



ReConnect Program

Reporting and Compliance System Webinar

Agenda

- Introduction to R&C
- Accessing the System
- Navigating the System
- Account-Level Reports
- Project-Level Reports
- Submitting Reports
- Resources
- Q&A

Asking Questions During The Webinar

The screenshot displays a webinar interface for the USDA ReConnect Program. The top header includes the USDA logo and the text "United States Department of Agriculture Rural Development" and "ReConnect Program". A "Slides" tab is active, showing a green slide with the USDA logo and the title "Account-Level Reports". To the right of the slide is a video feed of a street scene with buildings and trees. The left sidebar contains a "Live" indicator, a "Listen by Phone" button, a "Ask a Question" section with a text input field and a "Send" button, and a "Captions" section. The bottom of the sidebar shows "Total Answered Questions: 2" and a note: "To view captions please click the following".

Who Uses R&C in 2021

- My entity has ONE or MORE ReConnect awards
 - R&C to report on ReConnect Awards
 - R&C to report on awards from RUS Telecommunications programs:
 - Community Connect
 - Distance Learning and Telemedicine
 - Rural Broadband Access
 - Telecommunications Infrastructure
- My entity has Electric Program loans AND a ReConnect award
 - R&C for ReConnect award reports
 - Data Collection System (DCS) for Electric Program reports

Introduction



The R&C System



- Streamlines the reporting process for entities that receive awards from RUS
- Account-Level Reports:
 - Financial Reports (due quarterly)
 - System Data Reports (due annually)
 - Audit Reports (due annually based on fiscal year)
- Project-Level Reports:
 - Construction Progress Reports (due annually during construction)
 - Annual Performance Reports (due annually after construction finishes)
 - Close Out Reports (one-time report at end of project)

Roles & Permissions

- Representative Signature Certifier (Rep Sign Cert)
 - Submit ARR
 - View and update all reports
 - Add, edit, and delete users of R&C
 - Certify and submit reports to USDA
- Administrator
 - Submit ARR
 - View and update all reports
 - Add, edit, and delete users (except Rep Sign Cert)

Roles & Permissions (Cont.)

- Representative Update Data (Rep Update Data)
 - View and update all reports
- Consultant
 - View and update reports
 - Do not assign a security role, other than the Consultant, to users that do not work for the entity
- Viewer
 - View only (cannot make changes)

Accessing the System



Access Requirements - ARR

- Verified eAuth account
 - To create or modify an existing account visit: <https://www.eauth.usda.gov/home/>
- Authorized Representative Request (ARR)
 - Designate Rep Sign Cert, assign Administrator(s)
 - Upload Signed ARR Resolution
 - Submitted by Rep Sign Cert or Administrator
- Resources available on ReConnect website:
 - ARR Form: <https://www.usda.gov/sites/default/files/documents/arr-resolution-instructions-samples.pdf>
 - Rural Development Reporting & Compliance User Guide - <https://www.usda.gov/reconnect/forms-and-resources>

Accessing the System

- Recommended Browsers
 - Microsoft Edge for Windows 10
 - Google Chrome (Latest Version)
- R&C System URL
 - <https://reporting-and-compliance.rd.usda.gov>
 - Log in with verified eAuth ID and password



Helpful Tips

- USDA Contact Us Form
 - <https://www.usda.gov/reconnect/contact-us>
 - Subject: Reporting
 - Please include your phone number
- Note: R&C times out after 15 minutes of inactivity

Submit your ReConnect comments and suggestions to help us identify how we can meet your broadband service needs.

To contact us about other USDA programs, visit the [Contact Us page](#).

