E-rate 2026 Workshop 2: Form 470

MA Board of Library Commissioners
November 1, 2025

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1

Before We Start…

- Experimenting with shorter but more frequent trainings
- Slides/Updates:
  - Accurate to the best of our knowledge as of 9/29/2025) but…expect more changes
- Most updates are in SLD's News Brief issued *monthly*
  - Subscribe or view online on SLD web site (https://www.usac.org/e-rate/learn/news-brief/)
- Basic training videos, webinar links, and more available online at in USAC's Learn page at https://www.usac.org/e-rate/learn/

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Before We Start…

- Questions are welcome!
  - Goal to is make session as useful as possible to you
  - Please save your questions until after the presentation
  - Please try to note slide #'s if you have a question about them
  - Q&A at end of session for as long as you need it

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3

Update: Hotspots (and School Bus WiFi)

- FCC meeting 9/30
- Anticipated removal of hotspots and school bus wi-fi from eligible services list
  - Impact for FY2026 ESL?
  - Impact for FY2025 funding requests?
  - Impact for FY2024 funding commitments?

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Form 470

- Form 470 starts the official procurement cycle
- Filed through USAC's E-rate Productivity Center (EPC) portal
  - https://portal.usac.org
- Form 470 required for almost all services

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Form 470

- Can include C1 and C2
- Any services not included on a Form 470 are not eligible for discounts (even if they would otherwise be eligible)
- Absolutely critical to include all possible services on Form(s) 470

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Form 470 Exceptions

- Library-Filed Form 470 not required for
  - CABIO C1 Exemption
  - Tribal Libraries C2 Exemption
  - State Master Contracts (with their own 470)

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Form 470 Purpose

- Form 470 opens up the competitive bidding cycle
- Fair and open vehicle for all vendors
- Supplements, but does not supplant, local requirements
  - E.g. # of bids, waiting period for review of bids, etc.

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Form 470 Filing Example

- Log in to EPC and…

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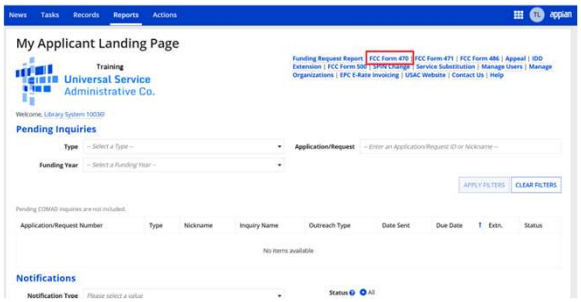

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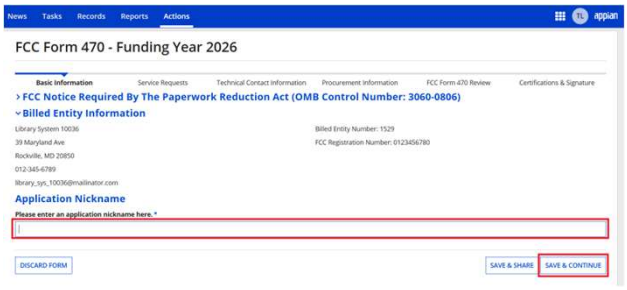

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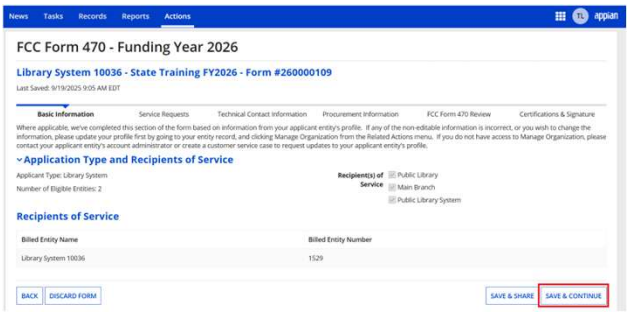

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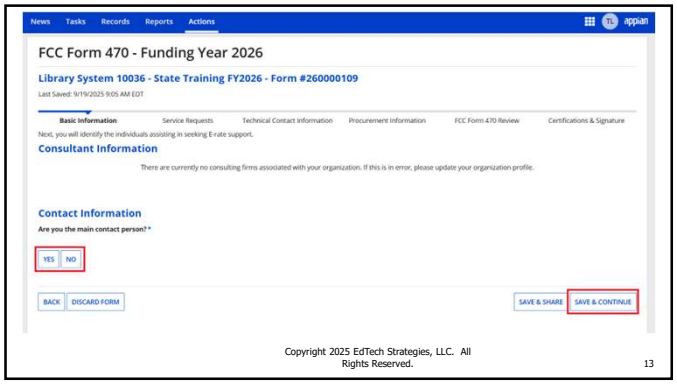

