

School Bus Wi-Fi & E-Rate



How To Apply for Wi-Fi on School Buses

Lorrie Germann, State E-Rate Coordinator

Bus Wi-Fi Agenda

- Equipment and Service
- Eligible Vehicles
- Use Restrictions and Requirements
- E-Rate Bidding Requirements
- Filing the Form 470
- Filing the Form 471

Equipment and Service Eligibility

- All school bus Wi-Fi equipment, mobile service, and installation will qualify as Category 1.
- Eligible equipment includes modems, routers, antennas, and their installation.
- Maintenance and operation services are not eligible, although the FCC “may revise these eligibility determinations in a future funding year upon further review of the costs associated with these services and equipment.”
- Schools may enter into service contracts with multiple service providers, but only applicants with a rural designation can request E-Rate funding for multiple service providers for the same bus.

Eligible Vehicles

- Only school buses used primarily for transporting students to and from school and school-related activities are eligible. Other school vehicles, such as vans or cars, are not eligible. Likewise, other buses, such as occasionally chartered buses (used for field trips) and city or municipal buses, are not eligible.
- School buses may be leased by, contracted for, or owned by the school/district.
 - If leasing buses or contracting for busing services, schools are reminded that the school/district will own the E-Rate-funded equipment and are expected to work with their leased or contracted school bus providers to maintain an accurate asset inventory of the E-Rate-funded equipment.

Use Restrictions and Requirements

- When buses are not being used for educational purposes, the Wi-Fi must be disabled. This includes renting buses for private and for-profit events, as well as after-hours community usage (parking buses for community Wi-Fi).
- Content filtering and user network restrictions are required consistent with the school's Acceptable Use Policy for internet usage inside school buildings.
- There is no monthly minimum usage requirement as long as the equipment is installed, and the service is activated. **This includes the summer months when buses are not being used.**
- Warehoused or spare equipment is not eligible for reimbursement, nor is service that has not been activated.
- Bus Wi-Fi equipment purchased with E-Rate funds may not be resold, etc., for at least five years, consistent with E-Rate rules.
- All document retention requirements apply, consistent with the 10-year requirement.

E-Rate Bidding Requirements

- Competitive bidding is required for all equipment and services, and a bid evaluation must be conducted to select the most cost-effective option(s).
- The FCC declined to make an exemption for pre-existing multi-year contracts; however, your current service contract may be used as a bid response that may be part of your evaluation process.
- The FCC also declined to allow the CABIO bidding exemption to be used for school bus Wi-Fi recurring services.

Filing the Form 470

- Although not a requirement, it's recommended that you issue a separate Form 470 for bus Wi-Fi service and include in the nickname: "School Bus Wi-Fi Service" or "School Bus Wi-Fi Service and Equipment".
- Due to EPC system requirements, schools **must upload an RFP document** to EPC when starting a bus Wi-Fi Form 470.
 - I've provided an RFP template that you can tweak to meet your needs.
 - Schools should include the number of buses being outfitted for Wi-Fi, whether you are seeking bids for services only or equipment and services, and the geographic location of the buses so providers can determine if they have service in that area.

Filing the Form 470

My Landing Page



[Funding Request Report](#) | [FCC Form 470](#) | [FCC Form 471](#) | [FCC Form 486](#) | [Appeal](#) | [Manage Users](#) | [Manage Organizations](#) | [USAC Website](#) | [Contact Us](#) | [Help](#)

From the landing page, click on “FCC Form 470”.

FCC Form 470 - Funding Year 2024

Basic Information

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Certifications & Signature

> [FCC Notice Required By The Paperwork Reduction Act \(OMB Control Number: 3060-0806\)](#)

▼ [Billed Entity Information](#)

Independent School 714
1112 East Ave
Queens, VA 16017
111-111-1112

Billed Entity Number: 24752
FCC Registration Number: 2234567890

Application Nickname

Please enter an application nickname here.*

FY2024 School Bus Wi-Fi Service and Equipment - ABC School District

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Enter the Nickname and click on “Save and Continue”, and then “Save and Continue” again on the next screen showing “Applicant Type and Recipients of Service”.