Subject:

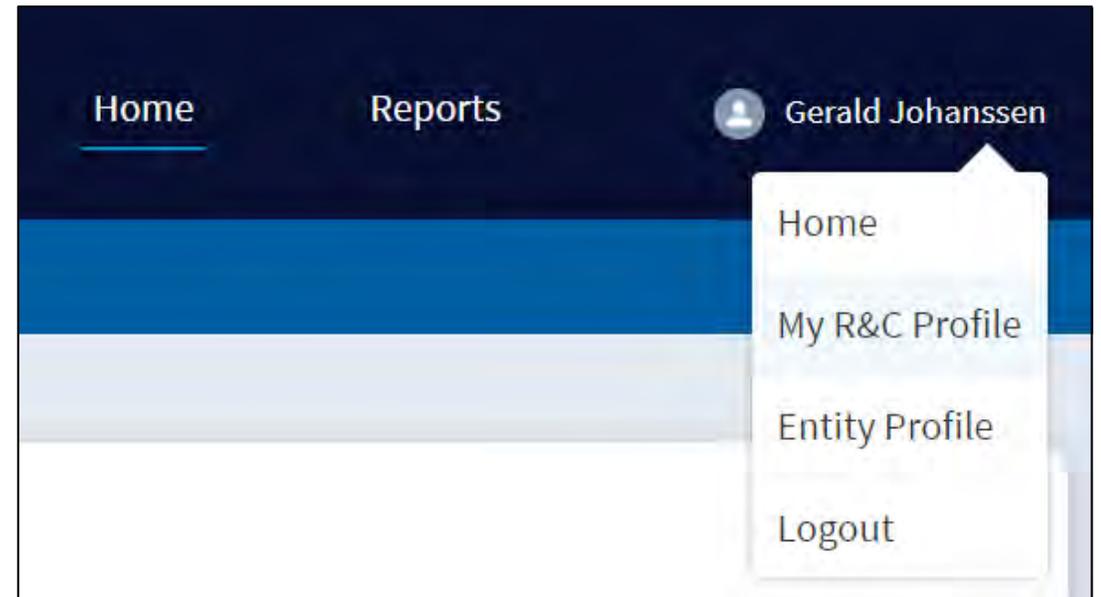
--None--

- None--
- About Funding
- Applicant Eligibility
- Authorized Representative Request
- Engineering
- Environmental
- Financial
- Project Eligibility
- Public Notice Filings/Responses
- Reporting**
- Scoring Criteria
- Service Area
- Submitting an Application
- Other

Email Address:

User & Entity Profile Information

- User and Entity Profile Information accessible from any R&C page
 - Click your name in upper right corner
 - Select “My R&C Profile” or “Entity Profile”
- Entity Profile
 - Rep Sign Cert can add users and assign security roles
 - Displays all team members with access to R&C



Navigating the System



Home Page

- Lists all “Current Reports”
 - Reporting cycle
 - Deadline
 - Current status
- If user has multiple entity accounts, select “Switch Entity View” in upper right corner to switch to different entity view without logging out

The screenshot shows the USDA Rural Development Reporting & Compliance Home Page. The page header includes the USDA logo, "Rural Development U.S. DEPARTMENT OF AGRICULTURE", and navigation links for "Home" and "Reports". The user's name, "Toby Sanders", is displayed in the top right corner. The main content area is titled "REPORTING & COMPLIANCE" and "Home". A welcome message "Welcome, Toby" is shown. A "Switch Entity View" link is located in the upper right corner. A dark blue box highlights "Current Reports (3)". Below this, a note states: "The following reports need to be completed and sent to your Representative Signature Certifier for certification (with the exception of the Audit report). All reports must be submitted to USDA by the listed due date." A table lists the reports:

REPORT	PERIOD	DUE DATE
Construction Progress - - Project (-)	JAN 01, 2020 - DEC 31, 2020	01/31/2021 11:59PM
Financial Report	OCT 01, 2021 - DEC 31, 2021	01/31/2022 11:59PM
Financial Report	JUL 01, 2021 - SEP 30, 2021	10/31/2021 11:59PM

A "View Reports" button is located at the bottom of the table.

Switch Entity

Switch Entity View

To complete Reporting and Compliance for other entities you are connected to select a new entity to view.

