



USAC

Emergency Connectivity Fund Program Newsletter

September 21, 2021

In just one week, the FCC will open a second Emergency Connectivity Fund Program application filing window for schools and libraries to request funding for connected devices and broadband connections for off-campus use by students, school staff, and library patrons for the current 2021-22 school year. **The second application filing window will open next Tuesday, September 28, 2021 and close on October 13, 2021 at 11:59 p.m. ET.**

During this window, eligible schools and libraries, in addition to consortia of eligible schools and libraries, can submit requests for funding to purchase eligible equipment and services between July 1, 2021 and June 30, 2022 to meet the remote learning needs of students, school staff and library patrons with unmet needs. The FCC's announcement of the second application filing window is available on their [website](#).

We appreciate your interest in the Emergency Connectivity Fund Program and look forward to your ongoing engagement as we work together to close the Homework Gap!

Cancellation of Incomplete ECF FCC Form 471 Applications

All existing incomplete ECF FCC Form 471 applications will be cancelled in advance of the opening of the second application filing window. **Please copy or download any information you wish to retain from an existing incomplete application by the end of the day on September 24, 2021.**

Invoice Submission

Service providers have access to the ECF Portal through their OnePortal dashboard and can view any funding requests that they are associated with through the ECF Portal.

Applicants and service providers, who agree to invoice on behalf of applicants, can also use the ECF Portal to submit requests for reimbursement (i.e., ECF FCC Forms 472 or 474) for the ECF Program. Invoicing will be available via the ECF Portal in the coming weeks.

Please note that applicants and service providers, who agree to invoice on behalf of applicants, will not be able to submit requests for reimbursement (ECF FCC Forms 472/474) and receive program funding until they have completed their SAM.gov registration.

For additional information regarding the reimbursement request process for [applicants](#) and [service providers](#), please visit the Emergency Connectivity Fund website.

Upcoming Webinars

USAC will be hosting an ECF Overview and Invoicing Overview Webinar tomorrow, Wednesday, September 22 at 3:00 p.m. ET. During this session, USAC will give an overview of the Emergency Connectivity Fund Program, the application process, and the invoicing process.

USAC will also host an Emergency Connectivity Fund Office Hours session for Tribal Applicants on Thursday, September 23 at 4 p.m. ET, where applicants and service providers can ask questions and receive information about the Emergency Connectivity Fund Program. Register for these events at the below links:

- Wednesday, September 22 @ 3 p.m. ET: ECF Overview and Invoicing Overview Webinar - [Register](#)
- Thursday, September 23 @ 4 p.m. ET: Emergency Connectivity Fund Program Office Hours for Tribal Applicants - [Register](#)

Frequently Asked Questions

Can a school or library submit a reimbursement request after it has received the ECF-supported equipment but before it distributes the equipment to their students, school staff, or library patrons?

Yes. While the school or library must have received the equipment or services prior to submitting their request for reimbursement and must certify to this on the ECF FCC Form 472, they can seek reimbursement before distributing the equipment or services to students, school staff members, or library patrons with an unmet need.

Applicants and service providers are also reminded of the need to certify on their reimbursement requests (ECF FCC Forms 472/474) that they are not willfully or knowingly requesting reimbursement for equipment or services that are not being used.

Are taxes included as part of the \$400 maximum for connected devices?

No. Taxes are not included as part of the \$400 cap for connected devices, but reasonable fees will be included within the \$400 amount.

After submitting an application during the first application filing window, a school or library realizes they need additional equipment and services to meet their students', school staff's, or library patrons' unmet needs. Can the school or library submit another application during the second window to address these unmet needs?

Yes. If a school or library determines there is additional need for eligible equipment and/or services, they may submit another application during the second application filing window to address these unmet needs.

However, applicants should not seek support for equipment and services already requested during the first application filing window. Applicants requesting support for similar services or equipment should clearly explain the differences between their requests. Submitting duplicate requests may lead to additional delay in the review of the applications and duplicate funding requests will be denied.

How will funding requests be prioritized?

In the event that demand exceeds available funding during any ECF application filing window, funding requests will be prioritized based on an applicant's E-Rate discount rate for category one services, adjusted to provide a five percent increase for rural schools and libraries. This means that those schools and libraries entitled to a higher E-Rate discount will receive funding ahead of those entitled to a lower discount rate, as reflected in the discount matrix provided in section 54.1708(c) of the ECF rules.

If a school or library submitted an application during the first application filing window and has not heard from USAC on their funding request by the time the second application filing window opens (e.g., September 28, 2021), should they re-apply for funding in the second window?

No. Applicants should not re-file applications that were already submitted in the first application filing window.

Submitting duplicate requests may lead to additional delay in the review of applications and duplicate funding requests will be denied.

I applied during the initial application filing window and I'm still waiting to hear back about my application. Is there anything else I should be doing now?

Double check that you have completed all of the registrations necessary for applying for and/or receiving ECF support, including:

- Obtaining a DUNS Number,
- Obtaining an FCC Registration Number,
- Obtaining a Billed Entity Number, and

- Registering with SAM.gov.

Be sure that the information provided in these registrations match the information included on your application. For more information about these registrations, review the our [Getting Started](#) webpage.

If I have the credentials to access the ECF Portal, can I begin filling out my application for the second application filing window before the window opens?

No. Applicants should not begin completing an ECF FCC Form 471 in the ECF Portal for the second application filing window until the window opens on September 28, 2021.

In the meantime, applicants can learn more about steps that can be taken now to prepare for the second application filing window by reviewing the FCC's [Getting Started Guide](#) .

Additionally, to learn more about the application process, review the FCC's [How to Apply Guide](#), or preview the application by visiting USAC's [ECF FCC Form 471 application webpage](#) or watching USAC's [ECF FCC Form 471 walkthrough](#).

Will I have visibility in the ECF Portal for the committed version of my application?

Yes. Applicants will be able to see the committed version of the funding requests submitted within an application.

Will I receive a notification when the PIA reviewer contacts me about my application?

All full rights users in the ECF Portal will receive an email notification when the PIA reviewer sends an external communication relating to the entity's application.

I can access the ECF Portal, but can't file any forms – what can I do?

Users that have view-only permissions will only be able to see forms created by others but cannot create forms themselves. The account administrator must upgrade your permissions in order to create forms. Please contact the account administrator for your organization.

Please review the FCC's Emergency Connectivity Fund FAQs, which it continues to update as new questions come in: 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](https://www.fcc.gov/emergency-connectivity-fund) and sign up for [Emergency Connectivity Fund Program emails](#).

Applicants and service providers can also contact the Emergency Connectivity Fund 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.

Need Help? Contact Us!

Please contact the Emergency Connectivity Fund Customer Support Center (CSC) at (800) 234-9781 or create a case in the ECF Portal.