

**Before the  
FEDERAL COMMUNICATIONS COMMISSION  
Washington, D.C. 20554**

**RECEIVED & INSPECTED**  
**MAY 2 - 2005**  
**FCC - MAILROOM**

In the Matter of	)	<b>DOCKET FILE COPY ORIGINAL</b>
	)	
Request for Review by Colegio Santiago	)	
Apostol	)	Form 471 Application No. 424130
Decision of the Universal Service	)	
Administrator	)	
Schools and Libraries Universal Service	)	CC Docket No. 02-6
Support Mechanism	)	
	)	

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 Santiago Apostol 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 60% to 20%.

**I. BACKGROUND**

On January 30, 2004, Colegio Santiago Apostol 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, Colegio Santiago Apostol indicated that 133 out of 313 students enrolled during the 2001-2002 academic year qualified for a free or reduced price lunch under the National School Lunch Program ("NSLP") and requested a 60% discount on all of its funding requests.<sup>2</sup> During its

<sup>1</sup> FCC Form 471 No. 410769, Colegio Santiago Apostol (Exhibit A).

<sup>2</sup> The specific funding requests number are 1126358 and 1126396

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review of Colegio Santiago Apostol'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 Colegio Santiago Apostol, 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).

On December 9, 2004 Colegio Santiago Apostol provided the information requested to the SLD on the school letterhead and signed by the school Principal, Zoraida N. de Alonso.<sup>4</sup> In its response, Colegio Santiago Apostol indicated that there were 313 students enrolled, that 313 surveys/applications were sent out and that 205 surveys/applications were returned. It also indicates from those 205 survey/applications returned 133 students qualifies for the NSLP, that the surveys/applications and its results are kept on file and certified that only the students who meet the IEG of the NSLP had being included in Column 5 item 10b of block 4 (worksheet A) of

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<sup>3</sup> See letter from Charles Peterson, Schools and Libraries Division, Program Integrity Assurance, to Marielgorie Zapata, dated December 2, 2004 (Exhibit B).

<sup>4</sup> See Letter from Colegio Santiago Apostol Principal, Zoraida N. de Alonso to Schools and Libraries Division, Program Integrity Assurance, dated December 9, 2004 (Exhibit C).

the Form 471. Colegio Santiago Apostol also provided a sample copy of the socio-economic survey<sup>5</sup>.

On March 1, 2005, the SLD issued a funding commitment decision letter reducing the discount rate from 60% to 20%.<sup>6</sup> The SLD provided no explanation on the reason for the percentage reduction.

It is our assumption that the SLD established the basis for the decision of awarding a 20% discount versus the 60% originally requested on the conflicting information provided by Colegio Santiago Apostol in the submitted SLD Form 471 and the response to the PIA request for information. (Exhibit A) **Colegio Santiago Apostol erred in filing the SLD Form 471 with inaccurate information on Block 4 column 5 (133)**<sup>7</sup>. This number is not consistent with the information provided in the applicant response to the request of information. (Exhibit D and Exhibit E) **Exhibit E provides the correct information (numbers) to calculate, following the FCC rules and procedures the exact number of students for Block 4, Column 5 (203).**

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 313 surveys distributed, 205 of the students completed the survey. From the 205 completed surveys, 133 (65 %) 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. Following the SLD's guidelines we can get to the conclusion that in Colegio Santiago Apostol 203 students, or 65 % 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

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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 Colegio Colegio Santiago Apostol, dated March 1, 2005 (Exhibit E)

<sup>7</sup> Exhibit A

school with 65 % of its student population eligible for the national school lunch program qualifies for 80% discount under the schools and libraries universal service support mechanism.

**II. COLEGIO SANTIAGO APOSTOL CORRECTLY DETERMINED THE PERCENTAGE OF STUDENTS ELIGIBLE FOR A FREE OR REDUCED-PRICE LUNCH UNDER THE NSLP.**

**Although Colegio Santiago Apostol erroneously filed an SLD Form 471 with inaccurate information on Block 4, alternately, when requested submitted sufficient evidence to the PIA to demonstrate the percentage of students eligible for a free or reduced – price lunch under the NSLP. (80%)**

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>8</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>9</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>10</sup> Second, a school's high-cost status is derived from rules that classify it as urban or rural.<sup>11</sup> The Commission's rules provide a matrix reflecting

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<sup>8</sup> 47 C.F.R. § 54.505(b).