Bluth Company

Liberty Telecom

Reports Dashboard

- Navigate to the Reports Dashboard by clicking the report name from the Home Page or selecting “Reports” at the top of the page
- Organized across three tabs according to completion status:
 - “Current Reports”
 - “Pending Certification”
 - “Submitted to USDA”

SDA Rural Development
U.S. DEPARTMENT OF AGRICULTURE

Home Reports

REPORTING & COMPLIANCE

Reports

Complete all "Current Reports" and initiate certification from the "Review Report" page at the end of each report. All reports pending certification from your Representative Signature Certifier can be found under "Pending Certification". All reports must be submitted to USDA by your Representative Signature Certifier by their respective due dates.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0572-0031. The time required to complete this information collection is estimated to average 5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Current Reports (4) Pending Certification (0) Submitted to USDA (0)

✘ There are one or more reporting items that require your attention.

Financial Report

REPORT DUE: **OVER DUE** REPORTING PERIOD: JAN 01, 2021 - MAR 31, 2021

Network Access Services Revenue	2021
---------------------------------	------

Report Statuses



- Status indicates reports that require immediate attention
 - “Overdue” - report was not submitted by its deadline
 - “Resubmission Requested” - has been returned by USDA for more information

Saving Your Work

- **Save** - saves current page
- **Exit** - returns user to Reports Dashboard
 - Does not save data entered on page
- **Save and Back** - saves page and returns user to previous reporting section
- **Save and Continue** - saves page and directs user to next schedule
- **Note:** If changes are made after initial data entry, a banner appears at the top of the page after user saves, directing to re-save other schedule
 - Be sure to re-save when directed to ensure all schedules have the most current data

In-Report Menu

Network Data

Select one of the options below to report the network data applicable to your Entity's network for this reporting period.

You can save and come back to this screen page at any time before submission or continue to the Review page to confirm all entries are correct. The reported data should be on a system-wide basis.

- My Entity has an existing wireline and wireless network.
- My Entity has an existing wireline network.
- My Entity has an existing wireless network.
- My Entity does not have an existing network.

Note: If you switch your selection, any data entered prior will be retained and made visible upon switching back before saving the page. Once saved, data not associated with the current selection will be lost.

Wireline Network >

Wireless Network >

Save and Back

Save and Continue

Account-Level Reports



Account-Level Reports

- Entity level (not reports that are specific to each award)
 - Financial Report
 - System Data Report
 - Audit Report
- Frequency is based on underlying legal agreements with USDA
- Note: Navigation and data entry is similar across the Financial and System Data reports

