plan submission

After selecting the Create New Plan button, the next screen allows you to upload the Performance Plan file. The Resources section on the right side are the same resource links that are on the homepage. You can download the Performance Plan template from this page without having to navigate back to the homepage. You should *always* work off the Performance Plan template by clicking on the Download Template hyperlink or download the template from the [FCC website](#).

Upload

Study Area Code (SAC)
619010

Upload Performance Plan File *



acf-performanceplan-test-errors
XLSM – 143.27 KB

Drag and drop an .xlsx file or browse files.

VALIDATE

Figure 7 | Upload your Performance Plan and click Validate

Files can be dragged and dropped into the UPLOAD field, or you can browse for the file on your device. Once the file is uploaded, select the VALIDATE button to begin the file validation process.

Home

ACF Performance Plan Portal

TS

appian

Upload

Please avoid copying and pasting values into fields with the exception of columns Q, R, and J. This may cause errors. You must use the dropdowns provided in the template.

Study Area Code (SAC)
619013

Upload Performance Plan File *



TEST ACF-Performance-Plan-Template-9-23-202...
XLSM – 135.8 KB

Drag and drop an .xlsx file or browse files.

Validation errors must be resolved
10 error(s)

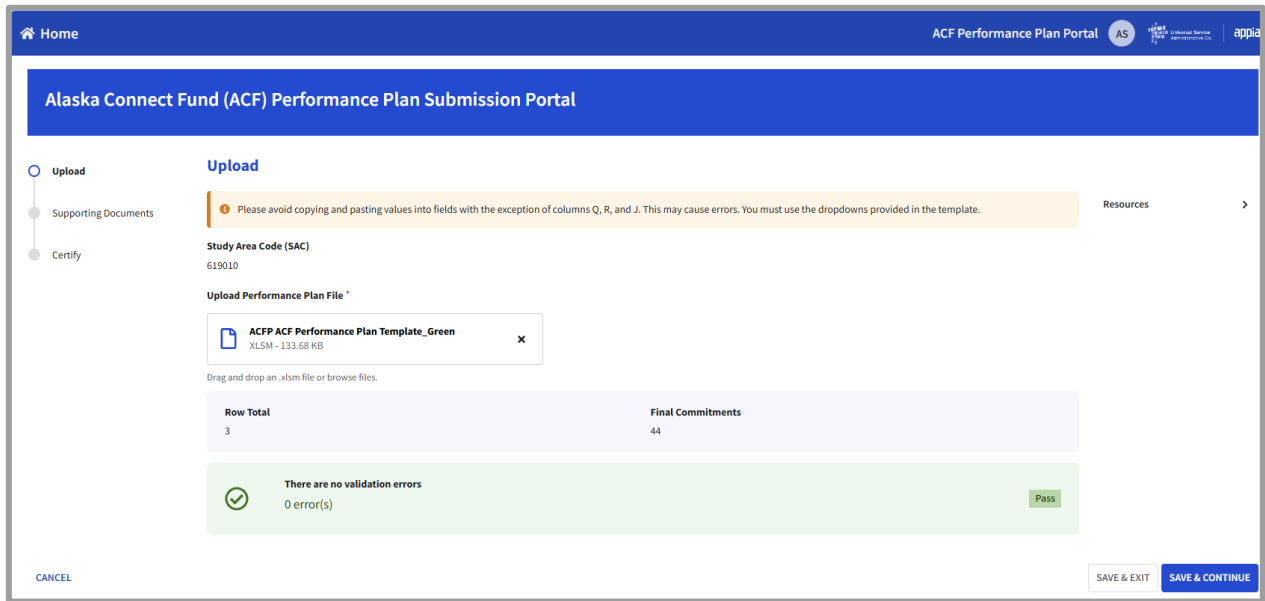
Error Details

Search Performance Plan Upload Errors

Row Number	Column Alphabet	Column Header	Error
3	C	Census Tract FIPS Code	This is an invalid value. You must select a value from the dropdown.
3	F	Interim Commitment Num-Hex9s	This field is required. You must enter a number that is >0 and less than or equal to the number of eligible hex-9s within census tract.
4	E	Interim Commitment TechSpeed	This field is required.
4	F	Interim Commitment Num-Hex9s	This field is required. You must enter a number that is >0 and less than or equal to the number of eligible hex-9s within census tract.
4	G	Interim: Any hex-9s in this row within 1.5 miles of a cell site of the provider?	This field is required.
4	K	Total Interim Commitment	This field is the sum of columns M and P and must be a value >0. You must work off the provided template.

Figure 8 | A Performance Plan file validation message showing an error with explanation and the option to export and download a help file

If there are errors, they will be shown on the table below your uploaded Performance Plan. The table will indicate which rows and columns have errors. You can export this table into an excel file. The errors must be fixed to proceed. If you need help resolving the errors, reference Appendix A in this user guide. If you still need help or have specific questions related to the Alaska Connect Fund Mobile Performance Plan, you can email ACF@fcc.gov.



Home ACF Performance Plan Portal AS

Alaska Connect Fund (ACF) Performance Plan Submission Portal

Upload

Supporting Documents

Certify

Please avoid copying and pasting values into fields with the exception of columns Q, R, and J. This may cause errors. You must use the dropdowns provided in the template.

Study Area Code (SAC)
619010

Upload Performance Plan File *

ACFP ACF Performance Plan Template_Green
XLSM - 133.68 KB

Drag and drop an .xlsx file or browse files.