<sup>9</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>10</sup> See *School for Language and Communication Development*, Order, 17 FCC Rcd 15166 (rel. Aug. 6, 2002).

<sup>11</sup> 47 C.F.R. §§ 54.505(b)(3)(i), (ii).

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>12</sup>

Because NSLP data is unavailable for Colegio Santiago Apostol, it used a federally-approved alternative mechanism that relies on actual counts of low-income children to determine the level of poverty.

### **III. THE SLD ERRONEOUSLY CONCLUDED THAT COLEGIO SANTIAGO APOSTOL QUALIFIED FOR A 20% DISCOUNT AND FAILED IN NOT REQUESTING ADDITIONAL INFORMATION TO THE SCHOOL AND CLARIFY THE CONFLICTING INFORMATION.**

Colegio Santiago Apostol submitted to the SLD exactly what it was asked to submit: (a) the total number of students (313 students), (b) the number of surveys/applications sent out (313), (c) the number of surveys/applications returned (205) (d) the number of students qualified to participate in the NSLP, 203 (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, Colegio Santiago Apostol provided a sample copy of the socio-economic survey conducted by the school. No additional documentation supporting the eligible discount rate for the school was requested.

### **IV. CONCLUSION**

Colegio Santiago Apostol provided clear evidence to the SLD that it qualified for a 80% discount under the E-rate program since 203 out of 313 students (65% 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

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<sup>12</sup> 47 C.F.R. § 54.505(c).

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 60% to 20% and in not granting an 80% discount to Colegio Santiago Apostol. Colegio Santiago Apostol respectfully requests that the Commission reverse the SLD's denial of the school's appeal and grant its application to be funded at a 80% discount.

Respectfully submitted,

**COLEGIO SANTIAGO APOSTOL**

*Zoraida N. de Alonso*

Zoraida N. de Alonso

Principal, Colegio Santiago Apostol

Street 23, Block 23, # 17,

Bayamón, PR 00961

Tel: [enter school telephone number]

Fax: [enter school fax number]

April 29, 2005

**FCC Form 471**  
Services Ordered and Certification Form



**Applicant's Form Identifier: TEL200637**

**Entity Number: 200637**

**Contact Person: Madeline Melgen Ed D Phone Number: (787) 731-6100 Ext. 234**

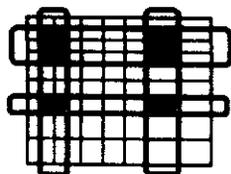
**Please record this application's information in a secure place for future reference**

**471 Application Number: 410769**

**Entity Number of Billed Entity (Applicant): 200637**

**Security Code Number: 7207**

Continue >>



# NEVESEM, INC.

MSC 608, 138 Ave. Winston Churchill, San Juan, P.R. 00926-6023 Tel.(787) 706-2700

Date: December 18, 2003  
 To: Colegio Santiago Apóstol  
 Bayamón, PR  
 Entity #: 200637  
 Application #: \_\_\_\_\_

## Year 2004 Quote

Item 21 Attachment

### Internet Access

Bundled Services	Initial Charge	Monthly Charge	Annual Charge
256 Kbps Access & Transport		\$ 895	\$ 10,740
Internet Service Maintenance		\$ 158	\$ 1,896
Basic User Training	\$ 1,150		
Setup Charge (Installation)	\$ 4,050		
Project Management	\$ 820		
<b>Total</b>	<b>\$ 6,020</b>	<b>\$ 1,053</b>	<b>\$ 12,636</b>
<b>Grand Total</b>	<b>\$</b>		<b>18,656</b>

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

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**Block 1: Billed Entity Information**