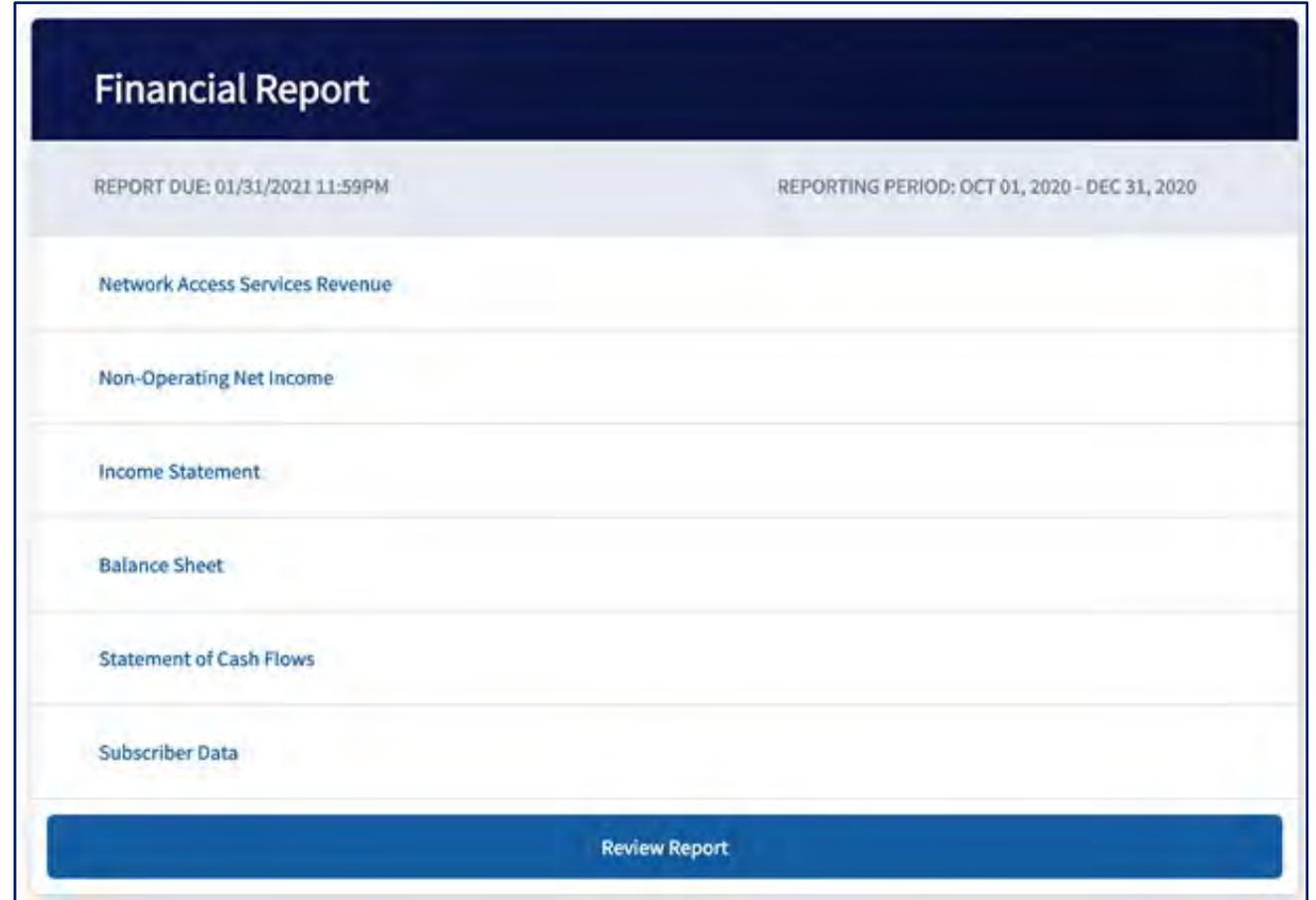


Financial Report



Financial Report Tips

- Required quarterly
 - Due within 30 calendar days after quarter ends
- Six schedules
 - Each schedule has a data entry page and a review page
 - Reports Dashboard links to each schedule
 - Recommended: Complete in order; the first two schedules feed data to the other schedules



The screenshot displays a 'Financial Report' dashboard. At the top, the title 'Financial Report' is shown in white text on a dark blue background. Below the title, the dashboard is divided into two columns: 'REPORT DUE: 01/31/2021 11:59PM' on the left and 'REPORTING PERIOD: OCT 01, 2020 - DEC 31, 2020' on the right. The main content area lists six financial schedules, each with a blue link: 'Network Access Services Revenue', 'Non-Operating Net Income', 'Income Statement', 'Balance Sheet', 'Statement of Cash Flows', and 'Subscriber Data'. At the bottom of the dashboard, there is a prominent blue button labeled 'Review Report'.

Financial Report Tips - Data Entry



- Data populates in three ways:
 - Auto-populates from previous Financial Reports or previous schedules in current Financial Report
 - Calculated by the system
 - Manual entry
- Enter only whole numbers into input fields (no special characters)
- To add a negative number, add a dash before the number (e.g. “-10000”)
- Line items that are not applicable should be left blank
- Warnings or errors may appear throughout data entry
 - Enter missing information or add an explanation in order to submit the report

Network Access Services Revenue

- Data from this schedule auto-populated the Income Statement
- If no Network Access Services Revenue, check “My Entity does not have any Network Access Services Revenue to report”
- Otherwise, enter the amounts associated with each line item
- Click “Save and Continue”

The screenshot shows a web-based financial reporting interface. At the top, it displays "FINANCIAL REPORT" for "DECEMBER 31, 2020" for "Moore Communications". There are "Save" and "Exit" buttons in the top right. Below this is an "In-Report Menu" section. The main content area is titled "Network Access Services Revenue" and contains a text box for reporting values. Below the text box, there are two buttons: "Save and Back" and "Save and Continue". At the bottom, there are two links: "Return to Report Dashboard" and "Review: Network Access Services Revenue".

