May 2021 E-Rate Applicant Conference Call

Presented by:
Christina Bailey, CEMP
Riley Harpole, CEMP

KELLOGG &SOVEREIGN®
C O N S U L T I N G
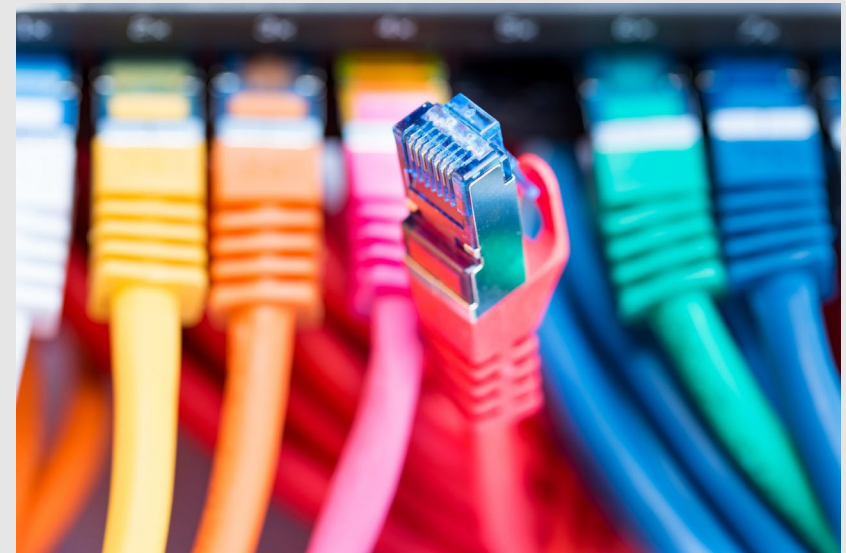
Tips for a Successful Call

- Today's presentation will be recorded and can be accessed on our website, www.kelloggllc.com on the "training page".

- Utilize the "chat" function and one of our organizers will assist.

- Our next call will be Thursday, June 3, 2021 at 9:30 a.m. CST

E-RATE APPLICANT WORKSHOPS/WEBINARS
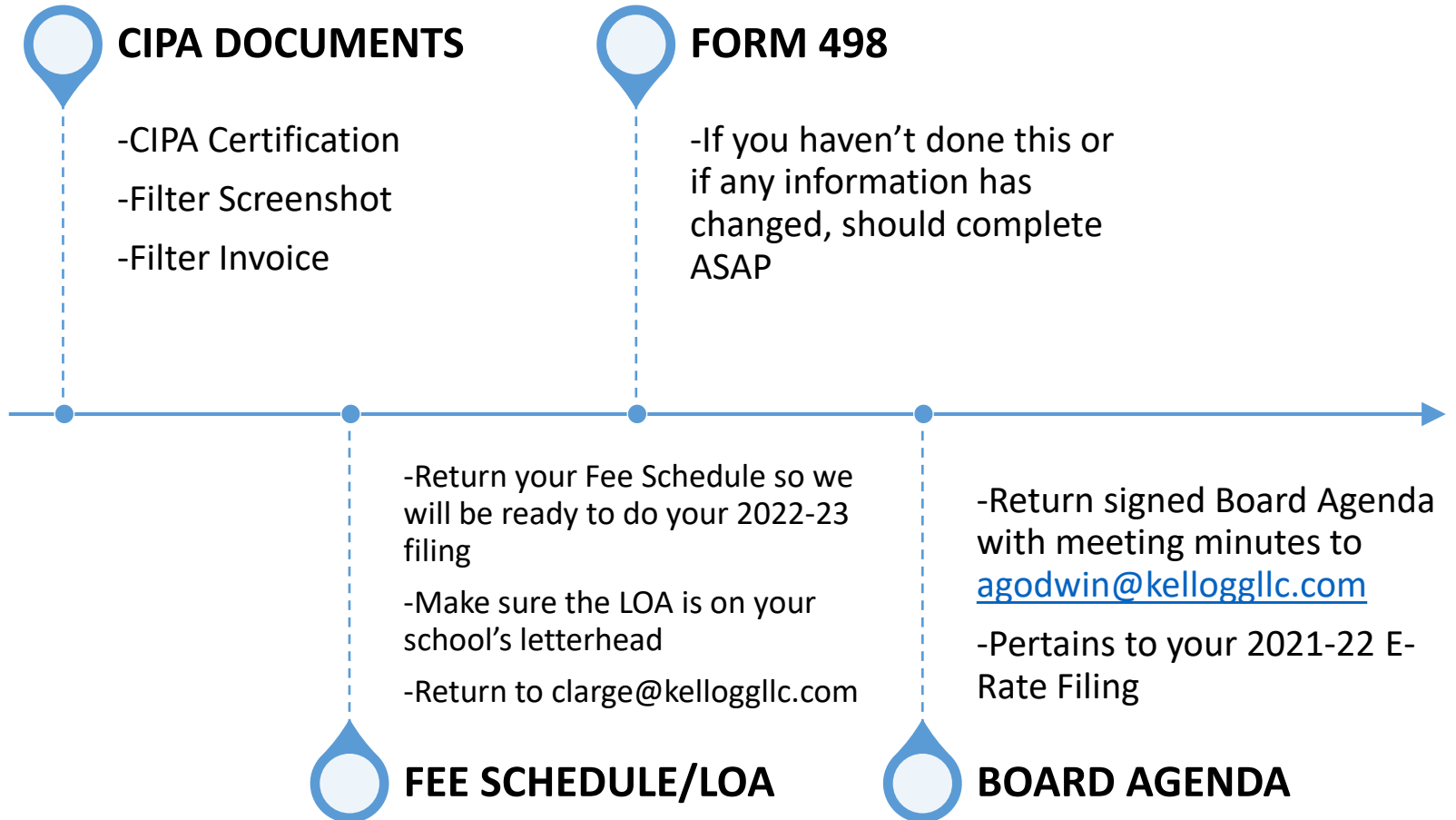
Tentative Dates