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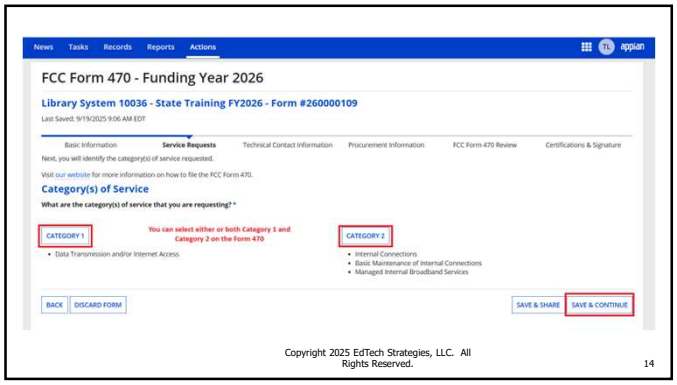

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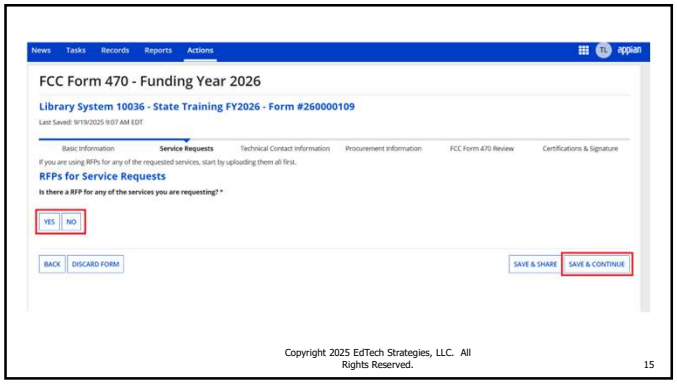

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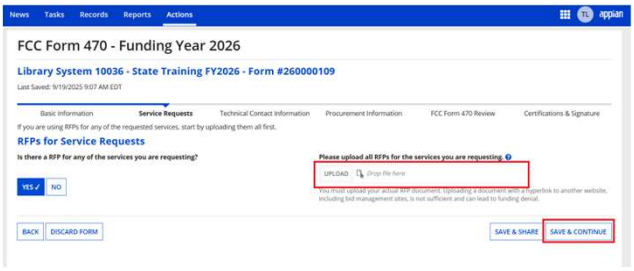

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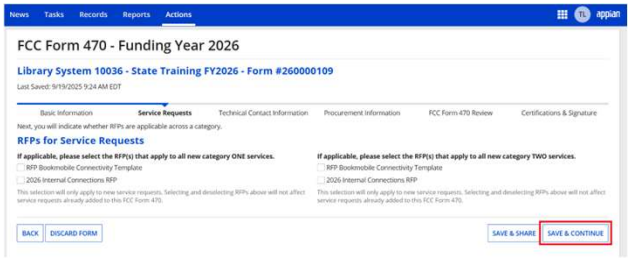

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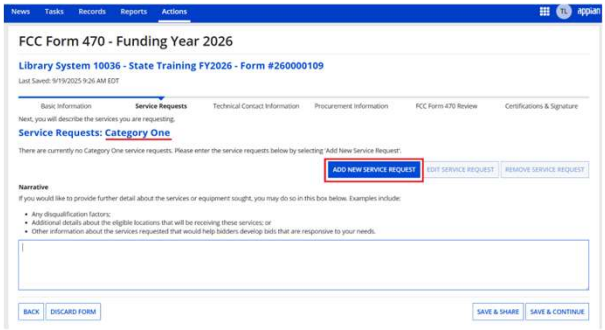

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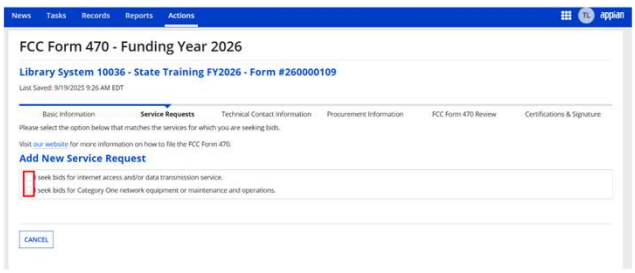

