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Schools and Libraries News Brief

September 28, 2007

> **TIP OF THE WEEK:** **If you are using old printed copies of FCC forms to file for discounts or reimbursements, replace them with the April 2007 version of the BEAR Form 472 or SPI Form 474 from the USAC website.** USAC will no longer process earlier versions of these forms.

Commitments for Funding Year 2007

Funding Year 2007. USAC will release FY2007 Wave 22 Funding Commitment Decision Letters (FCDLs) October 2. This wave will include commitments for approved Internal Connections and Basic Maintenance requests at 83% and above. As of September 28, FY2007 commitments total just under $1.4 billion.

On the day after the FCDLs are mailed, you can check to see if you have a commitment by using USAC's Automated Search of Commitments tool.

Accepting New Information on Appeal

Applicants and service providers can appeal USAC decisions, either to USAC or to the Federal Communications Commission (FCC). In certain circumstances, USAC can now accept new information on appeal. The new information should help clear up an ambiguity or misunderstanding that resulted from earlier information submitted (or not submitted).

However, USAC may not accept new information if:

- The new information contradicts information contained in or submitted with the application and the applicant cannot adequately explain the discrepancy.
- The applicant was not working with USAC in good faith. For example, the applicant refused to provide the documentation during the original application review.
- The documentation was created in response to a USAC request made during the appeal review process.

Note that appeals can still be denied if the appeal review process uncovers other denial reasons.

- For funding years before FY2007, USAC stopped the application review process once a denial reason was uncovered. For these applications, USAC may still deny an appeal if another denial reason is uncovered. However, the appeal reviewer will first reach out and inform the appellant if other denial reasons are uncovered during the appeal review process so that the appellant has an opportunity to address those issues.
- Starting with FY2007, USAC reviews the entire application and includes every denial reason in the FCDL comment field for each Funding Request Number (FRN). If you appeal the USAC decision for an FRN with multiple denial reasons, you must address all of the reasons successfully before USAC can grant your appeal.
- If there are multiple FRNs denied on an application, be sure to address all denied FRNs you wish to appeal.

If the appeal filed with USAC is denied, the appellant can file an appeal of that decision with the FCC. Remember that appeals must be filed within 60 days of the date on USAC's decision letter.

For detailed information on appeals, refer to the Appeals Procedure and the updated guidance document Guidelines for Appeals Filed with USAC.

List of Program Acronyms and Terms

Are you unsure of the difference between "PIN" and "PN?" Are you confused about whether USAC will send you an "RNL" or "RAL" after you file a form?

Earlier this week, USAC posted a list of [Acronyms & Terms Commonly Used in the Schools & Libraries Program](#) to help clear up some of this confusion.

- For each acronym, USAC has provided the words used to form the acronym (for example, "Billed Entity Number" for "BEN") and a short definition.
- For program terms, USAC has included a definition and, where helpful, some additional program information.
- If a guidance document on the website provides additional helpful information about the acronym or term, a link to that document appears at the end of the entry.

Fall Training Update

USAC completed the third training session in Boston, MA earlier today. Beginners were not as numerous as in the Orlando session last week, but almost 30 percent of the attendees indicated that they have been with E-rate for less than two years.

Applicants and service providers that have not yet signed up for a training session are encouraged to do so. All remaining training sessions are full but cancellations can occur, so it is worth adding your name to the waiting list. The information below is current as of 3:00 p.m. today.

City	Dates	Registrants	Hotel Cutoff Date
New Orleans, LA	October 2–3	250	A few rooms available
Cleveland, OH	October 9–10	250	No rooms available
San Francisco, CA	October 17–18	250	No rooms available
Phoenix, AZ	October 24–25	250	A few rooms available

If you find that you cannot attend a session after you have registered, please remember to cancel your registration to open a slot for someone else.

Remember also that registering with USAC for the training does not automatically reserve a hotel room. If the training session hotel is full, we may still be able to help you find a hotel room. If you have questions – including questions about a current waiting list – you can direct them to the email address or the telephone number provided on the [2007 Training announcement](#) under "How to Register."

REMINDER: Beginners sessions are limited to true beginners – those program participants with less than two years' experience with the program. Beginners will receive an invitation by email to attend the beginners session at their registered training.

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