



**Universal Service  
Administrative Co.**

## Commitment Adjustment Letter

Richard Strong  
WEST CARROLL PARISH SCH DIST  
314 EAST MAIN STREET  
OAK GROVE, LA 71263

12/17/2018

Our review of your Schools and Libraries Universal Service Support Program (or E-rate) funding request has determined funds were committed in violation of Federal Communications Commission (FCC) rules. You have 60 days from the date of this letter to appeal the following decision(s). For more detailed information see below.

**Total commitment adjustment: \$1,338.75**

**Total amount to be recovered: \$1,338.75**

FCC Form 471	FRN	Commitment adjustment	Total amount to be recovered	Explanation(s)	Party to recover from
161014179	1699024305	\$1,338.75	\$1,338.75	Entity exceeded Category Two Budget	BEN

See Attached Adjustment Report for more information on the specific FRNs and Explanations listed above.

### Commitment Adjustment

FCC rules require the Universal Service Administrative Company (USAC) to rescind commitments and recover funding when it is determined that funding was committed and disbursed in violation of the rules. This letter notifies you that USAC will be adjusting your funding commitment(s) and provides information on how to appeal this decision.

This is NOT a bill. If disbursed funds need to be recovered, USAC will issue a Demand Payment Letter. The debt referenced in the Demand Payment Letter will be due within 30 days of that letter's date. Failure to pay the debt may result in interest, late payment fees, and administrative charges and will invoke the FCC's "Red Light Rule."

### FCC's Red Light Rule

The FCC Red Light Rule requires USAC to dismiss pending FCC Form 471 applications, appeals, and invoices or to net disbursements offsetting the debt if the entity responsible for paying the outstanding debt owed to the FCC has not paid the debt or made satisfactory arrangements to pay the debt within 30 days of the Demand Payment Letter. For information on the Red Light Rule, see

<https://www.fcc.gov/licensing-databases/fees/debt-collection-improvement-act-implementation>.

### To Appeal This Decision

If you wish to contest any part of this letter, you must first file an appeal with USAC to seek review of the decision. Parties that have filed an appeal with USAC and received an adverse decision may, if they choose, appeal USAC's decision to the FCC. Parties seeking a waiver of a codified FCC rule should file a request for waiver directly with the FCC because USAC cannot waive FCC rules. Your appeal to USAC or waiver request to the FCC must be filed within 60 days of the date of this letter.



All appeals filed with USAC must be filed in EPC by selecting "Appeal" from the menu in the top right hand corner of your landing page and providing the requested information.

Your appeal should include the following information. (Because you file the appeal through your EPC account, the system will automatically fill in some of these components for you).

- 1) Name, address, telephone number, and email address for the contact person for this appeal.
- 2) Indicate specifically that your letter is an appeal. Include the following to identify the USAC decision letter (e.g., Commitment Adjustment Letter) and the decision you are appealing:
  - a. Appellant name;
  - b. Applicant name and service provider name, if different from appellant;
  - c. Applicant BEN and Service Provider Identification Number (SPIN);
  - d. FCC Form 471 Application Number and the Funding Request Number (FRN) or Numbers as assigned by USAC;
  - e. "Commitment Adjustment Letter," AND the exact text or the decision that you are appealing.
- 3) Identify the problem and the reason for the appeal and explain precisely the relief sought. Please keep your appeal to the point, and provide supporting documentation. Be sure to keep a copy of your entire appeal, including any correspondence and documentation. A copy will automatically be saved for you in EPC. USAC will reply to your appeal submission to confirm receipt.

For more information on submitting an appeal to USAC including step by step instructions on how to file the appeal through EPC, please see "Appeals" in the Schools and Libraries section of the USAC website.

As mentioned, parties seeking a waiver of FCC rules or that have filed an appeal with USAC and received a decision may file a request for waiver or appeal USAC's decision to the FCC. Waiver requests or appeals to the FCC must be made within 60 days of the issuance of USAC's decision and include all of the information referenced above for appeals to USAC.

The FCC recommends filing appeals or waiver requests with the Electronic Comment Filing System (ECFS) to ensure timely filing. Electronic waiver requests or appeals will be considered filed on a business day if they are received at any time before 11:59 PM ET. If you have questions or comments about using the ECFS, please contact the FCC directly at (202) 418-0193.

For more information about submitting waiver requests or appeals to the FCC, including options to submit the waiver request or appeal via U.S. mail or hand delivery, visit the FCC's website.

Schools and Libraries Division





## Adjustment Report

FCC Form 471 Application Number:	161014179
Funding Request Number:	1699024305
Commitment Adjustment:	\$1,338.75
Total Amount to Be Recovered:	\$1,338.75
Explanation(s):	Entity exceeded Category Two Budget
Party to Recover From:	BEN
Funding Year:	2016
Billed Entity Number:	139320
Services Ordered:	Managed Internal Broadband Services
Service Provider Name:	Nexus Systems, Inc.
SPIN:	143027251
Original Funding Commitment:	\$7,968.75
Adjusted Funding Commitment:	\$6,630.00
Funds Disbursed to Date:	\$7,968.75

## Funding Commitment Adjustment Explanation:

After a thorough investigation, it was determined that the funding commitment for this request must be reduced by \$1,338.75. USAC will seek recovery of any improperly disbursed funds from the applicant. The amount of (\$7,968.75) committed under FRN 1699024305 for 81641 KILBOURNE ELEM & HIGH SCHOOL exceeded eligible budget for Category Two services. Per FCC Order 14-99, each school or library that requests Category Two funding will be eligible for a budgeted amount of support for Category Two funding over a period of five years. For School budget, each eligible school is eligible for Category Two funding up to a pre-discounted amount of \$151.50 per student or \$9,292.00 (funding floor) over a period of five years. For Library budget, each eligible library is eligible for support for Category Two services up to a pre-discount price of \$2.32 or \$5.05 (Urban Library) per square foot or \$9,292.00 (funding floor) over a period of five years. The Category Two budget amount for (entity name and BEN number) is \$51,358.50. The amount committed for 81641 KILBOURNE ELEM & HIGH SCHOOL is \$54,975.50, which is over the budget amount. Since the Category Two budget was exceeded, the commitment has been reduced by \$1,338.75 and USAC will seek recovery of any improperly disbursed funds from the applicant.



