

# May 18, 2023 ACTEM Business Meeting

## Anne Perloff

### E-Rate Updates

#### 1. FY2023 Funding Waves

The first FY2023 Funding Wave was released on April 29. Funding Commitment Decision Letters (FCDLs) will be issued via email with a PDF attachment and will also be available in your EPC profile. Additionally, after every wave rolls out, I will email a notice and instructions to each applicant in that wave.

#### 2. Upcoming Forms and Deadlines

##### a. FY2023 Form 486

After you go through PIA review and receive a Funding Commitment Decision Letter, you will need to file a Form 486 to indicate the start of services and certify CIPA compliance. The Form 486 must be certified no later than 120 days after the service start date or 120 days after the date of the FCDL, whichever is later. Each funded FRN must be included on a Form 486 in order to receive E-Rate monies for it.

Unless you want to do early installation for a project - installation of Category Two non-recurring services may begin on the April 1 prior to the July 1 start of the funding year but no invoices can be certified prior to July 1 - I would recommend waiting until services actually start on July 1 to file this form simply because it is easy to screw up the early filing certifications.

##### b. FCC Form 498

If this is the first year your school district or independent school filed for E-Rate, it is likely that you have not filed a Form 498 for your organization. You will need to do so before you can receive any BEAR reimbursements via direct deposit.

In addition to providing banking information on the form, as of May 13 you will also be required to enter your SAM.gov UEI. However at least for the time being, entering your UEI on the 498 only applies to applicants that need to submit a new Form 498 or make other changes to their existing Form 498.

*If you have an approved 498ID that was sent to you after you both filed a Form 498 and the form was approved by USAC, you do not need to complete another Form 498 at this time. You will continue to use your existing 498ID when filing BEARs. At some point later this year, all applicants will need to enter their SAM.gov UEI on the Form 498 so it would be beneficial to ensure that you have an active UEI.*

*If you are already registered in SAM.gov, you also already have a UEI. To find your UEI, log into SAM.gov and select the Entity Management widget in your Workspace or log in and search Entity Information. Ensure that your SAM.gov registration is active and the EIN for your UEI, the FCC Registration Number, and the FCC Form 498 numbers match. Once you have completed these steps, you can add your UEI to your FCC Form 498 ID. Entities' registrations in SAM.gov require annual renewal or the accounts will be deactivated. Make sure that your organization annually renews its SAM.gov registration prior to the expiration date listed in your entity's record in SAM.gov.*

*If you are not registered in SAM.gov, register now to obtain your UEI. You may need to allow up to six weeks for the registration to be completed for SAM.gov. Once you register with SAM.gov, you will be automatically assigned a UEI and can add your UEI to your FCC Form 498 ID when that becomes a requirement.*

### **c. BEAR Forms**

Once you have received an FCDL, have filed a Form 486, and have paid the bill(s) associated with the BEAR request for reimbursement, you may file your BEARs as often as you desire (monthly, quarterly, once a year) up to your funding commitment dollar amount.

The deadline for FY2022 BEARs (July 1, 2022 – June 30, 2023) is October 28, 2023.

The deadline for FY2023 BEARs (July 1, 2023 – June 30, 2024) is October 28, 2024 ---- but again these cannot be filed until after the items mentioned have all been completed.

At some point in the very near future (possibly June), BEARs will be moving from a separate section in One Portal to a widget within EPC. This will have the same look and feel as the ECF BEAR interface. Stay tuned for more information and user guides as that occurs.

For now, to ensure this happens as smoothly as possible for your organization you can make sure that everyone who needs access to view or create BEARs has been granted the appropriate permissions within EPC. Only the Account Administrator can assign those rights.

Be aware that USAC is likely to announce a transition period where you should stop filing BEARs in the old/current system, hold on filing any new BEARs for a time, and then begin to file in the new widget within EPC as of some date.

## **Networkmaine Update**

### **1. Zoom Subscriptions**

If you have not already responded to the email about renewing your Zoom subscriptions, please do so as soon as possible. Or if you don't currently have subscriptions through us but would like to, drop me a note. Each one-year Zoom subscription for the period July 1, 2023 - June 30, 2024 will cost \$25.

### **2. Enrollment**

Enrollment will be held early for the 2024 – 2025 year as we work to negotiate pricing for existing contracts. Watch your inboxes for announcements on specifically when it will be held.

Pre-enrollment is still planned for October.