Row Total	Final Commitments
3	44

There are no validation errors
0 error(s)

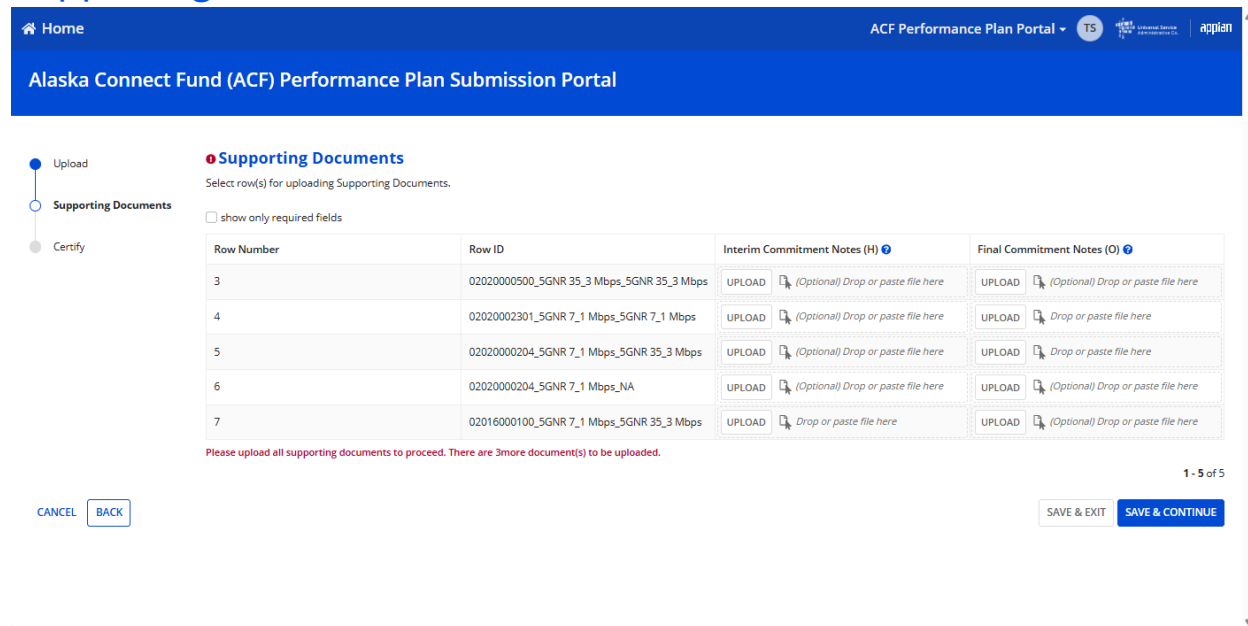
Pass

CANCEL SAVE & EXIT SAVE & CONTINUE

Figure 9 | A successful Performance Plan file validation message shows row total and Final Commitment number

Delete the file with errors and upload a new Performance Plan file after you've made updates. If the file doesn't contain any validation errors, then a green confirmation banner will display, and the plan will be in "Draft" status when you click SAVE & EXIT or SAVE & CONTINUE.

Supporting Documents



Home ACF Performance Plan Portal TS

Alaska Connect Fund (ACF) Performance Plan Submission Portal

Supporting Documents

Select row(s) for uploading Supporting Documents.

☐ show only required fields

Row Number	Row ID	Interim Commitment Notes (H)	Final Commitment Notes (O)
3	02020000500_5GNR 35_3 Mbps_5GNR 35_3 Mbps	UPLOAD (Optional) Drop or paste file here	UPLOAD (Optional) Drop or paste file here
4	02020002301_5GNR 7_1 Mbps_5GNR 7_1 Mbps	UPLOAD (Optional) Drop or paste file here	UPLOAD (Optional) Drop or paste file here
5	02020000204_5GNR 7_1 Mbps_5GNR 35_3 Mbps	UPLOAD (Optional) Drop or paste file here	UPLOAD (Optional) Drop or paste file here
6	02020000204_5GNR 7_1 Mbps_NA	UPLOAD (Optional) Drop or paste file here	UPLOAD (Optional) Drop or paste file here
7	02016000100_5GNR 7_1 Mbps_5GNR 35_3 Mbps	UPLOAD (Optional) Drop or paste file here	UPLOAD (Optional) Drop or paste file here

Please upload all supporting documents to proceed. There are 3 more document(s) to be uploaded.

1 - 5 of 5

CANCEL BACK SAVE & EXIT SAVE & CONTINUE

Figure 10 | The Supporting Documents page allows you to upload files to justify your speed commitments

Once the Performance Plan file has successfully completed validation, you will be taken to the Supporting Documents screen. If you selected “Other” in the fields “Interim Commitment Notes (H)” or “Final Commitment Notes (O)”, then you will be required to upload supporting documentation indicating why the target speed cannot be met. For single support areas, you must provide the reason you are not committing to 5G-NR at 35/3 Mbps. For duplicate support areas, you must provide the reason you are not committing to 4G LTE at 5/1 Mbps.

You may upload a single file or if you have more than one file you can upload a zip file. If you did not select “Other” in columns H or O, you may still upload supporting documentation files optionally.

The grid on this page shows each row of your Performance Plan and allows you to select for which row and field (Interim or Final Commitment Notes) your supporting documentation file(s) applies to. If documentation is optional for a given row and field, then you will see “(Optional)” displayed next to the UPLOAD button. There is also a check box that allows you to only view the row and field combinations that require a document upload.

If you need to provide a comparative value analysis you would need to submit that documentation here as well. Use the Interim and Final Columns as appropriate.

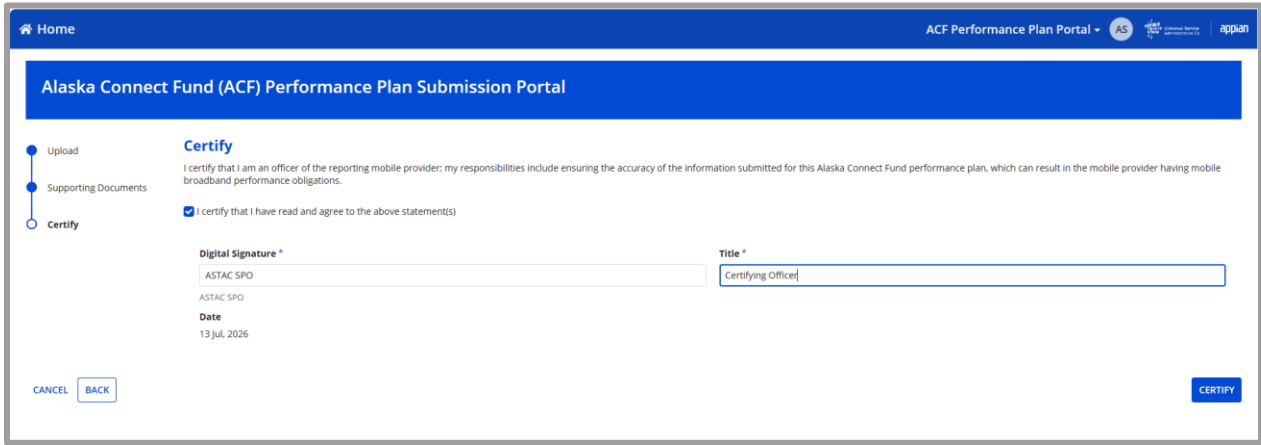
If you wish to provide an oversubscription analysis you can also provide that here for each applicable row in Interim and Final.