FINANCIAL REPORT
DECEMBER 31, 2020
Moore Communications

Save Exit

In-Report Menu

Network Access Services Revenue

Report the value for each line item, that is pertinent to your entity, and address all errors and/or warnings that are triggered. You can save and come back to this page at any time before submission, as well as continue to the Review page to confirm all entries are correct.

L3 Total Network Access Services Revenue

Save and Back Save and Continue

Return to Report Dashboard Review: Network Access Services Revenue

Non-Operating Net Income Report Live Demonstration



Income Statement & Balance Sheet Overview

- Line items are manually entered, auto-calculated, system-populated (or combination)
 - Manually entered items may require an explanation
 - Click “+Add Explanation,” type explanation, and click “Add”
 - If any auto-populated data is incorrect, return to respective schedule of the Financial Report, update and save the data, then return to the Income Statement or Balance sheet and re-save that schedule, too
- Tool tips define or describe the line item in question

FINANCIAL REPORT
DECEMBER 31, 2020
Moore Communications

Save Exit

In-Report Menu

Income Statement

Report the value for each line item, that is pertinent to your entity, and address all errors and/or warnings that are triggered. Explanations are only required to justify a value flagged with a warning message. You can save and come back to this page at any time before submission, as well as continue to the Review page to confirm all entries are correct.

#	LINE ITEM	CURRENT YEAR AMOUNT: DECEMBER 31, 2020	EXPLANATION
1	Local Network Services Revenue	\$ <input type="text"/>	+ Add Explanation
2	Network Access Services Revenue	\$ <input type="text"/>	+ Add Explanation
3	Long Distance Network Services Revenue	\$ <input type="text"/>	+ Add Explanation

2	Network Access Services Revenue	\$0	
3	Long Distance Network Services Revenue	\$ <input type="text"/>	100
4	Carrier Billing and Collection Revenue	\$ <input type="text"/>	100

Revenues derived from the provision of services beyond the basic service area, whether message or flat-rate and including public network switching as well as private.

Income Statement

Income Statement

Report the value for each line item, that is pertinent to your entity, and address all errors and/or warnings that are triggered. Explanations are only required to justify a value flagged with a warning message. You can save and come back to this page at any time before submission, as well as continue to the Review page to confirm all entries are correct.

#	LINE ITEM	CURRENT YEAR AMOUNT: MARCH 31, 2021	EXPLANATION
1	Local Network Services Revenue <small>ⓘ</small>	\$ <input type="text"/>	+ Add Explanation
2	Network Access Services Revenue		+ Add Explanation
3	Long Distance Network Services Revenue <small>ⓘ</small>	\$ <input type="text"/>	+ Add Explanation

Balance Sheet

Balance Sheet

Report the value for each line item, that is pertinent to your entity, and address all errors and/or warnings that are triggered. Explanations are only required to justify a value flagged with a warning message. You can save and come back to this page at any time before submission, as well as continue to the Review page to confirm all entries are correct.

Assets



Liabilities & Equity



Financial Performance Metrics



Statement of Cash Flows Overview

- Required after Quarter 4 Financial Report for the previous calendar year is submitted
- Divided into five sections:
 - Cash & Cash Equivalents Beginning of Period
 - Cash Flows from Operating Activities
 - Cash Flows from Investing Activities
 - Cash Flows from Financing Activities
 - Totals
- Some data is auto-populated
- Sub-totals auto-calculate

The screenshot shows a software interface for a financial report. At the top, it says "FINANCIAL REPORT" and "MARCH 31, 2021" for "Moore Communications". There are "Save" and "Exit" buttons. Below that is an "In-Report Menu" section. The main content area is titled "Statement of Cash Flows" and includes a warning message: "Before the value for each line item, that is pertinent to your entity, and address all errors and/or warnings that are triggered. Exceptions are only required to notify a value flagged with a warning message. You can always come back to this page at any time before submitting, as well as continue to the Review page to confirm all entries are correct." Below the warning are four expandable sections: "Cash & Cash Equivalents Beginning of Period", "Cash Flows from Operating Activities", "Cash Flows from Investing Activities", and "Cash Flows from Financing Activities". Each section has a right-pointing arrow.

