

St. Mary Help of Christians Parish
205 S 2nd St
PO Box 436
Colby, Wisconsin 54421-0436
(715) 223-3048



St. Mary School
209 S 2nd St
PO Box 408
Colby, Wisconsin 54421-0408
(715) 223-3033

4/9/2019

Universal Service Administrative Company
2000 L Street NW, Suite 200
Washington, DC 20036

SOLIX, INC.

LETTER OF AGENCY

E-Rate Funding Year 2019

St. Mary Elementary School authorizes Solix Inc. and its designated employee(s) to act on its behalf before the Universal Service Administrative Company (USAC) in matters related to the E-rate program. As such, they are authorized to:

- Act as account holders with rights to submit forms and other documentation in the E-rate Productivity Center on behalf of St. Mary Elementary School.
- Provide assistance in the competitive bidding process for E-rate requested services, if needed.
- Have access to St. Mary Elementary School's online application(s) information and, on behalf of our organization, complete, certify, sign, and submit Federal Communications Commission (FCC) forms associated with applying for and obtaining E-rate funding: FCC 470, 471, 486, 500, 472 (BEAR Form) and any other forms requested by USAC on behalf of our organization.
- Complete, certify, sign and submit any other requests/filings related to the E-rate Program if necessary, such as appeals, service substitutions, service provider changes and other relevant filings.
- Have full access to our E-rate services' vendors' account information (i.e. customer service records, inventory itemization, rates, charges and copies of billing) and contact our E-rate vendors for any information or documentation needed for E-rate related matters.
- Respond to inquiries from the E-rate Program administrator concerning processing of any forms and filings covered by this Letter of Agency.

By signing this Letter of Agency, I make the following certifications:

- a) I certify that our **school** is a school under the statutory definitions of elementary and secondary schools as defined under 47 C.F.R. § 54.500, that do not operate as for-profit businesses and do not have endowments exceeding \$50 million.
- b) I certify that our **school** has/have secured access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity, necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that to the extent that the

billed entity is passing through the non-discounted charges for the services requested under this Letter of Agency, that the entities I represent have secured access to all of the resources to pay the non-discounted charges for eligible services and products from funds to which access has been secured in the current funding year.

- c) I certify that the services the school, library, or district purchases at discounts provided by 47 U.S.C. § 254 will be used primarily for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value, except as permitted by the rules of the Federal Communications Commission (Commission or FCC) at 47 C.F.R. § 54.513.
- d) I certify that our **school** has complied with all program rules and I acknowledge that failure to do so may result in denial of discount funding and/or cancellation of funding commitments. I acknowledge that failure to comply with program rules could result in civil or criminal prosecution by the appropriate law enforcement authorities.
- e) I acknowledge that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the service, receive an appropriate share of benefits from those services.
- f) I certify that I will retain required documents for a period of at least ten (10) years after the latter of the last day of the applicable funding year or the service delivery deadline for the funding request. I certify that I will retain all documents necessary to demonstrate compliance with the statutory or regulatory requirements regarding the application for, receipt of, and delivery of services receiving schools and libraries discounts, and that if audited, I will make such records available to the Administrator. I acknowledge that I may be audited pursuant to participation in the E-rate Program.
- g) I certify that I am authorized to procure and/or order telecommunications and other supported services for the eligible entity(ies) covered by this Letter of Agency. I certify that I am authorized to make this request on behalf of the eligible entity(ies) covered by this Letter of Agency, that I have examined this Letter, that all of the information on this Letter is true and correct to the best of my knowledge, that the entities that will be receiving discounted services under this Letter pursuant to this application have complied with the terms, conditions and purposes of the E-rate Program, that no kickbacks were paid to anyone and that false statements on this form can be punished by fine or forfeiture under the Communications Act, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001 and civil violations of the False Claims Act.
- h) I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the Schools and Libraries support mechanism are subject to suspension and debarment from the program. I will institute reasonable measures to be informed, and will notify USAC should I be informed or become aware that I or any of the entities, or any person associated in any way with my entity and/or the entities, is convicted of a criminal violation or held civilly liable for acts arising from their participation in the Schools and Libraries support mechanism.
- i) I certify that, to the best of my knowledge, the non-discount portion of the costs for eligible services will not be paid by the service provider. I acknowledge that the provision, by the provider of a supported service, of free services or products unrelated to the supported service or product constitutes a rebate of some or all of the cost of the supported services.
- j) I certify that I am authorized to sign this Letter of Agency and, to the best of my knowledge, information, and belief, all information provided to Solix, Inc. for E-rate submission is true.

Unless noted otherwise above, this authorization is effective from the date this Letter of Agency is signed until **06/30/2020**.

St. Mary's Elementary School

By (signature): 

Name (print): D. Joseph Redfern

Title: Pastor

Date: April 9, 2019

Contact Information:

Kay Christiansen
205 2nd Street
Colby, WI 54421
715-223-3048
cc205finance@gmail.com