

# INSTRUCTIONS FOR FORM 2100, SCHEDULE 387

## Transition Progress Report Form

### General Instructions

This schedule have to be filed electronically using the Commission LMS e-filing system. Follow these instructions to access the Schedule:

- Log into LMS using The FRN that is associated with the station in LMS using this URL: <https://enterpriseefiling.fcc.gov/dataentry/login.html>
- Click on authorization tab on the top left corner of the landing page
- On the next page click on **license authorization** of the station that the schedule is being submitted for.
- Click on file an application on the next page.
- Click on transition progress report from the options.

Proceed to fill out the sections and submit the application

This schedule must be completed by full power and Class A television licensees that will transition to new channels during the post-incentive auction transition. *See Public Notices* in MB Docket No. 16-306, 32 FCC Rcd 256 (IATF/MB 2017) and 32 FCC Rcd 4029 (IATF/MB 2017).

This schedule requires Applicants to certify that certain steps towards construction of their post-auction station facilities either have been completed or are not required, and to identify potential problems which Applicants believe may make it difficult for them to meet their construction deadline. 32 FCC Rcd at 258. Completion of this schedule will help the Commission, broadcasters, those involved in the construction of broadcast facilities, and interested parties assess how disbursed funds have been spent by stations eligible for reimbursement from the TV Broadcast Relocation Fund and to monitor the construction of all licensees that are transitioning to new channels. *Id.*

Applicants must certify that all information provided on Schedule 387 is correct to the best of their knowledge. Once an Applicant indicates that a step towards construction of its post-auction facility is not required or has been complete (for example, the Applicant does not need FAA approval or that all necessary tower work has been completed), the schedule will prefill with that response in subsequent filings. If circumstances change with respect to that step, the Applicant can change its answer in subsequent filings.

### General Information

Stations transitioning to new channels must file Schedule 387 starting with the first full calendar quarter after the April 13, 2017 release of the *Closing and Channel Reassignment Public Notice*, 32 FCC Rcd 2786 (2017), and on a quarterly basis thereafter. In addition to these quarterly filings, stations are also required to file Schedule 387 (1) 10 weeks before the end of their assigned construction deadline; (2) 10 days after they complete all work related to construction of their post-auction facilities; and (3) five days after they cease broadcasting on their pre-auction channel. *See* 32 FCC Rcd at 258-59, 32 FCC Rcd at 4031-32. Licensees must indicate the applicable filing requirement and, if quarterly, identify the quarter for which the

schedule is filed.

### Applicant Information

Applicants must indicate whether the Authorized Holder Name is being updated because of the sale or transfer or control of the Authorization to another party. Applicants may specify up to three contact representatives, indicating the contact type (Legal Representative, Technical Representative, or Other).

### Permits and Tower Studies

Applicants must certify that certain steps toward construction of post-auction facilities related to their tower are not required or have been completed. Applicants must provide information whether the station requires FAA approval (e.g., completion of FAA Form 7460-1 and a “No Hazard Determination”), and if so, the status of obtaining approval through completion. Applicants must also provide information whether the station requires Federal, State and/or local permits (e.g., related to zoning, the environment, or historic preservation; see also 47 CFR § 1.1307) and if so, the status of the permitting/review process through completion. If an Applicant indicates that the station has not yet requested or received any required approvals, it must provide an explanation in the text box provided in the application of the status of its efforts.

Applicants must indicate whether radio frequency (RF) or structural tower studies are required in order to construct the station’s post-auction facility and if so, indicate whether the required studies have been started and completed.

### Station Equipment

In this section, an Applicant must indicate whether it has placed orders to acquire certain types of equipment in order to construct post-auction facilities. These include an antenna, transmitter, transmission line, and mask filter and or RF combiner for the station’s main facility, and an auxiliary antenna and related equipment. If a station does not need to order any of these types of equipment, it should answer Not Applicable with respect to each type that is not needed.