Once you have uploaded the necessary files, you can click SAVE & SEND FOR CERTIFICATION and you will be taken to the Certification Page.

Certification Page

If you are not an officer, you will be directed back to the homepage/dashboard after you have completed the Supporting Documents page, and the plan will be in “Ready to Certify” status. At this point, the plan can still be modified or deleted.

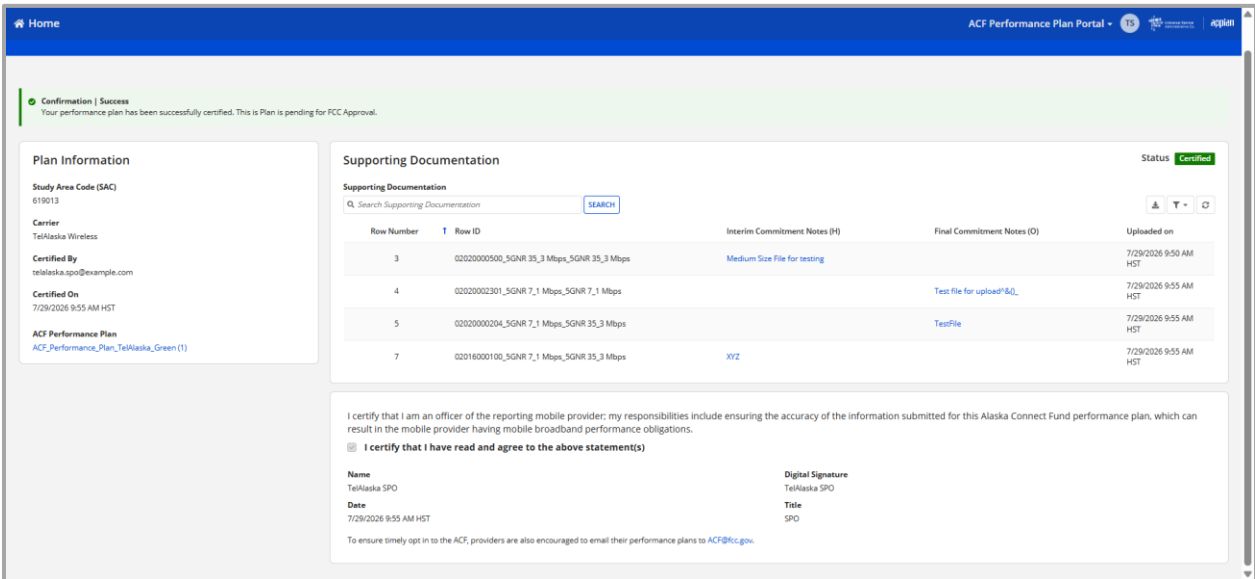
If you are an officer, you can continue to the Certify page or click on the Continue button of a plan in “Ready to Certify” status from the dashboard. First, click the checkbox confirming that you have read and agree with the Certification statement. Then, you must enter your Digital Signature by typing the name exactly as it appears below the field indicated. You must also enter your current job title before you can complete the certification.



The screenshot shows the 'Certify' page of the ACF Performance Plan Submission Portal. The page has a blue header with 'Home' and 'ACF Performance Plan Portal' links. A sidebar on the left shows 'Upload', 'Supporting Documents', and 'Certify' (selected). The main content area has a blue bar with the title 'Alaska Connect Fund (ACF) Performance Plan Submission Portal'. Below this, the 'Certify' section includes a confirmation statement: 'I certify that I am an officer of the reporting mobile provider; my responsibilities include ensuring the accuracy of the information submitted for this Alaska Connect Fund performance plan, which can result in the mobile provider having mobile broadband performance obligations.' A checkbox is checked, indicating agreement. Below the statement are fields for 'Digital Signature *' (containing 'ASTAC SPO'), 'Title *' (containing 'Certifying Officer'), and 'Date' (containing '13 Jul, 2026'). At the bottom are 'CANCEL', 'BACK', and 'CERTIFY' buttons.

Figure 11 | The Certification page of the Performance Plan, digitally sign your name as it appears in the Digital Signature field

After you click the CERTIFY button, a popup will appear asking if you are sure you are ready to certify. After certifying, the plan cannot be modified or deleted. If you want to make changes later, you can create a copy as a new plan. If there is a plan currently in Certified status, it will be automatically archived. Only one plan can be in Certified status as a time.



The screenshot shows the 'Confirmation | Success' page. A green banner at the top states: 'Your performance plan has been successfully certified. This is Plan is pending for FCC Approval.' The page is divided into two main sections: 'Plan Information' and 'Supporting Documentation'. The 'Plan Information' section on the left lists: Study Area Code (SAC) 619013, Carrier TelAlaska Wireless, Certified By telalaska.spo@example.com, Certified On 7/29/2026 9:55 AM HST, and ACF Performance Plan ACF_Performance_Plan_TelAlaska_Green (1). The 'Supporting Documentation' section on the right has a 'Status' of 'Certified' and a table of supporting documents. The table has columns for Row Number, Row ID, Interim Commitment Notes (H), Final Commitment Notes (D), and Uploaded on. It lists four rows of documents. Below the table, there is a confirmation statement and a checkbox for agreement, which is checked. Below this are fields for Name (TelAlaska SPO), Date (7/29/2026 9:55 AM HST), Digital Signature (TelAlaska SPO), and Title (SPO). At the bottom, a note states: 'To ensure timely opt in to the ACF, providers are also encouraged to email their performance plans to ACF@fcc.gov.'