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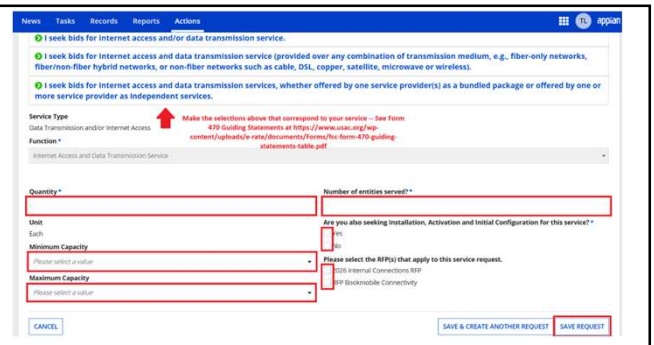

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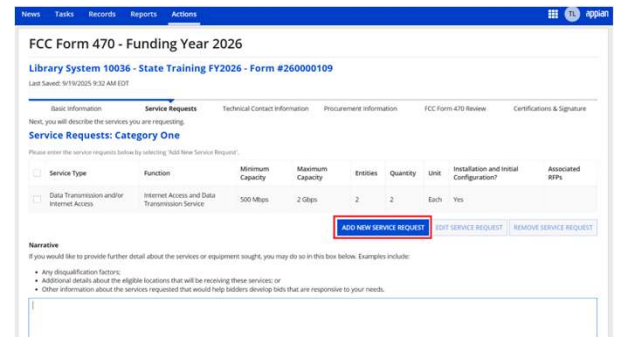

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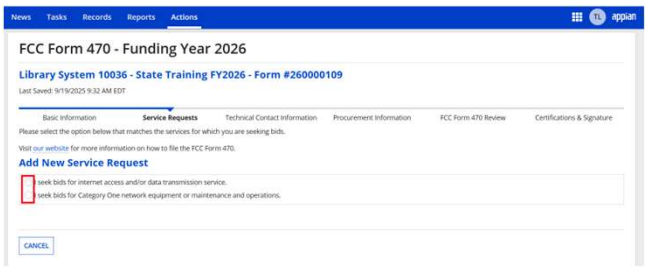

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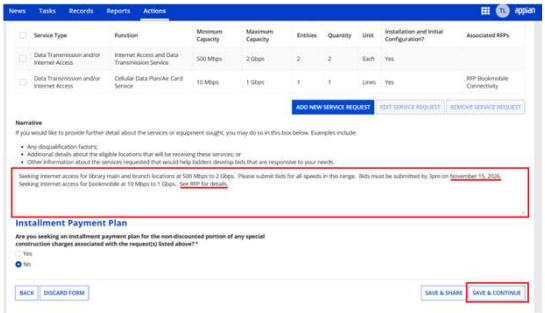

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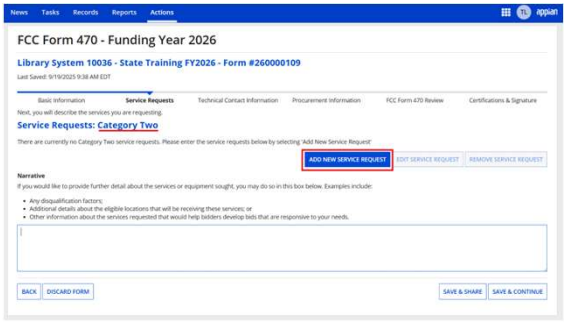

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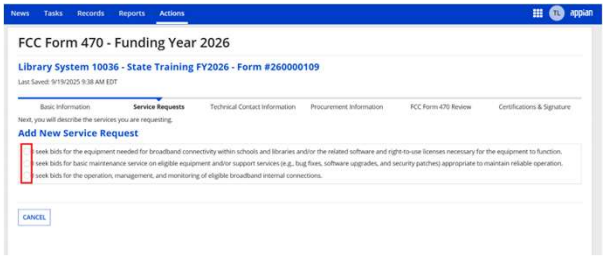

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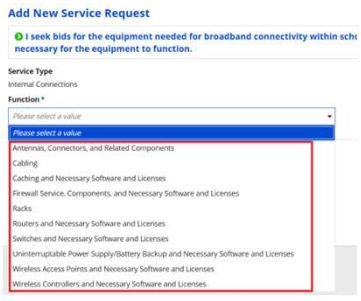