**Applicant's Form Identifier:**

TEL200637

**471 Application Number:**

410769

**Funding Year:** 07/01/2004 -

06/30/2005

**Billed Entity Number:**

200637

**Cert. Postmark Date:**

**Form Status:** INCOMPLETE

**RAL Date:**

**Out of Window Letter Date:**

**Name:** Colegio Santiago Apostol

**Address:** Calle 23 Bloque 23, num 17.

**City:** Bayamon **State:** PR **Zip:** 00961

**Phone:** 787-786-9179 **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

**Type of Application:** SCHOOL

**Ineligible Orgs:** N

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

**Number of students to be served:** 313

**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?	15	15
b. High-bandwidth voice/data/video service: How many buildings served before and after your order?	3	3
c. High-bandwidth voice/data/video service: Highest speed to a building before and after your order?	256	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?	0	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?	256	256
h. Internet access(for schools): How many rooms have Internet access before and after your order?	11	30
i. Internet Access: How many computers (or other devices) with Internet access before and after your order?	10	17

#### Block 4: Worksheets

**Worksheet A No:** 566598      **Student Count:** 313

**Weighted Product (Sum. Column 8):** 187.8

**Shared Discount:** N/A

**1. School Name:** Colegio Santiago Apostol

**2. Entity Number:** 200637      **3. Rural/Urban:** Urban

**4. Student Count:** 313      **5. NSLP Students:** 133      **6. NSLP Students/Students:** 42.492%

**7. Discount:** 60%      **8. Weighted Product:** 187.8

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

<b>FRN: 1126358 FCDL Date:</b>	
<b>11. Category of Service:</b> Telecommunications Service	<b>12. 470 Application Number:</b> 114490000470468
<b>13. SPIN:</b> 143012431	<b>14. Service Provider Name:</b> Puerto Rico Telephone Company, Inc.
<b>15. Contract Number:</b> T	<b>16. Billing Account Number:</b> 787-786-9179
<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 #:</b> 1	<b>22. Block 4 Entity Number:</b> 200637
<b>23a. Monthly Charges:</b> \$475.00	<b>23b. Ineligible monthly amt.:</b> \$ .00
<b>23c. Eligible monthly amt.:</b> \$475.00	<b>23d. Number of months of service:</b> 12
<b>23e. Annual pre-discount amount for eligible recurring charges ( 23c x 23d):</b> \$5,700.00	
<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> \$5,700.00	
<b>23j. % discount (from Block 4):</b> 60	
<b>23k. Funding Commitment Request ( 23i x 23j):</b> \$3,420.00	

<b>FRN: 1126396 FCDL Date:</b>	
<b>11. Category of Service:</b> Internet Access	<b>12. 470 Application Number:</b> 114490000470468
<b>13. SPIN:</b> 143022659	<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> 200637
<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 #:</b> 2	<b>22. Block 4 Entity Number:</b> 200637
<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> \$6,020.00	<b>23g. Ineligible non-recurring amt.:</b> \$ .00
<b>23h. Annual pre-discount amount for eligible non-recurring charges ( 23f - 23g):</b> \$6,616.00	

00,000.00

**23i. Total program year pre-discount amount ( 23e + 23h): \$18,656.00**

**23j. % discount (from Block 4): 60**

**23k. Funding Commitment Request ( 23i x 23j): \$11,193.60**

### **Block 6: Certifications and Signature**

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: ZORAIDA N. DE ALONSO

37. Title or Position of Authorized Person: PRINCIPAL

38a. Address: CALLE 23 BLQ 23 #17  
URB SIERRA BAYAMON

City: BAYAMON State: PR Zip: 00961

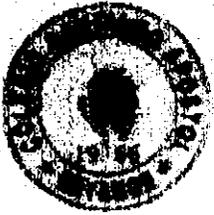
38b. Telephone Number of Authorized Person: (787) 786-9179 ext.

