



URSULINE ACADEMY

April 23, 2001

HIGH SCHOOL

Nancy Hernandez
Principal
(504) 866-2725

Federal Communications Commission
Office of the Secretary
445 12th Street, SW, Room TW-A325
Washington, DC 20554

RECEIVED

MAY - 4 2001

FCC MAIL ROOM

CC Docket Nos. 96-45 and 97-21

Established 1727



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by the U. S.
Department of Education

Dear Members of the Commission,

In an effort to resolve the e-rate problem at Ursuline Academy of New Orleans, the following facts are presented. Your review of these extenuating circumstances will undoubtedly result in a lifting of the denial of e-rate reimbursement to Ursuline. I thank you in advance for taking the time to read these and consider their impact.

On January 13, 2000, at 9:00 AM, a conference call with David at the Client Services Bureau of the SLD was held at the Archdiocesan office of Joseph Ingraham. The phone number in Mr. Ingraham's office is 504-861-6252. In addition to Mr. Ingraham, the following persons were present from the Archdiocese and participated in the call:



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Southern Association
of Colleges and Schools

Stephen Blum, Internet Services Director for the Archdiocese of New Orleans
Barbara Auten, Technology Director, Christ the King
Barbara Beben, Technology Director, Mt. Carmel Academy
Suzette Cochiara, Principal, St. Frances Xavier Cabrini

In accordance with the instructions given by David, they sent out the attached memo to schools in the Archdiocese. I filled out the 471 e-rate application according to those instructions.

In addition to copies of all data that I filled out, I have attached my subsequent correspondence with and from the SLD.

No. of Copies rec'd 0
List A B C D E

Please note the following:

1. My letter of June 5, 2000, was not acknowledged until August 9, 2000.
2. My appeal, denied in full, was not processed until April 10, 2001.

Ursuline Academy is certain that you will agree that these delays and abrupt denials are unacceptable given the frequently confusing and conflicting requests insisted on by the SLD for schools filing for e-rate. Additionally, it appears that SLD is failing to accept responsibility for its own errors in the information given out to those filing applications.

Ursuline Academy of New Orleans reiterates the grounds for its appeal:

1. The instructions given for the choice of the spin number were given by a member of the Client Services Bureau of the SLD. I, and others in the Archdiocese, followed these instructions in good faith. The situation was a confusing one for the Archdiocese, because the contract with BellSouth had just been renewed. I discovered just last week the origin of the memo I had included in my original appeal.
2. I therefore respectfully ask that we be permitted to amend/correct our 471 application for Internet access to include the following:

The correct insert for provider is **BellSouth Telecommunications**
The correct spin number for BellSouth is **143004824**

The contact at Ursuline Academy is

Sr. Elizabeth S. Hatzenbuehler, osu
Ursuline Academy
2635 State St.
New Orleans, LA 70118

504-861-9150 (8AM-4PM Mon-Fri)
504-552-7947 (digital beeper)
504-861-7392 (fax)

The application information is:

Ursuline Academy
Form 471 Application number 178448
Funding Request Number 361272
Site Identification/Billed Entity Number: 80073

Your assistance and your cooperation in this matter are deeply appreciated. As the oldest girls' school in the United States, Ursuline Academy assures you that we have every intention of following the rules promulgated by any of the agencies of the United States government. We are copying this letter to the offices of Senator Mary Landrieu, a graduate of Ursuline Academy, to Congressman David Vitter, whose mother graduated from Ursuline Academy, and to Congressman Billy Tauzin, who is the chair of the Energy and Commerce Committee, in the hopes that this issue can be addressed in order to simplify the process for both the applicants and the reviewers.

Should you have any questions or concerns, please feel free to contact me at any of the above numbers. I look forward to your response and to a favorable resolution of this dilemma.

Sincerely yours,



Sr. Elizabeth S. Hatzenbuehler, osu
Technology Director



URSULINE ACADEMY

Dear School:

June 5, 2000

Sr. Ann Barrett, O.S.U.
Principal
504-886-4721

Dear SLC Appeal Board,

Established 1727



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School of Excellence
by the U.S. Department
of Education

I have attached the instructions Ursuline Academy was given by the Archdiocese to apply for e-rate reimbursement from **BellSouth**. The official who issued these instructions is no longer an employee of the Archdiocese. By following these instructions, I did not use the correct spin number for **BellSouth**.

I respectfully ask that we be permitted to amend/correct our 471 application for internet access to include the correct spin number for BellSouth: **143004824**



Accredited by the
Southern Association
of Colleges and Schools

This is the information you requested:

Sr. Elizabeth S. Hatzenbuehler
Ursuline Academy
2635 State St.
New Orleans, LA 70118

504-861-9150 (9AM - 3PM Mon-Fri)
504-552-7947 (digital beeper)
504-861-7392 (fax)

Ursuline Academy
Form 471 Application number 178448
Funding Request Number 361272
Site Identifier/Billed Entity Number: 80073

Thank you very much for your help with this matter.

