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FAX: 7877310000

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COMMENT: URGENT

# APPEAL

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## FACSIMILE TRANSMITTAL SHEET

TO:	<b>OFFICE OF THE SECRETARY</b>	FROM:	Lizette Ruiz
COMPANY:	FEDERAL COMMUNICATIONS COMMISSION	DATE:	3/11/2005
FAX NUMBER:	(202) 418-0187	TOTAL NO. OF PAGES INCLUDING COVER:	25
PHONE NUMBER:		SENDER'S REFERENCE NUMBER:	
RE:	<b>APPEAL</b>	YOUR REFERENCE NUMBER:	

URGENT     FOR REVIEW     PLEASE COMMENT     PLEASE REPLY     PLEASE RECYCLE

NOTES/COMMENTS:

Enclosed is the appeal for Colegio San Juan Bosco.

Before the  
FEDERAL COMMUNICATION COMMISSION  
Washington, D.C. 20554

RECEIVED & INSPECTED  
MAR 11 2005  
FCC - MAILROOM

In the Matter of )  
)  
Request for Review by Colegio )  
San Juan Bosco of Decision of )  
the Universal Service Administrator )  
)  
Schools and Libraries Universal Service )  
Support Mechanism )  
)

Form 471 Application No. 414602

CC Docket No. 02-6

TO: Wireline Competition Bureau

**REQUEST FOR REVIEW**

Pursuant to Sections 54.719(c) and 54.721 of the Federal Communications Commission ("Commission" or "FCC") rules, 47 C.F.R. §§ 54.719(c) and 54.721 (2003), Colegio San Juan Bosco ("San Juan Bosco") hereby appeals the decision of the Schools and Libraries Division ("SLD") of the Universal Service Administrative Company to reduce the requested discount in Funding Year 2004 (07/01/2004 – 06/30/2005) from 80% to 20%.

**I. BACKGROUND**

On February 4, 2004, San Juan Bosco filed a FCC Form 471 with the SLD indicating the services for which it was requesting discounts under the schools and libraries universal service support mechanism (the "E-rate program").<sup>1</sup> On Block 4 of its 471 application, San Juan Bosco indicated that 146 students out of 210 that returned the socio-economic survey during the 2001-2002 academic year qualified for a free or reduced price lunch under the National School Lunch Program ("NSLP") and requested a 80% discount on all of its funding requests.<sup>2</sup> San Juan Bosco

<sup>1</sup> FCC Form 471 No. 414602, Colegio San Juan Bosco, filed 02/04/2004 (Exhibit A).

<sup>2</sup> The specific funding requests are nos. 1139586 and 1139592.

mistakenly used the number of students that returned the survey (210) as the student count on column 4, of block 4 (worksheet A) of the Form 471 and the number of students, 146 (out of the 210 returned surveys) that qualify for the NSLP on column 5 of block 4 (worksheet A) of the Form 471. During its review of San Juan Bosco's application, the SLD requested documentation supporting the eligible discount rate for the school.<sup>3</sup> Specifically, the information request, which was delivered to San Juan Bosco, requested the following information:

1. The total number of enrolled.
2. Total number of surveys/applications sent out
3. Number of survey/application returned
4. Total number of students that qualifies for the National School Lunch Program, using the Income Eligibility Guidelines (IEG) of the NSLP, per returned surveys/applications
5. Are the surveys/applications and results kept on file.
6. Provide a sample copy of the FILLED OUT SURVEY/APPLICATION with the child's personal information crossed out for confidentiality.
7. A signed certification that reads: "I certify that only those students who meet the Income Eligibility of the National School Lunch Program have been included in Column 5 of item 10b, Block 4 (Worksheet A) of the Form 471."
8. The information must be in writing on the school letterhead and signed by a school official (such as the Principal, Vice - Principal Superintendent, Director of Food Services.

In December 14, 2004, San Juan Bosco provided the information requested to the SLD on the school letterhead and signed by the school Principal, Lizette M. Ruiz, Ma. Ed.<sup>4</sup> In its response, San Juan Bosco indicated that there were 256 students enrolled, that 256 surveys/applications were sent out and that of those 256 surveys/applications 210 were returned. It also indicates from those 210 survey/applications returned 146 students qualifies for the NSLP, that the surveys/applications and its results are kept on file and certified that only the students

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<sup>3</sup> See e-mail from Kevin Hefferan, Schools and Libraries Division, Program Integrity Assurance, to Marieglorie Zapata, dated December 14, 2004 (Exhibit B).

<sup>4</sup> See Letter from [San Juan Bosco Principal, Lizzete M Ruiz, Ma,Ed to Schools and Libraries Division, Program Integrity Assurance, dated December 14, 2004 (Exhibit C).

who meet the IEG of the NSLP had being included in Column 5 item 10b of block 4 (worksheet A) of the Form 471. San Juan Bosco also provided a sample copy of the socio-economic survey<sup>5</sup>.

