

2022 Broadcasters' Calendar

Items of Note in 2022¹

- I. *Applications for Renewal of License:* The three-year long state-by-state license renewal cycle ends in April 2022 for radio services (AM, FM, FM Translator, and LPFM) but will continue for stations in the television services (full-power television, Class A, TV Translator, and LPTV). Stations will file their license renewal applications on FCC Form 2100, Schedule 303-S (“Form 303-S”) along with their Equal Opportunity Employment Reports on Form 2100, Schedule 396 (“Form 396”). The date by which the licensee must file a station’s application for license renewal depends on the state or territory of the station’s community of license. All licensees should familiarize themselves now with the dates associated with this important filing. As noted in last year’s Calendar, stations are no longer required to air pre-filing announcements during the two months preceding the filing of their license renewal application and instead need only air six post-filing announcements over four consecutive weeks, beginning within five business days after the FCC has “accepted for filing” their license renewal application. Additional information can be found in our License Renewal Advisories published on [CommLawCenter](#) prior to each state-by-state application deadline.

- II. *TV Spectrum Repack Progress Report and Reimbursement Deadlines:* Because the 39-month post-auction transition period for full-power and Class A television stations ended in 2020, the post-repack Transition Progress Report (FCC Form 2100, Schedule 387) filing deadlines are not noted in this year’s calendar. However, stations that received an extension of time to complete their transition must continue to file Transition Progress Reports on a quarterly basis until they have ceased operating on their pre-repack channels, completed construction of their post-repack facilities, and reported that information to the FCC. In addition to these quarterly reports, transitioning stations must file Transition Progress Reports ten weeks before the end of their

¹ The deadlines in the **2022 Broadcasters' Calendar** are based on information known as of the date hereof and may or may not apply to any particular broadcaster. They are provided for general informational purposes only and should be double-checked for currency close to each pertinent date/deadline. Actions by the FCC, Congress, or the courts could affect any of these deadlines by, for example, eliminating a particular reporting/filing obligation altogether or modifying the form used, content, deadline, fee, or manner of reporting/filing. It should also be noted that, as a general rule, when a deadline for filing a document *with the FCC* falls on a weekend or a federal holiday, the filing deadline shifts to the next business day. The listing below is not intended to be complete or exhaustive of all regulatory and non-regulatory deadlines that may apply to a given broadcaster year-to-year. Accordingly, broadcasters should seek the advice of communications counsel to assure timely and proper filing. This edition of our annual Broadcasters' Calendar supersedes all prior editions and accordingly any prior editions should no longer be used.

assigned construction deadline, ten days after completion of all work related to constructing their post-repack facilities, and five days after ceasing operations on their pre-auction channel. Repacked full-power and Class A television stations assigned to phases 6 through 10 must submit all remaining invoices and supporting documentation using the Reimbursement Form, and initiate interim close-out procedures, no later than **March 22, 2022**. (The deadline for repacked full-power and Class A television stations assigned to phases 1 through 5 was October 8, 2021.) All FM stations and LPTV/translator stations that intend to seek reimbursement must submit all remaining invoices and supporting documentation using the Reimbursement Form, and initiate interim close-out procedures, no later than **September 5, 2022**.

- III. *Auction 112*: The FCC has announced plans to auction twenty-seven full-power TV construction permits in June 2022. The auction dates have not yet been set, but those interested in filing an application should monitor [CommLawCenter](#) for more information on the upcoming deadlines.
- IV. *LPTV and TV Translator Digital Transition*: LPTV and TV translators that received a six-month extension of the July 13, 2021 digital transition deadline were required to discontinue analog operations by July 13, 2021 and have until **January 13, 2022** to complete construction of their digital facilities.

January 10

Quarterly Issues/Programs List Due—All full-power radio, full-power television, and Class A television stations must upload to their Public Inspection File by this date the Quarterly Issues/Programs List covering the period October 1, 2021 through December 31, 2021.

Class A Television Continuing Eligibility Certification—Class A television stations are required to maintain documentation in their Public Inspection File sufficient to demonstrate continuing compliance with the FCC's Class A eligibility requirements. We recommend that by this date Class A television stations generate such documentation for the period October 1, 2021 through December 31, 2021 and upload it to their Public Inspection File.

Quarterly Fundraising Reports—All noncommercial educational TV and radio stations that changed or suspended their regular on-air content to conduct third-party fundraising to benefit a non-profit organization must generate relevant documentation for the period October 1, 2021 through December 31, 2021 and upload it to their Public Inspection File by this date.