Contact Information

FCC Form 470 - Funding Year 2024

Independent School 714 - FY2024 School Bus Wi-Fi Service and Equipment - ABC School District - Form #240000293

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Certifications & Signature

Next, you will identify the individuals assisting in seeking E-rate support.

Consultant Information

Consulting Firms

The consulting firms associated with your organization are listed below.

Name	Consultant Registration Number	Phone Number	Email
FCC Consulting Firm 1	15020001	111-111-1111	

There are currently no consultant users associated with your organization. If this is in error, please update your organization profile.

Contact Information

Are you the main contact person?

YES ✓ NO

Independent School 1 Admin 714
ind_sch_714_aa@testmail.usac.org
111-111-1111 x14

Click on “Yes”, and your info will display.

Click on “Save & Continue”

Choosing Category of Service

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Independent School 714 - FY2024 School Bus Wi-Fi Service and Equipment - ABC School District - Form #240000293

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Certifications & Signature

Next, you will identify the category(s) of service requested.

Visit [our website](#) for more information on how to file the FCC Form 470.

Category(s) of Service

What are the category(s) of service that you are requesting?

CATEGORY 1 ✓

- Data Transmission and/or Internet Access

CATEGORY 2

- Internal Connections
- Basic Maintenance of Internal Connections
- Managed Internal Broadband Services

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Click on Category 1 as the “Category of Service”.

Click on “Save & Continue”

Adding An RFP

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Independent School 714 - FY2024 School Bus Wi-Fi Service and Equipment - ABC School District - Form #240000293

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Certifications & Signature

If you are using RFPs for any of the requested services, start by uploading them all first.

RFPs for Service Requests

Is there a RFP for any of the services you are requesting?

YES ✓

NO

Please upload all RFPs for the services you are requesting. ?

 Bus WiFi RFP V1
DOCX - 17.53 KB

UPLOAD

 Drop file here

You must upload your actual RFP document. Uploading a document with a hyperlink to another website, including bid management sites, is not sufficient and can lead to funding denial.

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DISCARD FORM

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Click on “Yes” and then the “Upload” option to attach the RFP file.

Heads-up: the portal will not accept a file name with characters in it!

Click on “Save & Continue.”

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Next, you will indicate whether RFPs are applicable across a category.

RFPs for Service Requests

If applicable, please select the RFP(s) that apply to all new category ONE services.

Bus WiFi RFP V1

This selection will only apply to new service requests. Selecting and deselecting RFPs above will not affect service requests already added to this FCC Form 470.

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DISCARD FORM

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SAVE & CONTINUE

Click the box to select the RFP and then "Save & Continue"

Adding Service Request

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Certifications & Signature

Next, you will describe the services you are requesting.

Service Requests: Category One

There are currently no Category One service requests. Please enter the service requests below by selecting 'Add New Service Request'.

ADD NEW SERVICE REQUEST

EDIT SERVICE REQUEST

REMOVE SERVICE REQUEST

Narrative

If you would like to provide further detail about the services or equipment sought, you may do so in this box below. Examples include:

- Any disqualification factors;
- Additional details about the eligible locations that will be receiving these services; or
- Other information about the services requested that would help bidders develop bids that are responsive to your needs.

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DISCARD FORM

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Click on “Add New Service Request” to add service.

You’ll explain in the narrative what you’re looking for, locations, and disqualification factors.

Add New Service Request

1 I seek bids for internet access and/or data transmission service.
 I seek bids for Category One network equipment or maintenance and operations.

2 I seek bids for Internet access and data transmission service (provided over any combination of transmission medium, e.g., fiber-only networks, fiber/non-fiber hybrid networks, or non-fiber networks such as cable, DSL, copper, satellite, or microwave).
 I seek bids for internet access without data transmission service and will arrange for separate data transmission service if required.
 I seek bids to purchase data transmission service only (i.e., that does not include internet access service).
 I seek to build my own network.

3 I seek bids for internet access and data transmission services, whether offered by one service provider(s) as a bundled package or offered by one or more service provider as independent services.
 I seek bids for data plans or wireless adapters (Air Cards) for mobile devices for commercial wireless service for a school or library that does not have an existing broadband internal connections.

