

From: [Rosy Rajasingham](#)
To: [Appeals](#)
Cc: [Erica Newman](#); [Michael McKee](#)
Subject: Public Prep Network INC BEN 16051550 Appeal FRN 2774720 and 2774847.
Date: Monday, February 29, 2016 3:53:19 PM
Attachments: [Appeal Decision Letter from USAC.pdf](#)
[Dec 29th Email to the Reviewer.pdf](#)
[Jan 28 2015 EPC.pdf](#)
[Jan 28th email to the Reviewer.pdf](#)
[PPN IC Mindshift appeal.pdf](#)
[PPN Letter of Appeal C2 FY2015.docx](#)
[PPN PIA review request response.docx](#)

Please find out appeal request attached along with all documentation for FRN 2774720 and 2774847.

Our appeal request on Feb 17th was denied because it was postmarked 60 days after the FCDL letter. However, we had emailed the PIA reviewer, Crystal Fiorito on 12/29/15 and 01/28/15 (Copy of email attached) to find out if Crystal required any additional information. Also, we submitted a request through the EPC portal on 01/28/15.

We request USAC to review this appeal and to let us know if you need any additional information.

--

Rosy Rajasingham
Director of Operations
rrajasingham@educatellc.com
[6464057382 \(W\)](tel:6464057382)
[3476330344 \(C\)](tel:3476330344)
[9175910877 \(F\)](tel:9175910877)



Erica Newman
Public Prep Network
291 Broadway, Suite 1202
New York, NY 10007

Billed Entity Number: 16051550
Form 471 Application Number: 1022348
Form 486 Application Number:



Universal Service Administrative Company
Schools & Libraries Division

Administrator's Decision on Appeal – Funding Year 2015-2016

February 19, 2016

Erica Newman
Public Prep Network
291 Broadway, Suite 1202
New York, NY 10007

Re: Applicant Name: PUBLIC PREPARATORY NETWORK INC
Billed Entity Number: 16051550
Form 471 Application Number: 1022348
Funding Request Number(s): 2774720, 2774847
Decision Letter Date: December 11, 2015
Date Appeal Postmarked: February 17, 2016
Your Correspondence Dated: February 15, 2016

Our records show that your appeal was postmarked more than sixty (60) days after the date the Universal Service Administrative Company's (USAC's) Funding Commitment Decision Letter was issued, as shown above. Federal Communications Commission (FCC) rules require applicants to postmark appeals within 60 days of the date of the USAC decision or action that is being appealed. Your appeal, as noted above, was postmarked after the appeal deadline. FCC rules do not permit USAC to consider your appeal.

If you wish to appeal this decision, you may file an appeal pursuant to 47 C.F.R. Part 54, Subpart I. Detailed instructions for filing appeals are available at:
<http://www.usac.org/sl/about/program-integrity/appeals.aspx>.

Schools and Libraries Division
Universal Service Administrative Company



Rosy Rajasingham <rrajasingham@educatellc.com>

Application # 1022348

Rosy Rajasingham <rrajasingham@educatellc.com>

Tue, Dec 29, 2015 at 10:20 AM

To: Crystal.Fiorito@sl.universalservice.org

Hi Crystal,

We sent all the information by the deadline and was wondering if you need any additional information to process this request. It looks like we have been approved way less than the original requested amount and wanted to check in. Can you please email or call [347 633 0344](tel:3476330344).

Thanks,

Rosy

[Quoted text hidden]

Records / Customer Service Cases

#45437 - PPN FY2015 Appeal Unfollow**Case Details**

Topic	Appeals - How to Submit	Form Type	FCC Form 471
Status	Closed	Form Number	1022348
Priority	High	Created By	Rosy Rajasingham
Inquiry Type	Web	Created On	1/28/2016 2:33 PM EST
		Organization	PUBLIC PREPARATORY NETWORK INC

Case Description

Description I am not clear why we were approved less than the original requested amount. For FRN 2774720 our IC request was 52,883. The attached vendor documentation for IC had a total of 81,304 and since the management office (BEN:16065097) is not eligible for C2 I requested to deduct \$12,375 (65,258-12375= 52,883).