On January 11, 2005, the SLD issued a funding commitment decision letter reducing the discount rate from 80% to 20%.<sup>6</sup> The SLD provided no explanation on the reason for the percentage reduction.

The survey, which had been provided to the SLD during the PIA review process, asked parents to provide the size of the family, the number of students enrolled in the school, and the household income. Out of the 256 surveys distributed, 210 of the students completed the survey. From the 210 completed surveys, 146 (69.524 %) were determined to be eligible for a free or reduced price lunch under the NSLP in accordance with the Income Eligibility Guidelines of the U.S. Department of Agriculture. Because San Juan Bosco sent a survey to the families of each and every enrolled student, and because it received a return rate of at least 50 percent of those surveys, San Juan Bosco used the number of surveys received (*i.e.*, 210) to project the percentage of students eligible under the NSLP. Following the SLD's projection guidelines, San Juan Bosco concluded 178 students, or 70% of its student population, qualified for a free or reduced-price lunch under the NSLP. Using the discount matrix set forth in the FCC rules, a school with 70% of its student population eligible for the national school lunch program qualifies for an 80% discount under the schools and libraries universal service support mechanism. Although initially San Juan Bosco mistakenly indicated, on Block 4 of the Form 471, 210 as the student count and 146 as the students that qualify for the NSLP, on the information requested by the PIA and delivered by San Juan Bosco, on December 12, 2004, that information was clarified.

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<sup>5</sup> See ESTUDIO SOCIOECONOMICO (Exhibit D)

<sup>6</sup> See Letter from Schools and Libraries Division, Universal Service Administrative Company to Lizette M. Ruiz, Ma, ED, Colegio San Juan Bosco, dated January 11, 2005.

Even if the PIA used the original information, 210 as the student count and 146 as the students that qualify for the NSLP, the percentage for qualification is the same (69.524 %).

**II. SAN JUAN BOSCO CORRECTLY DETERMINED THE PERCENTAGE OF STUDENTS ELIGIBLE FOR A FREE OR REDUCED-PRICE LUNCH UNDER THE NSLP.**

Under the Commission's rules, the discount available to a particular school is determined by indicators of poverty and high relative cost of service.<sup>7</sup> First, the level of poverty for schools is measured by the percentage of their student enrollment that is eligible for a free or reduced-price lunch under the NSLP or a federally-approved alternative mechanism outlined in Title I of the Improving America's School Act (IASA).<sup>8</sup> These federally-approved alternative mechanisms include data comparable to the NSLP data that is collected through surveys. As the Commission has acknowledged, surveys are particularly relevant to schools that many not have access to NSLP data, such as private schools.<sup>9</sup> Second, a school's high-cost status is derived from rules that classify it as urban or rural.<sup>10</sup> The Commission's rules provide a matrix reflecting both the school's urban or rural status and the percentage of its students who are eligible for the school lunch program to establish its discount rate, ranging from 20 percent to 90 percent.<sup>11</sup> Because NSLP data is unavailable for San Juan Bosco, it used a federally-approved alternative mechanism that relies on actual counts of low-income children to determine the level of poverty.

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<sup>7</sup> 47 C.F.R. § 54.505(b).

<sup>8</sup> 47 C.F.R. § 54.505(b)(1); *Federal-State Joint Board on Universal Service*, Report and Order, CC Docket No. 96-45, FCC 97-157, 12 FCC Rcd 8776, ¶¶ 508-09 (rel. May 8, 1997).

<sup>9</sup> *See School for Language and Communication Development*, Order, 17 FCC Rcd 15166 (rel. Aug. 6, 2002).

<sup>10</sup> 47 C.F.R. §§ 54.505(b)(3)(i), (ii).

<sup>11</sup> 47 C.F.R. § 54.505(c).

**III. THE SLD ERRONEOUSLY CONCLUDED THAT THE SURVEY SUBMITTED IN SUPPORT OF THE 80% DISCOUNT FAILED TO MEET THE MINIMUM REQUIREMENTS.**

San Juan Bosco submitted to the SLD exactly what it was asked to submit: (a) the total number of students (256 students), (b) the number of surveys/applications sent out (256), (c) the number of surveys/applications returned (210) (d) the number of students qualified to participate in the NSLP, 178 (based on the SLD projection guidelines), (e) if the survey/applications were kept on file, yes, (f) and (g) certification that only students that meet the IEG of the NSLP have been included in Column 5, item 10b of block 4 (worksheet A) of the Form 471. In addition, San Juan Bosco provided a sample copy of the socio-economic survey conducted by the school. The information requested by the PIA and certified by the school official clarified and corrected the original data submitted in the Form 471. As no additional documentation supporting the eligible discount rate for the school was requested the applicant understood that there was no issue and that the 80% discount requested was validated.