Sincerely yours,

Sr. Elizabeth S. Hatzenbuehler, OSU
Technology Director

FUNDING COMMITMENT REPORT

361272
FRV
June 18

Form 471 Application Number: 178448

Funding Request Number: 361080 Funding Status: Funded
SPIN: 143001192 Service Provider Name: AT&T Corp.
Contract Number: T
Services Ordered: Telecommunications Services
Earliest Possible Effective Date of Discount: 07/01/2000
Contract Expiration Date: N/A
Site Identifier: 80073
Billing Account Number: 0191352218001
Pre-Discount Amount: \$3,300.00
Discount Percentage Approved by the SLD: 40%
Funding Commitment Decision: \$1,320.00 - 471 approved as submitted

Funding Request Number: 361141 Funding Status: Funded
SPIN: 143001192 Service Provider Name: AT&T Corp.
Contract Number: T
Services Ordered: Telecommunications Services
Earliest Possible Effective Date of Discount: 07/01/2000
Contract Expiration Date: N/A
Site Identifier: 80073
Billing Account Number: 0153125550-001
Pre-Discount Amount: \$360.00
Discount Percentage Approved by the SLD: 40%
Funding Commitment Decision: \$144.00 - 471 approved as submitted

Funding Request Number: 361272 Funding Status: Not Funded
SPIN: 143999999 Service Provider Name: State Replacement Contract
Contract Number: SRCLA968068
Services Ordered: Internet Access
Earliest Possible Effective Date of Discount: 07/01/2000
Contract Expiration Date: 06/30/2001
Site Identifier: 80073
Billing Account Number: 504-861-9150
Pre-Discount Amount: \$6,408.00
Discount Percentage Approved by the SLD: N/A
Funding Commitment Decision: \$0.00 - Contract Violation
Funding Commitment Decision Explanation: The cited SPIN is only for a state master contract, but applicant is not authorized to purchase from this contract.



ARCHDIOCESE OF NEW ORLEANS

7887 WALMSLEY AVENUE
NEW ORLEANS, LOUISIANA 70125
VOICE (504) 861-6252
FAX (504) 866-2906
E-MAIL: programs@arcblouisiana.org

Heath Matthews

DEPARTMENT OF FINANCIAL AND
ADMINISTRATIVE SERVICES
Chief Administrative Officer
Mr. Joseph E. Ingraham

URGENT - URGENT

Date: January 14, 2000
TO: Archdiocesan Schools
FROM: Internet Services
RE: Form 471

In order to help you fill out form 471 we have compiled the following information for your use. The SPIN number for BellSouth is 143004824, but use **143999999** as per attached.

The AWARD DATE depends upon your bandwidth or speed of your line.
For a 128K or higher please use the date 06/08/2000 as the AWARD DATE.
For a 64K line please use the date 05/12/2000 as the AWARD DATE.

The contract number to use for a 128K line or higher is SRCLA968068

The contract number to use for a 64K line is SRCLA972900

The SERVICE START DATE for the contract is 07/01/2000 (block 5, item 19)

The cost of each line has gone up and the new prices are as follows:

64K line = \$221.00 per month
128K line = \$314.00 per month
256K line = \$534.00 per month

The Router maintenance fee can not be claimed on the form 471. The annual router maintenance is now \$275.00 per year

We are also sending you the explanations for the form 471 to use as a guide. *If you have any questions, please feel free to contact USAC 888-203-8100.*

Reference Area - Schools and Libraries Division

- What's New?
- How to Apply
- Apply Online
- Reference Area
- Vendor Area
- Funding Data
- SLD Forms

New Flexibility for Using State Master Contracts

State Master Contracts are those contracts which are competitively bid and put in place by an entity of state government for the use of public entities within the state. If you are using a state Master Contract for Year 3 services and it is going to expire before June 30, 2001, you may be eligible for E-rate discounts for the full funding year if the state files a Form 470 to begin the procurement process for the replacement contract.

Here's how to apply for E-rate discounts for the entire period of Funding Year 3 if your Master Contract expires during the E-rate program year.

