

Technology Plan

and

Technology Inventory

**The Altoona Area Public
Library**

2003-2006

FUNDING COMMITMENT REPORT
Billed Entity Name: ALTOONA AREA PUBLIC LIBRARY
BEN: 125585
Funding Year: 2005

Form 471 Application Number: 460862
Funding Request Number: 1266254
Funding Status: Not Funded
Category of Service: Internet Access
Form 470 Application Number: 144530000
SPIN: 143004473
Service Provider Name: altoona area school district
Contract Number: n/a
Billing Account Number: N/A
Service Start Date: 07/01/2005
Contract Expiration Date: 06/30/2006
Site Identifier: 125585
Number of Months Recurring Service Provided in Funding Year: 12
Annual Pre-discount Amount for Eligible Recurring Charges: \$1,200.00
Annual Pre-discount Amount for Eligible Non-recurring Charges: \$.00
Pre-discount Amount: \$1,200.00
Discount Percentage Approved by the SLD: N/A
Funding Commitment Decision: \$0.00 - Technology Plan Required
Funding Commitment Decision Explanation: The technology plan provided was deficient because one or more FCC-required elements were not included. A complete technology plan is needed if seeking discounts for non-basic service.
FCDL Date: 07/27/2005
Wave Number: 005



Universal Service Administrative Company
Schools & Libraries Division

FUNDING COMMITMENT DECISION LETTER
(Funding Year 2005: 07/01/2005 - 06/30/2006)

July 27, 2005

Connie Tipton
ALTOONA AREA PUBLIC LIBRARY
1600 5TH AVE
ALTOONA, PA 16602-3693

Re: Form 471 Application Number: 460862
Funding Year 2005: 07/01/2005 - 06/30/2006
Billed Entity Number: 125585
Billed Entity FCC RN: 11633724
Applicant's Form Identifier: 05-06 471 Inet

Thank you for your Funding Year 2005 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, \$960.00 is "Denied."

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

- Work with your service provider to determine if you will receive discounted bills or if you will request reimbursement from USAC after paying your bills in full
- Review technology planning approval requirements
- Review CIPA Requirements
- File Form 486
- Invoice the SLD using the Form 474 (service provider) or Form 472 (Billed Entity) - as products and services are being delivered and billed

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 a decision 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 (if available) e-mail address for the person who can most readily discuss this appeal with us.
2. State outright that your letter is an appeal. Include the following to identify the letter and the decision you are appealing:
 - Appellant name,
 - Applicant name and service provider name, if different from appellant,

- Applicant BEN and service provider SPIN,
 - Form 471 Application Number as assigned by the SLD,
 - "Funding Commitment Decision Letter for Funding Year 2005," AND
 - The exact text or the decision that you are appealing.
3. Please keep your letter to the point, and provide documentation to support your appeal. Be sure to keep a copy of your entire appeal, including any correspondence and documentation.
 4. If you are the applicant, please provide a copy of your appeal to the service provider(s) affected by the SLD's decision. If you are the service provider, please provide a copy of your appeal to the applicant(s) affected by the SLD's decision.
 5. Provide an authorized signature on your letter of appeal.

To submit your appeal to the SLD by e-mail, use the "Submit a Question" feature on our web site at www.sl.universalservice.org. Click "Continue," choose "Appeals" from the Topics Inquiry on the lower portion of your screen, and click "Go" to begin your appeal submission. The system will prompt you through the process. The SLD will automatically reply to incoming e-mails to confirm receipt.

To submit your appeal to the SLD by fax, fax your appeal to (973) 599-6542.

To submit your appeal to the SLD on paper, send your appeal to:

Letter of Appeal
 Schools and Libraries Division
 Box 125 - Correspondence Unit
 80 South Jefferson Road
 Whippany, NJ 07981

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. We strongly recommend that you use either the electronic filing options described in the "Appeals Procedure" posted in the Reference Area of our web site. If you are submitting your appeal via United States Postal Service, send to: FCC, Office of the Secretary, 445 12th Street SW, Washington, DC 20554.

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 the Universal Service Administrative Company (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 improperly 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. 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.

CATEGORY OF SERVICE: The type of service ordered from the service provider, as shown on your Form 471.

FORM 470 APPLICATION NUMBER: The Form 470 Application Number associated with this FRN from Block 5, Item 12 of the 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 Service Start Date for this FRN from Block 5, Item 19 of your Form 471.

CONTRACT EXPIRATION DATE: The Contract Expiration Date for this FRN from Block 5, Item 20b of your Form 471. 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.

NUMBER OF MONTHS RECURRING SERVICE PROVIDED IN FUNDING YEAR: The number of months of service that has been approved in the funding year. This will be present only for recurring services.

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."

FCDL DATE: The date of this Funding Commitment Decision Letter (FCDL).

WAVE NUMBER: The wave number assigned to FCDLs issued on this date.

Connie Tipton

From: Hollinger, James [jhollinger@state.pa.us]
Sent: Wednesday, January 11, 2006 9:52 AM
To: Julie Tritt Schell
Cc: Connie Tipton (E-mail)
Subject: RE: appeals question

Julie,

I took another look at Altoona's planned, which was approved in 2004. I certainly didn't see any deficiencies in terms of meeting the required elements. I probably shouldn't be, but I'm surprised that the application was rejected on what would certainly be a subjective interpretation of the plan. This isn't like missing a signature or something like that. They have an approved plan. I'm still not clear in what context SLD reviewed the plan.

