Instructions for Submitting Comments to the FCC

Item: Reviewing E-Rate Program and Student Screen Time

WC Docket Nos. 26-133; 13-184; 21-93; 21-455

www.shlb.org | @SHLBCoalition

SHLB
SCHOOLS, HEALTH & LIBRARIES BROADBAND COALITION

In This Presentation

- Introduction to the FCC's item
- Comment timeline
- Before you get started
- Steps to file
- Keeping track of the docket

Introduction to the FCC's Item

- **On June 25, 2026, the FCC voted to advance proposed changes to E-Rate**

- **The First Section – Asks Questions:**
  - Narrowing or terminating E-Rate
  - Cutting urban areas out from E-Rate
  - The goals of the E-Rate program and whether Congress's intent has been achieved
  - Screen time and use of technology in schools
  - Filtering requirements under CIPA

- **The Second Section – Proposes Rules About:**
  - Oversight of consultants
  - Changes to current procedures, eligibility (MIBS, LCP, etc.)

Comment Timeline

- **Docket is OPEN**
  - The FCC's docket for this proceeding is currently OPEN

- **Filing Deadlines - We Don't Yet Know the Official Dates**
  - Deadlines:
    - **Comments**: **Due 60 days after publication (which has NOT yet happened)**
    - **Replies: Due 90 days after publication (30 days after the comment deadline)**

  - If the document is published in July…
    - Comments due in September; Replies due in October

Before You Get Started

- **Ensure that the document you are filing is in final form and includes all relevant information**
  - Dated, Indicates whether it is a “Comment” or “Reply Comment,” Name/Organization of the filer, Completed Signatory, Correct docket numbers listed

- **Ensure that you have all information to complete the submission form**
  - See slides below to know what pieces of information you’ll need to submit your filing (Name of filer, Address, E-Mail address, docket numbers)

Ready to File?

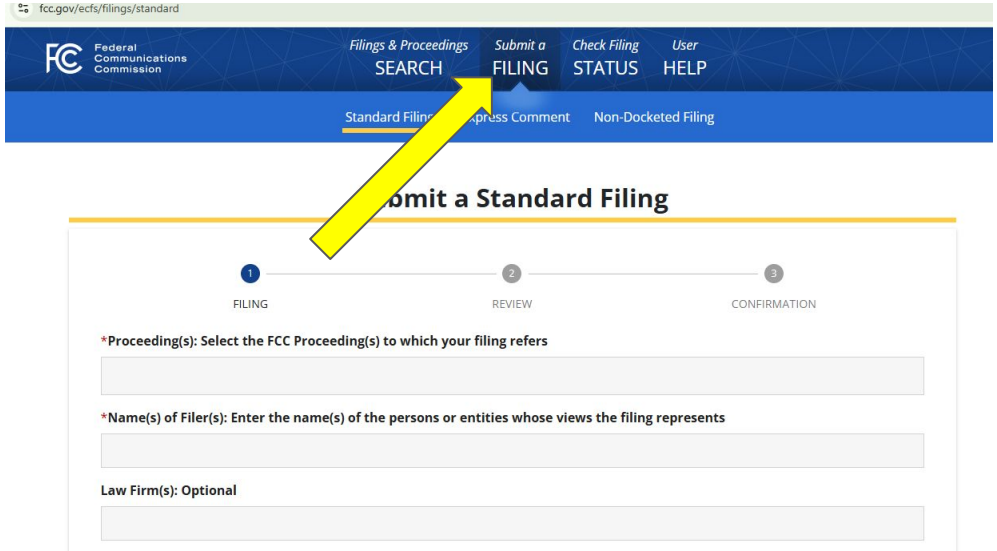
Follow the steps below

Step One: Go to the FCC's "Electronic Comment Filing System" to submit a filing

Go to the following URL to open the FCC's Elextronic Comment Filing System ("ECFS") webpage