Row Number	Row ID	Interim Commitment Notes (H)	Final Commitment Notes (D)	Uploaded on
3	02020000500_SQNR 35_3 Mbps_SQNR 35_3 Mbps	Medium Size File for testing		7/29/2026 9:50 AM HST
4	02020002301_SQNR 7_1 Mbps_SQNR 7_1 Mbps		Test file for upload*(&)_	7/29/2026 9:55 AM HST
5	02020000204_SQNR 7_1 Mbps_SQNR 35_3 Mbps		TestFile	7/29/2026 9:55 AM HST
7	02016000100_SQNR 7_1 Mbps_SQNR 35_3 Mbps	XYZ		7/29/2026 9:55 AM HST

Figure 12 | The Certification page of the Performance Plan

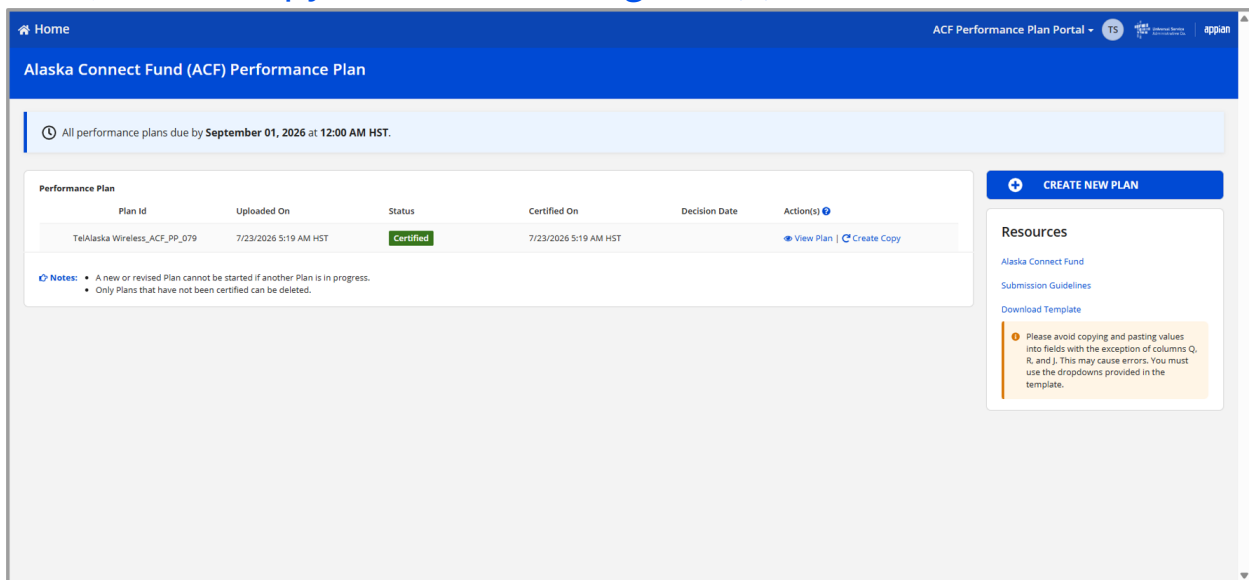
Upon completion of the certification process, you will see a confirmation page. **Please note that you are encouraged to also e-mail your Performance Plan to the FCC at this e-mail address: ACF@fcc.gov.**

The confirmation page shown above displays the Plan Information card on the left and a link to the plan if you wish to access the file later. The Supporting Documentation card shows the files you have submitted as supporting documentation as well as a summary of the certification statement.

You will receive a confirmation email for your certified plan, and the FCC will also receive an email notification that a plan is ready for their review. If the FCC approves your plan, the Decision Date column will display the approval date.

You can now sign off or return to the home screen by selecting the icon on the upper left.

View, Create Copy or Delete Existing Plan(s)



Home ACF Performance Plan Portal 15 appian

Alaska Connect Fund (ACF) Performance Plan

All performance plans due by **September 01, 2026 at 12:00 AM HST.**

Plan Id	Uploaded On	Status	Certified On	Decision Date	Action(s)
TelAlaska Wireless_ACF_PP_079	7/23/2026 5:19 AM HST	Certified	7/23/2026 5:19 AM HST		View Plan Create Copy

Notes:

- A new or revised Plan cannot be started if another Plan is in progress.
- Only Plans that have not been certified can be deleted.

CREATE NEW PLAN

Resources

- [Alaska Connect Fund](#)
- [Submission Guidelines](#)
- [Download Template](#)

Please avoid copying and pasting values into fields with the exception of columns Q, R, and J. This may cause errors. You must use the dropdowns provided in the template.

Figure 13 | Returning to the Home screen after a plan is certified

From the Home screen you can see Performance Plan(s) and their status which have been previously submitted in the application. From this page you can view/revise/delete previously submitted plans.

The table displays:

1. Plan ID – Unique identifier of your Performance Plan.
2. Uploaded On – Timestamp when the plan was uploaded to the system and passed validation
3. Status – status of the plan can be:
 - a. DRAFT – Performance Plan file has been submitted, file validations including Supporting Documentation have not been completed.
 - b. READY TO CERTIFY - Performance Plan has been validated as containing no errors; all Supporting Documentation has been submitted.
 - c. CERTIFIED – Performance Plan and Supporting Documentation have been successfully submitted and certified by the service provider's certifying officer.

- d. CERTIFIED-ARCHIVED – This plan was certified and not approved by the FCC. It was then later replaced by a new certified plan.
 - e. APPROVED – Performance Plan has been approved by the FCC. There can only be one approved Performance Plan for each Service Provider.
 - f. REPLACED – This formerly approved Performance Plan was replaced with a newer certified plan and subsequently approved by the FCC.
4. Certified On – Timestamp of when the Performance Plan was certified by the Service Provider Officer (SPO).
 5. Decision Date – Timestamp of when the Performance Plan was approved by the FCC.
 6. Action(s) – **View** the individual Performance Plan and Supporting Documentation; **Create Copy** creates a copy of the plan and allows you to upload a new performance plan file; **Delete** a plan that is in ‘Draft’ or ‘Ready to Certify’ status.

