



BUDGET, PLANNING & ACCOUNTING SERVICES

545 West Dayton St. Madison, Wisconsin 53703-1987 608.663.8496 <https://bpaweb.madison.k12.wi.us>
Donna Williams, Director Jane Belmore, Ph.D., Interim Superintendent of Schools

November 28, 2012

CC Docket No. 02-6 APPEAL

2011 E-Rate Year (July 1, 2011 – June 30, 2012)

Form 486 Application Number: 926672

Form 471: 793613

FRN: 2150745

BEN: 133013

SPIN: 143001042

Service Provider: Madison Cellular Telephone Co.

Name: Mark Anderson

A handwritten signature in black ink that reads "Mark S Anderson".

Phone Number: 608-204-3047

Fax Number: 608-442-0664

E-Mail Address: msanderson2@madison.k12.wi.us

School District: Madison Metro School District

Address: 545 W Dayton Street

Madison, WI 53703

This is an appeal of the Service Start Date for Form 486 Number 926672.

The staff member who managed the E-Rate Program for the Madison Metropolitan School District (MMSD) retired in June 2011. I began managing the E-Rate Program for the Madison Metropolitan School District (MMSD) in August 2011. This was added to my current responsibilities for the District that is the second largest in Wisconsin with 32,000 students and staff. Prior to August 2011, I had no previous experience working with the E-Rate program. The person who retired did not provide any support for the process after retiring.

My first encounter in managing the program for MMSD was having to respond to PIA requests for the 2010-2011 and the 2011-2012 E-Rate requests. This was the time that BEAR Forms needed to be filed for 2010-2011 as well. In addition, the 2012-13 E-Rate Program started as I was dealing with the PIA requests. The process to resolve the PIA requests for two funding years added to the burden of learning the basics of managing the E-Rate Program for the new funding year.

Two RFPs were filed for the 2012-13 E-Rate application process. As you know the rules around the RFP process and deadlines that must be met add a certain complexity to the process. If you look at the history of this district you will see that a major appeal by the previous E-Rate manager was denied. I

was working in good faith to make sure that we did not make any significant errors in the 2012-2013 E-Rate filing process.

I found the process has required some time to learn. In addition, the process is complicated with deadlines and the rules around filing all of the E-Rate forms for multiple funding years requiring constant attention. Unfortunately, I did inadvertently miss the deadline for filing the Form 486 noted above. I did not realize this until I was creating the BEAR form for this vendor in early October 2012. When the BEAR Form would not go through electronically an error indicated that the Form 486 had not been filed. I called the SLD help desk and inquired about the Form 486. (Ticket # 22-419845) I was informed at that time that a 486 had not been filed for this FRN. The Form 486 was filed and the service start date was adjusted to June 6, 2012, which is 120 days previous to filing the 486. This means we received only three weeks of discounts for the funding request.

If you check on the 2012-2013 filing year for the MMSD you will find that all PIA reviews have been resolved and all the Forms 486 have been filed on time. If this appeal is not granted the District will be penalized the amount of \$94,735.90. This is a significant loss of revenue for the District. I am requesting that this appeal be granted based on the fact that I was learning a fairly complicated process last year and inadvertently missed the 486 filing deadline.

Thank you for reviewing my appeal and please contact me if you have any questions.

Please note that I have given Robert Bocher, State E-Rate Coordinator with the Wisconsin Department of Public Instruction, permission to file this appeal on our behalf.



Universal Service Administrative Company

Schools and Libraries Division



FORM 486 NOTIFICATION LETTER
(Funding Year 2011: 07/01/2011 - 06/30/2012)

October 17, 2012

Mark Anderson
MADISON METRO SCHOOL DISTRICT
545 W DAYTON ST
MADISON, WI 53703-1967

Re: Form 486 Application Number: 926672
Applicant's Form 486 Identifier: MMSDCELL12

This letter is to notify you that the Universal Service Administrative Company (USAC) has received and accepted an FCC Form 486, Receipt of Service Confirmation Form, from you. This notification is to confirm the information that you provided. This information is being shared with the service provider whose SPIN you identified on each Funding Request Number (FRN).

You may be receiving this letter to revise or correct a previous Form 486 Notification Letter. The information contained in this letter supersedes any previous notification you may have received, including, but not limited to, a previously adjusted Service Start Date or previously reduced funding commitment.

NEXT STEPS

Discuss with your service provider whether you would like discounts on your bills or to pay your bills in full and be reimbursed for discounts.

Invoice USAC before the invoice deadline using the applicant invoice (BEAR Form - FCC Form 472) for reimbursements after paying the bills in full or the service provider invoice (SPI Form - FCC Form 474) for discounts. Whichever method you choose, you must pay your non-discount portion, as stated in Program rules. Program rules also require that participants maintain all documentation for at least five years after delivery of discount service.

TO APPEAL THE SERVICE START DATE/FUNDING COMMITMENT CHANGE DECISION

If you wish to appeal the Service Start Date change(s) and/or funding commitment adjustment(s) indicated in this letter, your appeal must be received by USAC 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. In your letter of appeal:

1. Include the name, address, telephone number, fax number, and email address for the person who can most readily discuss this appeal with us.

Schools and Libraries Division - Correspondence Unit
20 Lanidex Plaza West, PO Box 685, Parsippany, NJ 07054-0685
Visit us online at: www.usac.org/sl

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 or service provider name, if different than appellant,
 - applicant BEN and service provider SPIN,
 - Form 486 Number 926672 and FRN(s) as assigned by USAC,
 - "Form 486 Notification Letter for Funding Year 2011", 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 an applicant, please provide a copy of your appeal to the service provider(s) affected by the USAC's decision. If you are a service provider, please provide a copy of your appeal to the applicant(s) affected by the USAC's decision.
5. Provide an authorized signature on your letter of appeal.

To submit your appeal to USAC by email, email your appeal to appeals@sl.universalservice.org. USAC will automatically reply to incoming emails to confirm receipt.

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

To submit your appeal to us on paper, send your appeal to:

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

You have the option of filing an appeal with USAC or 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 date of this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. We strongly recommend that you use the electronic filing options described in the "Appeals Procedure" posted on our website. 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.

A guide to the data reported in our letter reports is posted in the Reference Area of our website. Complete Program information, including invoice deadlines is also posted on our website. You may also contact our Client Service Bureau by email using the "Submit a Question" link on our website, toll-free by fax at 1-888-276-8736, or toll-free by phone at 1-888-203-8100.

Schools and Libraries Division
Universal Service Administrative Company

FORM 486 NOTIFICATION LETTER REPORT
(Funding Year 2011)

Funding Request Number: 2150745
Form 471 Application Number: 793613
Service Provider Name: Madison Cellular Telephone Co.
Service Provider Identification Number: 143001042
Billing Account Number: 335019568, 210434474
Service Start Date: 06/06/2012*
Service Start Date Change Explanation: 120-DAY 486 DEADLINE
Adjusted Funding Commitment: \$8,661.45

