**Waiver Request**

CC Docket #02-6

Applicant Name: Kootasca Head Start

Entity Number: 16049451

Funding Year: 2019-2020

**Contact Information**

Contact Person: Michelle Caauwe

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**Applicant Information**

Appellant Name: Michelle Caauwe

Applicant Name: Kootasca Head Start

BEN: 16049451

Application #: 191041698

**This is a request for a Waiver of the Filing Window of the form 471 for Kootasca Head Start**

**Rationale for Request:**

We had taken on a new vendor that would fall into Category 2 of the Form 471 in late summer 2018. Contact was attempted to be made by a few Kootasca employees to the vendor to obtain the vendor’s SPIN number or confirmation that the vendor participates in the E-Rate program. The vendor was also searched for in the Form 471 SPIN number area to attempt finding their SPIN number without contact from the vendor. The search was unsuccessful. In the midterm, we filed a Form 471 for Category 1 vendors. Contact with the vendor was unsuccessful until April 1, 2019 after the deadline for Form 471 was past. We have now filed a second Form 471 for Category 2 only to include this new vendor and certified the form on April 2, 2019. Once the SPIN number was received from the vendor, it was apparent that the vendor’s service provider name is different from the name on the invoices.

**Form 471 and Associated FRN with Vendor Effected:**

**FRN:** 1999076465 **Service Provider Name:** Computer World, Inc.

Kootasca Head Start is making a request to be granted to have additional the Form 471 application be reviewed for funding from this Category 2 vendor for funding year 2019.

Your time and consideration is appreciated.

Michelle Caauwe

Accounting Technician II

Kootasca Community Action, Inc

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