Service Type
Data Transmission and/or Internet Access

Function *
Cellular Data Plan/Air Card Service

Cellular data plans and air cards for mobile devices are eligible only in instances when the school or library seeking support demonstrates that the individual data plans are the most cost-effective option for providing internal broadband access for mobile devices at schools and/or libraries.

Use these Form 470 dropdown selections, regardless of whether you're seeking just monthly service or both equipment and service. The RFP is where you'll list the details of what you need.

Don't worry about the red warning text!

Add New Service Request

Quantity* 15	Number of entities served?* 5
Unit Each	Are you also seeking Installation, Activation and Initial Configuration for this service?* <input checked="" type="radio"/> Yes <input type="radio"/> No
Minimum Capacity* 1.5 Mbps	
Maximum Capacity* 10 Gbps	
CANCEL	SAVE & CREATE ANOTHER REQUEST SAVE REQUEST

You'll then fill in the following details:

- The quantity of bus Wi-Fi connections you're requesting
- The number of entities (schools with buses that are receiving services)
- Minimum and Maximum bandwidth speed/capacity

Generation	3G	4G	4G LTE-A	5G
Max speed	7.2Mbps	150Mbps	1Gbps	10Gbps
Average speed	1.5Mbps	10Mbps	50Mbps	150Mbps

- Select "Yes" if you are seeking installation, activation, or initial configuration of the service. **If not sure, select "Yes" just in case.**

Narrative & Installment Plans

Narrative

If you would like to provide further detail about the services or equipment sought, you may do so in this box below. Examples include:

- Any disqualification factors;
- Additional details about the eligible locations that will be receiving these services; or
- Other information about the services requested that would help bidders develop bids that are responsive to your needs.

Seeking bids for wireless school bus service and associated equipment to make the service functional to provide Wi-Fi. See RFP for additional information.

Installment Payment Plan

Are you seeking an installment payment plan for the non-discounted portion of any special construction charges associated with the request(s) listed above? *

Yes

No

BACK DISCARD FORM SAVE & SHARE SAVE & CONTINUE

If seeking both service **and** equipment, state in the narrative *“Seeking bids for wireless school bus service and associated equipment to make the service functional to provide Wi-Fi. See RFP for additional information”*.

If you’re looking for service only, state *“Seeking bids for wireless school bus service. See RFP for additional information”*.

Select “No” for “Installation Payment Plan” and click on “Save and Continue”.

Adding Technical Contact

FCC Form 470 - Funding Year 2024

FY2024 Cat 1 & Cat 2 - Form #240000157

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Certifications & Signature

Next, please name the person on your staff or project who can provide additional technical details or answer specific questions from service providers about the services you are seeking.

Technical Contact Person

Is there a person who can provide additional technical details or answer specific questions from service providers about the services you are seeking?

YES

NO ✓

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Choose “Yes” if you’d like to add a technical contact.

You can search and add an EPC user or manually enter contact details.

Do not add anyone affiliated with a service provider!!

Click on “Save & Continue”

Technical Contact Person

Is there a person who can provide additional technical details or answer specific questions from service providers about the services you are seeking?

YES ✓

NO

How would you like to enter the technical contact details?

SEARCH EPC SYSTEM

ENTER DETAILS MANUALLY ✓

First Name *

Last Name *

Title

Phone Number *

Phone Number Extension

Email *

Re-enter Email *

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Procurement Requirements

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Independent School 714 - FY2024 School Bus Wi-Fi Service and Equipment - ABC School District - Form #240000293

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Next, you will enter all information regarding state and local procurement rules.

State or Local Procurement Requirements

Are there state or local procurement/competitive bidding requirements that apply to the procurement of services sought?

YES ✓

NO

If applicable, provide a description of state or local procurement rules and/or restrictions on how or when service providers may contact you or on other bidding procedures.

See the attached RFP for all bidding requirements. All bids must be received by 9:00 am local time on the Allowable Contract Date.

Email all questions and bids to [Add the contact info](#)

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DISCARD FORM

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REVIEW FCC FORM 470

Indicate if there are State or Local procurement requirements or any restrictions.

Click on “Review FCC Form 470”.