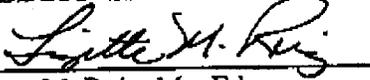
**IV. CONCLUSION**

San Juan Bosco provided clear evidence to the SLD that it qualified for 80% discount under the E-rate program since 178 out of 256 students (70% of the student population) were eligible for a free or reduced price lunch under the NSLP. This data was collected through a survey that was conducted in accordance with the SLD's guidelines. Furthermore, the school provided the SLD with all the information that was requested during the application review process. Therefore, the SLD erred in its decision to reduce the discount rate from the requested 80% to 20%. San Juan Bosco respectfully requests that the Commission reverse the SLD's

denial of the school's original requested percentage and reinstate its application to be funded at a 80% discount.

Respectfully submitted,

**COLEGIO SAN JUAN BOSCO**

/s/ 

Lizette M. Ruiz, Ma, Ed.  
Principal, Colegio San Juan Bosco  
PO Box 14367  
San Juan, PR 00916-4367  
Tel: 787-726-1995  
Fax: 787-268-1869

March 08, 2005

**Schools and Libraries Universal Service Program  
Services Ordered and Certification Form 471  
Application Display**

[Refresh Page](#)[Close Print Preview](#)

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**Block 1: Billed Entity Information**

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**Applicant's Form Identifier:**

TEL201214

**471 Application Number:**  
414602**Funding Year:** 07/01/2004 -  
06/30/2005**Billed Entity Number:**  
201214**Cert. Postmark Date:****Form Status:** INCOMPLETE**RAL Date:****Out of Window Letter Date:**

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**Name:** COLEGIO SAN JUAN BOSCO

**Address:** BOX 14367**City:** SAN JUAN **State:** PR **Zip:** 00916**Phone:** 787-726-1995 **Ext:****Fax:** -**E-mail:**

---

**Contact Name:** Madeline Melgen Ed D

**Address:** Road 177 Building 2021, Camino Alejandrino**City:** Guaynabo **State:** PR **Zip:** 00969 5140**Contact Phone:** 787-731-6100 **Ext:** 234**Contact Fax:** 787-731-0000 **Ext:****E-mail:** mmelgen@escuelascaticas-sj.org**Contact Mode:** FAX**Alternate Contact Info.:** via e-mail

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**Type of Application:** SCHOOL

**Ineligible Orgs:** N

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**Block 3: Impact of Services Ordered in THIS Application**

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**Number of students to be served:** 256

**Number of library patrons to be served:**

SERVICE DESCRIPTION	BEFORE ORDER	AFTER ORDER
a. (Schools/districts/consortia only) Telephone service: How many classrooms had phone service before and after your order?	4	4
b. High-bandwidth voice/data/video service: How many buildings served before and after your order?	2	4
c. High-bandwidth voice/data/video service: Highest speed to a building before and after your order?	512	256
d. Dial-up Internet connections: How many before and after your order?	0	1
e. Dial-up Internet connections: Highest speed before and after your order?	1	56
f. Direct connections to the Internet: How many before and after your order?	1	1
g. Direct connections to the Internet: Highest speed before and after your order?	512	256
h. Internet access(for schools): How many rooms have Internet access before and after your order?	10	20
i. Internet Access: How many computers (or other devices) with Internet access before and after your order?	25	36

#### Block 4: Worksheets

Worksheet A No: 576561 Student Count: 210

Weighted Product (Sum. Column 8): 168

Shared Discount: N/A

1. School Name: COLEGIO SAN JUAN BOSCO

2. Entity Number:  
201214

3. Rural/Urban: Urban

4. Student Count:  
210

5. NSLP Students: 146

6. NSLP Students/Students: 69.523%

7. Discount: 80%

8. Weighted Product: 168

#### Block 5: Discount Funding Request(s)

<b>FRN: 1139586 FCDL Date:</b>	
<b>11. Category of Service:</b> Telecommunications Service	<b>12. 470 Application Number:</b> 114490000470468
<b>13. SPIN: 143012431</b>	<b>14. Service Provider Name:</b> Puerto Rico Telephone Company, Inc.
<b>15. Contract Number: T</b>	<b>16. Billing Account Number:</b> 787-726-1995
<b>17. Allowable Contract Date:</b> 01/01/2004	<b>18. Contract Award Date:</b>
<b>19a. Service Start Date:</b> 07/01/2004	<b>19b. Service End Date:</b> 06/30/2005
<b>20. Contract Expiration Date:</b>	
<b>21. Attachment #: 1</b>	<b>22. Block 4 Entity Number:</b> 201214
<b>23a. Monthly Charges:</b> \$500.00	<b>23b. Ineligible monthly amt.:</b> \$.00
<b>23c. Eligible monthly amt.:</b> \$500.00	<b>23d. Number of months of service:</b> 12
<b>23e. Annual pre-discount amount for eligible recurring charges ( 23c x 23d):</b> \$6,000.00	
<b>23f. Annual non-recurring (one-time) charges:</b> \$.00	<b>23g. Ineligible non-recurring amt.:</b> \$.00
<b>23h. Annual pre-discount amount for eligible non-recurring charges ( 23f - 23g):</b> \$0.00	
<b>23i. Total program year pre-discount amount ( 23e + 23h):</b> \$6,000.00	
<b>23j. % discount (from Block 4):</b> 80	
<b>23k. Funding Commitment Request ( 23i x 23j):</b> \$4,800.00	