Statement of Cash Flows - Explanations

- Cash in-flows and out-flows are unique to an entity's operating, financing, and investing activities, so R&C provides an opportunity to add custom cash accounts
- Additional accounts can be added to certain sections by clicking on "Other (Explain)"
 - Use descriptive account names

Add Account

Add an account to the statement by creating a name for the account below. Your account name should be descriptive enough for USDA's understanding. Once added, you can report entity balances for the account item.

*Account Name

140 characters remaining

Subscriber Data

- Reflects the number of subscribers during the reporting period
- Subscriber Data report has three radio buttons
- The option that best applies to the reporting period determines the information that must be reported
 - Fields that aren't required will be greyed out

- My Entity has an existing network; therefore, **it has subscribers (including data)** to report at the end of this reporting period.
- My Entity has an existing network; however **it does not have any data subscribers** to report at the end of this reporting period.
- My Entity does not have an existing network; therefore it **does not have any subscribers** to report at the end of this reporting period.

Subscriber Data - Definitions

- **Residential & Business Subscribers – All Services:** any customer that receives data, voice, or video service, either exclusively or in a bundled package
- **Residential & Business Subscribers – Broadband Service:** any customer that receives data service at a minimum of 25 Mbps downstream and 3 Mbps upstream, either exclusively, or as a bundled package with other services

System Data Report



System Data Report

- Three schedules
 - Network Data
 - Capital Investment Data
 - Depreciation Rates
- Each schedule has a data entry page and a review page
- Data appears in the report in 3 ways
 - Auto-populated from a previous System Data Report
 - Calculated by the R&C system
 - Manually entered by users



System Data – Network Data

Network Data

Select one of the options below to report the network data applicable to your Entity's network for this reporting period.

You can save and come back to this screen page at any time before submission or continue.

- My Entity has an existing **wireline and wireless** network.
- My Entity has an existing **wireline** network.
- My Entity has an existing **wireless** network.
- My Entity does not have an existing network.

Note: If you switch your selection, any data entered prior will be retained and may be used in subsequent reporting periods.

Wireline Network

Wireless Network >

Capital Investment Data

- Detailed breakdowns of capital investments for the current reporting period
- Examples include:
 - Types and amounts of debt
 - Grants received
 - Contributions in Aid of Construction
- If no Capital Investment Data to report:
 - Select the checkbox
 - Data input fields will be greyed out
 - Continue working on the next schedule of the report
- If Capital Investment Data to Report:
 - Fill out all applicable line items

Depreciation Rates

Depreciation Rates

Report all depreciation rates for telecommunications plant items that are pertinent to the entity you are representing for the reporting period. You can save and come back to this screen at any time before submission, as well as continue to the review screen to confirm.

Note: If you switch your selection, any data entered prior will be retained and made visible upon switching back before saving the page. Once saved, data not associated with the current selection will be lost.

- My Entity's **depreciation rates are approved** by a regulatory authority with jurisdiction over the provision of telephone services.
- My Entity's **depreciation rates are not approved** by a regulatory authority with jurisdiction over the provision of telephone services.
- My Entity does not have an existing network with **depreciation rates to report** at the end of this reporting period.

Network & Outside Plant

Buildings

Towers >

Customer Premises Equipment >

Support Assets >

Depreciation Rates (Cont.)

