



Universal Service
Administrative Co.

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Emergency Connectivity Fund Program Newsletter

August 17, 2021

The Emergency Connectivity Fund Program application filing window closed at 11:59 p.m. on Friday August 13, 2021. The Emergency Connectivity Fund Program provides funding to schools and libraries for the reasonable costs of laptop and tablet computers, Wi-Fi hotspots, routers, modems, and broadband Internet connections for use by students, school staff, and library patrons at locations that include locations other than a school or library. Funding is limited to students, school staff, and library patrons who would otherwise lack access to connected devices and broadband Internet services sufficient to engage in remote learning during the COVID-19 pandemic.

Coming Soon

Reimbursement request forms for the Emergency Connectivity Fund Program will be available in the ECF Portal after the first wave of funding commitments are made. Applicants and service providers will use the ECF Portal to submit requests for reimbursement. Additional information regarding the invoicing process for the Emergency Connectivity Fund Program will be coming soon.

Need Help?

Applicants and service providers can contact the Emergency Connectivity Fund Customer Support Center (CSC) with questions at (800) 234-9781 Monday – Friday from 8 a.m. to 8 p.m. ET. or submit a case in the ECF Portal.

Invoicing Process Frequently Asked Questions

If the service provider is invoicing on behalf of the applicant, does it need a Service Provider Identification Number (SPIN) for ECF?

Yes.

Do approved applicants that receive recurring monthly services need to submit invoices within 60 days of each monthly invoice?

No. For recurring services that are invoiced on a monthly or periodic basis, approved applicants may invoice within 60 days of the last date of service (i.e., they must invoice at least once by August 29, 2022 for services received through June 30, 2022).

Can applicants pre-pay for a year of services and seek reimbursement as soon as they have a funding commitment?

No. Approved applicants cannot invoice for services that have not yet been received.

Can a school or library apply for reimbursement before paying the service provider?

Yes. Applicants can submit requests for reimbursement before they have paid the service provider if they have entered into contractual arrangements or are otherwise legally obligated to purchase eligible equipment and services from their service provider. Applicants must pay their service provider within 30 days after receipt of funds and will be required to certify compliance and provide verification of payment to the service provider.

Is there a minimum number of days that hotspots or connected devices must be in use – that is, loaned out to library patrons – to justify reimbursement for the services or equipment?

The Commission did not adopt a hard and fast test, but imposed an obligation on applicants not to seek support for services or equipment that are not being used. Our goal is to avoid having applicants seek support for devices that are being warehoused, but there is not a set minimum number of days that ECF-supported devices and services must be in use.

Does an applicant using SPI invoicing need to register with SAM.gov?

No, applicants in the ECF Program whose service providers will file invoices on their behalf for ECF reimbursement (SPI invoicing) are not required to register in SAM.gov.

For equipment purchases, what is the deadline for filing requests for reimbursement?

For equipment or other non-recurring services that have not been received when the applicant submits their application(s), applicants may use June 30, 2022 as the service end date and the invoicing deadline will be 60 days from the date of the funding commitment decision letter; a revised funding commitment decision letter approving a post-commitment change or a successful appeal of previously denied or reduced funding; or August 29, 2022 (i.e., 60 days after June 30, 2022), whichever is later.

Please see DA 21-881 for more information about the deadline for invoicing for equipment and other non-recurring service purchases.

The FCC continues to update its FAQs as new questions come in. Additional FAQs are available at: www.fcc.gov/emergency-connectivity-fund-faqs .

For More Information

More detail on the Program is available in the FCC [Order](#) that established the Emergency Connectivity Fund Program. To learn more, please visit EmergencyConnectivityFund.org and sign up for [Emergency Connectivity Fund Program emails](#) .

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