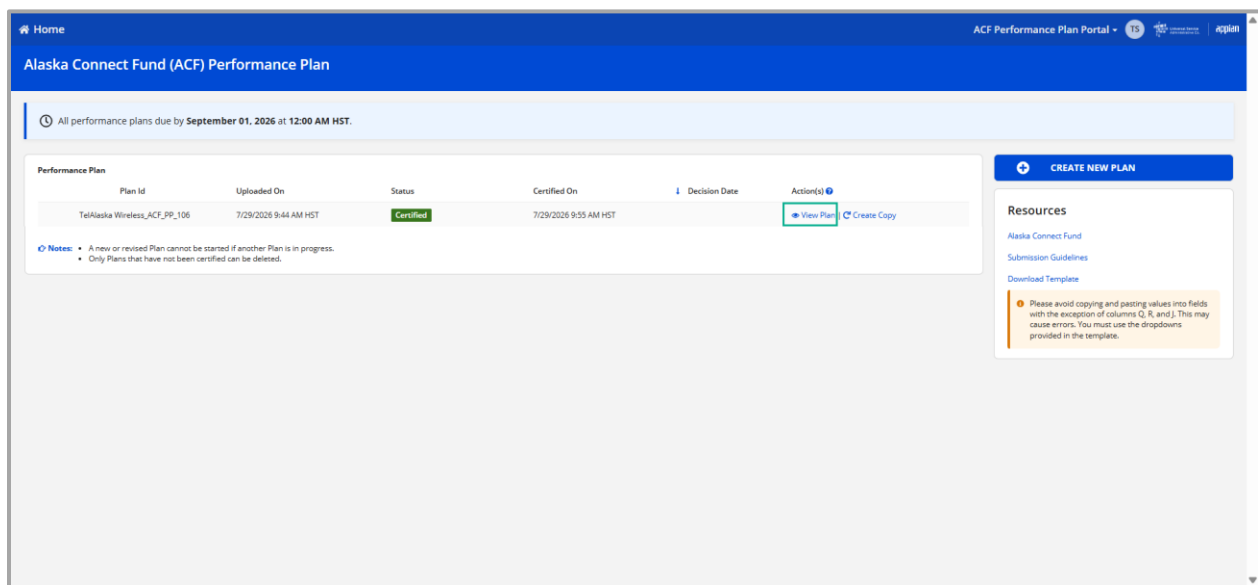
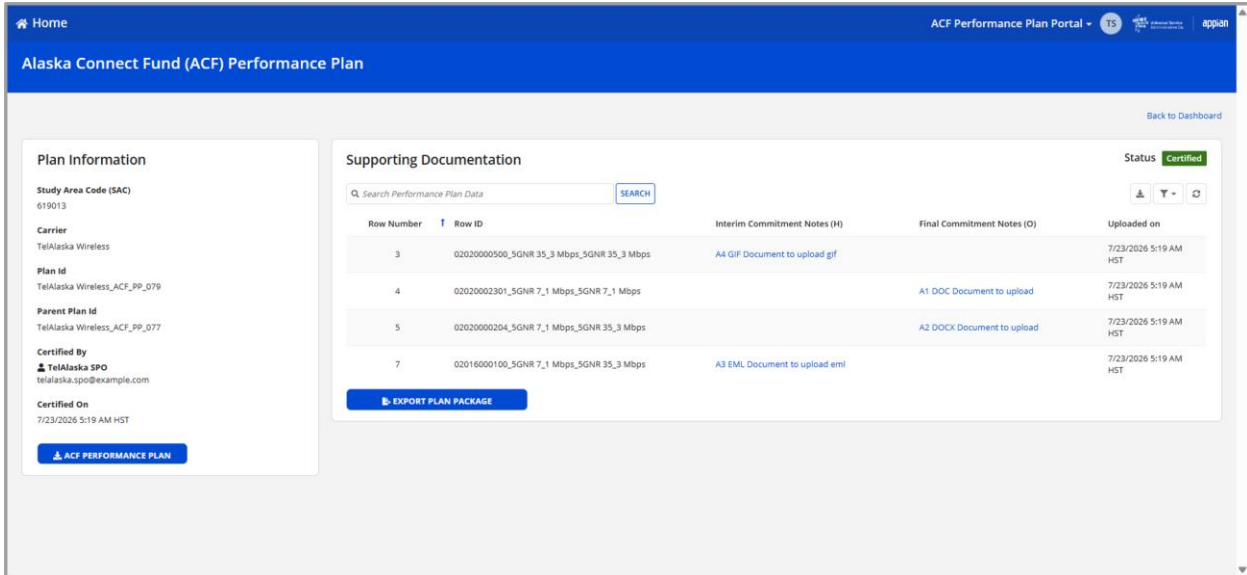


Figure 14 | View different plans that have been submitted, select View Plan to see the plan documentation

View Individual Plan Supporting Documentation

After selecting ‘View Plan’ on the page showing plan versions, you will be taken to a page showing Plan Information and the associated Supporting Documentation. The individual **Plan Information** card on the left displays the plan certification details and Plan ID. You can also download the Performance Plan file.



The screenshot displays the 'Alaska Connect Fund (ACF) Performance Plan' portal. The left sidebar contains 'Plan Information' with details like Study Area Code (SAC), Carrier, Plan ID, Parent Plan ID, Certified By, and Certified On. The main area shows 'Supporting Documentation' with a search bar and a table of documents. The table has columns for Row Number, Row ID, Interim Commitment Notes (H), Final Commitment Notes (O), and Uploaded on. A 'Status' indicator shows 'Certified'. An 'EXPORT PLAN PACKAGE' button is visible at the bottom of the table.

Row Number	Row ID	Interim Commitment Notes (H)	Final Commitment Notes (O)	Uploaded on
3	02020000500_SGMR 35_3 Mbps_SGMR 35_3 Mbps	A4 GIF Document to upload gif		7/23/2026 5:19 AM HST
4	02020002301_SGMR 7_1 Mbps_SGMR 7_1 Mbps		A1 DOC Document to upload	7/23/2026 5:19 AM HST
5	02020000204_SGMR 7_1 Mbps_SGMR 35_3 Mbps		A2 DOCK Document to upload	7/23/2026 5:19 AM HST
7	02016000100_SGMR 7_1 Mbps_SGMR 35_3 Mbps	A3 EML Document to upload eml		7/23/2026 5:19 AM HST