- If applicable, complete pertinent line items in the six sections:
 - Network & Access Equipment
 - Outside Plant
 - Buildings
 - Towers
 - Customer Premises Equipment
 - Support Assets

Audit Report



Audit Report Overview



- Users with any security role other than Viewer can upload and submit this report
- Reporting cycle depends on entity's legal structure and audit type classification
 - 7 CFR 1773 applies to these legal structures:
 - Corporation, Commercial Business, Limited Liability Company, Cooperative, Mutual Organization
 - 2 CFR 200 applies to these legal structures:
 - Authority, Municipality, Public Body, Public Power or Utilities District, Indian Tribe, Tribal Government, Higher Education, Non-Profit, Territory or Possession of the U.S., State or Local Government

Audit Report - 7 CFR 1773

- Due within 120 days after close of your entity's fiscal year
- Simply Upload Annual Audit to R&C
- You can provide comments (optional)

Audit Report - 2 CFR 200

- Due within 276 days after close of fiscal year
- Select from 3 radio buttons
 - Upload required if audit not yet submitted to Federal Audit Clearinghouse
 - Upload optional if:
 - Audit already uploaded to Federal Audit Clearinghouse OR
 - Entity expended less than \$750,000 in federal funds

- My Entity has expended \$750,000 or more in Federal awards during the fiscal year and we have not submitted our audit to the Federal Audit Clearinghouse (*Audit Required*).
- My Entity has expended \$750,000 or more in Federal awards during the fiscal year and we have submitted our audit to the Federal Audit Clearinghouse (*Audit Optional*).
- My Entity has not expended \$750,000 or more in Federal awards during the fiscal year (*Audit Optional*).

Note: If your Entity has a requirement to upload to the Federal Audit Clearinghouse, uploading in Reporting and Compliance will not absolve this requirement. USDA will not share my audit with the Federal Audit Clearinghouse or any other agency.

Project-Level Reports



Project-Level Reports Overview



- Required on an award-by-award basis
- ReConnect Project-Level Reports
 - Construction Progress Report
 - Annual Performance Report
 - Close Out Report
- Community Connect and DLT Project-Level Reports
 - Annual Project Performance Activity Report
 - Final Project Performance Activity Report
- Note: Navigation and data entry is similar across all reports except Construction Progress

Construction Progress Report Live Demonstration



Annual Performance Report

- Due annually for three years after project construction is complete
- Requires two narrative responses
 - Can be rich text such as images or links
- Requires Geospatial Upload

Project Performance Narratives

1. Describe any existing network service improvements and facility upgrades, as well as new equipment and capacity enhancements that support high-speed broadband access for educational institutions, health care providers, and public safety service providers. *Text and Images (less than 1 MB each) are supported.*

Salesforce Sans 12 B I U        

4000 characters remaining

2. Describe the progress towards fulfilling the objectives for which the assistance was granted. *Text and Images (less than 1 MB each) are supported.*

Salesforce Sans 12 B I U        

4000 characters remaining

Close Out Report

- Due within 90 days of the expiration date, termination of the award, project completion, or final disbursement of the award– whichever event occurs last
- Requires three narrative responses
 - Can be rich text such as images or links

Close Out Report Narratives

1. Provide a comparison of actual accomplishments to the objectives set forth in the Application. *Text and Images (less than 1 MB each) are supported.*

Salesforce Sans 12 B I U     

3999 characters remaining

2. Describe any problems, delays, or adverse conditions that occurred, or which affected the attainment of overall Project objectives, prevented the meeting of time schedules or objectives, or precluded the attainment of particular Project work elements during established time periods. *Text and Images (less than 1 MB each) are supported.*

Salesforce Sans 12 B I U     

3999 characters remaining

3. Provide a comparison of how funds were spent against the original general budget submitted with the RUS approved Application. *Text and Images (less than 1 MB each) are supported.*

Salesforce Sans 12 B I U     

3999 characters remaining

Submitting Reports



Errors and Warnings

- Errors are red
- Warnings are amber-colored
- Informative items are generally grey, blue, or green
- All reports have a “Review Report” page which will flag any data that needs a correction or explanation
 - **A report cannot be submitted if it has any unaddressed warnings or errors**

This statement has not been started yet. All statements must be complete before progressing.