<b>FRN: 1139592 FCDL Date:</b>	
<b>11. Category of Service:</b> Internet Access	<b>12. 470 Application Number:</b> 114490000470468
<b>13. SPIN: 143022659</b>	<b>14. Service Provider Name:</b> A New Vision in Educational Services and Materials (NEVESEM)
<b>15. Contract Number:</b> MTM	<b>16. Billing Account Number:</b> 201214
<b>17. Allowable Contract Date:</b> 01/01/2004	<b>18. Contract Award Date:</b>
<b>19a. Service Start Date:</b> 07/01/2004	<b>19b. Service End Date:</b> 06/30/2005
<b>20. Contract Expiration Date:</b>	
<b>21. Attachment #: 2</b>	<b>22. Block 4 Entity Number:</b> 201214
<b>23a. Monthly Charges:</b> \$1,053.00	<b>23b. Ineligible monthly amt.:</b> \$.00
<b>23c. Eligible monthly amt.:</b> \$1,053.00	<b>23d. Number of months of service:</b> 12
<b>23e. Annual pre-discount amount for eligible recurring charges ( 23c x 23d):</b> \$12,636.00	
<b>23f. Annual non-recurring (one-time) charges:</b> \$6,040.00	<b>23g. Ineligible non-recurring amt.:</b> \$.00
<b>23h. Annual pre-discount amount for eligible non-recurring charges ( 23f - 23g):</b> \$6,040.00	

30,040.00
<b>23i. Total program year pre-discount amount ( 23e + 23h): \$18,676.00</b>
<b>23j. % discount (from Block 4): 80</b>
<b>23k. Funding Commitment Request ( 23i x 23j): \$14,940.80</b>

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**Block 6: Certifications and Signature**

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24a. Schools: Y

24b. Libraries or Library Consortia: N

26a. Individual Technology Plan: N

26b. Higher-Level Technology Plan(s): Y

26c. No Technology Plan Needed:

27a. Approved Technology Plan(s): Y

27b. State Approved Technology Plan: N

27c. No Technology Plan Needed:

36. Printed Name of Authorized Person: LIZETTE M RUIZ

37. Title or Position of Authorized Person: PRINCIPAL

38a. Address: CALLE CONSTITUCION

ESQ SANTA ELENA

City: SAN JUAN State: PR Zip: 00915

38b. Telephone Number of Authorized Person: (787) 726-1995 ext.

38c. Fax Number of Authorized Person: (787) 268 - 1869

38d. Email address of Authorized Person:

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Message Display

Inbox

140 messages

1

Date: Tue, 14 Dec 2004 09:19:24 -0500  
 From: "PIATeam8" <PIATeam8@sl.universalservice.org>   
 To: "Marieglorie Zapata@17872720771" <IMCEAFAX-Marieglorie+20Zapata+4017872720771 .....  
 CC: <mzapata@escuelascaticas-sj.org>  
 Subject: 414602-E rate discount

All headers

All attachments

Universal Service Administrative Company

Schools & Libraries Division

December 14, 2004

Marieglorie Zapata

Colegio San Juan Bosco

Road 177 Building 2021, Camino Alejandrino

Guaynabo, PR 00969

Fax: 787-731-0000/787-272-0771

mzapata@escuelascaticas-sj.org

Application 414602

Madam,

The Program Integrity Assurance (PIA) team is in the process of reviewing all Form 471 Applications for schools and libraries discounts to ensure that they are in compliance with the rules of the federal universal service program. We are currently in the process of reviewing your Funding Year 2003

Form 471 Application. To complete our review, we need some additional information. The information needed to complete the review is listed below in both English and Spanish.

Based upon review of your Form 471 application, we were not able to validate your requested discount of 80% for Colegio San Juan Bosco. We could only validate a discount of 20%. If you agree that this entity should be eligible for the amount of discount we could validate, please send us a written statement verifying that you accept the modification to the discount. If you choose to validate your original requested discount of 80%, then please provide the appropriate documentation to validate your requested discount percentage.