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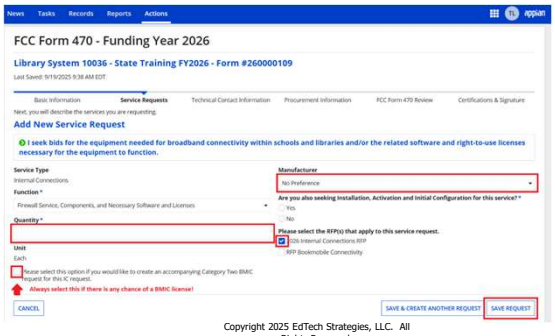

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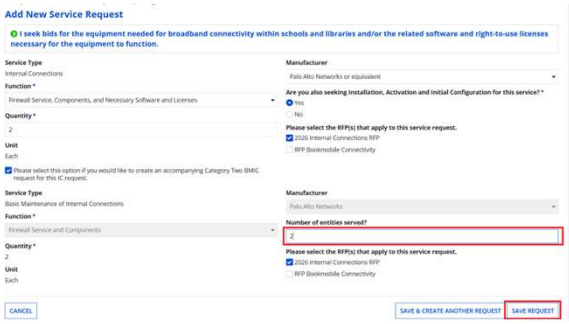

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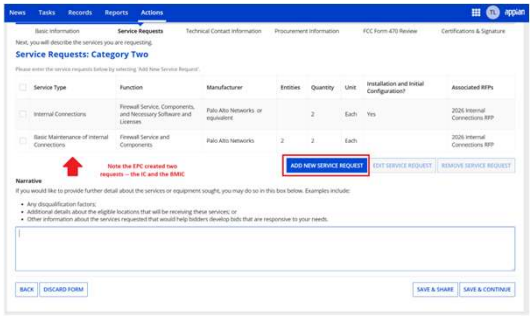

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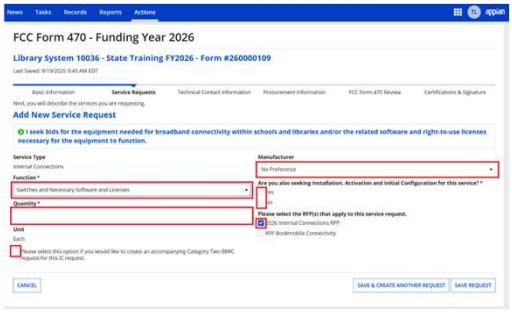

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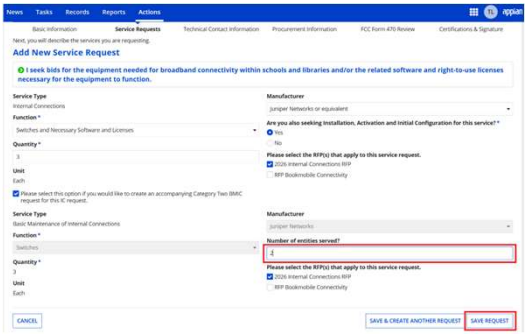

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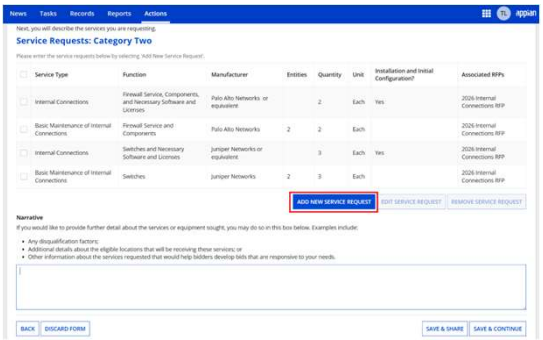

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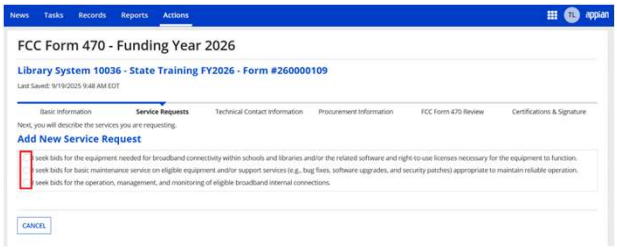

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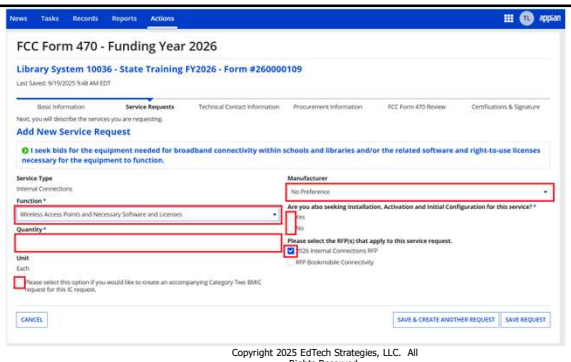