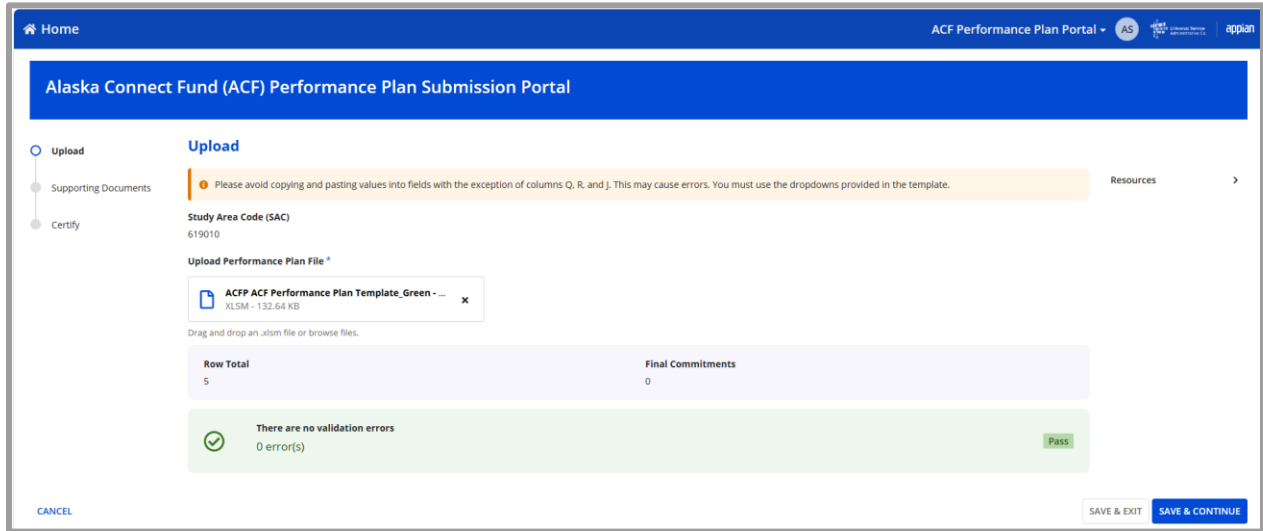
Figure 16 | View individual plan information and supporting documentation; download documentation

The **Supporting Documentation** card shows a table containing the following fields:

1. Row Number – The row number in the Performance Plan template
2. Row ID – From the Performance Plan template
3. Interim Commitment Notes (H) – Link to the document(s) that was uploaded as supporting documentation when 'Other' was selected for the "Interim Commitment Notes" field (col H) of the Performance Plan.
4. Final Commitment Notes (O) - Link to the document(s) that was uploaded as supporting documentation when 'Other' was selected for the "Final Commitment Notes" field (col O) of the Performance Plan. Download available supporting document(s)
5. Uploaded on – Timestamp when the supporting document(s) was uploaded

You can click the EXPORT PLAN PACKAGE button to download all the supporting documents and the Performance Plan into a zip file. You can click the download button below the status at the top right corner to download the table of the supporting documents.

Create Copy of an existing Performance Plan



Home ACF Performance Plan Portal AS

Alaska Connect Fund (ACF) Performance Plan Submission Portal

Upload

Please avoid copying and pasting values into fields with the exception of columns Q, R, and J. This may cause errors. You must use the dropdowns provided in the template.

Resources >

Study Area Code (SAC)
619010

Upload Performance Plan File *

ACFP ACF Performance Plan Template_Green - ...
XLSM - 132.64 KB

Drag and drop an .xlsx file or browse files.

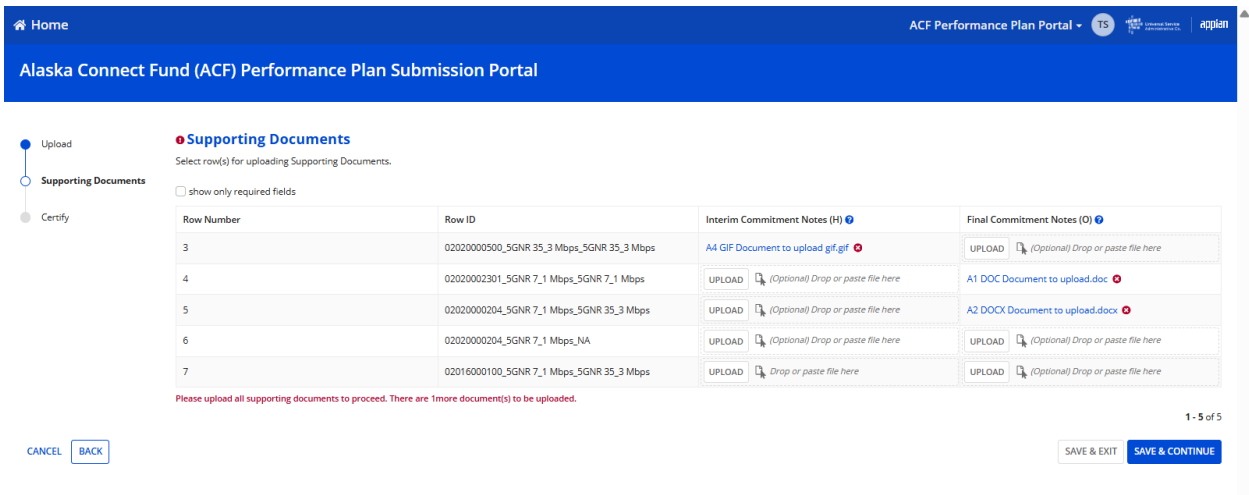
Row Total	Final Commitments
5	0

There are no validation errors
0 error(s) Pass

CANCEL SAVE & EXIT SAVE & CONTINUE

Figure 17 | Create a new plan based on a copy of an existing plan

If you need to make a change to a Performance Plan that is already in Certified or Approved, you can select the 'Create Copy' action and you will be able to upload a new file to replace the existing plan without having to reupload all the supporting documents.



Home ACF Performance Plan Portal TS

Alaska Connect Fund (ACF) Performance Plan Submission Portal

Supporting Documents

Select row(s) for uploading Supporting Documents.

☐ show only required fields

Row Number	Row ID	Interim Commitment Notes (H)	Final Commitment Notes (O)
3	02020000500_5GNR 35_3 Mbps_5GNR 35_3 Mbps	A4 GIF Document to upload.gif	UPLOAD (Optional) Drop or paste file here
4	02020002301_5GNR 7_1 Mbps_5GNR 7_1 Mbps	UPLOAD (Optional) Drop or paste file here	A1 DOC Document to upload.doc
5	02020000204_5GNR 7_1 Mbps_5GNR 35_3 Mbps	UPLOAD (Optional) Drop or paste file here	A2 DOCX Document to upload.docx
6	02020000204_5GNR 7_1 Mbps_NA	UPLOAD (Optional) Drop or paste file here	UPLOAD (Optional) Drop or paste file here
7	02016000100_5GNR 7_1 Mbps_5GNR 35_3 Mbps	UPLOAD Drop or paste file here	UPLOAD (Optional) Drop or paste file here

Please upload all supporting documents to proceed. There are 1 more document(s) to be uploaded.

