

1

START  
Determine Eligibility

2

Locate or Obtain  
Entity number and Request  
PIN for online filing

11

Receive Reimbursement

3

Develop a  
Technology Plan  
(Funding year July 1 to June 30;  
not more than three years)

10

Invoice USAC  
Form 472 (BEAR)/  
474 (SPIs)

# E-Rate Application Process Flowchart

4

Review Phone Bills  
and Prepare Request  
for Proposals (RFPs)

9

July - Beyond  
Complete Form 486  
(Services Confirmed)

5

Sept – Nov  
Submit a Technology Plan,  
Letter of Agency and  
Complete Form 470

8

May – June  
Form 479 form required of  
Consortium prior to  
submitting Form 486

6

(early) Nov – (early) Feb  
Complete Form 471 Service  
Ordered and Certification Form

7

Ongoing  
Receive Funding  
Commitment Decision  
Letter (FCDL)