

From: USAC Rural Health Care Program
To:
Subject: RHC Program News for January 2019
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Latest news from the RHC Program

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RHC Program News for January 2019

FY2019 Information

FY2019 Filing Window Opens February 1, 2019

The initial filing window period for FY2019 is February 1 – May 31, 2019. This means that you must submit your funding requests (FCC Forms 462 or 466) between February 1 and 11:59 p.m. ET May 31, 2019 for funding consideration. We highly encourage you to submit your funding requests as early as possible in the filing window period. You can begin the application process

and submit all other application forms for FY2019 (FCC Forms 460, 461, or 465) before February 1.

If the total amount of qualifying funding requests received during the initial filing window period for FY2019 does not exceed available RHC Program funding, we will determine if there will be additional filing windows.

Prepare to submit your funding request by attending the Funding Request Best Practices Webinar! This webinar will go through both the FCC Form 462 and 466 in My Portal and cover important tips for submitting a compliant funding request by the initial filing window close on May 31, 2019. [Register here!](#)

Submit FY2019 Request for Services Forms Now!

Applicants applying for funding for FY2019 who are going through the competitive bidding process can submit their FCC Form 461 (HCF Program) and FCC Form 465 (Telecom Program) now! The first day to submit these forms was January 1, 2019-- six months before the start of the funding year, which begins July 1, 2019.

Prepare to submit your Request for Services Form with the following resources:

- December 2018 Request for Services Best Practices Webinar [recording](#) and [slides](#)
- [RFP Checklist](#) (HCF Program only)
- [Network Plan Checklist](#) (HCF Program only)
- Search Posted Services tool: [HCF Program](#) and [Telecom Program](#)

FCC Form 461 Rollover for FY2019

This year's rollover functionality is a courtesy extended to HCF applicants who completed the Request for Services or FCC Form 461 process in FY2018 and would like to use the FY2018 approved FCC Form 461 in FY2019. Those requesting the FY2018 FCC Form 461 rollover functionality must meet the following requirements:

- The FCC Form 461 must have been submitted for FY2018, and previously reviewed and approved by RHC in FY2018.
- The FY2018 FCC Form 461 and/or competitive bidding process must have complied with the FCC's competitive bidding rules.

Applicants requesting the FCC Form 461 rollover understand that their FY2019 FCC Form 462 may be denied if the FY2018 FCC Form 461 and/or competitive bidding process is found to have been in violation of the competitive bidding rules.

The rollover process will only be applied to the FCC Form 461, not the FCC Form 462. Applicants must still submit a FY2019 FCC Form 462 if they wish to apply for HCF Program funding in FY2019.

How to submit your FCC Form 461 rollover request:

- Send email to: RHC-Assist@usac.org
- Subject line of email: FCC Form 461 Rollover Request App #
- Include within the email body: HCP #, FCC Form 461 application #
- Once emailed, the rollover request may take 5-8 business days to review and process.
- If approved, your request will be confirmed via email from an RHC staff member.

FY2018 and FY2017 Information

Update on FY2018

RHC has begun issuing decisions on FY2018 funding requests, and will continue to do so on a

rolling basis. RHC will communicate any updates via the email addresses the applicant has submitted in My Portal. Due to demand for RHC Program funds, there will not be a second filing window period for FY2018. The RHC Program will not accept additional funding requests (FCC Forms 462 or 466) for FY2018. All qualifying single year funding requests with no upfront costs will be fully funded for FY2018 with no proration.

FY2017 FCC Forms

My Portal continues to accept Telecommunications (Telecom) Program FCC Form 467 (Connection Certification Form) and Healthcare Connect Fund (HCF) Program FCC Form 463 (Invoice and Request for Disbursement Form) for applicants approved for funding in FY2017.

Important Reminders

Register for RHC 101 - Wednesday, February 20 at 2:00 p.m. ET

Are you or a colleague interested in learning more about the RHC Program? On February 20, 2019, we will be hosting a webinar for beginners called "RHC Program 101: An Introduction to the RHC Program." This webinar will cover the basics of the program including eligibility requirements and how to get started. [Register today!](#)

Watch the RHC Program Eligibility Best Practices Webinar

On November 29, 2018, the RHC Program Team hosted an RHC Program Eligibility webinar. This webinar covered best practices for submitting the first form in the RHC Program process: the FCC Form 460 (HCF Program) and the FCC Form 465 (Telecom Program). If you are a new applicant ready to get started, watch the recording and download the slides [here!](#)

What to Do if You Receive an Information Request

FCC Forms submitted with incomplete or missing documentation will not be reviewed, and RHC reviewers will reach out to all account holders (the primary and all secondary and tertiary account holders associated with that HCP) with a request for additional information ("Information Request"). Information Requests are sent to collect any missing documentation, address deficiencies, or to ask clarifying questions about the FCC Form. If you receive an Information Request, you must respond to it within 14 calendar days. Once you respond, the RHC reviewers will work with you, to the extent they can, to ensure that they have all the necessary documentation to complete their review. Failure to respond within the 14 calendar day timeframe will result 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 FY2018, at a minimum. 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. To unsubscribe, click "Manage Your Subscription" at the top of this email or by clicking "Unsubscribe" below.

RHC Program questions? [Contact us via email](#) or call (800) 453-1546.
Help Desk Hours are 8:00 a.m. - 8:00 p.m. ET

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Rural Health Care Program | 700 12th Street NW, Suite 900 | Washington, DC 20005