CANCEL BACK SAVE & EXIT SAVE & CONTINUE

1 - 5 of 5

Figure 18 | Upload required and/or optional supporting documentation

After uploading your new plan, you will be asked to provide supporting documentation for the fields required. For any rows in the new plan that match the original plan's row ID, you will not be required to upload supporting documentation again. The supporting documentation from the original plan will carry over if the row ID did not change. However, for any rows in the new plan that do not match the

original row ID AND require supporting documentation, you will need to provide supporting documentation for the new rows only.

If you need to provide a comparative value analysis you would submit that documentation here as well, use the Interim and Final Columns as appropriate.

If you wish to provide an oversubscription analysis you can also provide that here for each applicable row in Interim and Final Commitment.

Once the supporting documentation is completed, you can click SAVE & CONTINUE and you will be taken to the Certification page. The new version of your plan cannot be approved by the FCC unless it has been certified.

Appendix A

File Upload Validations

Below is a table of possible error messages in the error report provided when validating a file uploaded to the UI.

Column	Column Name	Definition	Error Message	Resolution
A	ACF Mobile Provider	The company name.	1.You must select an ACF Mobile Provider. 2. This field is required. 3. The uploaded performance plan contains more than one Carriers selected. One plan can contain only one Carrier. 4. The carrier selected in the performance plan file is not (carrier name).	1. Select a company name from the dropdown. 2. Select a company name from the dropdown in all rows. 3. Ensure only one Carrier is selected throughout the performance plan file. 4. Select associated carrier name as the Carrier in the performance plan file.
B	Support Area Type	The type of support area for which it is making a commitment (Single or Duplicate).	This field is required.	Select the support area type (Single or Duplicate) from the dropdown.

C	Census Tract FIPS Code	There are 177 census tracts in Alaska. FIPS is the Federal Information Processing Standard, and each census tract in the United States has an 11-digit code that identifies it. Only 1 FIPS code per row.	1. This field is required. 2. This is an invalid value. You must select a value from the dropdown.	1. Select the Census Tract FIPS code from the dropdown. 2. You are receiving this error because you pasted an invalid value. You must select a FIPS code from the dropdown in the template and avoid copying/pasting in this field.
D	Census Populated Places or Alaska Native Village Statistical Areas Affected	Name of any Census Populated Places within the census tract that are to experience at least some coverage under the commitment. Multiple values are allowed. Click into the dropdown again to select multiple Census Populated Places. If the coverage does not affect any Census Populated Place, this may be left blank.		
E	Interim Commitment TechSpeed	The mobile technology and speed commitment for the provider's interim commitments for the associated hex-9s of the census tract specified above	1. This field is required. 2. This is an invalid value. You must select a value from the dropdown.	1. Select a TechSpeed from the dropdown. You must work off the template. 2. You are receiving this error because you pasted an invalid value. You must select a TechSpeed from the dropdown in the template and avoid copying/pasting in this field.
F	Interim Commitment Num-Hex9s	The number of hex-9s that the provider commits to serve in the census tract, at the speed and	1. This field is required. You must enter a number that is >0 and less than or equal to the	1. Enter the number of hex-9s that the provider commits to serve in the census tract.

		technology reflected above. Must be less than or equal to number of eligible hex-9s within census tract. ("Eligible" as defined at 47 CFR 54.318(d)(1)) Geo hex-9 ids/census tract are found in the ACF Eligible area data	number of eligible hex-9s within census tract.	2. Value entered must be less than or equal to the number of eligible hex-9s within census tract.
G	Interim: Any hex-9s in this row within 1.5 miles of a cell site of the provider?	Only required for single-support areas. Select from the dropdown "yes" or "no". The centroid of the hex-9 determines whether it is within the radius of the cell site	1. This field is required. 2. This field value should be "Yes" or "No". You must work off the provided template.	1. Select Yes or No from the dropdown. 2. You are receiving this error because you pasted an invalid value. You must select a "Yes" or "No" from the dropdown in the template and avoid copying/pasting in this field.
H	Interim Commitment Notes	The reason the provider is not committing to 5G-NR at 35/3 Mbps in single-support areas. For duplicate support areas, why the provider can't commit to LTE 4G at 5/1 Mbps. If column B = "Single" and column E = "5G NR 35_3 Mbps", then this field can be blank. If column B = "Duplicate" and column E = "5G NR 35_3 Mbps", "5G NR 7_1 Mbps", or "4G LTE 5_1 Mbps", then this field can be blank. Otherwise, select an option from the	1. A justification is required for not committing to the 5G NR 35/3 Mbps tech speed. You must select a value from the dropdown given in the template. 2. A justification is required for not committing to the 4G LTE 5/1 Mbps tech speed.	1. Select an option from the dropdown to explain why provider is not committing to 5G NR 35/3 Mbps tech speed for single support area. 2. Select an option from the dropdown to explain why provider is not committing to 4G LTE 5/1 Mbps tech speed for duplicate support area.

		dropdown. If “Other (support documentation)” is selected, supporting documentation must be provided on the next screen.		
I	Comparable Areas: Additional Hex-9 Interim Commitments	For the provider’s coverage of hex-9s in Alaska Plan eligible areas that are ineligible for the Alaska Connect Fund, the provider would need to provide comparable service elsewhere. In this field, the provider would specify the total number of comparable hex-9s that the provider commits to serve in this census tract at the minimum technology and expected speed commitments reflected above. Must be less than or equal to number of “other eligible” hex-9s within the census tract. Geo hex-9 ids/census tract are found in the ACF Eligible area data For single-support areas only.	1. For duplicate support areas, this field should be blank. 2. This field can be blank or a numerical value less than or equal to the number of “other eligible” hex-9s within the census tract.	1. If duplicate support area, leave this field blank. 2. Look up the FIPS code in the census tract. The number you enter cannot be greater than the number of eligible hex-9s.
J	Interim Commitment Comparable Areas Explanation	Describe how provider is satisfying their comparable area requirements. 1. Either this is left blank, or 2. It is filled in and providers must specify (1) which hex-9s are being replaced by providing (a)		

