



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

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**Administrator's Decision on Appeal – Funding Year 2012-2013**

October 23, 2012

Sandra Harper  
Trenton Special School District  
201 W. 10th Street  
Trenton, TN 38382

Re: Applicant Name: TRENTON SPECIAL SCHOOL DIST  
Billed Entity Number: 128492  
Form 471 Application Number: 873251  
Funding Request Number(s): 2382491  
Your Correspondence Dated: September 11, 2012

After thorough review and investigation of all relevant facts, the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC) has made its decision in regard to your appeal of USAC's Funding Year 2012 Funding Commitment Decision Letter for the Application Number indicated above. This letter explains the basis of USAC's decision. The date of this letter begins the 60 day time period for appealing this decision to the Federal Communications Commission (FCC). If your Letter of Appeal included more than one Application Number, please note that you will receive a separate letter for each application.

Funding Request Number(s): 2382491  
Decision on Appeal: **Denied**  
Explanation:

- According to our records, USAC denied the above listed funding request because it was determined that the Item 21 Attachment was not received on or before the filing deadline of March 20, 2012. Program rules require that the FCC Form 471, including the certification and the Item 21 Attachment must be received or postmarked by the close of the FCC Form 471 application filing window. On April 19, 2012, USAC informed Trenton Special School District that the Item 21 Attachment was missing and allowed the District until May 9, 2012 to submit the Item 21 Attachment. You have failed to demonstrate that the Item 21 Attachment for the above listed FRN was submitted within the timeframe prescribed. Consequently, your appeal is denied.

- The FCC requires completed FCC Form 471 applications and certifications to be postmarked by the final date of the filing window for the relevant funding year for the application in order to be considered timely filed. *See Request for Review by Alpine County Unified School District, et al., Federal-State Joint Board on Universal Service, Changes to the Board of Directors of the National Exchange Carrier Association, Inc., File no. NEC.471.01-24-00.5400004, CC Docket Nos. 96-45 and 97-21, Order, DA 02-75 paras. 2 and 4 (rel. Jan. 14, 2002).* Further, the applicants must submit Item 21 Attachments to their FCC Forms 471 before the filing window deadline or their applications will be considered out of window. *See In the Matter of Schools and Libraries Universal Service Support Mechanism, CC Docket No. 02-6, Order, DA 11-88 para. 4 (rel. Jan. 14, 2011).* Beginning with funding year 2011, when USAC determines that an application lacks an Item 21 Attachment, USAC will treat the missing Attachment as it treats a missing certification. USAC will inform the applicant promptly in writing of the omission and give it 15 calendar days from receipt of that notice to submit the missing Item 21 Attachments. If applicants do not provide timely responses to USAC requests for omitted Item 21 Attachments, USAC should treat the associated applications as out of window for the purposes of meeting the filing window deadline. *See id., para.5.*

If your appeal has been approved, but funding has been reduced or denied, you may appeal these decisions to either USAC or the FCC. For appeals that have been denied in full, partially approved, dismissed, or canceled, you may file an appeal with the 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 or postmarked within 60 days of the 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, send 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 section of the USAC website or by contacting the Client Service Bureau. We strongly recommend that you use the electronic filing options.

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

Schools and Libraries Division  
Universal Service Administrative Company

cc: Jon Michael Lee