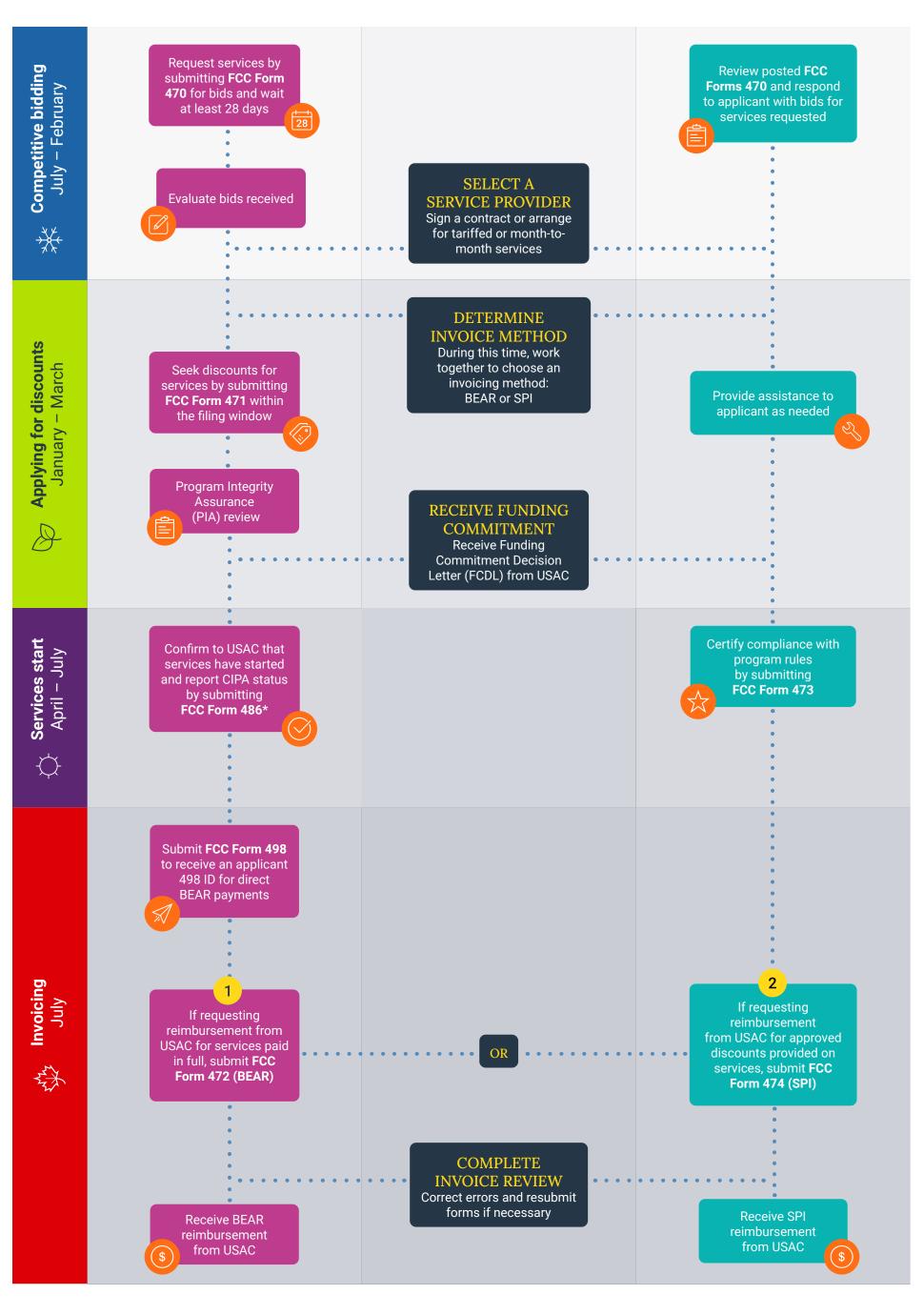# SHI

Stay on track with SHI's E-Rate timeline

Applying for E-Rate funding can seem daunting, especially when you are creating a technology plan that needs to adapt to your school's needs over the next five years. The best plan of action is to understand the process in order to get the best possible funding for your school.

Follow our timeline below to make sure you are on top of these E-Rate milestones.

Competitive bidding
July – February

Request services by submitting **FCC Form 470** for bids and wait at least 28 days

Evaluate bids received

SELECT A SERVICE PROVIDER
Sign a contract or arrange for tariffed or month-to-month services

Review posted **FCC Forms 470** and respond to applicant with bids for services requested

Applying for discounts
January – March

Seek discounts for services by submitting **FCC Form 471** within the filing window

Program Integrity Assurance (PIA) review

DETERMINE INVOICE METHOD
During this time, work together to choose an invoicing method: BEAR or SPI

Provide assistance to applicant as needed

RECEIVE FUNDING COMMITMENT
Receive Funding Commitment Decision Letter (FCDL) from USAC

Services start
April – July

Confirm to USAC that services have started and report CIPA status by submitting **FCC Form 486***

Certify compliance with program rules by submitting **FCC Form 473**

Invoicing
July

Submit **FCC Form 498** to receive an applicant 498 ID for direct BEAR payments

1 If requesting reimbursement from USAC for services paid in full, submit **FCC Form 472 (BEAR)**

OR

2 If requesting reimbursement from USAC for approved discounts provided on services, submit **FCC Form 474 (SPI)**

COMPLETE INVOICE REVIEW
Correct errors and resubmit forms if necessary

Receive BEAR reimbursement from USAC

Receive SPI reimbursement from USAC

● Applicant   ● Service Provider

Learn more about E-Rate