

## E-Rate Application Process Timeline Dates to Remember for E-Rate Year

| FOCUS             | E-RATE APPLICATION PROCESS                                       |  |  |   | RECURRING E-RATE SERVICES   |                                       | NON-RECURRING E-RATE SERVICES   |                                    |   |
|-------------------|--|--|--|---|---|---------------------------------------|---|------------------------------------|---|
| APPLICABLE FORM   |  | File Form 470<br>(Step 4)  | File Form 471<br>(Step 6)                                  |   | File Form 486<br>(Step 8)   |                                       | File Form 472<br>BEAR Form or<br>Setup Accounts<br>for SPI (Step 9)                                   |                                    | File Form 472<br>BEAR Form or<br>Setup Accounts<br>for SPI (Step 9)                                   |
| TASK              | Work to identify<br>E-Rate priorities<br>for the funding<br>year | Competitive<br>bidding, school<br>review of bids &<br>selection of E-<br>Rate service<br>providers | E-Rate<br>application<br>window to<br>request<br>discounts | E-Rate review,<br>begin E-Rate<br>application<br>approval<br>process with<br>USAC | File Form 486 in<br>a timely manner                                       | Delivery Dates<br>(CAT 1 or CAT<br>2) | Be aware of<br>deadline to file<br>Form 472 or<br>work with<br>providers to<br>setup SPI<br>Discounts | Purchase/Install<br>dates          | Be aware of<br>deadline to file<br>Form 472 or<br>work with<br>providers to<br>setup SPI<br>Discounts |
| TIMELINE/DEADLINE | Sept – Dec   | Oct – Jan  | Jan – Mar  | Mar – June  | 120 days from<br>FCDL or Service<br>start date<br>(whichever is<br>later) | Funding Year:<br>July 1 to June<br>30 | Oct 28 of<br>following year   | Funding Year:<br>April 1 – Sept 30 | Funding Year:<br>Jan 28 (of<br>following year)  |