January 13

LPTV and TV Translator Digital Transition Construction Deadline—LPTV and TV translators that received a six-month extension of the July 13, 2021 digital transition deadline must complete construction of their digital facilities by this date.

January 14

Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—Commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must file Monthly Report of Use and Monthly Usage Statement of Account forms with SoundExchange for the month ending November 30, 2021 by this date.

January 30

Annual Children's Television Programming Report Due—Commercial full-power and Class A television stations must by this date file FCC Form 2100, Schedule H (formerly FCC Form 398) demonstrating their responsiveness to “the educational and informational needs of children” during calendar year 2021. **Note that because this filing deadline falls on a weekend, submission of this item to the FCC may be made on January 31.**

Annual Certification of Children's Commercial Time Limitations Due—Commercial full-power and Class A television stations must upload to their Public Inspection File by this date records "sufficient to verify compliance" with the FCC's commercial limitations in children's programming broadcast during calendar year 2021.

January 31

Copyright Royalty Fee: Annual Minimum Fee Statement of Account Form Due—By this date, most commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must submit the **Minimum Fee Statement of Account Form** and the annual copyright royalty fee to SoundExchange. January 31 is also the date by which non-commercial educational webcasters, such as student-run noncommercial educational stations simulcasting their programming over the Internet, may elect to pay a \$100 fee to obtain a waiver of certain reporting requirements for the upcoming calendar year. If your radio station is simulcast or rebroadcast over the Internet, we encourage you to consult qualified counsel with regard to your obligations.

February 1

Filing of Applications for Renewal of License for Radio and Television Stations—Full-power AM and FM radio stations, as well as LPFM and FM Translator stations, licensed to communities in **New Jersey or New York,** and **full-power television, Class A, LPTV, and TV Translator stations** licensed to communities in **Kansas, Nebraska, or Oklahoma,** must file by this date their applications for renewal of license on FCC Form 303-S, along with their Equal Opportunity Employment Reports on FCC Form 396, and commercial stations must promptly submit to the FCC the renewal application filing fee.

Post-Filing Announcements for Radio and Television Stations—Full-power AM and FM radio stations, as well as LPFM stations, licensed to communities in **New Jersey or New York,** and **full-power television and Class A television stations, as well as LPTV stations capable of local origination,** licensed to communities in **Kansas, Nebraska, or Oklahoma,** must begin to air post-filing announcements within five business days after the FCC has “accepted for filing” their license renewal application. **FM Translator and TV Translator stations, as well as LPTV stations not capable of local origination,** must arrange for the required online public notice of their license renewal application filing. *See Item of Note 1 above for additional information.*

Annual EEO Public File Report Due—Station Employment Units that have five or more full-time employees and are comprised of **radio and/or television stations** licensed to communities in **Arkansas, Kansas, Louisiana, Mississippi, Nebraska, New Jersey, New York, or Oklahoma** must by this date upload to their Public Inspection File and post on their station website a report regarding station compliance with the FCC's EEO Rule during the period February 1, 2021 through January 31, 2022. A more detailed review of station EEO obligations and the steps for implementing an effective EEO program can be found in our [EEO Advisory](#).

February 14

Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—Commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must file Monthly Report of Use and Monthly Usage Statement of Account forms with SoundExchange for the month ending December 31, 2021 by this date.

March 17

Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—Commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must file Monthly Report of Use and Monthly Usage Statement of Account forms with SoundExchange for the month ending January 31, 2022 by this date.

March 22

TV Spectrum Repack Reimbursement—By this date, repacked full-power and Class A television stations assigned to phases 6 through 10 must submit all remaining invoices and supporting documentation via LMS using the Reimbursement Form 399 and initiate interim close-out procedures. *See Item of Note II above for additional information.*

April 1

Filing of Applications for Renewal of License for Radio and Television Stations—Full-power AM and FM radio stations, as well as **LPFM and FM Translator stations**, licensed to communities in **Delaware or Pennsylvania**, and **full-power television, Class A, LPTV, and TV Translator stations** licensed to communities in **Texas**, must file by this date their applications for renewal of license on FCC Form 303-S, along with their Equal Opportunity Employment Reports on FCC Form 396, and commercial stations must promptly submit their FCC license renewal application filing fee.