**Please identify the method used to calculate your requested discount percentage of 80% for Colegio San Juan Bosco.**

**If the discount percentage was determined by information obtained from a survey/application, please provide the following information:**

- 1) Total number of students enrolled
- 2) Total number of surveys/applications sent out
- 3) Number of surveys/applications returned
- 4) Total number of students that qualified for the National School Lunch Program, using the Income Eligibility Guidelines (IEG) of the NSLP, per the returned surveys/applications
- 5) Are the surveys/applications and results kept on file.
- 6) Provide a sample copy of a FILLED OUT SURVEY/APPLICATION with the child's personal information crossed out for confidentiality.
- 7) A signed certification that reads: "I certify that only those students who meet the Income Eligibility Guidelines of the National School Lunch Program have been included in Column 5 of Item 10b, of Block 4 (Worksheet A) of the Form 471."
- 8) This information must be in writing on school letterhead and signed by a school official (such as the Principal, Vice-Principal, Superintendent, Director of Food Services).

**If the discount was determined using a different method than what was identified above, please indicate the method that was used.**

.....

Basado en la revisión de su solicitud, no podíamos validar su descuento solicitado de 80% para Colegio San Juan Bosco. Podríamos validar solamente un descuento de \_\_\_\_\_. Si usted está de acuerdo que esta entidad debe ser elegible para la cantidad de descuento que nosotros podemos validar, por favor envíenos una declaración escrita que verifica que usted acepta la modificación al descuento. Si usted elige validar su descuento solicitado original de \_\_\_\_\_, entonces mande por favor la documentación apropiada para validar su porcentaje de descuento solicitado.

**Identifique por favor el método usado para calcular el porcentaje de descuento solicitado de 80% para Colegio San Juan Bosco.**

**Si el porcentaje de descuento fue determinado por la información obtenida de un estudio socioeconómico, proporcione por favor la información siguiente:**

- 1) Número total de los estudiantes matriculados
- 2) Número total de los exámenes socioeconómicos que fueron distribuidos a los estudiantes
- 3) Número total de los exámenes vueltos llenos por las familias de los estudiantes
- 4) El número de los estudiantes que satisfacen las pautas para elegibilidad, usando los ingresos de las familias (Income Eligibility Guidelines), del programa nacional de almuerzo según determinado por los estudios vueltos.
- 5) Indique por favor si los exámenes socioeconómicos y los resultados están guardados en archivo
- 6) Una copia del estudio socioeconómico completo (que no tenga el nombre del estudiante solamente)
- 7) Una certificación firmada que lee: *Yo certifico que solamente han incluido los estudiantes que satisfacen las pautas para elegibilidad, usando los ingresos de las familias (Income Eligibility Guidelines), del programa nacional de almuerzo en la columna 5 del artículo 10b, del bloque 4 (hoja de trabajo A) de la forma 471.*
- 8) Necesitamos esta información por escrito en papel con membrete de la escuela y firmado por un funcionario de la escuela (tal como el director, superintendente, o el director de los servicios de alimento).

**Si el descuento fue determinado usando un método diferente, indique por favor el método que fue utilizado.**

.....

Please fax or e-mail the requested information to my attention. If you have any questions, please feel free to contact me.

It is important that we receive all of the information requested so we can complete our review. **Failure to do so may result in a reduction or denial of funding.**

**Please send the requested information within seven calendar days. If you need additional time to prepare your response, please let me know as soon as possible.**

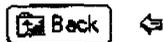
Thank you for cooperation and continued support of the Universal Service Program.

Sincerely,

Kevin Hefferan

Kevin Hefferan

Schools And Libraries Division  
Program Integrity Assurance  
Phone: 973-581-6743  
FAX: 973-599-6579 Attn: Kevin Hefferan  
kheffer@sl.universalservice.org  
alternate: fones@sl.universalservice.org



Open WebMail version 1.53



SALESIAN SOCIETY  
**Oratorio San Juan Bosco**  
*Colegio San Juan Bosco*

CALLE CONSTITUCION ESQ. SANTA ELENA, CANTERA, SANTURCE, PUERTO RICO 00915  
 PO BOX 14567, SAN JUAN, PR 00916-4367 • TEL. 726-1995 • FAX 268-1869

December 14, 2004

Schools and Libraries Division  
 Program Integrity Assurance

Colegio San Juan Bosco wants to certify the following information:

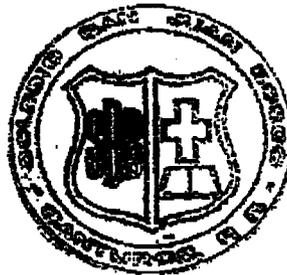
- |  |     |
|--|-----|
| 1. Total number of students enrolled   | 256 |
| 2. Number of surveys/applications sent out   | 256 |
| 3. Number of surveys/applications returned   | 210 |
| 4. Total number of students qualified for NSLP<br>(As per the returned surveys/applications) | 146 |
| 5. Are the surveys/applications and results kept on file                                     | YES |

"I certify that only students who meet the Income Eligibility Guidelines of the National School Lunch Program have been included in Column 5 Item 10b of block 4 (worksheet A) of the Form 471"

Enclosed is a copy of the survey applied.

