



Community Education Partners

2636 Elm Hill Pike, Suite 500
Nashville, TN 37214

September 18 2014

Letter of Appeal CEP

Federal Communications Commission
Office of the Secretary
9300 East Hampton Drive
Capitol Heights, MD 20743

CC Docket No 02-6

Request for Review of Administrator's Decision on Appeal- Funding Year 2010-2011.
issued on August 18, 2014, regarding Form 471 # 715209 (14 FRNs)

Authorized person who can best discuss this Appeal with you

Richard Larson
eRate 360 Solutions, LLC
322 Route 46W, Suite 280W
Parsippany, NJ 07054

Phone: (888) 535-7771 ext 102
Fax: (866) 569-3019
Email: rlarson@erate360.com
(preferred mode of contact)

Information

<u>Entity</u>	Community Education Partners
<u>Billed Entity Number</u>	16020061
<u>Funding Year</u>	FY13 (2010-11)
<u>Form 471 Application Number</u>	715209

<u>FRN</u>	<u>SPIN</u>	<u>Service Provider</u>	<u>Funding Remaining</u>	<u>Estimated BEAR Reimbursement</u>
2050469	143029602	Millennium Telecom LLC	\$2,641.76	\$2,641.76
2050478	143029602	Millennium Telecom LLC	\$10,643.78	\$10,643.78
2050487	143029602	Millennium Telecom LLC	\$39,245.53	\$2,316.85
2050524	143029602	Millennium Telecom LLC	\$3,435.05	\$3,435.05
2050623	143029602	Millennium Telecom LLC	\$3,201.77	\$3,201.77
2050630	143029602	Millennium Telecom LLC	\$5,165.66	\$2,216.70
2050685	143029602	Millennium Telecom LLC	\$3,201.77	\$3,201.77
2050697	143029602	Millennium Telecom LLC	\$2,765.66	\$2,765.66
2050769	143029602	Millennium Telecom LLC	\$2,586.82	\$2,586.82
2050785	143029602	Millennium Telecom LLC	\$10,011.24	\$2,023.06
2050804	143029602	Millennium Telecom LLC	\$3,760.20	\$3,628.80
2050810	143029602	Millennium Telecom LLC	\$1,822.50	\$1,822.50
2050822	143029602	Millennium Telecom LLC	\$3,760.20	\$3,628.80
2050828	143029602	Millennium Telecom LLC	\$1,714.50	\$1,714.50
TOTAL			\$93,956.44	\$45,827.82

Document Being Appealed: Administrator's Decision on Appeal– Funding Year 2010-2011. issued on August 18, 2014, regarding Form 471 # 715209 (14 FRNs per schedule above)¹

ADL Items Being Appealed (same for all 14 FRNs):

Decision on Request "Denied"

Explanation "Current deadline guidelines and procedures require Invoice Deadline Extension requests to be filed by the end of the relevant invoice receipt period for the service category of the FRN requiring an extension. The invoice receipt deadline is 120 days after the end of the service delivery date or 120 days after the date of the Form 486 Notification Letter, whichever is later. USAC denied your request for Invoice Deadline Extension because the request was not filed in a timely manner. Since USAC's decision was consistent with Invoice Deadline Extension guidelines, your appeal is denied."

Appeal:

Community Education Partners (CEP) respectfully requests the Commission to reverse the School & Libraries Division's (SLD) decision to deny CEP's July 25, 2014 appeal to SLD which requested approval of CEP's May 13, 2014, invoice deadline extension request for 14 FRNs (per schedule on page 1) in 471 Application Number 715209.² Approval of this Invoice Deadline Extension Request will enable CEP to submit a Form 472 against the remaining \$93,956.44 of funding for these 14 FRNs. We estimate that this BEAR will request reimbursement of \$45,827.82. CEP bases this appeal on two grounds:

1. Mitigating Circumstances which led to CEP's failure to include all eligible costs in the BEAR forms previously filed for these FRNs. CEP cites the FCC's "*Clintonville*" decision in support of this basis of its appeal.
2. Non-existent and Poorly Defined Procedures and Deadlines: CEP respectfully contends that the SLD's published online procedures permit submission of FRN extensions after the deadline, contrary to the SLD's "Explanation" in the ADL. In fact, there is no definite deadline or deadline algorithm on the SLD website for filing an FRN deadline extension. Accordingly, CEP should not be denied its E-rate discount based upon a non-existent procedure and an ill-defined deadline.

Mitigating Circumstances:

When the two Form 472s³ were prepared for these 14 FRNs, the CEP E-rate coordinator, Lee Horne, mistakenly believed that federal and state taxes and Universal Service Fees were ineligible for E-rate reimbursement, and directed that these costs should not be included on the Form 472. CEP notes that the total funding commitment for these FRNs was \$277,395.31, which included estimated taxes and fees; the disbursement for these two Form 472s was only \$183,438.87, leaving \$93,956.44 of funding unclaimed. Current

¹ Letter from Universal Service Administrative Company, Schools and Libraries Division, to Richard Larson, eRate 360 Solutions (consultant for Accelerated Learning Solutions), 322 Route 46W, Suite 280W, Parsippany, NJ 07054, dated August 18, 2014; Administrator's Decision on Appeal, Re: Form 471 # 715209, 14 FRNs (Appeal ADL).

² Email exchange (with attachment) between Fred Josephs, eRate 360 (consultant for Community Education Partners), and the SLD Customer Service Bureau, on May 13, 2014, subject: "RE: SLD Inquiry #: 22-636672 Received".

³ FCC Form 472 #s 1581437 and 1656045 for funding year 7/1/2010 – 6/30/2011, posted and certified by Community Education Partners on 11/17/2011 and 5/9/2012 respectively.

management for CEP has acknowledged this error and is taking steps to prepare and submit a new BEAR to include these erroneously omitted costs, the first step being to obtain an extension of the Invoicing Deadline for the 14 FRNs listed above.

CEP cites the FCC's "*Clintonville Public School District, Clintonville, Wisconsin, et al.*"⁴ decision which granted six applicants "*file or resubmit their invoicing forms*". Reasons cited ranged from "paperwork mix-ups" (Clintonville) to forgetting to file BEAR forms on a timely basis (Republic SD 309 and Torah Prep Girls School). CEP respectfully submits that its reasons have at least as much merit as those presented by these schools.

Non-existent and Poorly Defined Procedures and Deadlines

In its August 18, 2014 ADL which rejected CEP's appeal of SLD's denial of our deadline extension request, SLD stated that "*Current guidelines and procedures require Invoice Deadline Extension requests to be filed by the end of the relevant invoice receipt period for the service category of the FRN requiring an extension. The invoice receipt deadline is 120 days after the end of the service delivery date or 120 days after the date of the Form 486 Notification Letter, whichever is later.*"⁵ In November of 2008, in a similar situation, SLD staff confirmed scrutiny by eRate 360 Solutions of SLD's "*current guidelines and procedures*" which failed to find any such "*requirement*".⁶ Examination of SLD's on-line step-by-step procedures reveals that there is no such requirement.⁷ In fact, SLD's deadline procedure permits filing of FRN extension requests "*after the deadline to invoice USAC*",⁸ in contradiction of SLD's ADL explanation. We note that these procedures remain unchanged.