For FRN 2774847 our request was \$3,000 per site for a total of 18,000 for Basic maintenance. Can you please look into this and let me know if you have any questions.

I have attached the vendor doc for IC and the PIA review request response. Thanking you in advance for looking into this.

Case Artifacts**Documents**

Name	Uploaded By	Upload Date
1.28.15 App 1022348 Public Preparatory network Inc Info Request (2)	Rosy Rajasingham	1/28/16 2:33 PM
C2 budget allocation 3	Rosy Rajasingham	1/28/16 2:33 PM
PPN IC Mindshift	Rosy Rajasingham	1/28/16 2:33 PM

Attachments

Attachment	Attachment Type
No items available	

Case Thread

User	Note	Date
USAC	Please visit http://www.universalservice.org/about/about/program-integrity/appeals.aspx for instructions on filing an appeal.	1/29/2016 12:47 PM EST

Case Contact

Case Contact Rosy Rajasingham



Rosy Rajasingham <rrajasingham@educatellc.com>

Application # 1022348

Rosy Rajasingham <rrajasingham@educatellc.com>

Thu, Jan 28, 2016 at 2:27 PM

To: Crystal.Fiorito@sl.universalservice.org

Hi Crystal.

I am not clear why we were approved less than the original requested amount. For FRN 2774720 our IC request was 52,883. The attached vendor documentation for IC had a total of 81,304 and since the management office (BEN:16065097) is not eligible for C2 I requested to deduct \$12,375 (65,258-12375= 52,883).

For FRN 2774847 our request was \$3,000 per site for a total of 18,000 for Basic maintenance. Can you please look into this and let me know if you have any questions.

I have attached the vendor doc for IC and Basic Maintenance and your PIA review request response. Thanking you in advance for looking into this

Thanks,

Rosy

347 633 0344

[Quoted text hidden]

3 attachments



1.28.15 App 1022348 Public Preparatory network Inc Info Request (2).docx

207K



C2 budget allocation 3.xlsx

10K



PPN IC Mindshift.pdf

69K

February 5, 2015

Mr. Michael McKee
 Public Prep Network
 291 Broadway
 New York, NY 10007

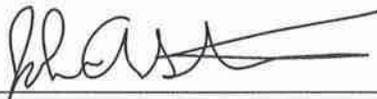
This order ("Order") is entered into as of the 5th Day of February, 2015 ("Effective Date") by and between mindSHIFT Technologies, Inc., a corporation with a principal place of business at 45610 Woodland Road, Sterling, Virginia 20166 ("mindSHIFT"), and its customer signing below ("Customer"). This Order, including specific terms and conditions, ("Terms and Conditions") are hereby incorporated into the Master Services Agreement executed. This Order covers the provision of services by mindSHIFT to Customer whereby, in consideration of the foregoing and for other good and valuable consideration recited and described herein, mindSHIFT shall provide to Customer managed Information Technology (IT) services. Further, all capitalized terms used and referenced herein shall have the same meanings as those set forth and defined in the Master Services Agreement. By signing this Order each party represents and warrants that (i) it has full corporate power and authority to execute and deliver this Order, as well to perform its obligations under this Order, (ii) it has had a reasonable opportunity to read and review this Order and to understand its Terms and Conditions, and (iii) the person whose signature appears below is duly authorized to enter into this Order on its behalf.