Post-Filing Announcements for Radio and Television Stations—Full-power AM and FM radio stations, as well as **LPFM stations**, licensed to communities in **Delaware or Pennsylvania**, and **full-power television and Class A television stations**, as well as **LPTV stations capable of local origination**, licensed to communities in **Texas**, must begin to air post-filing announcements within five business days after the FCC has “accepted for filing” their license renewal application. **FM Translator and TV Translator stations**, as well as **LPTV stations not capable of local origination**, must arrange for the required online public notice of their license renewal application filing. *See Item of Note I above for additional information.*

Annual EEO Public File Report Due—Station Employment Units that have five or more full-time employees and are comprised of **radio and/or television stations** licensed to communities in **Delaware, Indiana, Kentucky, Pennsylvania, Tennessee, or Texas** must by this date upload to their Public Inspection File and post on their station website a report regarding station compliance with the FCC's EEO Rule during the period April 1, 2021 through March 31, 2022. A more detailed review of station EEO obligations and the steps for implementing an effective EEO program can be found in our [EEO Advisory](#).

April 10

Quarterly Issues/Programs List Due—All **full-power radio, full-power television, and Class A television stations** must upload to their Public Inspection File by this date the Quarterly Issues/Programs List covering the period January 1, 2022 through March 31, 2022.

Class A Television Continuing Eligibility Certification—Class A television stations are required to maintain documentation in their Public Inspection File sufficient to demonstrate continuing compliance with the FCC's Class A eligibility requirements. We recommend that by this date Class A television stations generate such documentation for the period January 1, 2022 through March 31, 2022 and upload it to their Public Inspection File.

Quarterly Fundraising Reports—All noncommercial educational TV and radio stations that changed or suspended their regular on-air content to conduct third-party fundraising to benefit a non-profit organization must generate relevant documentation for the period January 1, 2022 through March 31, 2022 and upload it to their Public Inspection File by this date.

April 12

EEO 1 Report—Broadcasters that are subject to the federal Equal Employment Opportunity Commission's (EEOC) reporting requirements must file their EEO 1 Report (Form 100) annually. The EEOC has announced that the 2021 EEO-1 Component 1 data collection is tentatively scheduled to open on **April 12, 2022**. Private employers that have 100 or more employees at a single establishment or collectively have 100 or more employees at multiple establishments, as well as certain federal contractors, are generally subject to this requirement and must complete the report based on employment data from a single pay period during October, November, or December 2021. We encourage you to consult with counsel on the filing and visit <https://www.eeoc.gov/employers/eo-reports-surveys> for additional background.

April 14

Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—Commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must file Monthly Report of Use and Monthly Usage Statement of Account forms with SoundExchange for the month ending February 28, 2022 by this date.

May 15

Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—Commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must file Monthly Report of Use and Monthly Usage Statement of Account forms with SoundExchange for the month ending March 31, 2022 by this date.

June 1

Filing of Applications for Renewal of License for Television Stations—Full-power television, Class A, LPTV, and TV Translator stations licensed to communities in **Arizona, Idaho, Nevada, New Mexico, Utah, or Wyoming** must file by this date their applications for renewal of license on FCC Form 303-S, along with their Equal Opportunity Employment Reports on FCC Form 396, and commercial stations must promptly submit their FCC license renewal application filing fee.

Post-Filing Announcements for Television Stations—Full-power television stations and Class A television stations, as well as **LPTV stations capable of local origination**, licensed to communities in **Arizona, Idaho, Nevada, New Mexico, Utah, or Wyoming** must begin to air post-filing announcements within five business days after the FCC has “accepted for filing” their license renewal application. **TV Translator stations**, as well as **LPTV stations not capable of local origination**, must arrange for the required online public notice of their license renewal application filing. *See Item of Note 1 above for additional information.*

Annual EEO Public File Report Due—Station Employment Units that have five or more full-time employees and are comprised of **radio and/or television stations** licensed to communities in **Arizona, the District of Columbia, Idaho, Maryland, Michigan, Nevada, New Mexico, Ohio, Utah, Virginia, West Virginia, or Wyoming** must by this date upload to their Public Inspection File and post on their station website a report regarding station compliance with the FCC's EEO Rule during the period June 1, 2021 through May 31, 2022. A more detailed review of station EEO obligations and the steps for implementing an effective EEO program can be found in our [EEO Advisory](#).

June 14

Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—Commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must file Monthly Report of Use and Monthly Usage Statement of Account forms with SoundExchange for the month ending April 30, 2022 by this date.