The ADL's "Explanation" goes on to state "*USAC denied your request for Invoice Deadline Extension because the request was not filed in a timely manner.*" However, SLD procedures establish no useful guidelines defining "timeliness" for filing FRN extensions. Such lack of definition has led to inconsistent and arbitrary administration of the invoicing process, causing waste of program funds, additional appeals being filed with the FCC, and exposing applicants to loss of much-needed E-rate discounts.

The ADL's "Explanation" concludes with "*Since USAC's decision was consistent with Invoice Deadline Extension guidelines, ...*" CEP respectfully contends that the guidelines SLD claims to be consistent with do not exist; consistency with existing guidelines as interpreted by the FCC's "*Clintonville*" decision should have led SLD to approve CEP's request.

Conclusion:

CEP respectfully requests the Commission to reverse the SLD decision to deny CEP's July 25, 2014 appeal which requested approval of CEP's April 18, 2014 Invoice Deadline

⁴ DA 12-84, January 25, 2012, "*Clintonville Public School District, Clintonville, Wisconsin, et al.*", File Nos. SLD-744909, et al., CC Docket No. 02-6.

⁵ SLD's Appeal ADL of 8/19/2014 re CEP's FRN Extension Request.

⁶ Email from Schools and Libraries Division (sldnoreply@sl.universalservice.org) to Steve Tenzer, Consultant on behalf of 134781 (stenzer@erate360.com), dated 11/3/2008 2:45 PM, subject: RE: Initial Contact, case 21-802952.

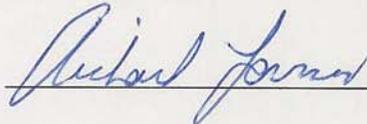
⁷ Web pages from SLD web site entitled "*Step 11: Invoice Deadlines and Extension Requests*" as of 12/5/2008, and "*Step 7: Invoice Extensions*" as of 9/3/2014.

⁸ Web pages from SLD web site entitled "*Schools & Libraries Deadlines - Extension Requests for Invoicing USAC*" dated 12/5-2008 and 9/3/2014.

Extension Request for the 14 FRNs in 471 Application Number 717209. Approval of this Invoice Deadline Extension Request will enable CEP to submit a Form 472 against the remaining \$93,956.44 of funding for these 14 FRNs. We estimate that this BEAR will request reimbursement of \$45,827.82.

We are available to respond to questions or to provide any further information requested by the Commission in its review of this appeal.

Authorized signature for this Appeal⁹



Richard Larson
eRate 360 Solutions, LLC
322 Route 46W, Suite 280W
Parsippany, NJ 07054

Date: 9/18/14

Phone: (888) 535-7771 ext 102
Fax: (866) 569-3019
Email: rlarson@erate360.com
(preferred mode of contact)

⁹ "Letter of Agency" from Philip G. Hull, Jr., CFO for Community Education Partners, authorizing employees of eRate 360 Solutions, LLC, to perform e-rate services on behalf of CEP.



Universal Service Administrative Company
Schools & Libraries Division

Administrator's Decision on Appeal – Funding Year 2010-2011

August 18, 2014

Richard Larson
eRate 360 Solutions, LLC
322 Rout 46 West,
Suite 280W
Parsippany, NJ 07054

Re: Applicant Name: COMMUNITY EDUCATION PARTNERS
Billed Entity Number: 16020061
Form 471 Application Number: 715209
Funding Request Number(s): 2050469, 2050478, 2050487, 2050524, 2050623,
2050630, 2050685, 2050697, 2050769, 2050785,
2050804, 2050810, 2050822, 2050828
Your Correspondence Dated: July 25, 2014

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 2010 Administrator's Decision on Invoice Deadline Extension Request 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): 2050469, 2050478, 2050487, 2050524, 2050623,
2050630, 2050685, 2050697, 2050769, 2050785,
2050804, 2050810, 2050822, 2050828

Decision on Appeal: **Denied**
Explanation:

- Current invoice deadline guidelines and procedures require that Invoice Deadline Extension requests be filed by the end of the relevant invoice receipt period for the service category of the FRN requiring an extension. The invoice receipt deadline is 120 days after the end of the service delivery date or 120 days after the date of the Form 486 Notification Letter, whichever is later. USAC denied your request for Invoice Deadline Extension because the request was not filed in a

timely manner. Since USAC's decision was consistent with Invoice Deadline Extension guidelines, your appeal is denied.

Since your appeal was denied in full, dismissed or cancelled, you may file an appeal with the FCC. Your appeal must be postmarked within 60 days of the date on this letter. Failure to meet this requirement will result in automatic dismissal of your appeal. You should refer to CC Docket No. 02-6 on the first page of your appeal to the FCC. 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 under the Reference Area/"Appeals" 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: Lee Horne

Richard Larson
eRate 360 Solutions, LLC
322 Rout 46 West,
Suite 280W
Parsippany, NJ 07054

Billed Entity Number: 16020061
Form 471 Application Number: 715209
Form 486 Application Number:

From: Fred Josephs <Fjosephs@erate360.com>
Sent: Tuesday, May 13, 2014 2:06 PM
To: sldcaseattachments@sl.universalservice.org
Subject: RE: SLD Inquiry #: 22-636672 Received
Attachments: FY13-CEP-BEAR extension request.docx

Please see attached. If there are any questions please contact me.

Thanks,

Fred Josephs



322 Route 46 W, Suite 280W
Parsippany, NJ 07054
Tel 888-535-7771, x-112
Fax 866-569-3019

From: sldcaseattachments@sl.universalservice.org [<mailto:sldcaseattachments@sl.universalservice.org>]
Sent: Tuesday, May 13, 2014 2:04 PM
To: fjosephs@erate360.com
Subject: SLD Inquiry #: 22-636672 Received

Thank you for using Submit a Question. This message serves as a receipt confirmation of your submission.

The case number for your submission is 22-636672.

Please refer to this case number in subsequent contacts regarding this issue. Note that we may need to ask you for additional information to completely answer your question or fulfill your request.

You indicated in your submission that you wish to send us an attachment. To submit an attachment, please reply to this message and attach your attachment to the reply. Any additional information you wish to provide should be included in the attachment, not added to the text of this email.

If you still have questions about this issue after you review our response, please call us at 1-888-203-8100. Please do not reply to this message or to our response, as replies go to an unattended mailbox.

If you have a new question or issue, please submit another question and we will create a new case number to address it.

If you need program information, you can visit the SLD web site at www.usac.org/sl.

Thank you.