Cordially

*Lizette M. Ruiz*  
 Lizette M Ruiz, Ma.Ed.  
 Principal



nss

## EXHIBIT D

Comp.3

Departamento de Educación  
Área de Planificación y Desarrollo Educativo  
División de Planificación

## ESTUDIO SOCIOECONOMICO

AÑO ESCOLAR 2003 - 2004

1. Región Educativa San Juan 2. Distrito Escolar San Juan I  
3. Escuela Col. San Juan Bosco 4. Grado 4<sup>to</sup> grado.  
5. Nombre del Estudiante ~~Juan Carlos Torres Bobadilla~~  
6. Nombre del Padre o encargado Carlos A Torres Matos.  
Ocupación Carrero independiente  
Ingreso Anual \$ 27,000.  
7. Nombre de la Madre Cecilia Ceballos Quiñones  
Ocupación Ama de Casa  
Ingreso Anual \_\_\_\_\_  
8. Total Ingreso Anual Familiar \_\_\_\_\_  
9. Total Miembros de la Familia 5

Certifico Correcto: Cecilia Ceballos Quiñones  
Firma del padre o encargado

Fecha: 7- abril -03

\_\_\_\_\_  
(Firma Maestro)



Universal Service Administrative Company  
Schools & Libraries Division

FUNDING COMMITMENT DECISION LETTER

(Funding Year 2004: 07/01/2004 - 06/30/2005)

January 11, 2005

Madeline Melgen Ed D  
COLEGIO SAN JUAN BOSCO  
Road 177 Building 2021  
Camino Alejandrino  
Guaynabo, PR 00969-5140

Re: Form 471 Application Number: 414602  
Funding Year 2004: 07/01/2004 - 06/30/2005  
Billed Entity Number: 201214  
Applicant's Form Identifier: TEL201214

Thank you for your Funding Year 2004 E-rate application and for any assistance you provided throughout our review. Here is the current status of the funding request(s) featured in the Funding Commitment Report at the end of this letter.

- The amount, \$4,906.54 is "Approved."

Please refer to the Funding Commitment Report on the page following this letter for specific funding request decisions and explanations.

The Important Reminders and Deadlines immediately preceding this letter are provided to assist you throughout the application process.

NEXT STEPS

- Review technology planning approval requirements
- Review CIPA Requirements
- File Form 486
- Invoice the SLD using the Form 474 (service providers) or Form 472 (Billed Entity)

FUNDING COMMITMENT REPORT

On the pages following this letter, we have provided a Funding Commitment Report for the Form 471 application cited above. The enclosed report includes a list of the Funding Request Number(s) (FRNs) from your application. The SLD is also sending this information to your service provider(s) so preparations can be made to begin implementing your E-rate discount(s) after you file your Form 486. Immediately preceding the Funding Commitment Report, you will find a guide that provides a definition for each line of the Report.

TO APPEAL THIS DECISION:

If you wish to appeal the decision indicated in this letter, your appeal must be received by the SLD or postmarked within 60 days of the date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. In your letter of appeal:

1. Include the name, address, telephone number, fax number, and e-mail address (if available) for the person who can most readily discuss this appeal with us.
2. State outright that your letter is an appeal. Identify which Funding Commitment Decision(s) you are appealing. Indicate the relevant funding year and the date

of the FCDL. Your letter of appeal must also include the Billed Entity Name, the Form 471 Application Number, and the Billed Entity Number from the top of your letter.

3. When explaining your appeal, copy the language or text from the Funding Commitment Report that is at the heart of your appeal, to allow the SLD to more readily understand your appeal and respond appropriately. Please keep your letter to the point, and provide documentation to support your appeal. Be sure to keep copies of your correspondence and documentation.
4. Provide an authorized signature on your letter of appeal.

If you are submitting your appeal on paper, please send your appeal to: Letter of Appeal, Schools and Libraries Division, Box 125 - Correspondence Unit, 80 South Jefferson Road, Whippany, NJ 07981. Additional options for filing an appeal can be found in the "Appeals Procedure" posted in the Reference Area of the SLD web site or by contacting the Client Service Bureau. We encourage the use of either the e-mail or fax filing options.

While we encourage you to resolve your appeal with the SLD first, you have the option of filing an appeal directly with the Federal Communications Commission (FCC). You should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. Your appeal must be received by the FCC or postmarked within 60 days of the above date on this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. If you are submitting your appeal via United States Postal Service, sent to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554. Further information and options for filing an appeal directly with the FCC can be found in the "Appeals Procedure" posted in the Reference Area of the SLD web site or by contacting the Client Service Bureau. We strongly recommend that you use either the e-mail or fax filing options.