Review Form 470

News **Tasks (1)** Records Reports Actions

FCC Form 470 - Funding Year 2024

Independent School 714 - FY2024 School Bus Wi-Fi Service and Equipment - ABC School District - Form #240000293

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Basic Information Service Requests Technical Contact Information Procurement Information **FCC Form 470 Review** Certifications & Signature

When the FCC Form 470 PDF is ready, a task will become available to complete certification.

 → Me

Certify FCC Form 470 - 240000293 - FY2024 School Bus Wi-Fi Service and Equipment - ABC School District

A moment ago ☆

When you advance to this screen, your Form 470 is generated as a “Task”. Click on “Tasks” and then the item labeled as “Certify FCC Form 470” with the nickname you provided.

Certifying Form 470

FCC Form 470 - Funding Year 2024

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Certifications & Signature

Please download and carefully review this FCC Form 470 before certifying.

Download Document Link

[USAC_FCC_FORM_470_APPLICATION_240000157_DRAFT](#)

By checking this box, I certify that the information in the PDF document above is correct.

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SEND FOR CERTIFICATION

CONTINUE TO CERTIFICATION

This function will send you directly to certification for your FCC Form 470. Do you wish to proceed?

NO

YES

Click on the document link to view the PDF. If correct, click box to certify. If not, click on "Back" to make corrections.

If you have the authority to certify application, click on "Continue to Certification" and choose "Yes" in the pop-up. Choose "Send for Certification" if someone else will certify.

Certify FCC Form 470

Independent School 714 - FY2024 School Bus Wi-Fi Service and Equipment - ABC School District - Form #240000293

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Certifications & Signature

Please complete the certifications below.

Applicant Certifications

- I certify that the applicant includes schools under the statutory definitions of elementary and secondary schools found in the No Child Left Behind Act of 2001, 20 U.S.C. §§ 7801 (18) and (38), that do not operate as for-profit businesses, and do not have endowments exceeding \$50 million.

Other Certifications

- I certify that this FCC Form 470 and any applicable RFP will be available for review by potential bidders for as submitted will be carefully considered and the bid selected will be for the most cost-effective service or equipment that meets the educational needs and technology goals.
- I certify that I will retain required documents for a period of at least 10 years (or whatever retention period is funding year or the service delivery deadline for the associated funding request. I certify that I will retain all documents for, receipt of, and delivery of services to receiving schools and libraries discounts. I acknowledge that I may be subject to suspension and debarment from the program.
- I certify that I have reviewed all applicable FCC, state, and local procurement competitive bidding requirements. I acknowledge that failure to comply with these requirements may be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. §§ 502, 503(b), or otherwise.
- I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for violations of the Communications Act, 47 U.S.C. § 502, 503(b), or otherwise, are subject to suspension and debarment from the program.
- I certify that the services the applicant purchases at discounts provided by 47 U.S.C. § 254 will be used primarily for money or any other thing of value, except as permitted by the Commission's rules at 47 C.F.R. § 54.513. A promise of anything of value, other than services and equipment sought by means of this form, from the service provider is prohibited.
- I acknowledge that support under this support mechanism is conditional upon the school(s) and/or library(ies) having the training, software, internal connections, maintenance, and electrical capacity necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that I have considered what financial resources should be available to cover these costs. I certify that I am authorized to procure eligible services for the eligible entity(ies). I certify that I am authorized to submit this request on behalf of the eligible entity(ies) listed on this form, that I have examined this request, and to the best of my knowledge, information, and belief, all statements of fact contained herein are true.

False statements on this form may result in civil liability and/or criminal prosecution. To electronically sign and certify this form, click "Yes" below. To affirm that you (1) understand the statements above and (2) represent the entity featured, and have the authority to make the certifications, on this form, click "Yes" below.