38c. Fax Number of Authorized Person: (787) 269 - 3965

38d. Email address of Authorized Person:

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# Colegio Santiago Apóstol

Calle 23 Bld. 23 # 17 Urb. Sierra Bayamón  
 Bayamón, Puerto Rico 00961  
 Teléfono (787) 786-9179 Fax (787) 269-3965



December 9, 2004

**Schools and Libraries Division  
 Program Integrity Assurance**

**Colegio Santiago Apóstol wants to validate the following information:**

- |   |     |
|---|-----|
| 1. Total number of students enrolled  | 348 |
| 2. Number of surveys/applications sent out  | 348 |
| 3. Number of survey/applications returned   | 348 |
| 4. Total number of students qualified for NSLP<br>(As per the returned survey/applications) | 181 |
| 5. Are the survey/applications and results kept on file                                     | YES |

**"I certify that only those 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,**

*Zoraida N. De Alonso*

**Zoraida N. De Alonso**

**Principal**

**P/d: Estos números se cambiaron en reunión con Judith y en una reclamación que ella hizo.**

EXHIBIT D

Comp.3

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

## ESTUDIO SOCIOECONOMICO

PARA AÑO ESCOLAR 2004-2005

1. Región Educativa Bayamón 2. Distrito Escolar Bayamón I  
3. Escuela Colegio Santiago Apóstol 4. Grado 4to  
5. Nombre del Estudiante \_\_\_\_\_  
6. Nombre del Padre o encargado Carlos Rivera Romon  
Ocupación Supervisor de Lausell Inc.  
Ingreso Anual 15,000.00  
7. Nombre de la Madre Marilyn Jimenez Rivera  
Ocupación Oficinista Lausell  
Ingreso Anual 12,000.00  
8. Total Ingreso Anual Familiar \$ 27,000.00  
9. Total Miembros de la Familia 3

Certifico Correcto: CR

Firma del padre o encargado

Fecha: 6/9/04

(Firma Maestro)



**Universal Service Administrative Company**  
Schools & Libraries Division

**FUNDING COMMITMENT DECISION LETTER**

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

March 1, 2005

Madeline Melgen Ed D  
Colegio Santiago Apostol  
Road 177 Building 2021  
Camino Alejandrino  
Guaynabo, PR 00969-5140

Re: Form 471 Application Number: 410769  
Funding Year 2004: 07/01/2004 - 06/30/2005  
Billed Entity Number: 200637  
Applicant's Form Identifier: TEL200637

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, \$4,729.48 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: 410769  
Funding Request Number: 1126358 Funding Status: Funded  
Services Ordered: Telecommunications Service  
SPIN: 143012431 Service Provider Name: Puerto Rico Telephone Company, I  
Contract Number: T  
Billing Account Number: 787-786-9179  
Service Start Date: 07/01/2004  
Contract Expiration Date: 06/30/2005  
Site Identifier: 200637  
Annual Pre-discount Amount for Eligible Recurring Charges: \$4,991.40  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$.00  
Pre-discount Amount: \$4,991.40  
Discount Percentage Approved by the SLD: 20%  
Funding Commitment Decision: \$998.28 - FRN approved; modified by SLD  
Funding Commitment Decision Explanation: The dollars requested were reduced to remove ineligible phone sets. The site-specific discount was corrected.

Funding Request Number: 1126396 Funding Status: Funded  
Services Ordered: Internet Access  
SPIN: 143022659 Service Provider Name: A New Vision in Educational Serv  
Contract Number: MTM  
Billing Account Number: 200637  
Service Start Date: 07/01/2004  
Contract Expiration Date: 06/30/2005  
Site Identifier: 200637  
Annual Pre-discount Amount for Eligible Recurring Charges: \$12,636.00  
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$6,020.00  
Pre-discount Amount: \$18,656.00  
Discount Percentage Approved by the SLD: 20%  
Funding Commitment Decision: \$3,731.20 - FRN approved; modified by SLD  
Funding Commitment Decision Explanation: The site-specific discount was corrected.

**USAC**

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

*Let's Stay Together*  
BEN 2-2-62

**TIME SENSITIVE MATERIAL**

00105  
Madeline Melgen Ed D  
Colegio Santiago Apostol  
Road 177 Building 2021  
Camino Alejandrino  
Guaynabo, PR 00969-5140  
|||||

## IMPORTANT REMINDERS & DEADLINES

Date: March 1, 2005  
471 : 410769  
BEN : 200637

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.