Client Workshop

July 2021 in Norman, Oklahoma

Webinars

Emergency Connectivity Fund Webinar – May 25th 2021

E-Rate Beginners Webinar – July 2021

What We Need From You

CIPA DOCUMENTS

-CIPA Certification

-Filter Screenshot

-Filter Invoice

FORM 498

-If you haven't done this or if any information has changed, should complete ASAP

-Return your Fee Schedule so we will be ready to do your 2022-23 filing

-Make sure the LOA is on your school's letterhead

-Return to clarge@kelloggllc.com

FEE SCHEDULE/LOA

-Return signed Board Agenda with meeting minutes to agodwin@kelloggllc.com

-Pertains to your 2021-22 E-Rate Filing

BOARD AGENDA

FY 2021-22 REMINDERS

Plan for start of FY2021

- Send disconnect notices to your service providers in writing 30 days in advance
- Contact service provider to begin service July 1. *Copy your account manager*.
- If upgrading/changing service provider – Cut over date is critical.
- Please send over updated Network Diagram
- 21-22 CIPA Certification Needed

General Financial Contact

- Change in General Financial Contact or banking information requires completion of a new FCC Form 498 in the USAC EPC Portal https://portal.usac.org/suite/
- Instructions http://www.kelloggllc.com/docs/app/Erate_Form%20498%20instructions.pdf

VERY IMPORTANT! Add your KSLLC account manager and team users to your EPC portal: also include **Riley Harpole**. Don't create new users, manage users to add us!

Emergency Connectivity Fund (ECF)

Eligible Equipment

- **Wi-Fi hotspots**
- Modems
- Routers
- Devices that combine a modem and router
- Connected Devices – **laptop computer**, tablet computer or similar end user device (no desktop computers or smartphones)

Eligible Services

- Advanced telecommunications and information services.
- Includes Internet Access for off-campus use

> **CIPA COMPLIANCE REQUIRED**
> If Internet is funded for EITHER E-Rate or ECF
>
> Filtering required for any device owned by the school or library.

Emergency Connectivity Fund (ECF)

Dollar Limits

- $400 per connected device
- $250 for Wi-Fi hotspots
- Reasonable limits for others

Duplicate Support Prohibited

- Federal pandemic-relief funding
- Targeted state funding
- External targeted funding or targeted gifts
- E-Rate funding

User Limits

- Service locations – one address
- Recipients – one device

Funding Priority

- E-Rate Discounts if funds limited
- 90% first; 80% next; 70% ….

Emergency Connectivity Fund (ECF)

Filing Window #1

7/1/2021-6/30/2022

- Future Use
- 45 Day Filing Window
- Bear or SPI

Filing Window #2

3/1/2020-6/30/2021

- Reimbursement of money already spent
- Only if funds are still available

ECF Competitive Bidding

- No commission mandated competitive bidding process (No Form 470)

- Must certify that you will follow all state and local rules.

- Will monitor pricing during the review process.

Invoicing

- Will use E-Rate Forms for payments

- Mutual agreement by applicant and provider for method

- Can be reimbursed prior to the purchase of equipment
  - Must pay provider within 30 days of receiving payment

Miscellaneous

- No minimum service standards

- Meant for students in need.
    - Up to school to decide who is in need.

- Libraries will require signed form by patron.

- Any provider can participate, not just telecom providers
    - Any vendor that is willing to comply with ECF rules

ECF Audit Requirements
10 Year Record Retention

- **Services**
  - Type of Service
  - Service plan details (bandwidth)
  - Name of recipient OR person responsible for managing
  - Address of recipient
  - Intended Service Area
  - Installation date – last date of service

- **Equipment**
  - Device or Equipment Type
  - Make/model
  - Serial number
  - Name of recipient OR school person responsible for managing
  - Date loaned – date returned OR date missing/lost/damaged*
  - *If multiples – dates in service

Emergency Connectivity Fund Webinar

When: May 25, 2021 11:30 AM Central Time (US and Canada)

Register in advance for this meeting:
https://us02web.zoom.us/meeting/register/tZEuce6ppjIpHdJdbcKnaSCgcHH2EgwP9YCG

After registering, you will receive a confirmation email containing information about joining the meeting.

Thank you for attending!

June Monthly Conference Call

When:

June 3rd, 2021 at 9:30 AM

If you haven't already, register today:

https://us02web.zoom.us/meeting/register/tZAkc2vqjgrE9yhMnnL15Dqg-5T4Q-SBgp-