Category 2 - Internal Connections	Qty	Per Unit	Ext Price
Cisco Meraki WAP (MR18)	21	\$650	\$13,650
Cisco Meraki 48 Port POE Switch (MS220)	2	\$5,500	\$11,000
MS-INSTALL-NETWORK-PPN	23	\$1,500	\$28,900
MS-CABLING-NETWORK-PPN	58.54	\$200	\$11,708
		Total	\$65,258

Terms and Conditions

This Agreement, Order and associated Terms and Conditions are contingent upon E-Rate funding approval at the 90% level. If this funding level is not approved, this Agreement, Order and associated Terms and Conditions will be renegotiated by both parties based on a best faith effort. Either party to this Agreement may re-negotiate this Agreement with or without cause within 60 days of contract signing date and prior to any installation or deployment services being rendered. All hardware and software unit pricing and expected quantities are subject to change. Payment and delivery arrangements are dependent on E-Rate funding approval and subject to the Master Services Agreement.

mindSHIFT Technologies

Signature: 

Name: John A. Stewart

Title: Managing Director

Date: 02/05/2015

Public Prep Network

Signature: 
 Name: Michael D. McKee
 Title: Director of Technology
 Date: 3-11-15

Letter of Appeal
Schools and Libraries Division - Correspondence Unit
30 Lanidex Plaza West
P.O. Box 685
Parsippany, NJ 07054-0685

02/29/2016

Public Preparatory Network, Inc.
291 Broadway, Suite 1202
New York, NY 10007

Phone: 212 346 6000
Email: erate@publicprep.org

BEN #: 16051550
Application #: 1022348

FRN #:2774720
Service Provider/SPIN: Mindshift Technologies/ 143031652

FRN #:2774847
Service Provider/SPIN: Mindshift Technologies/ 143031652

Our appeal request on Feb 17th was denied because it was postmarked 60 days after the FCDL letter. However, we had emailed the PIA reviewer, Crystal Fiorito on 12/29/15 and 01/28/15 (Copy of email attached) to find out if Crystal required any additional information. Also, we submitted a request through the EPC portal on 01/28/15. We request USAC to review this appeal request.

For the above mentioned FRNs we were approved less than the original requested amount. For FRN 2774720 our IC request was 52,883. The attached vendor documentation for IC had a total of 65,258 and since the management office (BEN:16065097) is not eligible for C2 we requested to deduct \$12,375 ($65,258 - 12,375 = 52,883$) and approve \$52,883 but was approved only for \$14,912.40.

For FRN 2774847 our request was \$3,000 per site for a total of 18,000 for Basic maintenance but was approved only for one site for \$2,550. I have attached the vendor doc for IC and the PIA review request response. We submitted an appeal before the 60 days from the FCDL date (Case ID 45437) through the EPC portal on 1/28/2016 and did not get a response.

We request you to kindly look into the approved funding amount and reach out to us if you have any questions.

Thanking you in advance for your assistance.

Sincerely,

Erica Newman and Michael McKee

FY 2015 E-rate Application Information Request

11/9/2015

Contact Name: Erica Newman
 Applicant Name: PUBLIC PREPARATORY NETWORK INC
 FCC Form 471 Application Number(s): **1022348**
Response Due Date: 11/24/2015

Dear Applicant:

The Program Integrity Assurance (PIA) team is 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.

Category Two Budget

Lunch survey forms attached

Issue

Based on the review of your Funding Year **2015** FCC Form 471 application **1022348**, we were not able to validate your requested “Number of Students Full or Part Time” for the following entities.

Entity	Requested “Number of Students Full or Part Time”
PUBLIC PREPARATORY NETWORK -JOAN GANZ COONEY EARLY LEARNING PROGRAM	52

Per the FCC Order FCC 14-189, schools should include in their student count, for purposes of calculating category two budgets, students that attend part-time only when doing so regularly increases the maximum number of students on the school premises at the same time during the school day. This means that students who attend a virtual class that originates at a school, but who are not on the school premises cannot be counted in that school’s student count. Additionally, students attending after-school activities or after-school events cannot be included in the student counts.