NO

YES

NOTICE

In accordance with Section 54.503 of the Federal Communications Commission's ("Commission") rules, certain schools and libraries ordering services that are eligible for and seeking universal service discounts must file this Description of Services Requested and Certification Form (FCC Form 470) with the Universal Service Administrator, 47 C.F.R. § 54.503. The collection of information stems from the Commission's authority under Section 254 of the Communications Act of 1934, as amended, 47 U.S.C. § 254. The data in the report will be used to ensure that schools and libraries comply with the competitive bidding requirement contained in 47 C.F.R. § 54.503. Schools and libraries must file this form themselves or as part of a consortium.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

The FCC is authorized under the Communications Act of 1934, as amended, to collect the information requested in this form. We will use the information you provide to determine whether you have complied with the competitive bidding requirements applicable to requests for universal service discounts. If we believe there may be a violation or a potential violation of any applicable statute, regulation, rule or order, the information you provide in this form may be referred to the Federal, state, or local agency responsible for investigating, prosecuting, enforcing, or implementing the statute, rule, regulation or order. In certain cases, the information you provide in this form may be disclosed to the Department of Justice or a court or adjudicative body when (a) the FCC; or (b) any employee of the FCC; or (c) the United States Government is a party of a proceeding before the body or has an interest in the proceeding. In addition, information provided in or submitted with this form, or in response to subsequent inquiries, may also be subject to disclosure consistent with the Communications Act of 1934, FCC regulations, the Freedom of Information Act, 5 U.S.C. § 552, or other applicable law.

If you owe a past due debt to the federal government, the information you provide in this form may also be disclosed to the Department of the Treasury Financial Management Service, other Federal agencies and/or your employer to offset your salary, IRS tax refund or other payments to collect that debt. The FCC may also provide the information to these agencies through the matching of computer records when authorized.

If you do not provide the information we request on the form, the FCC or Universal Service Administrator may return your form without action or deny a related request for universal service discounts.

The foregoing Notice is required by the Paperwork Reduction Act of 1995, Pub. L. No. 104-13, 44 U.S.C. § 3501, et seq.

Public reporting burden for this collection of information is estimated to average 3.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing, and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the reporting burden to the Federal Communications Commission, Performance Evaluation and Records Management, Washington, DC 20554. We also will accept your comments via the email if you send them to RA@FCC.gov. DO NOT SEND COMPLETED WORKSHEETS TO THESE ADDRESSES.

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CERTIFY

Certifying Form

Check each box, and click on "Certify", and then "Yes" to complete the application.

Bid Evaluation Sample

- After the 28-day waiting period, evaluate your bids using a matrix with your bid factors and points.

Factor	Points Available	Insert Name of Vendor	Insert Name of Vendor	Insert Name of Vendor
Price of the ELIGIBLE goods and services	60			
Vendor service best covers our bus routes	20			
Prior experience w/ vendor	10			
Vendor agrees to file SPI for reimbursement	10			
Total	100			

- Be sure to date and add a statement such as “based on the above criteria, we have chosen Vendor 3”.

Bid Evaluation Letter

Bid Matrix Evaluation

Category 1 – Bus Wi-Fi

Factor	Points Available	Insert Name of Vendor	Insert Name of Vendor	Insert Name of Vendor
Price of the ELIGIBLE goods and services	60			
Vendor service best covers our bus routes	20			
Prior experience w/ vendor	10			
Vendor agrees to file SPI for reimbursement	10			
Total	100			

Based on the above bid matrix criteria, we have chosen **Insert Vendor Name** as the service provider for **Insert Service Type**.

Name: _____

Signature: _____

Date: _____

For a template of my sample letter, go to my “Resource Library” page at <https://www.ohio-k12.help/erate/E-Rate-resources/>.

Filing the Form 471

- After selecting the service provider(s), the next step is to file the FCC Form 471 during the upcoming FY2024 application filing window (January 17 – March 27). USAC is working on making updates to the FCC Form 471 that will allow applicants to apply for Bus Wi-Fi Service.
- More details will be made available about which options to select on the Form 471, but USAC has made these suggestions that will help with the review of school bus Wi-Fi funding requests:
 - Submit a separate FCC Form 471 for Wireless School Bus Services.
 - Submit a separate funding request for each contract or vendor for these services.
 - Use “School Bus Wi-Fi” or a similar name as the FCC Form 471 nickname.
 - Select **all** schools as recipients of service that will be served by the buses.
 - Clearly explain the number of buses on your request in the FRN Narrative.



Any questions?

Contact Information

E-Rate Support and Information

Lorrie Germann:

lorrie.germann@gmail.com

www.ohio-k12.help/erate

Office: 740-223-2420

Cell: 740-253-1153