1. For EACH Funding Request (FRN) that you have under an expiring Master Contract, fill out Block 5 for one Funding Request (FRN) covering the EXISTING Master Contract.
2. Fill out an additional Block 5 Funding Request (FRN) covering the REPLACEMENT Master Contract, using the guidelines below:
 - Use the same establishing Form 470 number as was used for the existing Master Contract.
 - In item 13 SPIN number, put 143999999.
 - Put STATE REPLACEMENT CONTRACT as the Service Provider name in Item 14. (Although a commitment of funds can be made towards the State Replacement Contract, no funds will be authorized for disbursement until there has been a SPIN change; see Step 5, below.)
 - Use "SRC" as the prefix in front of the existing Master Contract number. (For example, if the existing Master Contract number is WNT-98-005, use the number SRCWNT-98-005 as the contract number in Item 15.)
 - The allowable contract date will be put in by the system (it will be related to the Form 470 number that was used in Item 12.) Manual filers may leave this blank.
 - The contract award date should be the day AFTER the expiration of the existing Master Contract. *64K lines, 05/12/2000 128+256K lines 06/08/2000*
 - The service start date should be the day AFTER the expiration of the existing Master Contract. *Use 07/01/2000 FOR Block 5, Item 19*
 - The contract expiration date will be the end of the current program year (that is, June 30, 2001.) (You can reflect the true expiration date of the replacement contract on your Year 4 Form 471.)
 - The description of services MUST be the same as what is contained in the existing Master Contract. (If the replacement Master Contract contains more services they cannot be part of this request.)
 - The monthly pre-discount amounts MUST be the same as what is contained in the existing Master Contract and the annual amount will cover the portion of the current program year remaining after expiration of the existing Master Contract. (If the replacement Master Contract charges are different in subsequent years they can be reflected in Forms 471 filed in those subsequent years.)
 - If there are no non-recurring (one-time) charges to be incurred under the existing Master Contract, there can be no claim for non-recurring (one-time) charges under the replacement Master Contract for this filing year. (You may claim non-recurring charges incurred in subsequent program years in Forms 471 filed in those subsequent years.)
1. When the state is ready to begin the competitive procurement process for the replacement Master Contract, it will have to file a Form 470 (and have it posted for a minimum of 28 days prior to signing the replacement contracts). If the state does NOT file the Form 470, however, you will NOT be eligible for discounts for the replacement Master Contract for the remainder of the program year.
2. You will indicate the request for a SPIN change (replacing the service provider designation State Replacement Contract with the name of the actual vendor who has been awarded the replacement Master Contract) by marking up the relevant

- pages from your Funding Commitment Decision Letter (FCDL) and indicating on the appropriate Funding Request Number (FRN) the actual service provider name, SPIN, the state's Form 470 Application Number, the replacement contract number and the ACTUAL expiration date of the replacement contract.
- 3 You must SIGN and date the marked up page(s) of the FCDL. Return it to the SLD by mail to (SLD State Replacement Contracts, P.O. Box 125, 80 Jefferson St., Whippany, NJ 07981).
- 4 You will receive notice when the SPIN change has been made.
- 5 Once you receive notification that the SPIN change has been made, you can submit a Form 486 for this FRN(s) using the new contract information.
- 6 In subsequent program years when you file a Form 471, you will reference the state's Form 470 application number, as the establishing Form 470 for this replacement Master Contract.

PREVIOUS PAGE

Questions about the SLD Program? Call our Client Service Bureau at: (888) 203-8100.

Please direct site questions and comments to: comments@universalservice.org

Universal Service Administrative Company - SLD
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 last updated: Thu Jan 1 00:00:00 1970



UNIVERSAL SERVICE
ADMINISTRATIVE CO.

Box 125 – Correspondence Unit
80 South Jefferson Road
Whippany, New Jersey 07981

SCHOOLS AND LIBRARIES DIVISION

August 9, 2000

Sr. Elizabeth S. Hatzenbuehler
URSULINE ACADEMY
2635 STATE ST
NEW ORLEANS, LA 70118 6399

The Schools and Libraries Division of the Universal Service Administrative Company has received your correspondence regarding the 2000-2001 funding decision on your application. Here are the steps that will now follow:

1. We will review your correspondence carefully to identify the specific issue(s) it raises.
2. We will consult the program integrity assurance records and all supporting documentation for the application. Our goal is to determine whether the program rules were administered appropriately in processing your application.
3. Once the review process is completed we will respond in writing and state whether your appeal is approved, denied or approved in part. We will then follow with a funding commitment decision letter for any approved appeal resulting in additional discounts for your application. Funds have been set aside to implement funding decisions for appeals approved by the SLD and/or the Federal Communications Commission.

We have begun in-depth review of the appeals we have received, and our goal is to respond to you as promptly as possible. We thank you in advance for your patience as we handle your case with the care and attention it deserves.