⚠ There are one or more warnings present. To clear the warning, fix the value or provide an explanation to keep the value.

✔ No outstanding errors and/or warnings present.

✘ Your data was saved; however there are one or more errors present. To clear the errors, refer to the flagged values in the statement.

My entity does not have any Network Access Services Revenue to report.

Certification and Submission

- Click “Initiate Certification” after clearing all warnings and errors
 - Report will move to “Pending Certification” tab
 - Report becomes read-only for everyone but the Rep Sign Cert
 - Rep Sign Cert receives an email notification
- Only your Rep Sign Cert can submit a report to USDA
 - Exception: the Audit Report can be submitted by any security role other than Viewer



Ready to Initiate Report Certification?

By initiating the report certification, any and all errors and warnings have been addressed, and the report is ready for your entity's Representative Signature Certifier to certify and submit the report to USDA. After initiating report certification, the report can only be edited by the Representative Signature Certifier.

Initiate Certification

Back

Continue

Review: Subscriber Data

Reports

Certification and Submission (Cont.)

- After reviewing the report, Rep Sign Cert can submit the report by clicking “Submit to USDA”
 - Report becomes read-only for all users
- Rep Sign Cert can also send it back to your team by clicking “Send Back for Edits”
 - Report returns to the “Current Reports” tab
- Annual Financial Report (Q4) requires Rep Sign Cert to choose a radio button regarding a default on its current obligations to RUS

Ready to Submit to USDA?

Yes, Certify & Submit Report to USDA

We hereby certify that the entries in the report are true and accurate to the best of our knowledge.

All insurance required by 7 CFR Part 1788 was in effect during the reporting period, and renewals have been obtained for all policies.

[Submit to USDA](#)

No, Send Report Back for Edits

As the Representative Signature Certifier, you can make the necessary changes to this report, or return the report back to other authorized users to make the necessary changes.

[Send Back for Edits](#)

USDA Review

- After your entity submits a report, an internal USDA reviewer is assigned to review it
 - USDA reviewer may reach out to your Key Contacts for clarification
 - USDA reviewer can also leave notes on report schedules and specific line items
- All of your entity's R&C users will receive an email if USDA sends a report back
- Reports accepted by USDA remain in the "Submitted to USDA" tab on the Reports Dashboard

Resubmission Requested

- Reports returned by USDA for resubmission move to “Current Reports” tab & are labeled “RESUBMISSION REQUESTED”
- Line items with notes from USDA will have the message “View Note from USDA”
 - Clicking the link will show the Reviewer's notes

Current Reports (7)

The following reports need to be completed and sent to your Representative Signature Certifier for certification (with the exception of the Audit report). All reports must be submitted to USDA by the listed due date.

REPORT	STATUS	PERIOD	DUE DATE
Audit Report	RESUBMISSION REQUESTED	JAN 01, 2020 - DEC 31, 2020	01/01/2021 11:59PM

⊗ There are one or more reporting items that require your attention.

Financial Report

REPORT DUE: 05/01/2021 11:59PM RESUBMISSION REQUESTED REPORTING PERIOD: JAN 01, 2021 - MAR 31, 2021

Network Access Services Revenue

How to Resubmit a Report

- Address all notes and comment from USDA
- Correct all errors and warnings.
- Follow the same submission process as before
 - User reinitiates certification
 - Rep Sign Cert recertifies and resubmits the report
- Resubmitted reports mov to “Submitted to USDA” tab on Reports Dashboard
 - Report is view-only for all users
- You must contact USDA directly to make any changes to a submitted report

Resources



- [Contact Us Form](#)
 - ReConnect website - <https://www.usda.gov/reconnect/contact-us>
 - Linked in several places in the R&C system
- The Rural Development Reporting & Compliance User Guide on the ReConnect website - <https://www.usda.gov/reconnect/forms-and-resources>
- Resources listed in the R&C System on the Home Page



Rural Development