#### NOTICE ON RULES AND FUNDS AVAILABILITY

Applicants' receipt of funding commitments is contingent on their compliance with all statutory, regulatory, and procedural requirements of the Schools and Libraries Universal Service Support Mechanism. Applicants who have received funding commitments continue to be subject to audits and other reviews that USAC and/or the FCC may undertake periodically to assure that funds that have been committed are being used in accordance with all such requirements. The SLD may be required to reduce or cancel funding commitments that were not issued in accordance with such requirements, whether due to action or inaction, including but not limited to that by the SLD, the applicant, or the service provider. The SLD, and other appropriate authorities (including but not limited to USAC and the FCC), may pursue enforcement actions and other means of recourse to collect erroneously disbursed funds. The timing of payment of invoices may also be affected by the availability of funds based on the amount of funds collected from contributing telecommunications companies.

Schools and Libraries Division  
Universal Service Administrative Company

**A GUIDE TO THE FUNDING COMMITMENT REPORT**

A report for each E-rate funding request from your application is attached to this letter. We are providing the following definitions for the items in that report.

**FORM 471 APPLICATION NUMBER:** The unique identifier assigned to a Form 471 application by the SLD.

**FUNDING REQUEST NUMBER (FRN):** A Funding Request Number is assigned by the SLD to each Block 5 of your Form 471 once an application has been processed. This number is used to report to applicants and service providers the status of individual funding requests submitted on a Form 471.

**FUNDING STATUS:** Each FRN will have one of the following definitions:

1. An FRN that is "Funded" is approved at the level that the SLD determined is appropriate for this FRN. The funding level will generally be the level requested unless the SLD determines during the application review process that some adjustment is appropriate.
2. An FRN that is "Not Funded" is one for which no funds were committed. The reason for the decision will be briefly explained in the "Funding Commitment Decision Explanation." An FRN may be "Not Funded" because the request does not comply with program rules, or because the total amount of funding available for this Funding Year was insufficient to fund all requests.
3. An FRN that is "As Yet Unfunded" reflects a temporary status that is assigned to an FRN when the SLD is uncertain at the time the letter is generated whether there will be sufficient funds to make commitments for requests for Internal Connections at a particular discount level. For example, if your application included requests for discounts on both Telecommunications Services and Internal Connections, you might receive a letter with funding commitments for your Telecommunications Services funding requests and a message that your Internal Connection requests are "As Yet Unfunded." You would receive one or more subsequent letters regarding the funding decision on your Internal Connections requests.

**SERVICES ORDERED:** The type of service ordered from the service provider, as shown on your Form 471.

**SPIN (Service Provider Identification Number):** A unique number assigned by the Universal Service Administrative Company to service providers seeking payment from the Universal Service Fund for participating in the universal service support mechanisms. A SPIN is also used to verify delivery of services and to arrange for payment.

**SERVICE PROVIDER NAME:** The legal name of the service provider.

**CONTRACT NUMBER:** The number of the contract between the eligible party and the service provider. This will be present only if a contract number was provided on your Form 471.

**BILLING ACCOUNT NUMBER:** The account number that your service provider has established with you for billing purposes. This will be present only if a Billing Account Number was provided on your Form 471.

**SERVICE START DATE:** The date services were reported to start for this FRN on your Form 471.

**CONTRACT EXPIRATION DATE:** The date the contract expires. This will be present only if a contract expiration date was provided on your Form 471.

**SITE IDENTIFIER:** The Entity Number listed in Form 471, Block 5, Item 22a. This will be present only for "site specific" FRNs.

**ANNUAL PRE-DISCOUNT AMOUNT FOR ELIGIBLE RECURRING CHARGES:** Eligible monthly pre-discount amount approved for recurring charges multiplied by number of months of recurring service approved for the funding year.

**ANNUAL PRE-DISCOUNT AMOUNT FOR ELIGIBLE NON-RECURRING CHARGES:** Annual eligible non-recurring charges approved for the funding year.

**PRE-DISCOUNT AMOUNT:** Amount in Form 471, Block 5, Item 23I, as determined through the application review process.

**DISCOUNT PERCENTAGE APPROVED BY THE SLD:** The discount rate that the SLD has approved for this service.

**FUNDING COMMITMENT DECISION:** This represents the total amount of funding that the SLD has reserved to reimburse your service provider for the approved discounts for this service for this funding year. It is important that you and your service provider both recognize that the SLD should be invoiced and the SLD may direct disbursement of discounts only for eligible, approved services actually rendered.

**FUNDING COMMITMENT DECISION EXPLANATION:** This entry provides an explanation of the amount in the "Funding Commitment Decision."