Schools and Libraries Division
Universal Service Administrative Company



Administrator's Decision on Appeal - Funding Year 2000-2001

April 10, 2001

Sr. Elizabeth S. Hatzenbuehler
Ursuline Academy
2635 State Street
New Orleans, LA 70118-6399

Re: Billed Entity Number: 80073
471 Application Number: 178448
Funding Request Number(s): 361272
Your Correspondence Dated: June 5th, 2000

After thorough review and investigation of all relevant facts, the Schools and Libraries Division ("SLD") of the Universal Service Administrative Company ("USAC") has made its decision in regard to your appeal of SLD's Year Three Funding Commitment Decision for the Application Number indicated above. This letter explains the basis of SLD's decision. The date of this letter begins the 30-day time period for appealing this decision to the Federal Communications Commission ("FCC"). If your letter of appeal included more than one Application Number, please note that for each application for which an appeal is submitted, a separate letter is sent.

Funding Request Number: 361272
Decision on Appeal: **Denied in full**
Explanation:

- Your appeal claims that you followed the instructions that were given to you by the Archdioceses of New Orleans. You would like the SLD to change the SPIN to Bell South and provide discounts for this request.
- On your original Form 471 you used the State Replacement Contract SPIN 143999999, the FCC created this SPIN to be used only for state master contracts that were being re-bid and renegotiated; and the use of this SPIN for other purposes was prohibited. The service you were requesting was not a state master contract; therefore, you were prohibited from using the State Replacement Contract SPIN. Consequently, your request was denied for listing a SPIN that you were not authorized to use. It should be noted that it is your responsibility to ensure that the information included on your Form 471 is correct and in compliance with program

rules. The SLD will not grant a SPIN Change, since your original request included a SPIN that you were not authorized to use. Your appeal is denied in full.

If you believe there is a basis for further examination of your application, you may file an appeal with the Federal Communications Commission, Office of the Secretary, 445 12th Street, SW, Room TW-A325, Washington, DC 20554. Please reference CC Docket Nos. 96-45 and 97-21 on the first page of your appeal. Before preparing and submitting your appeal, please be sure to review the FCC rules concerning the filing of an appeal of an Administrator's Decision, which are posted on the website at <www.universalservice.org>. **You must file your appeal with the FCC no later than 30 days from the date on this letter for your appeal to be filed in a timely fashion.**

We thank you for your continued support, patience, and cooperation during the appeal process.

Schools and Libraries Division
Universal Service Administrative Company

FCC Form 470

Schools and Libraries Universal Service Form



Entity Number: 80073

Contact Person: Sr. Elizabeth
Hatzenbuehler

Applicant's Form
Identifier: UAForm#1

Phone Number: 504-861-9150

FCC Form

Approval by OMB
3060-0806

470

Schools and Libraries Universal Service Program Description of Services Requested and Certification Form

Form 470 Application Number: 177830000260302

19. The applicant includes:(Check one or both)

- a. schools under the statutory definitions of elementary and secondary schools found in the Elementary and Secondary Education Act of 1965, 20 U.S.C. Secs. 8801(14) and (25), that do not operate as for-profit businesses, and do not have endowments exceeding \$50 million; and/or
- b. libraries or library consortia eligible for assistance from a State library administrative agency under the Library Services and Technology Act of 1996 that do not operate as for-profit businesses and whose budgets are completely separate from any school (including, but not limited to) elementary and secondary schools, colleges and universities.

20. All of the individual schools, libraries, and library consortia receiving services under this application are covered by:

- a. individual technology plans for using the services requested in the application
- b. higher-level technology plans for using the services requested in the application
- c. no technology plan needed; application requests basic local and long distance telephone service only.

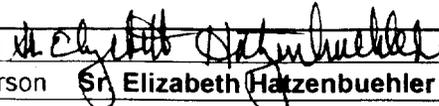
21. Status of technology plans (if representing multiple entities with mixed status, check both a and b):

- a. Technology plan(s) has/have been approved by a state or other authorized body.
- b. Technology plan(s) will be approved by a state or other authorized body.
- c. The application requests basic local and long distance telephone service only; no technology plan needed.

22. I certify that the services the applicant purchases at discounts provided by 47 U.S.C. Sec. 254 will be used solely for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value.

23. I recognize that support under this support mechanism is conditional upon the school(s) or library(ies) I represent securing access to all of the resources, including computers, training, software, maintenance, and electrical connections necessary to use the services purchased effectively.

24. I certify that I am authorized to submit this request on behalf of the above-named entities, that I have examined this request, and to the best of my knowledge, information, and belief, all statements of fact contained herein are true.

25. Signature of authorized person		26. Date	12/22/99
27. Printed name of authorized person	Sr. Elizabeth Hatzenbuehler		
28. Title or position of authorized person	Technology Director		
29. Telephone Number	(504) 861-9150		

Form 470 Application Number: 177830000260302

URSULINE ACADEMY

2635 STATE ST

NEW ORLEANS, LA 70118-6399

Persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. Secs. 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. Sec. 1001.