		<i>the number of hex-9s that are newly ineligible and</i> (b) the name of the closest census populated place with FIPS Code of the census tract of the hex-9s that are being replaced; (2) the number of additional hex-9s in “Comparable Areas: Additional Hex-9 Interim Commitments” and “Comparable Areas: Additional Hex-9 Final Commitments” that are being added to the commitment to meet the comparable-areas condition.		
K	Total Interim Commitment	Total commitment of the minimum number of hex-9s that are to be covered consistent with the obligations described. This field is automatically populated in the spreadsheet.	1. This field is the sum of columns F and I and must be a value >0. You must work off the provided template.	1. Ensure there are values present in columns F and I. The template will automatically input the sum of the two columns in this field.
L	Final Commitment TechSpeed	For single support areas: Final technology and speed commitments due December 31, 2034. Should be the same as the Interim Commitment TechSpeed. For duplicate support areas: There are no final commitments (this should be NA).	1. Select “NA” for duplicate support areas. 2. This field is required. 3. The Final Commitment TechSpeed must be equal to or greater than the Interim Commitment TechSpeed.	1. If column B = Duplicate, select NA in this field. 2. Select an option from the dropdown in this field. 3. This field must be equal to or greater than column E (Interim Commitment TechSpeed).
M	Final Commitment Num_Hex9s	For single support areas:	1. For duplicate support areas, this field should be blank.	1. If column B = Duplicate, leave this field blank.

		- Number of hex-9s that the provider commits to serve in the census tract, at the final technology and speed reflected above. - Must be less than or equal to number of eligible hex-9s within census tract. (“Eligible” as defined at 47 CFR 54.318(d)(1)) For duplicate support areas: There are no final commitments (this field should be blank).	2. This field is required for single support areas. You must enter a number that is ≥ 0 and less than or equal to the number of eligible hex-9s within census tract.	2. This field cannot be blank for single support areas. Look up the FIPS code in the census tract. The number you enter cannot be greater than the number of eligible hex-9s.
N	Final: Any hex-9s in this row within 1.5 miles of a cell site of the provider?	This field is required for single support areas only. This field should auto populate with NA for duplicate support areas.	1. This field is required. 2. You must select Yes or No from the dropdown.	1. If column B = Single, you must select “Yes” or “No” from the dropdown in the template. 2. You are receiving this error because you pasted an invalid value. You must select a “Yes” or “No” from the dropdown in the template and avoid copying/pasting in this field.
O	Final Commitment Notes	For single support areas: The reason they are not committing to 5G-NR at 35/3 Mbps in single-support areas for Final Commitment. For duplicate support areas: There is no final commitments (this should be NA).	1. Select “NA” for duplicate support areas. 2. A justification is required for not committing to the 5G NR 35/3 Mbps tech speed.	1. If column B = Duplicate, select “NA”. This 2. If column B = Single and column L is not “5G NR 35_3 Mbps”, then you must select a reason from the dropdown. If you select “Other (supporting documentation)”, you must upload

				documentation in the next screen.
P	Comparable Areas: Additional Hex-9 Final Commitments	For single support areas: For the provider's coverage of hex-9s in Alaska Plan eligible areas that are ineligible for the Alaska Connect Fund, the provider would need to provide comparable service elsewhere. In this field, the provider would specify the total number of comparable hex-9s that the provider commits to serve in this census tract at the minimum technology and expected speed commitments reflected above. Must be less than or equal to number of "<u>other eligible</u>" hex-9s within the census tract. For single-support areas only. For duplicate support areas: There are no final commitments (this field should be blank). This is not applicable to duplicate support areas, as providers are not to commit to providing comparable service in those areas.	1. For duplicate support areas, this field should be blank. 2. This field can be blank or a numerical value less than or equal to the number of "other eligible" hex-9s within the census tract.	1. If column B = Duplicate, leave this field blank. 2. Look up the FIPS code in the census tract. The number you enter cannot be greater than the number of eligible hex-9s.
Q	Final Commitment Comparable Areas Explanation	Describe how they are satisfying their comparable area requirements.		

		1. Either this is left blank, or 2. It is filled in and providers must specify (1) which hex-9s are being replaced by providing (a) the number of hex-9s that are newly ineligible and (b) the name of the closest census populated place with FIPS Code of the census tract of the hex-9s that are being replaced; (2) the number of additional hex-9s in “Comparable Areas: Additional Hex-9 Interim Commitments” and “Comparable Areas: Additional Hex-9 Final Commitments” that are being added to the commitment to meet the comparable-areas condition		
R	Explanation of Differences Between Interim and Final Commitments	For single support areas: Rows where the number of hex-9s is different between interim and final commitments, explain the reason that the numbers are different in this column. The explanation should make clear whether there is an increase or decrease. For duplicate support areas: There are no final commitments (this should be NA).	1. Select “NA” for duplicate support areas. 2. Explain why the number of hex-9s between interim and final commitments are different.	1. If column B = Duplicate, this field should be NA. 2. If column B = Single and the number of hex-9s is different between the Interim (column F) and the Final Commitment (column L), then you must explain why.

S	Total Final Commitment	Total commitment of the minimum number of hex-9s that are to be covered consistent with the obligations described.	1. This field should be blank for duplicate support areas. Remove any values in column M, P, and S for this row and make sure you are working off the template. 2. This field is the sum of columns M and P and must be a value ≥ 0 for single support areas. You must work off the provided template.	1. If column B = Duplicate, leave this field blank. 2. This field is automatically populated in the template. You are receiving this error because you pasted an invalid value. Ensure there are values present for columns M and P.
T	Row ID	Reference value for record. This field is automatically populated in the spreadsheet: Census Tract + Interim TechSpeed + Final TechSpeed	1. This field is required and automatically calculated. You must work off the provided template.	1. This field is automatically populated in the template. You are receiving this error because this field is blank. Ensure there are values present in columns C, E, and L.

Certification Form Validations

Below is a table of the field level validations for the certification form.

Field Name	Required/Optional	Type/Format	Validation Logic	Validation Message	Notes
Full Name of Authorized Officer or Employee	Required	Text (255)	Name must match First + Last Name of Okta username First and Last Name fields	If not populated: A value is required If name not matching: 'Your first and last do not match our records'	Name display beneath field
Title or Position of Authorized Officer or Employee	Required	Text (255)	N/A	If not populated: A value is required	