Questions:

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

#	Questions	Your Response
1	For each entity listed above, please provide third-party verification of the actual total number of students that attend the school full time or part time, such as:	<input type="checkbox"/> Enclosed

	<ul style="list-style-type: none"> i. A letter from your State Department of Education (on state letterhead and signed by a chief official at the State Department of Education) verifying the total number of full time and part time students attending each school . ii. Official state report or state web site indicating total number of students that attend the school full time or part time. iii. If you are a school that has a changing student population in a given school year as the school provides educational services to students drawn from other schools or private/religious schools, please provide a “snapshot” (from a specific day you select) of student attendance. Your response should be in writing on school letterhead signed by a school official. If responding via email, please provide the name and title of the school official providing the response. 	
2	Were any part-time students included in the “Number of Students Full or Part Time” for the above listed entities?	<u> </u> Yes <u> X </u> No
a	<p>If yes, please provide the following for each of the entities:</p> <ul style="list-style-type: none"> i. An explanation of types of part-time students included in the requested “Number of Students Full or Part Time”. ii. Description of part time classes or programs with a breakdown of part-time student per program and the frequency/length of each of the programs. iii. Explanation of how part-time students regularly increase the maximum number of students on the school premises at the same time during the school day. 	<input type="checkbox"/> Enclosed

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 Category Two funding request(s).

Category Two Budget

Issue

Per the FCC Order 14-99, each eligible school is eligible for Category Two services up to a pre-discounted amount of \$150 per student or \$9,200.00 (“funding floor”) over a period of five years. Each eligible library is eligible for support for Category Two services up to a pre-discount price of \$2.30 per square foot or \$9,200.00 (“funding floor”) over a period of five years.

Based on the review of your Funding Year **2015** FCC Form 471 application(s), **1022348** the Category Two budget for **PUBLIC PREPARATORY NETWORK -JOAN GANZ COONEY EARLY LEARNING PROGRAM** is **\$9200.00**. However, the pending and/or committed Category Two funding requested for this entity is **\$17050.66**. Therefore, this entity’s pending and/or committed Category Two funding exceeds its budget by **\$7850.66**

For additional information on Category Two Budgets, see: <http://www.usac.org/sl/tools/news-briefs/preview.aspx?id=564>

Listed below are the applicable pending and/or committed Category Two FRN(s):

Fund Year	471 Application Number	FRN	Commitment Status	Total Eligible Cost Allocation
2015	1022348	2774847	Pending	3500.00
2015	1022348	2774720	Pending	13550.67

Questions:

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

#	Questions	Your Response																		
1	<p>If you wish to modify the above listed pending Category Two FRN(s) so that the entity's pending and/or committed Category Two funding is within the entity's Category Two Budget, please select one or more of the options below:</p> <p>Option 1: Reducing Pre-Discount Eligible Cost Allocation for the entity If you wish to reduce the pre-discount cost allocation associated with the entity, please indicate which of the above listed pending FRN(s) you wish to modify and the new eligible cost per entity per FRN line item in the table below:</p> <table border="1"> <thead> <tr> <th>FRN</th> <th>Line Item #</th> <th>New Eligible Cost for this Entity</th> </tr> </thead> <tbody> <tr> <td>2774847</td> <td>1</td> <td>3000 (250x12 per month)x6= 18,000</td> </tr> <tr> <td>2774720</td> <td>1</td> <td>11,700</td> </tr> <tr> <td>2774720</td> <td>2</td> <td>5500</td> </tr> <tr> <td>2774720</td> <td>3</td> <td>24,700</td> </tr> <tr> <td>2774720</td> <td>4</td> <td>10,983</td> </tr> </tbody> </table> <p>Option 2: Remove the Entity as a Recipient of Services and the Associated Total Eligible Cost Allocation. If you wish to remove the entity as a Recipient of Services and the associated Total Eligible Cost Allocation as listed in the above table, please provide which of the above listed pending FRN(s) from which you wish to remove the entity as a Recipient of Services.</p> <p>Option 3: Cancel FRN(s). If you wish to cancel any of the above listed FRNs, please send us a written authorization to cancel that includes which of the above listed pending FRN(s) you wish to cancel.</p>	FRN	Line Item #	New Eligible Cost for this Entity	2774847	1	3000 (250x12 per month)x6= 18,000	2774720	1	11,700	2774720	2	5500	2774720	3	24,700	2774720	4	10,983	<p>Option 1: <input checked="" type="checkbox"/></p> <p>Option 2: <input type="checkbox"/></p> <p>Option 3: <input type="checkbox"/></p>
FRN	Line Item #	New Eligible Cost for this Entity																		
2774847	1	3000 (250x12 per month)x6= 18,000																		
2774720	1	11,700																		
2774720	2	5500																		
2774720	3	24,700																		
2774720	4	10,983																		