NOTICE TO INDIVIDUALS. Section 54.504 of the Federal Communications Commission's rules requires all schools and libraries ordering services that are eligible for and seeking universal service discounts to file this Description of Services Requested and Certification Form (FCC Form 470) with the Universal Service Administrator, themselves or as part of a consortium. 47 C.F.R. § 54.504. The collection of information stems from the Commission's authority under Section 254 of the Communications Act of 1934, as amended, 47 U.S.C. § 254. The data in the report will be used to ensure that schools and libraries comply with the competitive bidding requirement contained in 47 C.F.R. § 54.504. All schools and libraries planning to order services eligible for universal service discounts must file this form themselves or as part of a consortium.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

The FCC is authorized under the Communications Act of 1934, as amended, to collect the personal information we request in this form. We will use the information you provide to determine whether approving this application is in the public interest. If we believe there may be a violation or potential violation of a FCC statute, regulation, rule or order, your application may be referred to the Federal, state, or local agency responsible for investigating, prosecuting, enforcing, or implementing the statute, rule, regulation or order. In certain cases, the information in your application may be disclosed to the Department of Justice or a court or adjudicative body when (a) the FCC; or (b) any employee of the FCC; or (c) the United States Government, is a party of a proceeding before the body or has an interest in the proceeding.

If you owe a past due debt to the federal government, the taxpayer identification number (such as your social security number) and other information you provide may also be disclosed to the Department of the Treasury Financial Management Service, other Federal agencies and/or your employer to offset your salary, IRS tax refund or other payments to collect that debt. The FCC may also provide this information to these agencies through the matching of computer records when authorized.

If you do not provide the information we request on the form, the FCC may delay processing of your application or may return your application without action.

The foregoing Notice is required by the Privacy Act of 1974, Pub. L. No. 93-579, December 31, 1974, 5 U.S.C. § 552, and the Paperwork Reduction Act of 1995, Pub. L. No. 104-13, 44 U.S.C. § 3501, et seq.

Public reporting burden for this collection of information is estimated to average 6 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing, and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the reporting burden to the Federal Communications Commission, Performance Evaluation and Records Management, Washington, D.C. 20554.

Please submit this form to:

SLD - Form 470
P.O. Box 7026
Lawrence, KS 66044-7026
1-888-203-8100

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MAY - 4 2001

FCC Form 470

FCC MAIL ROOM

Universal Service Program Description of Services Requested and Certification Form

Approval by OMB
3060-0806

Estimated Average Burden Hours Per Response: 5.0 hours

This form is designed to help you describe the eligible telecommunications-related services you seek so that this data can be posted on the Fund Administrator Web Site and interested service providers can identify you as a potential customer and compete to serve you.

Please read instructions before completing

(To be completed by entity that will negotiate with Providers.)

Applicant's Form Identifier:

(Insert your own code to identify THIS Form 470)

UAForm#1

Form 470 Application #:

(To be inserted by Fund Administrator)

177830000260302

Block 1: Applicant Address and Identifications

(School, Library, or consortium desiring Universal Service funding.)

1. Name of Applicant: URSULINE ACADEMY			
2. Funding Year: 07/01/2000 - 06/30/2001		3. Your Entity Number 80073	
4. Applicant's Street Address, P.O.Box, or Route Number			
a. Street 2635 STATE ST			
City NEW ORLEANS	State LA	Zip Code 5Digit 70118	Zip Code 4Digit 6399
b. Telephone number (504) 866 - 5260		c. Fax number (504) 861 - 7392	
d. E-mail Address sresh@wave.tcs.tulane.edu			
5. Type Of Applicant (Check only one box)			
<input type="radio"/> Library (including library system, library branch, or library consortium applying as a library)			
<input checked="" type="radio"/> Individual School (individual public or non-public school)			
<input type="radio"/> School District (LEA; public or non-public [e.g., diocesan] local district representing multiple schools)			
<input type="radio"/> Consortium (intermediate service agencies, states, state networks, special consortia)			
6a. Contact Person's Name: Sr. Elizabeth Hatzen		Copy 4a-d above to 6b-e below	
Correct and/or add any Contact Person's information below as necessary, then select your preferred mode of contact			
6b. Street Address, P.O.Box, or Route Number (if different from Item 4)			

2635 State St.			
City	State	Zip Code 5Digit	Zip Code 4Digit
New Orleans	LA	70118	
6c. Telephone Number (10 digits + ext.) (504) 861 - 9150 ext.			
6d. Fax Number (10 digits + ext.) (504) 861 - 7392			
6e. E-mail Address (50 characters max.)			
sresh@wave.tcs.tulane.edu			

<< Previous Reset Next >>

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[HOME](#) | [CANCEL](#) | [HELP](#)