Here is the information you submitted:

*[FirstName]=Fred [LastName]=Josephs [JobTitle]=Consultant [EmailAddress]=Fjosephs@erate360.com
[WorkPhone]=8885357771112 [FaxPhone]=8665693019 [PreviousCaseNumber]=0 [FormType]=Invoice
Extension [Owner]=DEADLINEEXTENSIONS [DateSubmitted]=5/13/2014 2:02:43 PM
[AttachmentFlag]=Y[Question2]=We Request an Invoice Extension Date for Billed Entity Number (BEN):
16020061, COMMUNITY EDUCATION PARTNERS for Funding Year 2010 due to documentation
requirements that necessitate third-party contact or certification for the following FRNs: 2050822 2050828
2050804 2050810 2050697 2050630 2050524 2050685 2050623 2050487 2050469 2050478 2050769 2050785*

Fred Josephs, Consultant on behalf **COMMUNITY EDUCATION PARTNERS**;
Phone: 888-535-7771 ext 112; email - Fjosephs@erate360.com

We Request an Invoice Extension Date for **Billed Entity Number (BEN): 16020061**, COMMUNITY EDUCATION PARTNERS for **Funding Year 2010** due to documentation requirements that necessitate third-party contact or certification for the following FRNs:

FRN 2050769, 471# 715209, TELCOMM SERVICES, service provider-Millennium Telecom LLC, SPIN- 143029602, committed amount \$12,167.62

FRN 2050785, 471# 715209, TELCOMM SERVICES, service provider-Millennium Telecom LLC, SPIN- 143029602, committed amount \$17,236.44

FRN 2050822, 471# 715209, TELCOMM SERVICES, service provider-Millennium Telecom LLC, SPIN- 143029602, committed amount \$16,720.20

FRN 2050828, 471# 715209, TELCOMM SERVICES, service provider-Millennium Telecom LLC, SPIN- 143029602, committed amount \$8,572.50

FRN 2050804, 471# 715209, TELCOMM SERVICES, service provider-Millennium Telecom LLC, SPIN- 143029602, committed amount \$16,720.20

FRN 2050810, 471# 715209, TELCOMM SERVICES, service provider-Millennium Telecom LLC, SPIN- 143029602, committed amount \$8,572.50

FRN 2050697, 471# 715209, TELCOMM SERVICES, service provider-Millennium Telecom LLC, SPIN- 143029602, committed amount \$13,008.86

FRN 2050630, 471# 715209, TELCOMM SERVICES, service provider-Millennium Telecom LLC, SPIN- 143029602, committed amount \$13,082.46

FRN 2050524, 471# 715209, TELCOMM SERVICES, service provider-Millennium Telecom LLC, SPIN- 143029602, committed amount \$16,157.45

FRN 2050685, 471# 715209, TELCOMM SERVICES, service provider-Millennium Telecom LLC, SPIN- 143029602, committed amount \$15,060.17

Fred Josephs, Consultant on behalf **COMMUNITY EDUCATION PARTNERS**;
Phone: 888-535-7771 ext 112; email - Fjosephs@erate360.com

We Request an Invoice Extension Date for **Billed Entity Number (BEN):**
16020061, COMMUNITY EDUCATION PARTNERS for **Funding Year 2010** due
to documentation requirements that necessitate third-party contact or certification
for the following FRNs:

FRN 2050623, 471# 715209, TELCOMM SERVICES, service provider-
Millennium Telecom LLC, SPIN- 143029602, committed amount \$15,060.17

FRN 2050487, 471# 715209, TELCOMM SERVICES, service provider-
Millennium Telecom LLC, SPIN- 143029602, committed amount \$47,520.00

FRN 2050469, 471# 715209, TELCOMM SERVICES, service provider-
Millennium Telecom LLC, SPIN- 143029602, committed amount \$24,140.16

FRN 2050478, 471# 715209, TELCOMM SERVICES, service provider-
Millennium Telecom LLC, SPIN- 143029602, committed amount \$53,376.58

NOTE 3**DO NOT STAPLE THIS FORM**

Do not write in this space.

Universal Service for Schools and Libraries

Please read instructions before completing.

(To be completed by schools, libraries, or consortia.)

BILLED ENTITY APPLICANT REIMBURSEMENT FORM

For reimbursement of discounts on approved services already paid for by the Billed Entity Applicant.

Only one Service Provider Identification Number (SPIN) per form.

Must be completed and signed by the Billed Entity Applicant and signed by the relevant service provider.

Persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. Secs. 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. Sec. 1001.

FCC NOTICE FOR INDIVIDUALS REQUIRED BY THE PRIVACY ACT AND THE PAPERWORK REDUCTION ACT

Part 54 of the Commission's Rules authorizes the FCC to collect the information on this form. Failure to provide all requested information will delay the processing of the application or result in the application being returned without action. Information requested by this form will be available for public inspection. Your response is required to obtain the requested authorization.

The public reporting for this collection of information is estimated to range from 1 to 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the required data, and completing and reviewing the collection of information. If you have any comments on this burden estimate, or how we can improve the collection and reduce the burden it causes you, please write to the Federal Communications Commission, AMD-PER, Paperwork Reduction Act Project (3060-0856), Washington, DC 20554. We will also accept your comments regarding the Paperwork Reduction Act aspects of this collection via the Internet if you send them to PRA@fcc.gov. PLEASE DO NOT SEND YOUR RESPONSE TO THIS FORM TO THIS ADDRESS.

Remember - You are not required to respond to a collection of information sponsored by the Federal government, and the government may not conduct or sponsor this collection, unless it displays a currently valid OMB control number or if we fail to provide you with this notice. This collection has been assigned an OMB control number of 3060-0856.

THE FOREGOING NOTICE IS REQUIRED BY THE PRIVACY ACT OF 1974, PUBLIC LAW 93-579, DECEMBER 31, 1974, 5 U.S.C. 552a(e)(3) AND THE PAPERWORK REDUCTION ACT OF 1995, PUBLIC LAW 104-13, OCTOBER 1, 1995, 44 U.S.C. SECTION 3507.

Applicant Form Identifier (Create an identifier for your own reference)	FCC Form 472 Invoice # (To be inserted by administrator) 1581437
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BLOCK 1: HEADER INFORMATION

1. Billed Entity Name	COMMUNITY EDUCATION PARTNERS
2. Billed Entity Number	16020061
3. Service Provider Identification Number (SPIN)	143029602
4. Contact Name	LEE HORNE
5. Contact Telephone Number	615- 8503628 ext
6. Total Reimbursement Amount (total from Block 2, Column 14)	\$184,340.40

Billed Entity Applicant Reimbursement Form

For reimbursement of discounts on approved services already paid for by the Billed Entity Applicant.

Billed Entity Name COMMUNITY EDUCATION PARTNERS Billed Entity Number 16020061Contact Name LEE HORNE Contact Telephone Number 615-8503628Applicant Form Identifier **BLOCK 2: LINE ITEM INFORMATION PER FUNDING REQUEST NUMBER**

	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
	FCC Form 471 Application Number (from Funding Commitment Decision Letter)	Funding Request Number (FRN) (from Funding Commitment Decision Letter)	Bill Frequency	Customer Billed Date (mm/yyyy)	Shipping Date to Customer or Last Day of Work Performed (mm/dd/yyyy)	Total (Undiscounted) Amount for Service	Discount Rate	Amount Billed to USAC (Column 12 multiplied by Column 13)
			DO NOT WRITE IN THIS COLUMN.	For each FRN, complete either Column (10) or Column (11), but not both Columns				
1	715209	2050697		7/1/2010		\$12,804.00	80.00	\$10,243.20
2	715209	2050524		7/1/2010		\$14,136.00	90.00	\$12,722.40
3	715209	2050685		7/1/2010		\$13,176.00	90.00	\$11,858.40
4	715209	2050822		7/1/2010		\$14,400.00	90.00	\$12,960.00
5	715209	2050804		7/1/2010		\$14,400.00	90.00	\$12,960.00
6	715209	2050478		7/1/2010		\$48,560.00	88.00	\$42,732.80
7	715209	2050788		7/1/2010		\$10,195.56	90.00	\$9,176.00
8	715209	2050769		7/1/2010		\$11,976.00	80.00	\$9,580.80
9	715209	2050810		7/1/2010		\$7,500.00	90.00	\$6,750.00
10	715209	2050785		7/1/2010		\$8,028.00	90.00	\$7,225.20
11	715209	2050828		7/1/2010		\$7,620.00	90.00	\$6,858.00
12	715209	2050630		7/1/2010		\$9,896.00	80.00	\$7,916.80
13	715209	2050469		7/1/2010		\$24,430.00	88.00	\$21,498.40
14	715209	2050623		7/1/2010		\$13,176.00	90.00	\$11,858.40
TOTAL REIMBURSEMENT AMOUNT TO BE ENTERED INTO ITEM (6)								\$184,340.40

FRN 2050788 (Line 7) excluded from this appeal.

