

**§ 54.624**

of use interest. Applicants must clearly identify the legal entity that will own each material element. Applicants must also describe any arrangements made to ensure continued use of such elements by the network members for the duration of the sustainability period.

(E) *Sources of future support.* Describe other sources of future funding, including fees to be paid by eligible health care providers and/or non-eligible entities.

(F) *Management.* Describe the management structure of the network for the duration of the sustainability period. The applicant’s budget must describe how management costs will be funded.

(v) *Material change to sustainability plan.* A consortium that is required to file a sustainability plan must maintain its accuracy. If there is a material change to a required sustainability plan that would impact projected income or expenses by more than 20 percent or \$100,000 from the previous submission, or if the applicant submits a funding request based on a new Request for Funding (*i.e.*, a new competitively bid contract), the consortium is required to re-file its sustainability plan. In the event of a material change, the applicant must provide the Administrator with the revised sustainability plan no later than the end of the relevant quarter, clearly showing (*i.e.*, by redlining or highlighting) what has changed.

**§ 54.624 Site and service substitutions.**

(a) Health care providers or Consortium Leaders may request a site or service substitution if:

- (1) The substitution is provided for in the contract, within the change clause, or constitutes a minor modification;
- (2) The site is an eligible health care provider and the service is an eligible service under the Telecommunications Program or the Healthcare Connect Fund Program;
- (3) The substitution does not violate any contract provision or state, Tribal, or local procurement laws; and
- (4) The requested change is within the scope of the controlling Request for Services, including any applicable RFP

used in the competitive bidding process.

(b) *Filing deadline.* An applicant must file their request for a site or service change to the Administrator no later than the service delivery deadline as defined in § 54.626.

**§ 54.625 Service Provider Identification Number (SPIN) changes.**

(a) *Corrective SPIN change.* A “corrective SPIN change” is any amendment to the SPIN associated with a Funding Request Number that does not involve a change to the service provider associated with that Funding Request Number. An applicant under the Telecommunications Program or the Healthcare Connect Fund Program may file a request for a corrective SPIN change with the Administrator to:

- (1) Correct ministerial errors;
- (2) Update the service provider’s SPIN that resulted from a merger or acquisition of companies; or
- (3) Effectuate a change to the SPIN that does not involve a change to the service provider of a funding request and was not initiated by the applicant.

(b) *Operational SPIN Change.* An “operational SPIN change” is any change to the service provider associated with a Funding Request Number. An applicant under the Telecommunications Program or the Healthcare Connect Fund Program may file a request for an operational SPIN change with the Administrator if:

- (1) The applicant has a legitimate reason to change providers (*e.g.*, breach of contract or the service provider is unable to perform); and
- (2) The applicant’s newly selected service provider received the next highest point value in the original bid evaluation, assuming there were multiple bidders.

(c) *Filing deadline.* An applicant must file their request for a corrective or operational SPIN change with the Administrator no later than the service delivery deadline as defined by § 54.626.

**§ 54.626 Service delivery deadline and extension requests.**

(a) *Service delivery deadline.* Except as provided in the following, applicants