FCC Form 470

Universal Service Program Description of Services Requested and Certification Form



Entity Number: 80073

Contact Person: Sr. Elizabeth
Hatzenbuehler

Applicant's Form

Identifier: UAForm#1

Phone Number: 504-861-9150

**Please Record This Form 470 Application Number For Future Reference:
This Number Must Be Used To Complete Your Application,
If You Leave This Process Before The Application Is Completed.**

Form 470 Application#: **177830000260302**

[Next >>](#)

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FCC Form 470

Universal Service Program Description of Services Requested and Certification Form

Approval by OMB
3060-0806**Entity Number: 80073****Contact Person: Sr. Elizabeth
Hatzenbuehler****Applicant's Form
Identifier: UAForm#1****Phone Number: 504-861-9150****Block 2: Summary Description of Needs or Services Requested**

7 This Form 470 describes (check all that apply):
a. <input checked="" type="checkbox"/> Tariffed services - telecommunications services, purchased at regulated prices, for which the applicant has no signed, written contract. A new Form 470 must be filed for tariffed services for each funding year.
b. <input checked="" type="checkbox"/> Month-to-month services for which the applicant has no signed, written contract. A new Form 470 must be filed for these services for each funding year.
c. <input checked="" type="checkbox"/> Services for which a new written contract is sought for the funding year in Item 2.
d. <input type="checkbox"/> A multi-year contract signed on or before 7/10/97 but for which no Form 470 has been filed in a previous program year.
NOTE: Services that are covered by a signed, written contract executed pursuant to posting of a Form 470 in a previous program year OR a contract signed on/before 7/10/97 and reported on a Form 470 in a previous year as an existing contract do NOT require filing of a Form 470.

<< Previous	Reset	Next >>
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 Schools and Libraries Division.

IMPORTANT: Please read the following:

You will now provide details about the services you are seeking so that vendors may respond appropriately. You will be guided through separate screens for Telecommunications Services, Internet Access and Internal Connections, and have an opportunity to provide information on services you seek (if any) in each category.

Please Note:

- If you checked Item 7a, you must provide information on the Telecommunications Services screen.
- If you checked Item 7b, you must provide information on the Telecommunications Services and/or Internet Access screen.

Please use all of the screens that apply to the services you seek.

A rectangular button with a dotted background and the text "OK" centered inside.

FCC Form 470

Universal Service Program Description of Services Requested and Certification Form



Approval by OMB
3060-0806

Entity Number: 80073

Applicant's Form
Identifier: UAForm#1

Contact Person: Sr. Elizabeth
Hatzenbuehler

Phone Number: 504-861-9150

Block 2: Summary Description of Needs or Services Requested

What kinds of services are you seeking for Telecommunications Services? (See the Eligible Services List and Addenda at www.sl.universalservice.org for examples). Please answer the questions below if you select this category.

8 **Telecommunications Services**
Do you have a Request for Proposal (RFP) that specifies the services you are seeking ?

a **YES**, I have an RFP. Choose one of the following: It is available on the Web at _____
 or via the Contact Person in Item 6 or the contact listed in Item 11.

b **NO**, I do not have an RFP for these services.
If you answered NO, you must list below the Telecommunications Services you seek. Specify each **service or function** (e.g., local voice service) and quantity and/or capacity (e.g., 20 existing lines plus 10 new ones). See the Eligible Services List at www.sl.universalservice.org for examples of eligible Telecommunications Services, and remember that only common carrier telecommunications companies can provide these services under the Universal Service support mechanism. Add additional lines if needed.

Service or Function:

Quantity and/or Capacity:

<< Previous	Reset	Enter More Services	Next >>
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FCC Form 470

Universal Service Program Description of Services Requested and Certification Form



Approval by OMB
3060-0806

Entity Number: 80073
Contact Person: Sr. Elizabeth Hatzenbuehler

Applicant's Form Identifier: UAForm#1
Phone Number: 504-861-9150

Block 2: Summary Description of Needs or Services Requested

What kinds of services are you seeking for Internet Access ? (See the Eligible Services List and Addenda at www.sl.universalservice.org for examples). Please answer the questions below if you select this category.