## FUNDING COMMITMENT REPORT

Form 471 Application Number: 414602  
Funding Request Number: 1139586 Funding Status: Funded  
Services Ordered: Telecommunications Service  
SPIN: 143012431 Service Provider Name: Puerto Rico Telephone Company, I  
Contract Number: T  
Billing Account Number: 787-726-1995  
Service Start Date: 07/01/2004  
Contract Expiration Date: 06/30/2005  
Site Identifier: 201214  
Annual Pre-discount Amount for Eligible Recurring Charges: \$5,856.72  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$5.00  
Pre-discount Amount: \$5,856.72  
Discount Percentage Approved by the SLD: 20%  
Funding Commitment Decision: \$1,171.34 - ERN approved; modified by SLD  
Funding Commitment Decision Explanation: The dollars requested were reduced to remove the Unsubstantiated Charges, and the ineligible Equipment Rental and Directory Listings. The site-specific discount was corrected.

Funding Request Number: 1139592 Funding Status: Funded  
Services Ordered: Internet Access  
SPIN: 143022659 Service Provider Name: A New Vision in Educational Serv  
Contract Number: MTM  
Billing Account Number: 201214  
Service Start Date: 07/01/2004  
Contract Expiration Date: 06/30/2005  
Site Identifier: 201214  
Annual Pre-discount Amount for Eligible Recurring Charges: \$12,636.00  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$6,040.00  
Pre-discount Amount: \$18,676.00  
Discount Percentage Approved by the SLD: 20%  
Funding Commitment Decision: \$3,735.20 - ERN approved; modified by SLD  
Funding Commitment Decision Explanation: The site-specific discount was corrected.

# USAC

Schools and Libraries Division  
Box 125 - Correspondence Unit  
40 South Jefferson Road  
Whippany, New Jersey 07981

**TIME SENSITIVE MATERIAL**

01308  
Madeline Melgen Ed D  
COLEGIO SAN JUAN BOSCO  
Road 177 Building 2021  
Camino Alejandro  
Guaynabo, PR 00969-5140  
[Barcode]

**IMPORTANT REMINDERS & DEADLINES**

Date: January 11, 2005  
471 : 414602  
BEN : 201214

The following information is provided to assist you throughout the application process. We recommend that you keep it in an easily accessible location and that you share it with the appropriate members of your organization.

**FORM 486 DEADLINE** - The Form 486 must be postmarked no later than 120 days after the Service Start Date you report on the Form 486 or no later than 120 days after the date of the Funding Commitment Decision Letter, whichever is later. If you are required to have a Technology Plan, that plan must be approved by the start of service for this funding year, you must indicate the SLD Certified Technology Approver who approved your plan and you must retain your approval letter and documentation of your monitoring of the progress toward your stated goals.

**CHILDREN'S INTERNET PROTECTION ACT (CIPA)** - You must be in compliance with CIPA and cannot request a waiver, if FY2004 is your Third Funding Year for the purposes of CIPA.

**INVOICE DEADLINE** - Invoices must be postmarked no later than 120 days after the last date to receive service - including extensions - or 120 days after the date of the Form 486 Notification Letter, whichever is later. Invoices should not be submitted until the invoiced products and services have been delivered and billed, and (for BEAR Forms) the provider has been paid.

**OBLIGATION TO PAY NON-DISCOUNT PORTION** - Applicants are required to pay the non-discount portion of the cost of the products and/or services. Service providers are required to bill applicants for the non-discount portion. The FCC has stated that requiring applicants to pay their share ensures efficiency and accountability in the program. If you are using a trade-in as part of your non-discount portion, please refer to the SLD web site.

**RETAIN DOCUMENTATION** - Applicants must retain documentation, including but not limited to, documents showing:

- compliance with all applicable competitive bidding requirements,
- products and/or services delivered (e.g., customer bills detailing make, model and serial number),
- resources necessary to make effective use of E-rate discounts, including the purchase of equipment such as workstations not eligible for support,
- the specific location of each item of E-rate funded equipment, and
- the applicant has paid the non-discount portion.

These documents must be retained and available for review for 5 years.

**SUSPENSION AND DEBARMENT** - 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.

**FREE SERVICES ADVISORY** - Applicants and service providers are prohibited from using the Schools and Libraries Support Mechanism to subsidize the procurement of ineligible or unrequested products and services, or from participating in arrangements that have the effect of providing a discount level to applicants greater than that to which applicants are entitled.

Complete program information - including more information on these reminders - is posted to the Schools and Libraries Division (SLD) web site at [www.sl.universalservice.org](http://www.sl.universalservice.org). You may also contact the SLD Client Service Bureau by e-mail using the "Submit a Question" link on the SLD web site, by fax at 1-888-276-8736 or by phone at 1-888-203-8100.