**UCC-1 Information and SAMPLE “Schedule A” Equipment List**

|  |  |
| --- | --- |
| Recipients, subrecipients or internet service providers (ISPs) should complete the UCC-1 using the following information: | |
| **Field** | **Description** |
| Debtor | Enter the name and address of the recipient, subrecipient organization, or ISP that will hold the property. |
| Secured Party | U.S. Department of the Treasury  Coronavirus Capital Projects Fund  1500 Pennsylvania Avenue N.W.  Washington, DC 20220 |
| Collateral | Enter the following text in the space to describe the collateral:  “Certain equipment (the Equipment) acquired or improved, or to be acquired or improved, using funds from the Coronavirus Capital Projects Fund (CPF)by [Recipient/Subrecipient/ISP], including but not limited to the items identified in "Schedule A," the project's equipment list, which is attached hereto and incorporated herein by reference. Recipient/Subrecipient/ISP holds the Equipment in trust for the benefit of the public being served by the CPF broadband infrastructure project. The Federal Government retains an undivided equitable reversionary interest in each item of the Equipment for the federal interest period ending on December 31, 2034.”  Attach to the UCC-1 a list of the personal property acquired or improved with CPF grant funds in the format shown in Attachment A to this guidance. |
| Signature | If a signature is required in the state where the document is to be filed, the document should be signed as the “Debtor” by an authorized representative of the recipient or subrecipient organization or ISP that will hold the property. |
| Filing | Once the UCC-1 is properly prepared, it should be filed in accordance with Article 9 of the state’s Uniform Commercial Code, which may mean with a secretary of state office or other filing agency in the state where the recipient or subrecipient is legally organized. A UCC- 1 for personal property to be affixed to land should be filed with the lien records of the local jurisdiction where the land is located. |

**SAMPLE**

**Schedule A: Equipment List**

Debtor Name

Debtor Address

Coronavirus Capital Projects Fund – [State Grant Program Name]

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Quantity | Description | Manufacturer and Model Number | Serial Number(s) | Unit Cost | Price | Tag Number | Date of Acquisition |
| *3 (example)* | *4 Port 10/100/1000 Switch* | *Cisco ME 3400G-2-CS-A* | *6500748*  *6500749*  *6500750* | *$xxxx* | *$xxxx* | *101*  *102*  *103* | *10/31/2010* |