<p>9 <input checked="" type="checkbox"/> Internet Access Do you have a Request for Proposal (RFP) that specifies the services you are seeking ?</p>
<p>a <input checked="" type="radio"/> YES, I have an RFP. Choose one of the following: It is available on the Web at _____ or via <input checked="" type="checkbox"/> the Contact Person in Item 6 or <input type="checkbox"/> the contact listed in Item 11.</p>
<p>b <input type="radio"/> NO, I do not have an RFP for these services. If you answered NO, you must list below the Internet Access Services you seek. Specify each service or function (e.g., monthly Internet service) and quantity and/or capacity (e.g., for 500 users). See the Eligible Services List at www.sl.universalservice.org for examples of eligible Internet Access Services. Add additional lines if needed.</p>

Service or Function:

Quantity and/or Capacity:

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FCC Form 470

Universal Service Program Description of Services Requested and Certification Form

Approval by OMB
3060-0806**Entity Number: 80073****Applicant's Form
Identifier: UAForm#1****Contact Person: Sr. Elizabeth
Hatzenbuehler****Phone Number: 504-861-9150****Block 2: Summary Description of Needs or Services Requested**

11 (Optional) Please name the person on your staff or project who can provide additional technical details or answer specific questions from service providers about the services you are seeking. This need not be the contact person listed in Item 6 nor the signer of this form.

Name:	Title:
Sr. Elizabeth Hatzen	Technology Director
Telephone number (10 digits + ext.)	Ext.
(504) 861 - 9150	
Fax number	
(504) 861 - 7392	
E-mail Address	
sresh@wave.tcs.tulane.edu	
<p>12. <input type="checkbox"/> Check here if there are any restrictions imposed by state or local laws or regulations on how or when providers may contact you or on other bidding procedures. Please describe below any such restrictions or procedures, and/or provide a Web address where they are posted and provide a contact name and telephone number for service providers without Internet access.</p>	
<div style="border: 1px solid black; height: 40px;"></div>	
<p>13. (Optional) Purchases in future years: If you have plans to purchase additional services in future years, or expect to seek new contracts for existing services, summarize below (including the likely time-frames).</p>	
<div style="border: 1px solid black; height: 40px;"></div>	

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3060-0806**Entity Number: 80073****Contact Person: Sr. Elizabeth
Hatzenbuehler****Applicant's Form
Identifier: UAForm#1****Phone Number: 504-861-9150****Block 3: Technology Assessment**

14. **Basic telephone service only:** If your application is for basic local and long distance voice telephone service only, check this box and skip to Item 16.
15. Although the following services and facilities are ineligible for support, they are usually necessary to make effective use of the eligible services requested in this application. Unless you indicated in Item 14 that your application is ONLY for basic telephone service, you must check at least one box in (a) through (e). You may provide details for purchases being sought.

a. Desktop communications software: Software required has been purchased; and/or is being sought.

b. Electrical systems: adequate electrical capacity is in place or has already been arranged; and/or upgrading for additional electrical capacity is being sought.

c. Computers: a sufficient quantity of computers has been purchased; and/or is being sought.

d. Computer hardware maintenance: adequate arrangements have been made; and/or are being sought.

e. Staff development: all staff have had an appropriate level of training or additional training has already been scheduled; and/or training is being sought.

f. Additional details: Use this space to provide additional details to help providers to identify the services you desire.

As we reach the stated goals of our technology plan, we continue to seek to expand our resources.

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Entity Number: 80073

Applicant's Form Identifier: UAForm#1

Contact Person: Sr. Elizabeth Hatzenbuehler

Phone Number: 504-261-9150

Block 4: Recipients of Service

16. Eligible Entities That Will Receive Service:

Check the ONE choice that best describes this application and the eligible entities that will receive the services described in this application. You will then list in Item 17 the entity/entities that will pay the bills for these services.

You must select a state if (b) or (c) is selected:

<Select from the list>

a. **Individual school or single-site library:** Check here, and enter the billed entity in Item 17.

b. **Statewide application (check all that apply):**

- All public schools/districts in the state:
- All non-public schools in the state:
- All libraries in the state:

If your statewide application includes INELIGIBLE entities, check here. If checked, complete Item 18.

c. **School district, library system, or consortium application to serve multiple eligible sites:**

Number of eligible sites	<input type="text"/>
<i>For these eligible sites, please provide the following</i>	
Area Codes (list each unique area code)	Prefixes associated with each area code (first 3 digits of phone number) separate with commas, leave no spaces
<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>

<input type="checkbox"/>	
If your application includes INELIGIBLE entities, check here. <input type="checkbox"/> If checked, complete Item 18.	

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Entity Number: 80073

**Contact Person: Sr. Elizabeth
Hatzenbuehler**

**Applicant's Form
Identifier: UAForm#1**

Phone Number: 504-861-9150

Block 4: Listing Recipients of Service

17. Billed Entities: Please list the eligible entities of the services in this application who will be paying their own bills for these services.

Please click on the Help button for specific instructions about completing this page

Zip Code: OR Entity Number:

Please select at least one Billed Entity. You may do multiple searches to add all eligible billed entities on this application.