Jim

-----Original Message-----

From: Julie Tritt Schell [mailto:jtschell@comcast.net]
Sent: Wednesday, January 11, 2006 9:10 AM
To: 'Connie Tipton'
Cc: 'Hollinger, James'
Subject: RE: appeals question

Connie:

Did the SLD ask to see a copy of your technology plan? If so, I suspect that it did not contain one of the 5 required elements:

Unfortunately, there is no way to appeal after the 60 days has passed. You can file a Request for Waiver to the FCC asking that they waive the 60 day appeal deadline, but I've never seen them actually do it. And they have a 3 year backlog of appeals right now at the FCC, so you would probably have to wait years for an answer.

If they never asked to see a copy of your technology plan, you should use the Submit a Question feature on the SLD website and explain that you are seeking additional information pertaining to your denial. You can also write to the appeals department at the SLD, explain that you realize the 60 days have passed, but that you are writing for additional clarification of your denial so you can correct the problem.

-- Julie

From: Connie Tipton [mailto:connie@altoonalibrary.org]
Sent: Wednesday, January 11, 2006 8:57 AM
To: 'Julie Tritt Schell'
Subject: appeals question

Julie,

After some digging, I found out we were denied funding for our Internet Access for Year 8. Here is the info for that funding request:

470 app # 144530000
471 app # 460862
Billed entity # 125585
SPIN 143004473
FRN 1266254

Explanation for denial of funds: The technology plan provided was deficient because one or more FCC-required elements were not included. A Complete technology plan is needed if seeking discounts for non-basic service.
FCDL date was 7/27/05

1/11/2006

Funding request was for \$960.00

The denial in the FCDL was never noticed until yesterday when I started digging into not having been approved for this funding yet. I realize the 60 day appeal period is long over but I called the SLD help line to try to understand the meaning of the explanation. The case ID is 21-356846. The woman I spoke with told me there is no other place to get an 'explanation of the explanation. There is no one she could refer me to? This tech plan has been in effect for two years prior to this one and was not denied in those prior years. Is there some way to find out the meaning behind this explanation? On the 471 application, item 26, I checked the box for: higher-level tech plan for using the services requested in this application. That was probably a wrong choice? We only have one tech plan that covers everything. During the SLD's review of the 471, we never received a call for clarification or anything.

Is there any chance of filing an appeal after this much time has passed? The oversight in not seeing that it was denied and consequently too late for the appeal is entirely my fault. Is there someone I can speak with that could explain the problem with our Tech plan? Any answers you can provide would be of great help.

Thanks!

Connie Tipton
Executive Secretary
Altoona Area Public Library
1600 Fifth Avenue
Altoona PA 16602
Phone (814) 946-0417 Ext 120
Fax (814) 946-3230
www.altoonalibrary.org

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Altoona PA 16602
Phone (814) 946-0417 Ext 120
Fax (814) 946-3230
www.altoonalibrary.org



Please provide the following additional information...

BEN?	125585
Applicant Form Identifier?	05-06 471
Form 471 Application Number?	460862
Funding Year?	FY8 (07/01/2005 - 06/30/2006) <input type="checkbox"/>
SPIN?	143004473
FRN?	1266254
Question?	<p>This funding request was denied. I do not understand their explanation of the denial: "The technology plan provided was deficient because one or more FCC required elements were not included. A complete technology plan is needed if seeking discounts for non basic service." We are in the 3rd year of this tech plan and had no trouble having our funding approved prior to this. We were never asked to provide a copy of our technology plan. Nor were we even contacted with a problem about it. We did not receive contact during the review process either. If there was a problem or even a question as to whether our tech plan was correct, why were we not notified?? I understand that the time to file an appeal is passed. I would still appreciate some answers however.</p>

SLD Home | Client Service Bureau: 1-888-203-8100

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Thanks!

1/11/2006

Service Provider (SPIN) altoona area school district (143004473)
 Category INTERNET ACCESS
 Funding Year 2005

Status NOT FUNDED
 Discount Rate 80%
 Requested Amount \$960.00

Description/Note Edit
 Location ALTOONA AREA PUBLIC LIBRARY (125585)
 FRN 1266254

Details FRN History Forms SLD Checkbook FRN as Submitted Sites

FCDL Date 07/27/2005
 Form 471 Service Start Date
 Submitted 486 Service Start Date
 Approved 486 Service Start Date
 Form 486 Status Not Processed at SLD
 Form 486 Acceptance Date
 Installation Deadline 07/02/2006
 Last Date to Invoice 10/30/2006
 Contract Expiration Date 06/30/2006

Pre-Discount Amount \$0.00
 Requested Amount \$960.00
 Committed Amount \$0.00
 ERM Debits \$0.00
 ERM Balance \$0.00
 SLD Balance \$0.00

Form 471 460862
 Form 470 144530000531015
 SLD Explanation The technology plan provided was deficient because one or more FCC-required elements were not included. A complete technology plan is needed if seeking discounts for non-basic service.

Case #
 21-356-846

Contract Number
 Billing Account Number

Payment Method Requested Edit
 Payment Method Established NOT SET

Special Status (e.g., appeal, SPIN Change) -None- Edit
 Date Request Filed Edit

Route
Tina
Delivery Point
TW-B204

06/14/06
09:40:14

OMD
PO#
Sch ALTONA AREA PUBLIC
7005116000269170751

W1020040X7



PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT
OF THE RETURN ADDRESS, FOLD AT DOTTED LINE

CERTIFIED MAIL™