Applicants must also indicate whether they anticipate that they will receive all necessary equipment in time to meet the construction deadline for the main facility. This information will be used by the Commission to determine what additional steps it can take to assist the applicant with its transition and to alleviate any adverse impact on the completion of the transition.

Finally, Applicants must indicate whether they have received all of the specified types of equipment necessary to begin construction.

### **Tower and Antenna**

In this section, an Applicant must indicate whether the station's post-auction main facility requires tower construction/modification work, or the construction of a new tower or substantial modification of an existing tower (for examples of major and serious tower modifications, see Public Notice 32 FCC Rcd 1199, 1226 (2017)). If tower work is necessary, Applicants must provide information regarding the status of the tower work through completion. If Applicant indicates that tower work has not been scheduled or completed, it must provide an explanation in the box provided in the form. Applicants must also indicate whether they anticipate that they will complete all tower work, including antenna installation, in time to meet the construction deadline for the main facility, and if they indicate no, upload an attachment describing problems or other factors that lead them to anticipate difficulty meeting their construction deadline. This information will be used by the Commission to determine what additional steps it can take to assist the applicant with its transition and to alleviate any adverse impact on the

completion of the transition.

In this section, Applicants must also provide information regarding construction of a new auxiliary antenna system, if applicable. If the Applicant requires a new auxiliary antenna it must indicate if the station has started, and then completed, all outside tower work and made all necessary equipment upgrades. Applicants are also required to indicate that they have started testing the auxiliary antenna system and whether they have completed testing so that they may cease broadcasting on their pre-auction channel.

In this section, an Applicant must also indicate whether it has completed all work, including construction, modification and/or installation of its post-auction facility and any tower work or in building work such that it can (1) begin testing and (2) complete an application for a license to cover the post-auction. . Finally, Applicants must indicate when they have ceased broadcasting on their pre-auction channel.

### **FCC NOTICE TO INDIVIDUALS REQUIRED BY THE PRIVACY ACT AND THE PAPERWORK REDUCTION ACT**

The FCC is authorized under the Communications Act of 1934, as amended, to collect the personal information we request in this form to ensure that all data in the Commission's database is accurate in order to conduct the incentive auction and repacking process. If we believe there may be a violation or potential violation of a FCC statute, regulation, rule or order, your 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 in your form may be disclosed to the Department of Justice or a court or adjudicative body when (a) the FCC; (b) any employee of the FCC; or (c) the United States Government is a party to a proceeding before the body or has an interest in the proceeding. In addition, all information provided in this form will be available for public inspection.

If you owe a past due debt to the federal government, any information you provide may also be disclosed to the Department of 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 this information to these agencies through the matching of computer records when authorized.

We have estimated that it will take respondents on average 2 hours to complete this collection of information. Our estimate includes the time to read the instructions, look through existing records, gather and maintain the required data, and actually complete and review the form or response. If you have any comments on this estimate, or on how we can improve the collection and reduce the burden it causes you, please write the Federal Communications Commission, AMD-PERM, Paperwork Reduction Project (3060-1240), Washington, DC 20554. We will also accept your comments via the Internet if you send them to Leslie.Smith@fcc.gov. Please DO NOT SEND COMPLETED FORMS TO THIS ADDRESS. Remember - you are not required to respond to a collection of information sponsored by the Federal government, and the government may not conduct or sponsor this collection, unless it displays a currently valid OMB control number or if we fail to provide you with this notice. This collection has been assigned an OMB control number of 3060-1240.

