

FY 2015 E-rate Application Information Request

09/04/2015

Contact Name: Luther Jones
 Applicant Name: FOCUS LEARNING ACADEMY
 FCC Form 471 Application Number(s): 1048151
Response Due Date: 09/19/2015

Dear Applicant:

As we discussed in our conversation, we are in the process of reviewing your Funding Year 2015 FCC Form 471 Applications for E-rate discounts. To complete our review, we need additional information, which is listed below.

Eligibility of Products or Services

I. Issue

Based on the review of your Funding Year **2015** FCC Form 471 application **1048151**, FRN **2871934** includes interconnected Voice over Internet protocol (VoIP) service. However, the type of VoIP service offered by various service providers may vary. Therefore, we require some additional information regarding the VoIP service that you are requesting on your application.

Question

To assist us in the review of your application, please provide the following information:

1. Vendor documentation which provides a detailed listing of the products and/or services provided for the requested VoIP service. Please note, any vendor documentation provided should clearly identify any ineligible charges that were cost allocated out of your request or clearly identify any ineligible charges that we should cost allocate from your request. Examples of supporting documentation include contracts, vendor quotes, vendor bills, invoices, etc.
2. Does your VoIP request contain either on-premise equipment and/or free ineligible handsets? **No** **Yes** **No**
 - a. If **No**, please indicate so in writing.
 - b. If **Yes** and the bundle contains on-premise equipment, please provide the make and model of the equipment provided.

On-Premise Equipment	Make/Model
49	Cisco 7960 Series
2	Cisco 7961 Series

On-Premise Equipment	Make/Model
<List description of on-premise equipment>	

- c. If **Yes** and the bundle contains free ineligible handsets, the costs for these handsets need to be removed from the request based on the FCC Order DA-14-712. As a reminder cost allocations must be based on tangible criteria which reach a realistic result.

Please refer to <http://usac.org/sl/applicants/beforeyoubegin/eligible-services/cost-allocations.aspx> for additional information regarding cost allocation.

If you do not have this information readily available, you may consult with your service provider for assistance, if desired.

Please submit the necessary information within the 15 calendar day deadline of this request.

28-Day Waiting Period / Contract or Legally Binding Agreement Review

I. Issue

Based on the review of your Funding Year **2015** FCC Form 471 application **1048151**, FRN **2872200** is a request for services being provided under contract and the Contract Award Date **03/14/2013** is prior to the Allowable Contract Date **03/27/2015**. Program rules require that a signed contract or a legally binding agreement with your service provider be in place at the time of the submission of the FCC Form 471 certification and after the FCC Form 470 has been posted for the 28-day waiting period.

For additional information on contracts, CADs and the process of selecting a service provider, see: <http://www.usac.org/sl/applicants/step03/default.aspx>.

Questions

To assist us in the review of your application, we need the following information:

Is the FCC Form 470 # **444610001343049** the correct FCC Form 470 that was posted for the products and services requested on the FRN? **Yes** **No**

- If **No**, please provide the correct 15-digit FCC Form 470 that was posted for the requested service category. (If the correct FCC Form 470 was posted by your State and if the requested service is being purchased from a State Master Contract, please let us know.)

The FCC Form 470 that established the bidding for this FRN is: 647920001208055

- If **Yes**, please confirm if the Contract Award Date (CAD) of **03/14/2013** is the correct CAD entered at the time the FCC Form 471 was completed? **Yes** **No**

If **No**, please provide the following information:

1. A copy of the full contract, signed and dated by the applicant, if available.
2. If you do not have a signed contract, please provide documentation of a legally binding agreement. Documentation of a legally binding agreement must include both the

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existence of a written and dated offer from the service provider containing all the material terms and conditions and a written and dated acceptance of that offer from the applicant. Examples of documentation are bids submitted in response to an RFP, a quote, an offer including scope of work and pricing information as well as e-mails or other types of written correspondence from the applicant informing the service provider the bid was selected or that the offer has been accepted.

3. Were the services procured under a State Master Contract? Yes No
 - a. If **Yes**, what is the name and number of the State Master Contract?
4. Is the State Master Contract available online or been previously submitted to us in connection with the review of another FCC Form 471 application? Yes No
 - a. If **Yes**, what is the FCC Form 471 application that was involved?
 - b. If **No**, please provide a copy of the State Master Contract.

Note: If signed and dated contracts or legally binding agreements are not required under your state law or local procurement regulations, see the instructions below.

Signed and Dated Contracts are not required in my state (only complete this section if applicable)

In some states, signed and dated contracts or legally binding agreements are not required under state law or local procurement regulations. If the entity receiving the services under this FRN is located in such a state, please provide the following information:

1. Supporting documentation demonstrating that this state's contract laws or the entity's local procurement regulations do not require signed and dated contracts. If you are not able to provide supporting documentation, you must instead provide a contract that is signed and dated by the applicant or a dated documentation of a legally binding agreement. Examples of acceptable documentation include: a letter from your state procurement office, a copy of your state's contract laws, or a copy of your local procurement regulations.
2. Are you authorized to make the representations set forth below on behalf of **FOCUS LEARNING ACADEMY**, the entity represented on this letter, and are you the most knowledgeable person with regard to this information? Yes No
3. Can you confirm that the contract referenced for the FRN mentioned above meets your state or local procurement regulations or rules? Yes No

Please submit the necessary information within the 15 calendar day deadline of this request. Failure to respond may result in a reduction or denial of your funding request(s).

Response Reminders

Please email or fax the requested information to my attention. If you have any questions or you do not understand what we are requesting, please feel free to contact me.

It is important that we receive all of the information requested **within 15 calendar days** so we can complete our review of your application(s). **Failure to send all of the information requested may result in a reduction or denial of funding. If you need additional time to prepare your response, please let**

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me know as soon as possible. If you are unable to provide the requested information because your school or library has closed for summer break, please indicate in writing the timeframe that you will be unavailable to respond.

Additionally, please note that you are required to retain all documents related to the application for, receipt and delivery of supported services as well as any other documents that demonstrate compliance with the requirements of the program for at least 10 years after the latter of the last day of the applicable funding year or the service delivery deadline for the funding request.

Thank you for your cooperation and continued support of the Universal Service Program.

Sincerely,

Leon Adams
PIA Reviewer
Program Integrity Assurance
USAC, Schools and Libraries Division
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