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## First Demand Payment Letter

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Richard Strong  
WEST CARROLL PARISH SCH DIST  
314 EAST MAIN STREET  
OAK GROVE, LA 71263

02/19/2019

### **DEMAND FOR PAYMENT OF DEBT OWED TO THE UNITED STATES**

This letter is to notify you that the Universal Service Administrative Company ("USAC"), acting on behalf of the Federal Communications Commission (FCC or Commission), has determined that WEST CARROLL PARISH SCH DIST received improper payments of \$1,338.75 from the Universal Service Fund. On 12/17/2018, USAC sent WEST CARROLL PARISH SCH DIST a Commitment Adjustment Letter informing WEST CARROLL PARISH SCH DIST of the decision to recover funds for the Funding Request Number(s) (FRNs) listed on the Adjustment Report included in this demand letter. A summary of the relevant FRNs with the corresponding recovery amounts and explanations for the recovery sought is as follows:

**Total Due:**\$1,338.75

**Due Date:**03/21/2019

FCC Form 471	FRN	Commitment adjustment	Total amount to be recovered	Explanation(s)	Party to recover from
161014179	1699024305	\$1,338.75	\$1,338.75	Category Two Budget	BEN

See Attached Adjustment Report for more information on the specific FRNs and Explanations listed above.

The FCC has determined that the \$1,338.75 overpayment is a debt owed to the United States (the "Debt") and has instructed USAC to collect payment of the Debt pursuant to the Debt Collection Improvement Act, 31 U.S.C. §3701, et seq. ("DCIA"). Accordingly, USAC hereby demands that WEST CARROLL PARISH SCH DIST immediately pay the Debt, which is due and owing without further demand within thirty (30) days of the date of this letter (the "Due Date"). Payment instructions are provided below.

If WEST CARROLL PARISH SCH DIST does not pay the Debt in full on or by the Due Date, the Debt will be delinquent on that date and thereafter, may accrue interest, administrative costs and penalties, in accordance with the DCIA. For further information on the DCIA, and the Treasury and FCC debt collection regulations implementing the DCIA, please see 31 U.S.C. § 3701, et seq., 31 C.F.R. § 900, et seq. and 47 C.F.R. § 1.1901, et seq.

Pursuant to the FCC's Red Light Rule, unless an administrative appeal of the Commitment Adjustment Letter is pending, neither the FCC nor USAC will act on any WEST CARROLL PARISH SCH DIST funding application(s) or any payment request(s), until the Debt and all charges which may have accrued are paid in full or resolved. In addition, if all or a portion of the Debt and any accrued charges remain after the Due Date, unless an appeal is pending or other satisfactory arrangements have been made, all WEST CARROLL PARISH SCH DIST applications and requests for benefits will be dismissed. For more information on the FCC's Red Light Rule, please see <https://www.fcc.gov/encyclopedia/red-light-frequently-asked-questions>. In determining whether an entity is delinquent for purposes of the FCC's Red Light Rule, the FCC and USAC match the FCC Registration Number of the Debtor to the FCC's database of debts; the Debtor's FCC Registration Number will be linked to all other FCC Registration Numbers associated with the same Taxpayer Identification Number (TIN).



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In addition, if WEST CARROLL PARISH SCH DIST does not pay the Debt and all accrued charges in full by the Due Date, the FCC may instruct USAC to offset or recoup the Debt and any accrued charges against any monies, including Universal Service Fund disbursements, USAC or the FCC may owe WEST CARROLL PARISH SCH DIST.

Further, unless an appeal is pending or other satisfactory arrangements have been made, no later than 90 days from the date of this demand letter, USAC will refer the delinquent Debt and any accrued charges to the United States Treasury for further collection action, in which event the United States Treasury will impose an additional surcharge (currently 28% of the Debt). The United States Treasury may offset the Debt and any accrued charges against monies owed to you by the United States. In addition, the United State Treasury may report WEST CARROLL PARISH SCH DIST's delinquency to credit bureaus and WEST CARROLL PARISH SCH DIST may be denied federal financial assistance.

WEST CARROLL PARISH SCH DIST has 15 days from the date of this letter to request a review of the records supporting this Debt. WEST CARROLL PARISH SCH DIST may also request a written agreement to repay the Debt, but only if it makes the request within 15 days of the date of this letter. An explanation of the process by which WEST CARROLL PARISH SCH DIST may request a repayment agreement can be found at <http://usac.org/cont/making-payments/payment-plans.aspx>. All payment plan requests are subject to FCC approval.

You previously received information regarding your appeal rights in the Commitment Adjustment Letter [a copy of which can be found in the E-rate Productivity Center (EPC)].

Payment of the Debt should be made at [www.usac.org/pay](http://www.usac.org/pay).

If you have questions, or believe that you received this notification in error, please [Contact Us](#) or call the USAC Client Service Bureau at (888) 203-8100 for further assistance.



## Universal Service Administrative Co.

### **Adjustment Report**

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