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 Category Two funding request(s).

Eligibility of Products and Services

Issue

Based on the review of your Funding Year **2015** FCC Form 471 **1022348** for FRN **2774720**, your documentation was not sufficient enough to allow us to determine the eligibility of your Basic Maintenance of Internal Connections request. Based on Program rules, only eligible products and services or the eligible components of these items can request maintenance and be funded through the E-rate program.

For additional information on the eligibility of products and services, see: <http://www.usac.org/sl/applicants/beforeyoubegin/eligible-services-list.aspx>.

Questions

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

1. Vendor documentation which supports the funding request amount of **\$53,244.00**. **The new funding request amount should be 52,883**
Attached vendor documentation. Exclude Network office cost of 12,375 from Total IC expense of \$65,258
2. Please provide a list of the equipment to be maintained, including:
 - a. Make and model of each equipment piece. Example of a make and model number: Brand X Router 345J.
 - b. Quantities of each type of equipment piece.

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).

Issue

Based on the review of your Funding Year **2015** FCC Form 471 **1022348** for FRN **2774847**, your documentation was not sufficient enough to allow us to determine the eligibility of your Basic Maintenance of Internal Connections request. Based on Program rules, only eligible products and services or the eligible components of these items can request maintenance and be funded through the E-rate program.

For additional information on the eligibility of products and services, see: <http://www.usac.org/sl/applicants/beforeyoubegin/eligible-services-list.aspx>.

Questions

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

1. Vendor documentation which supports the funding request amount of **\$1750.00 per month**.
Vendor Documentation attached. Basic Maintenance charges should be @250 per month , \$3,000 per year for each entity for FRN 2774847 and not 3,500

Line item 1 FRN 2774847
Entity # 16072059 :3000
Entity # 16063625 :3000
Entity # 16052742 :3000

Entity # 16063624 :3000
Entity # 16052738 :3000
Entity # 16080250 :3000

2. Please provide a list of the equipment to be maintained, including:
 - a. Make and model of each equipment piece. Example of a make and model number: Brand X Router 345J.
 - b. Quantities of each type of equipment piece.

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).

Ministerial and Clerical Errors

Issue

Based on the Receipt Acknowledgement Letter (RAL) request that you submitted during the review of your Funding Year **2015** FCC Form 471 application **1022348**, we intend to modify the following items on your FCC Form 471 application:

FCC Form 471 Section and Field Name (FRN / Entity # if applicable)	Original Value	New Value
FRN 2774720 One Time Charge	81304.00	53244.00 \$52,883

For additional information on the RAL process, see: <http://www.usac.org/sl/applicants/step02/clerical-errors.aspx>.

If you do not agree with the review decision

If the modifications listed above should not be performed and you have alternative information, please provide your supporting documentation.

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 me know as soon as possible.**

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.

PIA Information Request
Page 6 of 6
Response due: 11/24/2015

Sincerely,

Crystal Lynn Fiorito
PIA Reviewer
Program Integrity Assurance
USAC, Schools and Libraries Division
Phone: 973-581-7628 Fax: 973-599-6516
E-mail: Crystal.Fiorito@sl.universalservice.org