

**From:** USAC Rural Health Care Program  
**To:**  
**Subject:** RHC Program News for March 2018  
**Date:** Thursday, March 08, 2018 2:41:37 PM

---

Latest news from the RHC Program

[View this message as a web page](#) - [Manage my subscription](#)



## RHC Program News for March

Here are all the latest news, timely resources, and helpful reminders for the month of March! Included below are updates on FY2017 commitments, helpful guidance for completing your funding request, and important tips for FY2018.

### **FY2017 Funding Requests: Update Coming Soon**

In upcoming weeks, you will receive an update about your FY2017 funding commitment from the RHC Program. To ensure you receive all communications regarding your FY2017 funding request,

please check your spam folders and make sure that your email inbox allows messages from the RHC Program. RHC will communicate any updates via the email addresses the applicant has submitted in MyPortal. FY2017 funding commitment decisions and letters have not yet been released; funding requests are still in review. [This page](#) will be updated when more information is available.

### Recommended Submission Milestones Approaching

To ensure that you stay on track with your forms and are able to submit your funding request before the FY2018 filing window closes, USAC has developed recommended submission milestones for all HCF and Telecom program forms. These milestones account for both the minimum competitive bidding time required under RHC Program rules and time for USAC review:

- For individual HCPs and consortia in the HCF Program using an RFP: we recommend submitting your FCC Form 460 by March 14 and your FCC Form 461 by April 1.
- For individual HCPs and consortia in the HCF Program NOT using an RFP: we recommend submitting your FCC Form 460 by March 14 and your FCC Form 461 by April 15.
- For HCPs in the Telecom Program: we recommend submitting your FCC Form 465 by April 15.

Please note that these are suggested submission dates and not deadlines enforced by RHC Program rules. View all the [recommended submission milestones](#) for FY2018.

### FY2018 Filing Window Closes May 31, 2018

The FY2018 filing window opened February 1, 2018. To be considered eligible for funding, you must submit your funding requests (FCC Forms 462 for the HCF Program and FCC Forms 466 in the Telecom Program) by the close of the window on May 31, 2018 at 11:59 p.m. ET. Funding requests submitted after May 31, 2018 will be automatically denied. View our how-to guides and tip sheets to assist you during the submission process:

- [Funding request summary](#)
- Funding Request Best Practices webinar [recording](#), [slides](#), and [FAQs](#)
- [Guide for FY2017 applicants](#)
- [Urban and rural rate guidance](#) (Telecom Program only)

Read more about funding requests:

- [Individual HCPs applying in the HCF Program](#)
- [Consortia applying in the HCF Program](#)
- [HCPs applying in the Telecom Program](#)

### Important Reminders for FY2018

**New to the program? Watch RHC 101:** Are you a new applicant getting ready to apply to the RHC Program? Watch our webinar "[RHC 101: An Introduction to the Rural Health Care Program](#)" to learn the basics of the HCF and Telecom programs, eligibility requirements, and how to get started.

**New Tip Sheet! Consortium Rurality Percentage Compliance:** According to HCF Program rules, a consortium must be greater than 50% rural three years after the submission of the consortium's first FCC Form 462 (funding request form). To make sure you are in compliance with program rules as your consortium's three year deadline approaches, download this [tip sheet](#).

**What to Do If You Receive and Information Request:** As you submit your FCC Form 462 or 466, please upload all required documentation with your forms. Forms submitted with incomplete or missing documentation cannot be reviewed, and RHC analysts will reach out to account holders with a request for additional information (an "Information Request"). RHC will also reach out with Information Requests to clarify specific items related to an application. If you receive an Information Request, you must respond to it within 14 calendar days. Once you respond, the analysts will be happy to work with you to ensure that they have all the necessary documentation to complete their

review. Failure to respond in some fashion within the 14 calendar day time frame results in an automatic denial, so be sure to meet that deadline!

#### **LOA/TPAs Must Be Up to Date**

In order to be considered eligible for funding in FY2018, [Letters of Agency](#) (LOA) and [Third Party Authorizations](#) (TPA) **must** be up to date through a minimum of Funding Year 2018. Be especially mindful if you are an HCP using a consultant, a consortium leader, or a consultant filing on behalf of a consortium leader. Before submitting a form, please check to ensure your authorization documents are up to date.

FCC Forms 462 and 466 submitted with expired LOAs or TPAs will result in applicants receiving Information Requests.

- Download a [Sample TPA](#) or [Sample LOA](#)
- For more information about submitting LOAs, please see the [submission guide](#).

#### **Questions or Suggestions? Contact Us!**

Suggestions for newsletter topic suggestions? Submit them to [RHC-Assist@usac.org](mailto:RHC-Assist@usac.org).  
To unsubscribe, click "Manage Your Subscription" below.  
RHC Program questions? Contact us [via email](#) or call (800) 453-1546.

© 1997-2018, Universal Service Administrative Co., All Rights Reserved.

This message was sent to \_\_\_\_\_ from \_\_\_\_\_

Universal Service Administrative Co. | 700 12th Street NW, Suite 900 | Washington, DC 20005

**[Manage Your Subscription](#)**