

E-RATE Funding Year 2011-2012
Important URLs, Telephone Numbers and Addresses

SLD Client Service Bureau
Submit question: www.slforms.universalservice.org/EMailResponse/EMail_Intro.aspx
Fax: 1-888-276-8736
Telephone: 1-888-203-8100

SLD Home Page <http://usac.org/sl>

Reference Area <http://www.usac.org/sl/tools/reference-area.aspx>

SLD Training Site <http://www.usac.org/sl/about/outreach-training.aspx>

Apply Online <http://www.sl.universalservice.org/menu.asp>

Forms & Instructions <http://www.usac.org/sl/tools/required-forms.aspx>

FCC Orders about
Schools and Libraries www.fcc.gov/wcb/tapd/universal_service/schoolsandlibs.html

FCC Search Tools www.fcc.gov/searchtools.html

Address for Submitting
Forms (Regular Mail) SLD-Form _____ <insert form number>
P.O. Box 7026
Lawrence, KS 66044-7026

Address for Submitting
Forms (Express delivery
Services or USPS
Return Receipt) SLD Forms
ATTN: SLD Form _____
3833 Greenway Drive
Lawrence, KS 66046
1-888-203-8100

E-Rate Coordinators
Public Libraries Nancy Rosenwald – 803-784-8645 (nrosenwald@statelibrary.sc.gov)
SCSL Website www.statelibrary.sc.gov (Go to services to Libraries/Funding)

Schools Valarie Byrd – 803-896-0323 (vdbyrd@cio.sc.gov)
Petra Turner – 803-896-0360 (pturner@cio.sc.gov)
E-Rate Website <https://sck12techinit.sc.gov/node/27>

E-rate Funding Year Checklist

Use this table to enter the dates for when you send and receive forms throughout the E-rate application process.

Application Steps	Sent	Received
Technology Plan – Must be “written” before 470 filed		
Form 470 “Description of Services Requested and Certification Form”	(To SLD)	
Form 470 Certification Pages (Block 5: “Certification and Signature”)	(To SLD)	
Form 470 “Receipt Notification Letter”		(From SLD)
Form 471 “Services Ordered”	(To SLD)	
Form 471 Certification Page (Block 6: “Certifications and Signature”)	(To SLD)	
Form 471 RAL “Receipt Acknowledgement Letter”		(From SLD)
Funding Commitment Decision Letter (FCDL)		(From SLD)
Form 479 (if member of consortia) “Certification by Administrative Authority to Billed Entity of Compliance with CIPA” (applies only to non-telecom-only consortia)	(To Billed Entity)	(From Consortia Members)
Form 486 “Receipt of Service Confirmation Form”	(To SLD)	
Form 486 Notification Letter		(From SLD)
Discounts on Bills		(From Vendor)
Form 472 (BEAR) for each vendor (Optional) “Billed Entity Applicant Reimbursement Form”	(To Vendor)	
	(To SLD)	
BEAR Approval Letter		(From SLD)
BEAR Check Received		(From Vendor)

OR

E-rate Flowchart

