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**Basis for Appeal**

Decision on Category 2 FRN reimbursement denial

Manassas Park (VA) SD

One Park Center Ct, Suite A

Manassas Park, VA 20111

BEN 126346

Funding Year 2015-2016

471 Application Number 1042109

FRN 2840963

**Appealing Reimbursement Denial for FRN 2840963**

Background

There are two FRN’s involved, both applied for and funded at the same time, with the same service provider, and we applied for reimbursement for both at the same time:

1. FRN 2840987 – Manassas Park Middle School – reimbursed
2. FRN 2840963 – Cougar Elementary School – ***not*** reimbursed and being appealed

Description of events for the Cougar ES reimbursement request

As noted in the USAC appeal (attached), we had an approved reimbursement deadline extension to May 30, 3017, and we requested reimbursement for both FRNs at the same time on May 22, 2017. In response, FRN 2840987 was reimbursed without any further questions, but the reimbursement rep requested a copy of the invoice for FRN 2840963, which we emailed on May 25.

**First rejection**: the BEAR was zeroed with the statement that we did not supply the invoice.

We contacted Customer Service (CS) and asked them to intervene – sending them both a copy of the email and invoice that was requested, and then re-forwarded the email at the CS’s request.

**Second rejection**: the BEAR was zeroed out with a statement that the ship date was dated before July 1, 2015.

The school district listed a start date of April 15, 2015 for both FRNs as allowed by Category 2 installation rules.

For FRN 2840963, the service provider issued an invoice with a ship date of June 30, 2015, which was allowable since the installation date was earlier (April 15, 2015). Point: they could ship before July1, 2015 but could not be reimbursed until the funding year started on July 1, 2015.

After a series of emails with CS, explaining that if service could start on April 15, 2015, the service provider could ship any time after that date. With no response, at that point, the only option was to appeal to USAC, which we did with the explanation attached. (See email correspondence)

**Third rejection**: this time from the USAC ‘Administrator’, stating that the BEAR was rejected because the invoices had to be postmarked no later than 120 days after the last date to receive service, presumably after 9/30/2016 – putting the date at 1/28/2016. However, we had an extension until May 30, 2017 to submit an invoice. See extension approval plus USAC Data Retrieval Tool printout, attached. (Note: both FRN extensions were approved at the same time – 2840987 & 2840963…may have included 2840987 with Appeal vs 2840963, but both are listed on USAC Search Tool - Data Retrieval Tool - for inspection.)

Summary

This was one of two BEAR’s for Category 2 service reimbursements that were submitted at the same time. The first one (FRN 2840987) was reimbursed without an issue and without asking for an invoice. This second one’s (FRN 2840963) invoice was rejected three times for reasons that did not accord with USAC and FCC policies.

1. We sent the invoice copy within the time requested by the SLD reimbursement rep. It was SLD error in losing or overlooking the emailed invoice copy.
2. The service provider was allowed to ship items to the school with a date prior to July 1, 2015 since the allowable start date was April 15, 2015.
3. Re the Administrator’s decision, the request for reimbursement was dated within the allowable time deadline – May 22, 2017 - ahead of a May 30, 2017 deadline.

We contend that the Administrator’s decision erred (a) in not addressing the facts of the request as presented in the materials sent to USAC (Points 1 & 2, above), and (b) it ignored the May 30, 2017 deadline extension, which was available for inspection on the USAC Search Tool (Point 3, above).

We request that the FCC direct the SLD reimbursement representatives to follow through to reimburse the school for FRN 2840987 in the amount of $32,633.40. It is in the spirit of the

e-rate program to fully reimburse eligible expenses; they already have all the information on hand to complete this process – invoice copy and deadline extension verification.

Thank you for your consideration.

1. Attachment A – Various USAC correspondences, including USAC appeal letter
2. Attachment B – E-mail correspondence with various SLD representatives