BILLED ENTITY APPLICANT Reimbursement FormBilled Entity Name COMMUNITY EDUCATION PARTNERSBilled Entity Number 16020061Contact Name LEE HORNEApplicant Form Identifier **Block 3: Billed Entity Certification**

I declare under penalty of perjury that the foregoing is true and correct and that I am authorized to submit this Billed Entity Applicant Reimbursement Form on behalf of the eligible schools, libraries, or consortia of those entities represented on this Form, and I certify to the best of my knowledge, information and belief, as follows:

- A. The discount amounts listed in Column (14) of this Billed Entity Applicant Reimbursement Form represent charges for eligible services delivered to and used by eligible schools, libraries, or consortia of those entities for educational purposes, on or after the service start date reported on the associated Form 486.
- B. The discount amounts listed in Column (14) of this Billed Entity Applicant Reimbursement Form were already billed by the service provider and paid by the Billed Entity Applicant on behalf of eligible schools, libraries, and consortia of those entities.
- C. The discount amounts listed in Column (14) of this Billed Entity Applicant Reimbursement Form are for eligible services approved by the fund administrator pursuant to a Form 471 Funding Commitment Decision Letter.
- D. I recognize that I may be audited pursuant to this application and will retain for five years any and all records that I rely upon to fill in this form.
- E. I certify that, in addition to the foregoing, this Billed Entity Applicant is in compliance with the rules and orders governing the schools and libraries universal service support program, and I acknowledge that failure to be in compliance and remain in compliance with those rules and orders may result in the denial of discount funding and/or cancellation of funding commitments. I acknowledge that failure to comply with the rules and orders governing the schools and libraries universal service support program could result in civil or criminal prosecution by law enforcement authorities.

15. Signature of authorized person **Signed electronically by LEE HORNE**16. Date **11/17/2011**17. Printed name of authorized person **LEE HORNE**18. Title or position of authorized person **VICE PRESIDENT OF INFORMATION TECHNOLOGY**19. Telephone number of authorized person **615- 8503628**20. Address of authorized person **2636 ELM HILL PIKE, STE 500, NASHVILLE TN 37214**

BILLED ENTITY APPLICANT Reimbursement Form

Billed Entity Name COMMUNITY EDUCATION PARTNERS

Billed Entity Number 16020061

Contact Name LEE HORNE

Applicant Form Identifier

Block 4: Service Provider Acknowledgment

I declare under penalty of perjury that the foregoing is true and correct and that I am authorized to submit this Service Provider Acknowledgment for this Billed Entity Applicant Reimbursement Form, and acknowledge to the best of my knowledge, information and belief, as follows:

- A. The service provider must remit the discount amount authorized by the fund administrator to the Billed Entity Applicant who prepared and submitted this Billed Entity Applicant Reimbursement Form as soon as possible after the fund administrator's notification to the service provider of the amount of the approved discounts on this Billed Entity Applicant Reimbursement Form, but in no event later than 20 business days after receipt of the reimbursement payment from the fund administrator, subject to the restriction set forth in B. below.
- B. The service provider must remit payment of the approved discount amount to the Billed Entity Applicant prior to tendering or making use of the payment issued by the Universal Service Administrative Company to the service provider of the approved discounts for the Billed Entity Applicant Reimbursement Form.
- C. I certify that, in addition to the foregoing, this Service Provider is in compliance with the rules and orders governing the schools and libraries universal service support program, and I acknowledge that failure to be in compliance and remain in compliance with those rules and orders may result in the denial of discount funding and/or cancellation of funding commitments. I acknowledge that failure to comply with the rules and orders governing the schools and libraries universal service support program could result in civil or criminal prosecution by law enforcement authorities.

21. Signature of authorized person (fax, copy or original signature) **Signed electronically by Daniel M Mack** 22. Date **11/17/2011**

23. Printed name of authorized person **Daniel M Mack**

24. Title or position of authorized person **President**

25. Telephone number of authorized person - **ext**

26. Address of authorized person **7904 River Fork Drive, Nashville TN 37221**

27. Applicant Remittance Information

Name

Title

Street Address

A paper copy of this Form (pages 1-4) should be mailed to:

**SLD BEAR FCC Form 472
P.O. Box 7026
Lawrence, KS 66044-7026**

If sent by express delivery services or U.S. Postal Service, Return Receipt Requested, the form (pages 1-4) should be mailed to:

**SLD Forms
ATTN: SLD BEAR FCC Form 472
3833 Greenway Drive
Lawrence, KS 66046
Phone: 1-888-203-8100**

Universal Service for Schools and Libraries

Please read instructions before completing.

(To be completed by schools, libraries, or consortia.)

BILLED ENTITY APPLICANT REIMBURSEMENT FORM

For reimbursement of discounts on approved services already paid for by the Billed Entity Applicant.

Only one Service Provider Identification Number (SPIN) per form.

Must be completed and signed by the Billed Entity Applicant and signed by the relevant service provider.

Persons willfully making false statements on this form can be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. Secs. 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. Sec. 1001.

FCC NOTICE FOR INDIVIDUALS REQUIRED BY THE PRIVACY ACT AND THE PAPERWORK REDUCTION ACT

Part 54 of the Commission's Rules authorizes the FCC to collect the information on this form. Failure to provide all requested information will delay the processing of the application or result in the application being returned without action. Information requested by this form will be available for public inspection. Your response is required to obtain the requested authorization.

The public reporting for this collection of information is estimated to range from 1 to 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the required data, and completing and reviewing the collection of information. If you have any comments on this burden estimate, or how we can improve the collection and reduce the burden it causes you, please write to the Federal Communications Commission, AMD-PERM, Paperwork Reduction Act Project (3060-0856), Washington, DC 20554. We will also accept your comments regarding the Paperwork Reduction Act aspects of this collection via the Internet if you send them to PRA@fcc.gov. PLEASE DO NOT SEND YOUR RESPONSE TO THIS FORM TO THIS ADDRESS.

Remember - You are not required to respond to a collection of information sponsored by the Federal government, and the government may not conduct or sponsor this collection, unless it displays a currently valid OMB control number or if we fail to provide you with this notice. This collection has been assigned an OMB control number of 3060-0856.