**THE FOREGOING NOTICE IS REQUIRED BY THE PRIVACY ACT OF 1974, P.L. 93-579, DECEMBER 31, 1974, 5 U.S.C. § 552a(e)(3), AND THE PAPERWORK REDUCTION ACT OF 1995, P.L. 104-13, OCTOBER 1, 1995, 44 U.S.C. 3507.**

### **FCC Form 2100 - Schedule 387 (Transition Progress Report)**

#### **Transition Progress Certification (Must Answer All Items)**

To be completed by full power and Class A television licensees with stations that are transitioning to a new channel as a result of the Broadcast Incentive Auction:

Licensee hereby certifies that the following steps towards constructing the Station's post-auction facility are not required or have been completed:

1. Does the Station require FAA approval (e.g., completion of FAA Form 7460-1 and a "No Hazard Determination") in order to construct its post-auction facility? (Y/N) (If No, go to Item 2; if Yes, go to sub items)
  - a. The Station has requested FAA approval for its post-auction facility (Y, N)
  - b. The Station has received FAA approval for its post-auction facility (Y, N)
2. Does the Station require Federal, State, and/or local permits, and/or a review of environmental impact, for its post-auction facility? (Y, N) (If No, go to Item 3; if Yes, go to sub items)
  - a. Station has requested necessary Federal, State and/or local permits and/or review of environmental impact for its post-auction facility. (Y, N) (If No, explain)
  - b. Station has received necessary Federal, State, and/or local permits and/or review of environmental impact for its post-auction facility. (Y, N) (If No, explain)
3. Are radio frequency (RF) studies required in order for the Station to construct its post-auction facility? (Y, N) (If No, go to Item 4)
  - a. RF studies have been started (Y, N)
  - b. RF studies have been completed (Y, N)
4. Are structural tower studies required in order for the Station to construct its post-auction facility? (Y, N) (If No, go to Item 5)
  - a. Structural tower studies have been started (Y, N)
  - b. Structural tower studies have been completed (Y, N)

5. The Station has placed orders for the following equipment, if required:
  - a. Main Facility Antenna (Y, N, NA)
  - b. Main Facility Transmitter (Y, N, NA)
  - c. Main Facility Transmission line (Y, N, NA)
  - d. Main Facility Mask Filter and/or RF Combiner (Y, N, NA)
  - e. Auxiliary antenna and related equipment (Y, N, NA)
6. Does the Station anticipate that it will receive all necessary equipment in time to meet the construction deadline for the Station's main facility? (Y, N, NA) (If No, explain)
7. Has Station received all required new broadcast equipment (antenna, transmitter, etc.) necessary to begin construction? (Y, N, NA)
8. Does the Station's post-auction facility require tower construction/modification work? (Y, N) (If No, go to Item 9)
  - a. Does construction of the Station's post-auction facility require construction of a new tower or substantial modification of an existing tower? (Y, N)
  - b. Has all necessary tower work been scheduled? (Y, N) (If No, explain)
  - c. Has all necessary tower work been completed? (Y, N) (If No, explain)
9. Does the Station anticipate that all tower work, including antenna installation, will be completed in time to meet its construction deadline? (Y, N, NA) (If No, explain)
10. Does the Station require use of a new auxiliary antenna system? (Y, N) (If No, go to Item 11)
  - a. Has the Station started all outside tower work and made all necessary equipment upgrades to commence testing of its new auxiliary antenna system? (Y, N)
  - b. Has the Station completed all outside tower work and made all necessary equipment upgrades to commence testing of its new auxiliary antenna system? (Y, N)
  - c. Has the Station started testing on its new auxiliary antenna system? (Y, N)(If Yes, answer Question 10.d.)
  - d. Has the Station completed all testing on its new auxiliary antenna system such that it may now cease broadcasting on its pre-auction channel? (Y, N)
11. Has the Station completed all work, including construction, modification and/or installation, related to construction of its post-auction facility such that it is ready to begin testing on its post-auction facility? (Y, N) (If Yes, go to Item 12)
  - a. Has the Station completed all tower work? (Y, N)
  - b. Has the Station completed all in-building (equipment) work? (Y, N)
12. Does the Station have other issues that must be addressed before it can fully construct and/or operate its post-auction facility? (Y, N) (If Yes, explain)
13. Has the Station completed all construction work on its post-auction facility that is necessary to complete an application for a license to cover that facility? (Y, N)

Has the Station ceased broadcasting on its pre-auction channel? (Y, N)