https://www.fcc.gov/ecfs/filings/standard

This will bring you to the "Submit A Filing" webpage

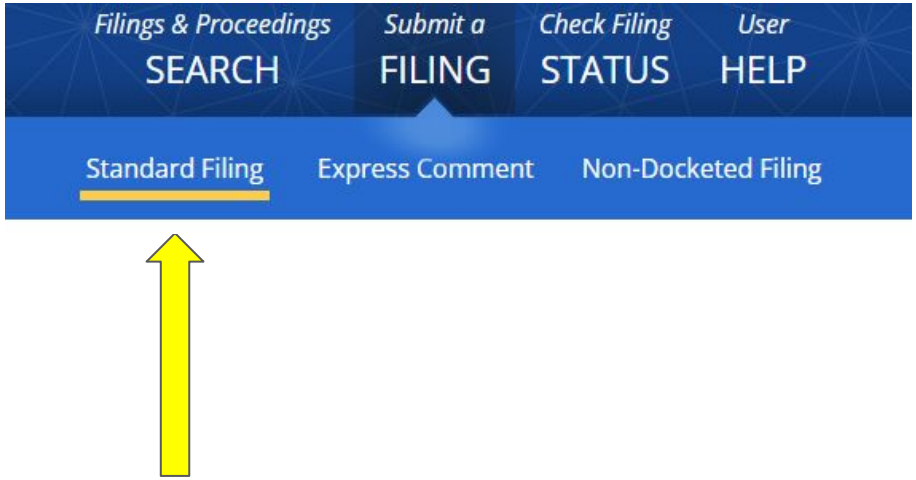


Step Two: Choose What Type of Filing You Want to Submit

The FCC provides two options for the public to provide input:

- "Standard Filing" or
- "Express Comment"

Choose "Standard Filing" to submit a Word or PDF document.



Step Three: Complete the Required Fields

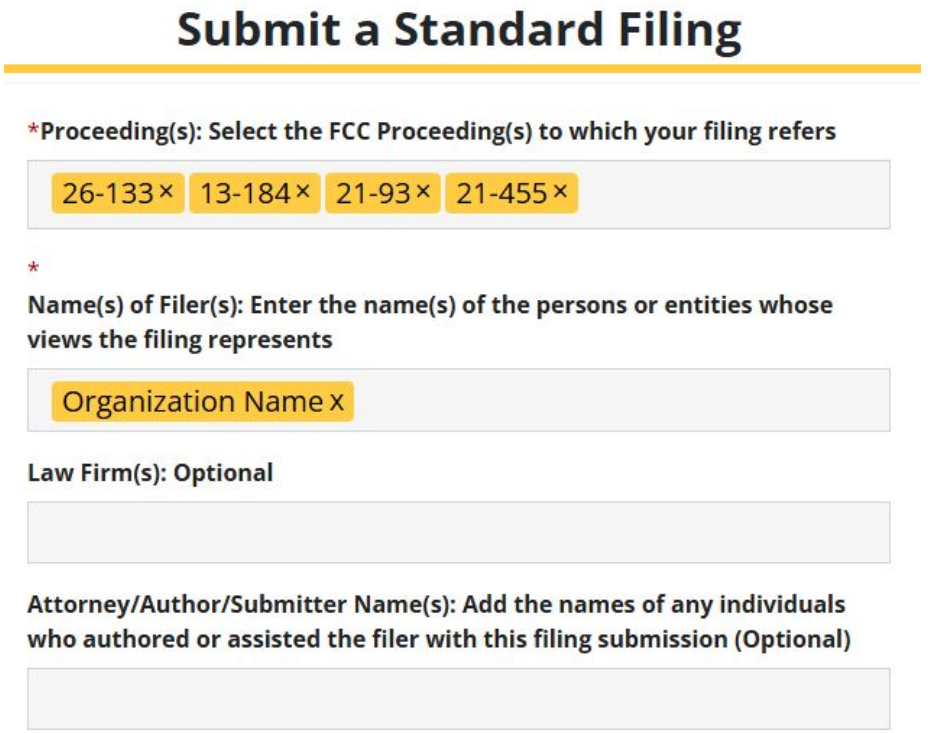
Once you've chosen "Standard Filing," complete all REQUIRED fields (those marked with a red asterisk)

Proceedings:

- Type in the following set of numbers. Press "tab" after typing in each one.
  - **26-133**
  - **13-184**
  - **21-93**
  - **21-455**

Name(s) of Filer(s):

- Type in your name if you are filing as an individual. Type your organization's name if you are filing on behalf of your organization.