Selection List	Billed Entity(ies)
<input type="button" value="select from list"/>	<input type="button" value="select from list"/> URSULINE ACADEMY
<input type="button" value="Add All >>"/>	
<input type="button" value="Add >"/>	
<input type="button" value="Remove <"/>	
<input type="button" value="Remove All <<"/>	

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3060-0806**Entity Number: 80073****Applicant's Form Identifier: UAForm#1****Contact Person: Sr. Elizabeth Hatzenbuehler Phone Number: 504-861-9150****Billed Entities**

Entity Name	Entity Number
URSULINE ACADEMY	80073

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Approval by OMB
3060-0806**Entity Number: 80073****Contact Person: Sr. Elizabeth
Hatzenbuehler****Applicant's Form
Identifier: UAForm#1****Phone Number: 504-861-9150****19. The applicant includes:(Check one or both)**

- a. schools under the statutory definitions of elementary and secondary schools found in the Elementary and Secondary Education Act of 1965, 20 U.S.C. Secs. 8801(14) and (25), that do not operate as for-profit businesses, and do not have endowments exceeding \$50 million; and/or
- b. libraries or library consortia eligible for assistance from a State library administrative agency under the Library Services and Technology Act of 1996 that do not operate as for-profit businesses and whose budgets are completely separate from any school (including, but not limited to elementary and secondary schools, colleges, and universities).

20. All of the individual schools, libraries, and library consortia receiving services under this application are covered by:

- a. individual technology plans for using the services requested in the application; and/or
- b. higher-level technology plans for using the services requested in the application; or
- c. no technology plan needed; application requests basic local and long distance telephone service only.

21. Status of technology plans (if representing multiple entities with mixed technology plan status, check both a and b):

- a. technology plan(s) has/have been approved by a state or other authorized body.
- b. technology plan(s) will be approved by a state or other authorized body.
- c. no technology plan needed; application requests basic local and long distance telephone service only.

22. I certify that the services the applicant purchases at discounts provided by 47 U.S.C. Sec. 254 will be used solely for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value.

23. I recognize that support under this support mechanism is conditional upon the school(s) or library(ies) I represent securing access to all of the resources, including computers, training, software, maintenance, and electrical connections necessary to use the services purchased effectively.

24. I certify that I am authorized to submit this request on behalf of the above-named entities, that I have examined this request, and to the best of my knowledge, information, and belief, all statements of fact contained herein are true.

27. Printed name of authorized person	Sr. Elizabeth Hatzenbuehler
28. Title or position of authorized person	Technology Director
29. Telephone number of authorized person: (504) 861 - 9150 ext.

Persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. Secs. 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. Sec. 101.

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Universal Service Program Description of Services Requested and Certification Form



FCC Form

Approval by OMB
3060-0806**470****Schools and Libraries Universal Service
Program Description of Services Requested
and Certification Form**

At this point you have filled in all information for the Form 470 application. The final steps in the process are to:

- a. **Verify** a final time that all information is correct in each block you have completed. Use the "Previous" button at the bottom of each screen to review your work.
- b. **Use your browser to print** a copy of each screen in each block. Use the "Previous" and "Next" buttons at the bottom of each screen to move to each block of the Form 470. In each block, click on your browser's "File" button, and select the "Print" option. Please note there are multiple screens for Blocks 2-4.
- c. **Click the "Next" button** at the bottom of this screen to electronically submit your Form 470 to the SLD.

IMPORTANT NOTE: by clicking "Next" you are simultaneously releasing your completed application to the SLD for posting, AND viewing a complete version of your Block 5 which must be printed out, signed, and submitted to the SLD (see "d" below). Clicking "Next" will prevent any further changes to the application. Please be sure that you are satisfied that all entries to the application are correct and you are fully authorized to release this form for posting before clicking "Next" on this page.

You must click "Next" to file your Form 470 and begin the required 28-day posting period. If you do not click "Next," you MAY NOT file a Form 471 pursuant to a Form 470.

- d. **After clicking the "Next" button**, you will view the final screen of Block 5.
- e. **Print out (using your browser), sign, and send in this Block 5 certification page.** When you print Block 5 using your browser, the form will automatically include your Form 470 Application Number, Applicant Name, and Applicant Address. Item (25) must be signed by the person who will certify to the accuracy of the information on the form. Mail the signed Block 5 to:

SLD - Form 470
P.O. Box 7026
Lawrence, KS 66044-7026

If sent by express delivery services or U.S. Postal Service, Return Receipt Requested, the form should be mailed to:

SLD - Form 470
c/o Ms. Smith
3833 Greenway Drive Lawrence, KS 66046

Note: Do not mail the complete Form 470, mail only the signed Block 5 Certification.

Note: When you click the "Next" button, you are irreversibly submitting this Form 470 to the SLD
You should be authorized to select the "Next >>" button which irreversibly files this application.

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