

# E-rate Program

---

## **Post-commitment**

May 7, 2013 – Atlanta

May 9, 2013 - Los Angeles

- Review the FCDL
  
- FCC Form 486
  - Who files
  - When is it filed
  
- FRN changes/modifications
  - SPIN Changes
  - Service Substitutions
  - Appeals

# Review the FCDL

FCDL	Look For	Next Step
Cover Letter/Funding Status	<ul style="list-style-type: none"> <li>• Approved Funds</li> <li>• As Yet Unfunded</li> <li>• Under Review</li> <li>• Denied</li> </ul>	<ul style="list-style-type: none"> <li>• File FCC Form 486</li> <li>• Wait for P2 determination</li> <li>• Wait for next FCDL approved/denied</li> <li>• Option to appeal USAC's decision</li> </ul>
Service Provider Name & SPIN	<ul style="list-style-type: none"> <li>• Typo or wrong SPIN</li> <li>• <b>Entire</b> company merges or is sold or purchase occurs</li> <li>• <b>Part</b> of the company merges or is sold or purchase occurs</li> </ul>	<ul style="list-style-type: none"> <li>• Submit a corrective SPIN change to SL to correct</li> <li>• Submit SPIN change to USAC Billing, Collections, and Disbursements (BCD)</li> <li>• Submit SPIN change to SL</li> </ul>
Service Start & End Date	<ul style="list-style-type: none"> <li>• Incorrect dates</li> </ul>	<ul style="list-style-type: none"> <li>• Correct on the FCC Form 486</li> <li>• If the dates on the FCC Form 486 are incorrect, submit FCC Form 500</li> </ul>

# Review the FCDL

<b>FCDL</b>	<b>Look For</b>	<b>Next Step</b>
Monthly & Annual Charges	<ul style="list-style-type: none"> <li>• Amount requested decreased</li> <li>• Annual charges included in the monthly charges</li> <li>• Over-estimate of the cost of the project or project canceled</li> </ul>	<ul style="list-style-type: none"> <li>• Review the FCDL explanation to see which ineligible entities, products, service costs were removed</li> <li>• Submit an appeal to correct</li> <li>• Submit a FCC Form 500 to reduce the commitment or cancel FRN. Submit FCC Form 486 for remaining amount.</li> </ul>
Contract Expiration	<ul style="list-style-type: none"> <li>• Incorrect date</li> </ul>	<ul style="list-style-type: none"> <li>• Submit FCC Form 500 to change date</li> </ul>
Billing Account Number	<ul style="list-style-type: none"> <li>• Incorrect number or add number</li> </ul>	<ul style="list-style-type: none"> <li>• Pre-commitment: RAL correction; Post-commitment: Submit an appeal to correct</li> </ul>
Funding Commitment Decision Explanation	<ul style="list-style-type: none"> <li>• Explanation as to why the FRN was modified or denied</li> </ul>	<ul style="list-style-type: none"> <li>• If modified, the applicant must still file FCC Form 486</li> <li>• If modified or denied, you have the option to appeal</li> </ul>

- Applicants file the FCC Form 486
  - Informs USAC services started or will start
  - Filed when FRN is approved
  - Applicant certifies CIPA and TPA compliance
  - Must be filed by 120 days after services start or FCDL date, whichever is later
  
- Service Providers receive notification letter when FCC Form 486 is certified
  - Can begin invoicing once form is certified

# FCC Form 486 Misconceptions

---

- Wait to file FCC Form 486 until you receive your appeal decision for a partially approved FRN

**TRUTH** - File the FCC Form 486 anytime funding is approved (full or partial)

- You can't file a FCC Form 486 with a State Replacement SPIN

**TRUTH** – File the FCC Form 486 when you receive the FCDL. Once the service provider is selected, submit a SPIN change. The service start date can be adjusted at that time.

## SPIN Changes

SPIN Change Type	Submitter	Action
<b>Global</b> – <u>all</u> of the FRNs, change from old to new service provider	Service Provider	Submit to BCD Approved, E-file notification sent to SP general contact
<b>Corrective</b> – data entry error or change not initiated by applicant	Service Provider or Applicant	Submit to SL Approved, RFCDL sent to applicant & SP
<b>Operational</b> – from old to new service provider. Must submit by last date to invoice.	Applicant	Submit to SL Approved, RFCDL sent to applicant, new SP, and old SP (if applicable)

- **Service Substitution**
  - Submitted by Applicant or Service Provider
  - Substituted services or products must have same functionality as the original FRN
  - Doesn't violate any contract provisions, or state or local procurement laws
  - Doesn't result in an increase in the percentage of ineligible services or functions
  - Within the scope of the FCC Form 470, including any RFP, for the original service.
  - Submit before the last day to invoice



- **Service Delivery Extension**
  - Automatic SDE occurs for non-recurring services
    - FCDL, Operational SPIN change or service substitution issued on or after March 1 of the funding year
  - For Example:** FY 2012, *FCDL date:* April 12, 2013. Services can be delivered through September 30, 2014.
  - Submit SDE request
    - SP was unable to complete installation or deliver services
    - SP was unwilling to complete delivery and installation after USAC withheld payment on a properly-submitted invoice for more than 60 days after submission of the invoice

- Applicants and service providers have the option of appealing a USAC decision
  - Can be filed by applicant or service provider
  - Must be filed within 60 days of the decision letter (e.g., FCDL, Notification Letter, ADL)
  - Can appeal to USAC or to the FCC
    - Submit directly to the FCC to request an FCC rule waiver (e.g., FCC rule, policy, waive deadline)
  - USAC issues an Administrator’s Decision Letter (ADL) with the appeal decision (approved, denied)
  - USAC issues a Revised FCDL (RFCDL) when there is a change to the FRN or Block 4

# Questions?