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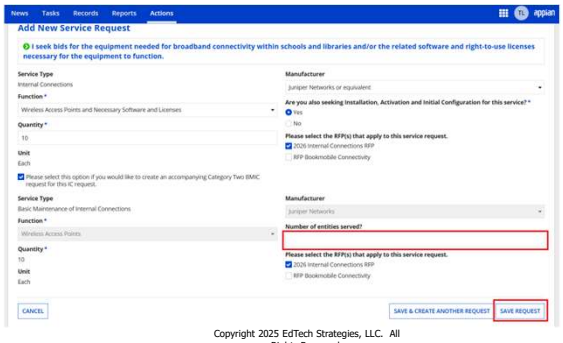

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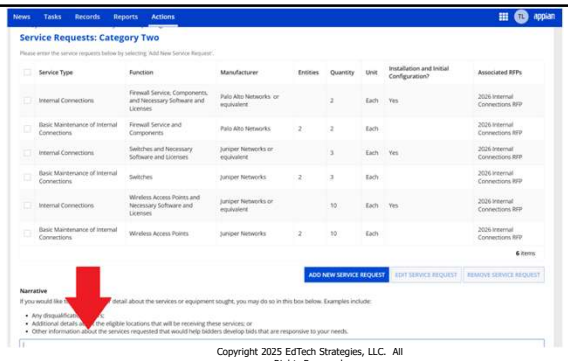

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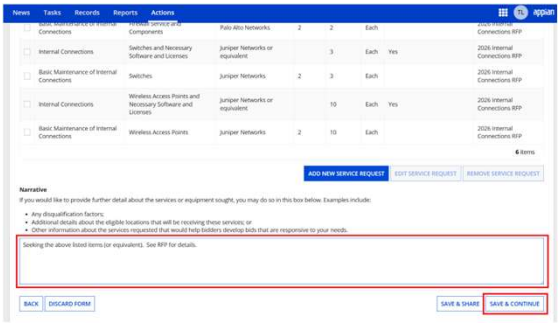

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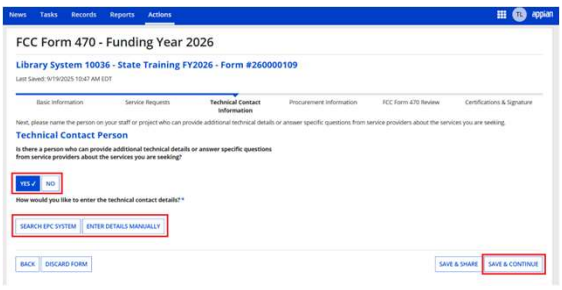

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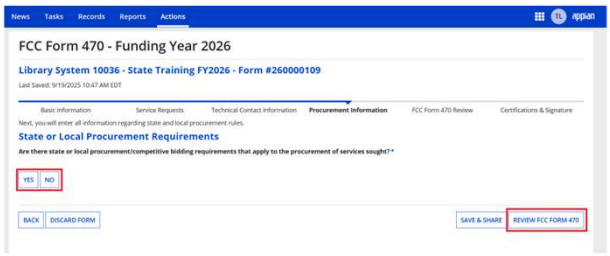

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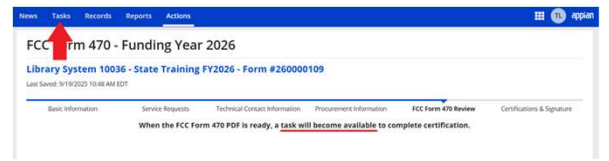

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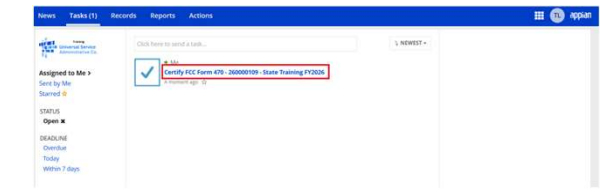

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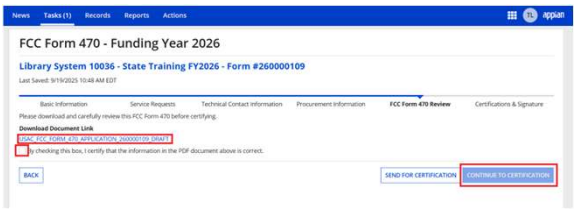