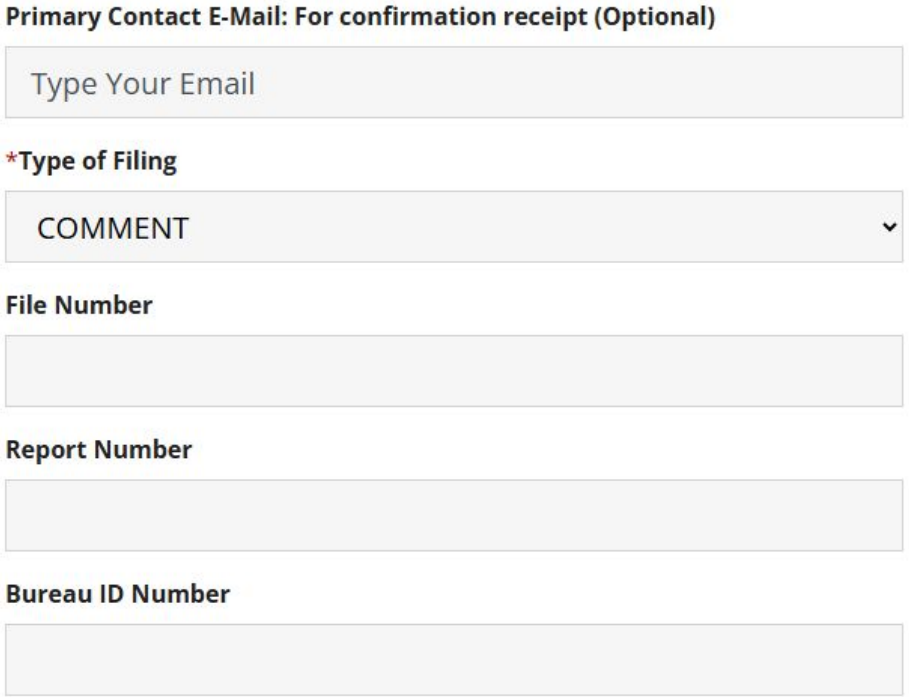
Complete the Required Fields (Cont'd)

Primary Contact E-Mail:

- Type the E-Mail address of primary contact for the organization who is filing
  - **While this field is optional, providing an E-Mail address will send a confirmation/receipt that the filing was submitted**

Type of Filing:

- Choose "COMMENT"

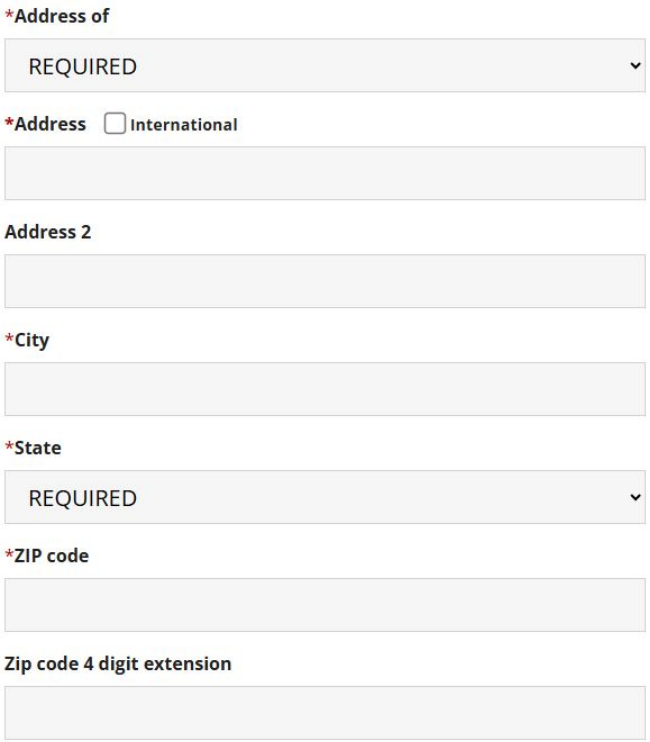


Complete the Required Fields (Cont'd)

Address:

- The next section requires address information. First, choose which address option you want:
  - **Address of: Choose one of three options (Filer, Law Firm, Author)**

- Then, fill out the rest of the fields
  - **Address**
  - **City**
  - **State**
  - **Zip Code**



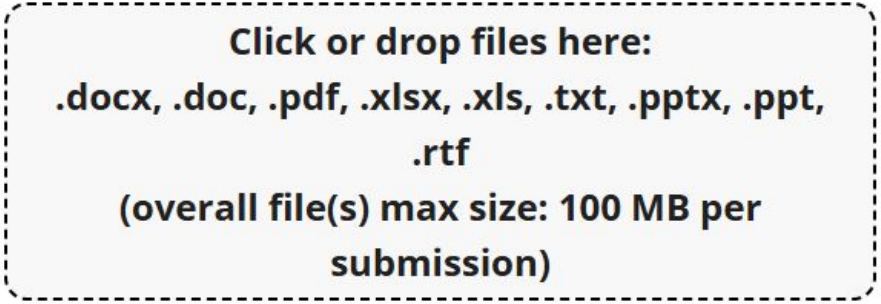
Step Four: Upload Your Filing

Upload Your Filing:

- Use the dropbox function on the screen to upload your filing
  - **You can drag and drop the file into the box, or click and upload it**

E-Mail Confirmation:

- Choose if you want an E-Mail confirmation of your submission (toggle to “yes” if you want an emailed receipt)
  - Ensure you have filled out the E-Mail field above



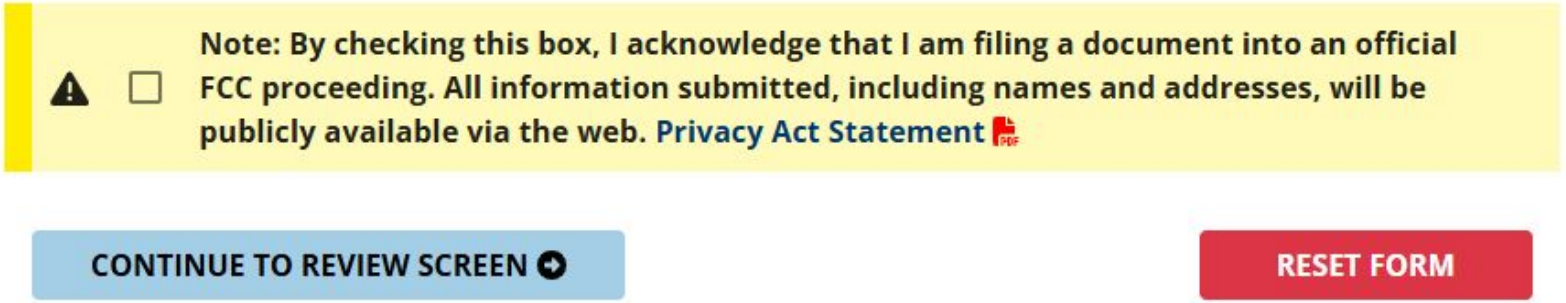
Step Five: Acknowledgement and Review

Complete the Acknowledgement:

- Once all of the fields are completed and your filing is uploaded, complete the acknowledgement by checking the “box”

Continue to Review Screen:

- Click “Continue to Review Screen”



Step Six: Review and Submit Your Filing

Proofread:

- The next screen allows you to proofread all of the information you previously entered

I'm Not a Robot:

- Check the box to indicate that you are not a robot

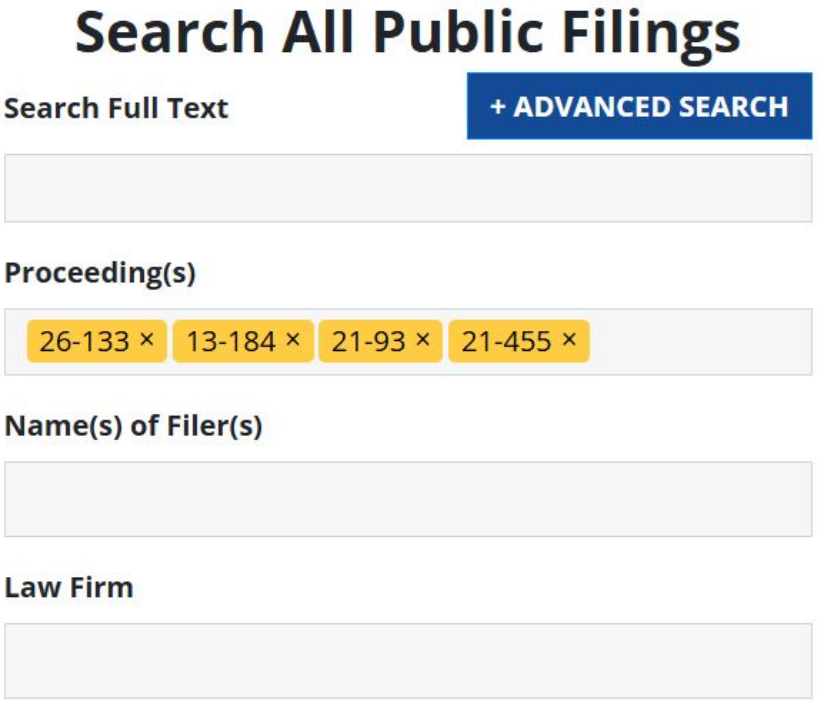
Submit:

- If all of the information entered is correct, hit "Submit" to officially file your document
  - **The next screen will show you a confirmation message. If you elected to receive an E-Mail notification, you will also receive a confirmation to the E-Mail address you submitted.**

Keeping Track of the Docket

- You can go back and view the electronic docket at any time
  - **You can see your filing**
  - **You can see and review other filings**

- Go to the following URL:

https://www.fcc.gov/ecfs/search/search-filings

- Proceeding(s): Type in the docket numbers:
  - **26-133**
  - **13-184**
  - **21-93**
  - **21-455**