July 10

Quarterly Issues/Programs List Due—All full-power radio, full-power television, and Class A television stations must upload to their Public Inspection File by this date the Quarterly Issues/Programs Lists covering the period April 1, 2022 through June 30, 2022.

Class A Television Continuing Eligibility Certification—Class A television stations are required to maintain documentation in their Public Inspection File sufficient to demonstrate continuing compliance with the FCC's Class A eligibility requirements. We recommend that by this date Class A television stations generate such documentation for the period April 1, 2022 through June 30, 2022 and upload it to their Public Inspection File.

Quarterly Fundraising Reports—All noncommercial educational TV and radio stations that changed or suspended their regular on-air content to conduct third-party fundraising to benefit a non-profit organization must generate relevant documentation for the period April 1, 2022 through June 30, 2022 and upload it to their Public Inspection File by this date.

July 15

Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—Commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must file Monthly Report of Use and Monthly Usage Statement of Account forms with SoundExchange for the month ending May 31, 2022 by this date.

July 31

Copyright Royalty Claims Due—Television stations with locally-produced programming whose signals were carried as distant signals by at least one cable or satellite system in 2021 are eligible to file royalty claims for compensation with the Copyright Office in Washington, DC by this date. Under the federal Copyright Act, cable systems and satellite operators must pay "compulsory license" royalties to carry distant TV signals on their systems. The royalties are used to compensate the owners of copyrighted works broadcast on those signals. Stations that do not file claims by this deadline will not be able to collect royalties for distant carriage of their signals during 2021.

August 1

Filing of Applications for Renewal of License for Television Stations—Full-power television, Class A, LPTV, and TV Translator stations licensed to communities in **California** must file by this date their applications for renewal of license on FCC Form 303-S, along with their Equal Opportunity Employment Reports on FCC Form 396, and commercial stations must promptly submit their FCC license renewal application filing fee.

Post-Filing Announcements for Television Stations—Full-power television stations and Class A television stations, as well as **LPTV stations capable of local origination**, licensed to communities in **California**, must begin to air post-filing announcements within five business days after the FCC has “accepted for filing” their license renewal application. **TV Translator stations**, as well as **LPTV stations not capable of local origination**, must arrange for the required online public notice of their license renewal application filing. *See Item of Note I above for additional information.*

Annual EEO Public File Report Due—Station Employment Units that have five or more full-time employees and are comprised of **radio and/or television stations** licensed to communities in **California, Illinois, North Carolina, South Carolina, or Wisconsin** must by this date upload to their Public Inspection File and post on their station website a report regarding station compliance with the FCC’s EEO Rule during the period August 1, 2021 through July 31, 2022. A more detailed review of station EEO obligations and the steps for implementing an effective EEO program can be found in our [EEO Advisory](#).

August 14

Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—Commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must file Monthly Report of Use and Monthly Usage Statement of Account forms with SoundExchange for the month ending June 30, 2022 by this date.

September 1

Regulatory Fees Announced—The FCC is expected to release a Public Notice this month indicating the date by which annual regulatory fees must be filed and the amounts of those fees. Broadcasters should watch for this announcement.

September 5

TV Spectrum Repack Reimbursement—By this date, **FM stations and LPTV/translator stations** that intend to seek reimbursement must submit all remaining invoices and supporting documentation via LMS using the Reimbursement Form 399, and initiate interim close-out procedures. *See Item of Note II above for additional information.*

September 14

Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—Commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must file Monthly Report of Use and Monthly Usage Statement of Account forms with SoundExchange for the month ending July 31, 2022 by this date.

October 1

Filing of Applications for Renewal of License for Radio and Television Stations—Full-power television, Class A, LPTV, and TV Translator stations licensed to communities in **Alaska, American Samoa, Guam, Hawaii, the Mariana Islands, Oregon, or Washington** must file by this date their applications for renewal of license on FCC Form 303-S, along with their Equal Opportunity Employment Reports on FCC Form 396, and commercial stations must promptly submit their FCC license renewal application filing fee. ***Note that because this filing deadline falls on a weekend, submission of this item to the FCC may be made on October 3.***

Post-Filing Announcements for Television Stations—Full-power television stations and Class A television stations, as well as **LPTV stations capable of local origination**, licensed to communities in **Alaska, American Samoa, Guam, Hawaii, the Mariana Islands, Oregon, or Washington** must begin to air post-filing announcements within five business days after the FCC has “accepted for filing” their license renewal application. **TV Translator stations**, as well as **LPTV stations not capable of local origination**, must arrange for the required online public notice of their license renewal application filing. *See Item of Note 1 above for additional information.*