THE FOREGOING NOTICE IS REQUIRED BY THE PRIVACY ACT OF 1974, PUBLIC LAW 93-579, DECEMBER 31, 1974, 5 U.S.C. 552a(e)(3) AND THE PAPERWORK REDUCTION ACT OF 1995, PUBLIC LAW 104-13, OCTOBER 1, 1995, 44 U.S.C. SECTION 3507.

Applicant Form Identifier (Create an identifier for your own reference)	FCC Form 472 Invoice # (To be inserted by administrator) 1656045
---	--

BLOCK 1: HEADER INFORMATION

1. Billed Entity Name	COMMUNITY EDUCATION PARTNERS
2. Billed Entity Number	16020061
3. Service Provider Identification Number (SPIN)	143029602
4. Contact Name	Sheila Huff
5. Contact Telephone Number	615- 8503656 ext
6. Total Reimbursement Amount (total from Block 2, Column 14)	\$8,274.47

Billed Entity Applicant Reimbursement Form

For reimbursement of discounts on approved services already paid for by the Billed Entity Applicant.

Billed Entity Name COMMUNITY EDUCATION PARTNERS Billed Entity Number 16020061

Contact Name Sheila Huff Contact Telephone Number 615-8503656

Applicant Form Identifier

BLOCK 2: LINE ITEM INFORMATION PER FUNDING REQUEST NUMBER

	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
	FCC Form 471 Application Number (from Funding Commitment Decision Letter)	Funding Request Number (FRN) (from Funding Commitment Decision Letter)	Bill Frequency	Customer Billed Date (mm/yyyy)	Shipping Date to Customer or Last Day of Work Performed (mm/dd/yyyy)	Total (Undiscounted) Amount for Service	Discount Rate	Amount Billed to USAC (Column 12 multiplied by Column 13)
			DO NOT WRITE IN THIS COLUMN.	For each FRN, complete either Column (10) or Column (11), but not both Columns				
1	715209	2050487		7/1/2010		\$9,402.81	88.00	\$8,274.47
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								

TOTAL REIMBURSEMENT AMOUNT TO BE ENTERED INTO ITEM (6) **\$8,274.47**

BILLED ENTITY APPLICANT Reimbursement Form

Billed Entity Name COMMUNITY EDUCATION PARTNERS

Billed Entity Number 16020061

Contact Name Sheila Huff

Applicant Form Identifier

Block 4: Service Provider Acknowledgment

I declare under penalty of perjury that the foregoing is true and correct and that I am authorized to submit this Service Provider Acknowledgment for this Billed Entity Applicant Reimbursement Form, and acknowledge to the best of my knowledge, information and belief, as follows:

- A. The service provider must remit the discount amount authorized by the fund administrator to the Billed Entity Applicant who prepared and submitted this Billed Entity Applicant Reimbursement Form as soon as possible after the fund administrator's notification to the service provider of the amount of the approved discounts on this Billed Entity Applicant Reimbursement Form, but in no event later than 20 business days after receipt of the reimbursement payment from the fund administrator, subject to the restriction set forth in B. below.
- B. The service provider must remit payment of the approved discount amount to the Billed Entity Applicant prior to tendering or making use of the payment issued by the Universal Service Administrative Company to the service provider of the approved discounts for the Billed Entity Applicant Reimbursement Form.
- C. I certify that, in addition to the foregoing, this Service Provider is in compliance with the rules and orders governing the schools and libraries universal service support program, and I acknowledge that failure to be in compliance and remain in compliance with those rules and orders may result in the denial of discount funding and/or cancellation of funding commitments. I acknowledge that failure to comply with the rules and orders governing the schools and libraries universal service support program could result in civil or criminal prosecution by law enforcement authorities.

21. Signature of authorized person (fax, copy or original signature) **Signed electronically by Daniel M Mack**

22. Date **5/16/2012**

23. Printed name of authorized person **Daniel M Mack**

24. Title or position of authorized person **President**

25. Telephone number of authorized person - **ext**

26. Address of authorized person **Box 210978, Nashville TN 37221**

27. Applicant Remittance Information

Name

Title

Street Address

A paper copy of this Form (pages 1-4) should be mailed to:

**SLD BEAR FCC Form 472
P.O. Box 7026
Lawrence, KS 66044-7026**

If sent by express delivery services or U.S. Postal Service, Return Receipt Requested, the form (pages 1-4) should be mailed to:

**SLD Forms
ATTN: SLD BEAR FCC Form 472
3833 Greenway Drive
Lawrence, KS 66046
Phone: 1-888-203-8100**

**Before the
Federal Communications Commission
Washington, DC 20554**

In the Matter of)	
)	
Requests for Waiver and Review of)	
Decisions of the)	
Universal Service Administrator by)	
)	
Clintonville Public School District)	File Nos. SLD-744909, <i>et al.</i>
Clintonville, Wisconsin, <i>et al.</i>)	
)	
Schools and Libraries Universal Service)	CC Docket No. 02-6
Support Mechanism)	

ORDER

Adopted: January 25, 2012

Released: January 25, 2012

By the Deputy Chief, Telecommunications Access Policy Division, Wireline Competition Bureau:

1. Consistent with precedent,¹ we grant six requests from petitioners² seeking review of decisions made by the Universal Service Administrative Company (USAC) under the E-rate program (more formally known as the schools and libraries universal service support program).³ Based on our review of the record, we find that good cause exists to justify a grant of petitioners’ requests to be able to file or resubmit their invoicing forms (FCC Forms 472 or 474).⁴ We therefore remand the underlying applications listed in the appendix to USAC for further action consistent with this order. To ensure that the underlying applications are resolved expeditiously, we direct USAC to complete its review of the submitted invoices related to each application and issue an award or a denial based on a complete review and analysis no later than 90 calendar days from its receipt of the submitted invoices. In remanding these applications to USAC, we make no finding as to the ultimate eligibility of the services requested or the petitioners’ applications.

¹ *Requests for Review and/or Waiver of Decisions of the Universal Service Administrator by ABC Unified School District, et al., Schools and Libraries Universal Service Support Mechanism*, File Nos. SLD-584091, *et al.*, CC Docket No. 02-6, 26 FCC Rcd 11019 (Wireline Comp. Bur. 2011) (*ABC Order*) (granting 24 appeals after finding good cause to waive USAC’s deadline for filing FCC Forms 472 or 474).

² The requests for waiver or review are listed in the appendix.

³ Section 54.719(c) of the Commission’s rules provides that any person aggrieved by an action taken by a division of USAC may seek review from the Commission. 47 C.F.R. § 54.719(c).

⁴ Generally, the Commission’s rules may be waived if good cause is shown. 47 C.F.R. § 1.3. The Commission may exercise its discretion to waive a rule where the particular facts make strict compliance inconsistent with the public interest. *Northeast Cellular Telephone Co. v. FCC*, 897 F.2d 1164, 1166 (D.C. Cir. 1990) (*Northeast Cellular*). In addition, the Commission may take into account considerations of hardship, equity, or more effective implementation of overall policy on an individual basis. *WAIT Radio v. FCC*, 418 F.2d 1153, 1159 (D.C. Cir. 1969); *Northeast Cellular*, 897 F.2d at 1166. Waiver of the Commission’s rules is appropriate only if both (i) special circumstances warrant a deviation from the general rule, and (ii) such deviation will serve the public interest. *NetworkIP, LLC v. FCC*, 548 F.3d 116, 125-128 (D.C. Cir. 2008); *Northeast Cellular*, 897 F.2d at 1166.

