



### 1. Planning Ahead

Meet with the FACTS E-Rate team to discuss your school's needs and tech goals. We help you plan for the new funding year.



### 2. Register for E-Rate

FACTS guides you through FCC/USAC registration and online access.



### 3. Bidding (Form 470)

FACTS files your Form 470 to open the bidding window. We manage vendor questions and ensure compliance.



### 6. Apply for Discounts (Form 471)

FACTS prepares and files your Form 471 using your school's internet contract and data. You review and approve.



### 5. CIPA Compliance

Ensure web filtering for students and share compliance with parents. FACTS keeps you on track with requirements.



### 4. Choose Your Provider

Review bids with FACTS and select your internet provider. Sign the contract; FACTS handles the paperwork.



### 7. Application Review

FACTS monitors your application and responds to USAC questions. You will receive your Funding Commitment Decision Letter (FCDL).



### 8. Start Services & File Form 486

Coordinate installation, if needed. FACTS files your Form 486 and confirms CIPA compliance.



### 9. Get Your Discount

Bills are discounted monthly (SPI) or via reimbursement (BEAR). FACTS supports you each step of the way.