Annual EEO Public File Report Due—Station Employment Units that have five or more full-time employees and are comprised of **radio and/or television stations** licensed to communities in **Alaska, American Samoa, Florida, Guam, Hawaii, Iowa, the Mariana Islands, Missouri, Oregon, Puerto Rico, the Virgin Islands, or Washington** must by this date upload to their Public Inspection File and post on their station website a report regarding station compliance with the FCC’s EEO Rule during the period October 1, 2021 through September 30, 2022. A more detailed review of station EEO obligations and the steps for implementing an effective EEO program can be found in our [EEO Advisory](#).

October 10

Quarterly Issues/Programs List Due—All full-power radio, full-power television, and Class A television stations must upload to their Public Inspection File by this date the Quarterly Issues/Programs List covering the period July 1, 2022 through September 30, 2022.

Class A Television Continuing Eligibility Certification—Class A television stations are required to maintain documentation in their Public Inspection File sufficient to demonstrate continuing compliance with the FCC’s Class A eligibility requirements. We recommend that by this date Class A television stations generate such documentation for the period July 1, 2022 through September 30, 2022 and upload it to their Public Inspection File.

Quarterly Fundraising Reports—All noncommercial educational TV and radio stations that changed or suspended their regular on-air content to conduct third-party fundraising to benefit a non-profit organization must generate relevant documentation for the period July 1, 2022 through September 30, 2022 and upload it to their Public Inspection File by this date.

October 15

Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—Commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must file Monthly Report of Use and Monthly Usage Statement of Account forms with SoundExchange for the month ending August 31, 2022 by this date.

November 14

Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—Commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must file Monthly Report of Use and Monthly Usage Statement of Account forms with SoundExchange for the month ending September 30, 2022 by this date.

December 1

Filing of Applications for Renewal of License for Radio and Television Stations—Full-power television, LPTV and TV Translator stations licensed to communities in **Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, or Vermont** must file by this date their applications for renewal of license on FCC Form 303-S, along with their Equal Opportunity Employment Reports on FCC Form 396, and commercial stations must promptly submit their FCC license renewal application filing fee.

Post-Filing Announcements for Television Stations—Full-power television stations and Class A television stations, as well as **LPTV stations capable of local origination**, licensed to communities in **Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, or Vermont** must begin to air post-filing announcements within five business days after the FCC has “accepted for filing” their license renewal application. **TV Translator stations**, as well as **LPTV stations not capable of local origination**, must arrange for the required online public notice of their license renewal application filing. *See Item of Note 1 above for additional information.*

Annual EEO Public File Report Due—Station Employment Units that have five or more full-time employees and are comprised of **radio and/or television stations** licensed to communities in **Alabama, Colorado, Connecticut, Georgia, Maine, Massachusetts, Minnesota, Montana, New Hampshire, North Dakota, Rhode Island, South Dakota, or Vermont** must by this date upload to their Public Inspection File and post on their station website a report regarding station compliance with the FCC's EEO Rule during the period December 1, 2021 through November 30, 2022. A more detailed review of station EEO obligations and the steps for implementing an effective EEO program can be found in our [EEO Advisory](#).

FCC Form 2100, Schedule G, Annual DTV Ancillary/Supplementary Services Report Due—Commercial television, Class A television, and LPTV stations that provided feeable ancillary or supplementary services during the 12-month period ending on September 30, 2022 must by this date file FCC Form 2100, Schedule G with the FCC. Concurrent with its filing, the station is required to pay to the FCC five percent of the gross revenue derived from such services.

December 15

Copyright Royalty Fee: Monthly Report of Use and Monthly Usage Statement of Account Forms Due—Commercial and noncommercial webcasters and those broadcast stations simulcasting their programming over the Internet must file Monthly Report of Use and Monthly Usage Statement of Account forms with SoundExchange for the month ending October 31, 2022 by this date.

December 31

Pillsbury's 2023 Broadcasters' Calendar—By this date, broadcast stations in all states should ensure they have obtained a copy of Pillsbury's *2023 Broadcasters' Calendar*, and be prepared for another year packed with regulatory deadlines.

For further information about this Advisory, please contact any of the following attorneys in the Communications Practice Group.

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