2. ACCORDINGLY, IT IS ORDERED, pursuant to the authority contained in sections 1-4 and 254 of the Communications Act of 1934, as amended, 47 U.S.C. §§ 151-154 and 254, and sections 0.91, 0.291, 1.3 and 54.722(a) of the Commission's rules, 47 C.F.R. §§ 0.91, 0.291, 1.3 and 54.722(a), the requests for review or requests for waiver filed by the petitioners listed in the appendix ARE GRANTED and their underlying applications ARE REMANDED to USAC for further consideration in accordance with the terms of this order.

FEDERAL COMMUNICATIONS COMMISSION

Gina M. Spade
Deputy Chief
Telecommunications Access Policy Division
Wireline Competition Bureau

APPENDIX

Petitioner	Application Number(s)	Funding Year	Date Request for Review/Waiver Filed
Clintonville Public School District Clintonville, WI	744909	2010	Dec. 19, 2011
Decatur Public Schools Decatur, IL	516857, 568177	2006, 2007	Aug. 18, 2009
Hazel Crest School District 152 ½ Hazel Crest, IL	660692	2009	Nov. 23, 2011
Oran School District R3 Oran, MO	683786	2009	Nov. 14, 2011
Republic School District 90 Republic, WA	194826, 558352	2000, 2007	Aug. 26, 2011
Torah Prep School Saint Louis, MO	621810	2008	Nov. 14, 2011



CLINTONVILLE
PUBLIC SCHOOL DISTRICT
 Tom O'Toole, Superintendent Of Schools

Administrative Offices
 45 West Green Tree Road
 Clintonville, Wisconsin 54929-1595
 715-823-7215 + Ext 2610
 Fax 715-823-1315

December 13, 2011

Marlene H. Dortch, Secretary
 Federal Communications Commission
 Office of the Secretary
 445 12th Street, SW
 Washington, DC 20554

Received & Inspected

DEC 19 2011

FCC Mail Room

Request for Waiver

CC Docket No. 96-45
 CC Docket No. 02-6

Clintonville Public School District
 BEN: 133465

Contact Information:

Lance Bagstad
 Clintonville High School
 64 West Green Tree Road
 Clintonville, WI 54929
 Phone: 715-823-7215 ext. 2203
 Fax: 715-823-1481
 Email: lbagstad@clintonville.k12.wi.us

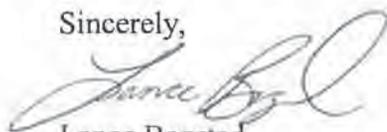
This Request for Waiver is being submitted regarding USAC Invoice Number 1574627. The funding commitment decision amount was \$28,726.93; however the approved reimbursement amount for the FRN was \$0.00.

Due to a mix-up in paper work that was received and filed, the Form 472 was submitted on November 1, 2011 and the invoice was received by USAC on November 18, 2011. As soon as the mix-up was realized by me, I submitted the information for Form 472 online as soon as I had cleared up the paperwork issue in house.

It is my sincere hope that you will grant the Request for Waiver and that this funding decision can be corrected and we can receive our funding commitment. Please give full consideration to the Request for Waiver in this case.

I anxiously await your decision regarding this matter.

Sincerely,



Lance Bagstad

715-823-7215
 ext 2610

High School
 64 West Green Tree Road
 Clintonville, WI 54929
 715-823-7215
 Ext 2200

Middle School
 255 North Main Street
 Clintonville, WI 54929
 715-823-7245
 Ext 2400

Rexford/Longfellow Elementary School
 105 South Clinton Avenue
 Clintonville, WI 54929
 715-823-7255
 Ext 3200

Pupil Services
 25 Eighth Street
 Clintonville, WI 54929
 715-823-7215
 Ext 3221

Dellwood Early Learning Center
 238 North Harriet Street
 Clintonville, WI 54929
 715-823-7295



www.eRateProgram.com

Received & Inspected

NOV 14 2011

FCC Mail Room

9666 Olive Blvd, Suite 215
St. Louis, MO 63132
314-282-3676
Fax: 314-395-5882

November 8, 2011

**Request for Review
TO BE ABLE TO SUBMIT A BEAR FORM
FOR THE 2008-2009 FILING YEAR**

CC Docket No. 02-6

Federal Communications Commission
Office of the Secretary
445 12th Street, SW
Washington, DC 20554

To whom it may concern;

Appellant Name: Richard Senturia, consultant for applicant.
Applicant: Torah Prep Girls School, 8659 Olive Blvd, University City, MO 63132
Applicant BEN #: 74216
Applicant Form 471 # 621810
BEAR form ID – Our description: NA (we did not file one)
Dated: NA (we did not file one)
Invoice ID #: NA (we did not file one)

We applied for E-Rate funding for 2008-2009 filing year for Torah Prep Girls School BEN 74216.

We were approved in Wave 010.

We filed our Form 486.

We forgot to file our BEAR forms.

We filed an appeal with USAC but it was denied because it was not filed by the end of the relevant invoice receipt period.

We respectfully request to be allowed to submit our BEAR form for Torah Prep Girls School BEN 74216 covering their 2008-2009 telecom service through Windstream (SPIN 143030766), total reimbursement amount of \$6,480.00 and cell phone service through TMobile (SPIN 143026181), total reimbursement amount of \$2,640.00.

Respectfully,

Richard Senturia, Consultant
9666 Olive Blvd, Suite 215
Olivette, MO 63132
314-282-3676 office
314-395-5882 fax
rsenturia@erateprogram.com

No. of Copies rec'd _____
by ABCDE _____

From: sldnoreply@sl.universalservice.org
Sent: Monday, November 03, 2008 2:45 PM
To: stenzer@erate360.com
Subject: RE: Initial Contact, case 21-802952

Thank you for your inquiry. This information is not currently on the website.

If you have any further questions, please feel free to contact our Schools and Libraries Helpline at 1-888-203-8100. Please remember to visit our website for updates:
<http://www.sl.universalservice.org>

Thank you,
Schools and Libraries Division
Universal Service Administrative Company

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

From: stenzer@erate360.com
Subject: Initial Contact

[FirstName]=Steve
[LastName]=Tenzer
[JobTitle]=Consultant on behalf of 134781 [EmailAddress]=stenzer@erate360.com
[WorkPhone]=8885357771101
[FaxPhone]=8665693019
[PreviousCaseNumber]=0

[FormType]=Other
[Owner]=TCSB
[DateSubmitted]=11/3/2008 1:00:56 PM
[AttachmentFlag]=Y[Question2]=I received a Denial for FRN 1251988 dated 10/22/2008. the explanation is as follows: CURRENT GUIDELINES AND PROCEDURES REQUIRE INVOICE DEADLINE EXTENSION REQUESTS TO BE FILED BY THE END OF THE RELEVANT INVOICE RECEIPT PERIOD FOR THE SERVICE CATEGORY OF THE FRN REQUIRING AN EXTENSION (120 DAYS AFTER THE END OF THE SERVICE DELIVERY DATE). THE EXTENSION REQUEST WAS NOT FILED IN A TIMELY MANNER, SO IT IS DENIED. Both I and the SLD Help Desk cannot find these "current guidelines and procedures" anywhere on the USAC/SLD website. I intend to file an appeal to this denial so please send me the referenced guidelines and procedures or let me know whether they exist on the SLD website so that I can file the appeal.

