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Schools and Libraries News Brief

December 21, 2007

FY2008 WINDOW COUNTDOWN

Days to window close	48
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Forms 470 filed to date	21,992
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Forms 471 filed to date	1,968
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The number of Forms 471 filed has increased by 27.3% over this time last year.

TIP OF THE WEEK: If you are filing a Form 470 on paper, make sure you mail it in time for USAC to receive it by January 3, 2008. USAC will make every effort to get your paper form data entered and posted to the USAC website by January 10 if we receive it by January 3; however, we encourage you to file online instead of on paper.

Please note that USAC will not issue a News Brief next Friday, December 28.

Commitments for Funding Year 2007

Funding Year 2007. USAC will not release a funding wave next week. As of December 21, FY2007 commitments total just under \$1.79 billion.

Training for USAC-certified Technology Plan Approvers

In the [October 12, 2007 SL News Brief](#), we covered the requirements of technology planning for applicants. If an applicant is required to prepare a technology plan, that plan must be approved by a USAC-certified Technology Plan Approver (TPA) before services start or the Form 486 is filed, whichever is earlier.

USAC certifies the agencies that approve tech plans. In general, state departments of education approve public school tech plans and state library agencies approve public library plans. In some states, these agencies also approve plans for other entities. Certain national or regional organizations that USAC has certified may approve tech plans for other entities, such as special libraries, private schools, or religious schools.

Every two years, USAC re-certifies TPAs. This re-certification process will begin next month. Last Thursday and Friday, USAC staff offered training to all USAC-certified TPAs. The training was conducted by conference call using the [Approving Technology Plans](#) presentation posted on the Outreach and Training page of the Schools and Libraries section of the USAC website.

TPAs review tech plans to make sure that they include information, such as the five required elements, necessary to comply with program rules. They can also ask the tech plans they approve include information needed to comply with federal, state, or local programs, even though that information is not required under the E-rate program.

After reviewing and approving the plan, TPAs should issue an approval letter or other document (e.g., an email, a website posting) that applicants should save as evidence that a tech plan was approved. USAC has updated the [sample TPA approval letter](#) posted to the website to include all appropriate information.

The [Tech Plan Approver Locator tool](#) description contains more information on TPAs. You can use the email link in the description to ask a question, to provide an update to TPA contact information, or to find out more about the TPA process.

NOTE: The Approving Technology Plans presentation has been updated to incorporate the answers to some questions that came up during last week's training. Specifically:

- Slide 37 now gives an example of a minor change in a tech plan (i.e., a change that would not require a revised plan to be re-approved) as a change that could be approved under a service substitution request.
- Slide 40 is a new slide that describes documentation related to tech plans that may be requested during a site visit or an audit.
- Slide 45 (formerly slide 44) clarifies that, if a new Form 470 must be posted for new or additional services that result from a revision to a tech plan, the tech plan should be re-approved. The clarification was necessary because there are situations where a new Form 470 may be posted even though no revisions were made to a tech plan. For example, a new Form 470 must be posted every year for tariffed or month-to-month services. Also, a new Form 470 may be posted because additional services desired in the second or third year of a three-year tech plan were already described in the original plan.

Form 470 Reminders

If you are still working on your Form 470, be sure to review the reminders for Form 470 and the competitive bidding process included in the [December 14, 2007 SL News Brief](#). Remember that the last day to POST a Form 470 for FY2008 to the USAC website is January 10, 2008.

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