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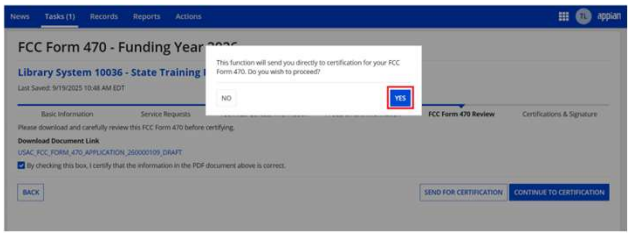

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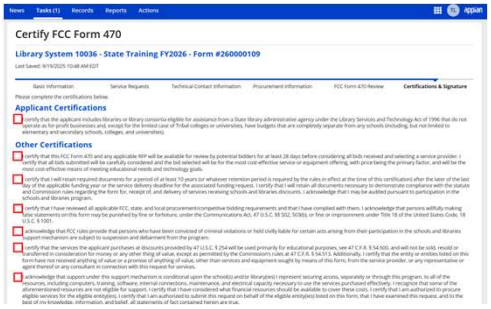

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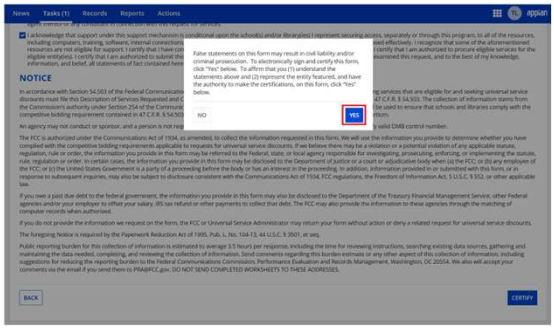

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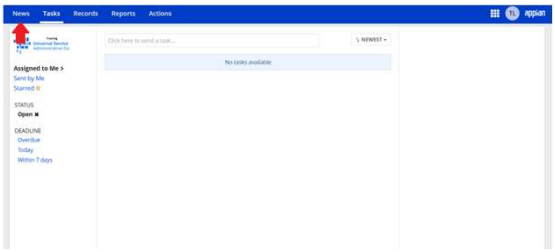

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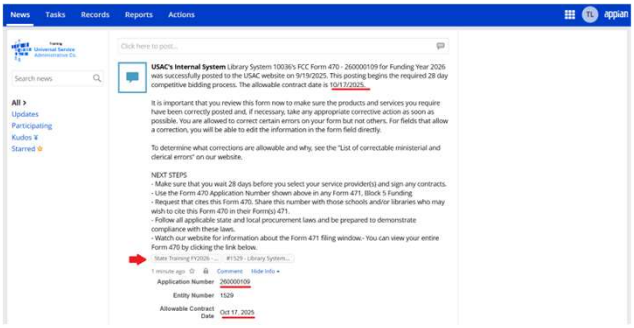

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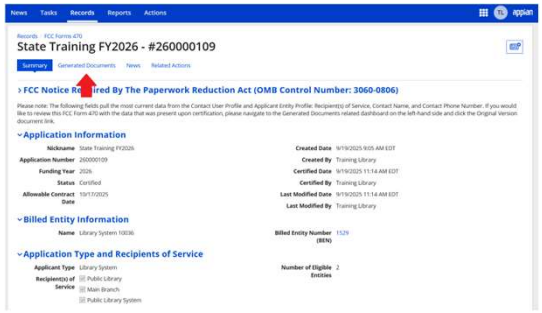

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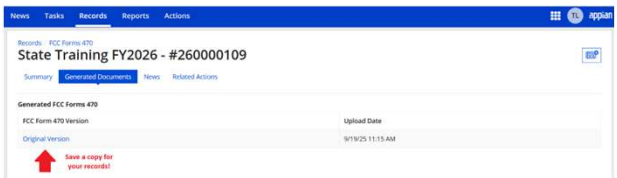

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Final Thoughts

- More on bid evaluation, vendor selection, Form 471, PIA review, 486, and invoicing in future trainings
- Don't be afraid to ask questions!
  - Ask us on MBLC's e-rate mailing list (e-rate@mblc.state.ma.us)
  - CSB: 888-203-8100 or in EPC (under Actions "select", "Contact Us" to get answers from USAC)
- Take advantage of E-rate if it can help you!
- Let us know if there are other topics you'd like to see covered (and what you think of the shorter, more frequent trainings)

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Questions?

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