No virus found in this incoming message.

Checked by AVG - <http://www.avg.com>

Version: 8.0.175 / Virus Database: 270.8.5/1762 - Release Date: 11/2/2008 9:51 AM



Step 11: Invoice Deadlines and Extension Requests

Invoicing Deadlines

After a *Receipt of Service Confirmation Form* (Form 486) has been properly filed, USAC must receive an invoice from either the applicant or the service provider in order to make payments for approved support on eligible services. The *Billed Entity Applicant Reimbursement (BEAR) Form* (Form 472) is filed jointly by the applicant and service provider. The *Service Provider Invoice (SPI)* (Form 474) is filed by the service provider.

Invoices must be postmarked no later than:

- 120 days after the last date to receive service, or
- 120 days after the date of the Form 486 Notification Letter, whichever is later.

If an invoice is postmarked after the deadlines listed above, payment will be denied.

Example 1. If your last date to receive service was June 30, 2007 and your Form 486 Notification Letter was dated October 26, 2006, then invoices must be postmarked no later than 120 days after the last date to receive services, the later of the two dates.

Example 2. If your last date to receive service was September 30, 2007 and your Form 486 Notification Letter was dated October 20, 2007, then invoices must be postmarked no later than 120 days after the date of the Form 486 Notification Letter, the later of the two dates.

USAC will base the billing mode (reimbursement using the BEAR form or discounting using the SPI form) on the first invoice type that it processes for payment. Applicants and service providers should work together, before the first invoice is submitted, to determine whether a BEAR or a SPI will be filed. That type of invoice must then be used for the remainder of that funding year.

Invoice Deadline Extension Requests

USAC provides for the extension of invoice deadlines under certain conditions. These conditions include:

- Authorized service provider changes
- Authorized service substitutions
- No timely USAC notice (e.g., the service provider's Form 486 Notification Letter is returned as undeliverable)
- USAC errors (for example, in data entry) that ultimately result in a late invoice
- Documentation requirements that necessitate third-party contact or certification
- Natural or man-made disasters that prevent timely filing of invoices
- "Good Samaritan" BEARs
- Circumstances beyond the service provider's control

Applicants can use the [FRN Extension Table](#) to determine if their deadline for postmarking an invoice to USAC has been extended. Applicants whose deadlines have been extended should locate the Funding Request Number (FRN) in the table and then look to the far right of the FRN to find the extended deadline for postmarking an invoice to USAC.

To request an invoice deadline extension, send a letter to USAC detailing your request and include the following information:

- Contact person name
- Contact information (including email address)
- Form 471 Application Number
- Funding Request Number (FRN)
- Service provider name
- Service Provider Identification Number (SPIN)

- USAC-assigned Invoice Number (if known)
- Amount of invoice
- Reason for extension request

Requests may be filed electronically by email or by fax. Requests submitted by email will be considered filed on a business day if they are received by USAC at any time up to 12:00 a.m. (midnight) ET. Requests received after that time will be considered received on the next business day. Similarly, fax transmissions will be considered filed on a business day if the complete transmission is received by any time up to 12:00 a.m. (midnight) ET.

- Requests filed by email can be submitted in any widely used word processing format, such as Adobe Portable Document Format (PDF), Word, or WordPerfect. USAC will automatically reply to incoming emails to confirm receipt.
- Requests filed by fax must be faxed to **973-599-6526**. The fax transmission should include a cover sheet listing contact name, phone number, and - if available - an email address.
- Requests may also be filed by mail or other carrier. Send your letter to the following address:

Invoice Deadline Extension Request
Schools and Libraries Division - Correspondence Unit
100 S. Jefferson Rd
P.O. Box 902
Whippany, NJ 07981

For more information on deadlines for delivery of recurring and non-recurring services, see [Service Delivery Deadlines and Extension Requests](#).

For more information on deadlines for filing Form 486, see [Form 486 Deadlines](#).

For more information on other Program deadlines, see our [Schools and Libraries Deadlines Tool](#).

Step 10: Begin Receipt of Services

Last modified on 3/21/2008

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STEP 7 INVOICING

STEP 6

FCC Form 472 Filing
[Invoice Extensions](#)

Obligation to Pay
Invoice Error Codes

Invoice Check

Invoice Extensions

If an applicant or service provider has missed the deadline for submitting an invoice – FCC Form 472 (BEAR Form) or FCC Form 474 (SPI Form) – the applicant or service provider must request an extension of the deadline before a new invoice can be submitted.

Conditions for Extension

- Authorized service provider changes
- Authorized service substitutions
- No timely USAC notice (e.g., the service provider's FCC Form 486 Notification Letter is returned as undeliverable)
- USAC errors (for example, in data entry) that ultimately result in a late invoice
- Documentation requirements that necessitate third-party contact or certification
- Natural or man-made disasters that prevent timely filing of invoices
- "Good Samaritan" BEAR Forms
- Circumstances beyond the service provider's control

USAC updates the [FRN Extension Table](#) after an invoice deadline extension request has been successfully processed. The extended deadline will appear in the far right-hand column of the search results.

Requesting an Extension

To request an invoice deadline extension, send a letter to USAC detailing your request and include the following information:

- Contact person name
- Contact information (including email address)
- FCC Form 471 Application Number
- Funding Request Number (FRN)
- Service provider name
- Service Provider Identification Number (SPIN)
- USAC-assigned Invoice Number (if known)
- Amount of invoice
- Reason for extension request

Requests may be filed by email, fax, or mail. Requests submitted by email will be considered filed on a business day if they are received by USAC at any time up to 12:00 AM (midnight) ET. Requests received after that time will be considered received on the next business day. Similarly, fax transmissions will be considered filed on a business day if the complete transmission is received by any time up to 12:00 AM (midnight) ET.

Requesting by Email

To submit a request using [Submit a Question](#), choose "Invoice Deadline Extension Request" from the "Topic Inquiry" menu and "Other" from the "Specific Inquiry" menu. You can either type your request in the freeform text box or indicate that you would like to submit an attachment containing your request. USAC will automatically reply to incoming emails to confirm receipt.

Requesting by Fax

Requests filed by fax must be faxed to (973) 599-6526. The fax transmission should include a cover sheet listing contact name, phone number and, if available, an email address.

Requesting by Mail

Requests may also be filed by mail or other carrier. Send your letter to the following address:

Invoice Deadline Extension Request
Schools and Libraries - Correspondence Unit
30 Lanidex Plaza West
PO Box 685
Parsippany, NJ 07054-0685

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Schools & Libraries Deadlines

General Information	<u>Extension Requests for Invoicing USAC</u> Applicants and service providers who need to request an extension are encouraged to do so as soon as possible after the deadline to invoice USAC. (See the entries for "Form 472" and "Form 474" for the deadline to invoice USAC.)
Form 470	
Form 471	
Form 472	
Form 473	
Form 474	
Form 479	
Form 486	
Form 498	
Form 499-A	
Form 499-Q	
Form 500	
Appeals	
COMAD	
Extension Requests for Invoicing USAC	
Extension Requests for Non-Recurring Service Implementation & Delivery	
Invoice Deadline	
Non-Recurring Service Implementation & Delivery	
Recurring Service Implementation & Delivery	
Red Light	
Service Substitutions	
SPIN Changes	
Technology Plan Approval	

If you are using this tool to calculate a deadline, you must know it is designed to simply count calendar days from the date(s) entered. In general, if the deadline for a submission falls on a non-business day (e.g., Saturday, Sunday or federal holiday), the deadline becomes the next business day. It is your responsibility to meet deadlines.

Disclaimer: This tool assists in determining the deadlines for program forms and other submissions. It is your responsibility to ensure the accuracy of the information provided. It is also your responsibility to meet program deadlines. The Universal Service Administrative Company, its employees, representatives, affiliates and contractors do not make any warranty, express or implied, or assume any liability or responsibility for the accuracy or completeness of any information or calculations provided by this tool. The Universal Service Administrative Company, its employees, representatives, affiliates and contractors are not liable for any miscalculations or misinformation.

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PROGRAM DEADLINES

General Information	<p style="text-align: center;">Extension Requests for Invoicing USAC</p> <p>Applicants and service providers who need to request an extension are encouraged to do so as soon as possible after the deadline to invoice USAC. (See the entries for "Form 472" and "Form 474" for the deadline to invoice USAC.)</p>
Form 470	
Form 471	
Form 472	
Form 473	
Form 474	
Form 479	
Form 486	
Form 498	
Form 499-A	
Form 499-Q	
Form 500	
Appeals	
COMAD	
Extension Requests for Invoicing USAC	
Extension Requests for Non-Recurring Service Implementation & Delivery	
Invoice Deadline	
Non-Recurring Service Implementation & Delivery	
Recurring Service Implementation & Delivery	
Red Light	
Service Substitutions	
SPIN Changes	
Technology Plan Approval	

If you are using this tool to calculate a deadline, you must know it is designed to simply count calendar days from the date(s) entered. In general, if the deadline for a submission falls on a non-business day (e.g., Saturday, Sunday or federal holiday), the deadline becomes the next business day. It is your responsibility to meet deadlines.

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Letter of Agency

Community Education Partners & Accelerated Learning Solutions Billed Entity Number: 16020061 & 16046020

Letter of Agency For FY 10 (2007 - 2008); FY 11 (2008 - 2009); FY 12 (2009 - 2010); FY 13 (2010 - 2011); FY 14 (2011 - 2012); FY 15 (2012 - 2013)

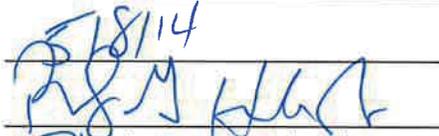
I hereby authorize eRate 360 Solutions, LLC and its employees: Keith C. Oakley, Steve Tenzer, Rich Larson, Carlos Alvarez, Matt Hetman, Fred Josephs, Bert Garofano, and John Harvey to submit FCC Form 470, FCC Form 471, and other E-rate forms, and to submit various change applications such as SPIN changes and service substitutions, to the Schools and Library Division of the Universal Service Administrative Company on behalf of **Community Education Partners & Accelerated Learning Solutions** for all eligible services outlined in the most current "Eligible Services List" published by USAC. I understand that, in submitting these forms on our behalf, you are making certifications for **Community Education Partners & Accelerated Learning Solutions**. By signing this Letter of Agency, I make the following certifications

- (a) I certify that **schools in our district** are all schools under the statutory definitions of elementary and secondary schools found in the No Child Left Behind Act of 2001, 20 U.S.C. §§ 7801(18) and (38), that do not operate as for-profit businesses and do not have endowments exceeding \$50 million.
- (b) I certify that our **school district** has secured access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity, necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that to the extent that the Billed Entity is passing through the non-discounted charges for the services requested under this Letter of Agency, that the entities I represent have secured access to all of the resources to pay the non-discounted charges for eligible services from funds to which access has been secured in the current funding year.
- (c) I certify that our **school district** is covered by a technology plan(s) that is written, that covers all 12 months of the funding year, and that has been or will be approved by a state or other authorized body, or an SLD-certified technology plan approver, prior to the commencement of priority two services. The plan(s) is written at the following level(s):
 - an individual technology plan for using the services requested in this application; and/or
 - higher-level technology plan(s) for using the services requested in this application; or
 - no technology plan needed; applying for basic local, cellular, PCS, and/or long distance telephone service and/or voice mail only.
- (d) I certify that the services the district purchases at discounts provided by 47 U.S.C. § 254 will be used solely for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value, except as permitted by the rules of the Federal Communications Commission (Commission or FCC) at 47 C.F.R. § 54.500(et seq.).
- (e) I certify that our **school district** has complied with all program rules and I acknowledge that failure to do so may result in denial of discount funding and/or cancellation of funding commitments. I acknowledge that failure to comply with program rules could result in civil or criminal prosecution by the appropriate law enforcement authorities.
- (f) I acknowledge that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the service, receive an appropriate share of benefits from those services.

- (g) I certify that I will retain required documents for a period of at least five years after the last day of service delivered. I certify that I will retain all documents necessary to demonstrate compliance with the statute and Commission rules regarding the application for, receipt of, and delivery of services receiving schools and libraries discounts, and that if audited, I will make such records available to the Administrator. I acknowledge that I may be audited pursuant to participation in the schools and libraries program.
- (h) I certify that I am authorized to order telecommunications and other supported services for the eligible entity(ies) covered by this Letter of Agency. I certify that I am authorized to make this request on behalf of the eligible entity(ies) covered by this Letter of Agency, that I have examined this Letter, that all of the information on this Letter is true and correct to the best of my knowledge, that the entities that will be receiving discounted services under this Letter pursuant to this application have complied with the terms, conditions and purposes of the program, that no kickbacks were paid to anyone and that false statements on this form can be punished by fine or forfeiture under the Communications Act, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001 and civil violations of the False Claims Act.
- (i) I acknowledge that FCC rules provide that 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. I will institute reasonable measures to be informed, and will notify USAC should I be informed or become aware that I or any of the entities, or any person associated in any way with my entity and/or the entities, is convicted of a criminal violation or held civilly liable for acts arising from their participation in the schools and libraries support mechanism.
- (j) I certify, on behalf of the entities covered by this Letter of Agency, that any funding requests for internal connections services, except basic maintenance services, applied for in the resulting FCC Form 471 application are not in violation of the Commission requirement that eligible entities are not eligible for such support more than twice every five funding years beginning with Funding Year 2005 as required by the Commission's rules at 47 C.F.R. § 54.506(c).
- (k) I certify that, to the best of my knowledge, the non-discount portion of the costs for eligible services will not be paid by the service provider. I acknowledge that the provision, by the provider of a supported service, of free services or products unrelated to the supported service or product constitutes a rebate of some or all of the cost of the supported services.
- (l) I certify that I am authorized to sign this Letter of Agency and, to the best of my knowledge, information, and belief, all information provided to **eRate 360 Solutions, LLC** for E-rate submission is true.

District: Community Education Partners & Accelerated Learning Solutions

Date: 5/8/14

Signature: 

Printed Name: Philip G. Hull, Jr.

Title: 5/8/14