

Schools and Libraries Service Provider Conference Call – December 4, 2013

AGENDA

1. Funding Commitments for FY2013, FY2012, FY2011, and FY2010
2. FY2014 Window Dates Announced
3. Update on Revised FCC Form 470
4. Next Call – **January 8, 2014**
5. Invoicing Update
6. Other
7. General Questions Received by Email

MINUTES

1. Funding Commitments for FY2013, FY2012, and FY2011

For FY2013, USAC is funding approved Priority 1 (Telecommunications Services and Internet Access) requests at all discount levels. Here is a list of the regular funding waves issued since the last call:

Wave	FCDL Date	Amount
027	11/20/2013	\$42.0 M
028	11/27/2013	\$70.5 M

For FY2012, USAC is funding approved Priority 2 (Internal Connections and Basic Maintenance) requests at 90 percent and denying for cap at 89 percent and below. Here is a list of the regular funding waves issued since the last call:

Wave	FCDL Date	Amount
068	11/15/2013	\$13.1 M
069	11/21/2013	\$ 1.1 M
070	12/2/2013	\$ 1.0 M

For FY2011, USAC is funding approved Priority 2 requests at 88 percent and above and denying for cap at 87 percent and below. Here is a list of the regular funding waves issued since the last call:

Wave	FCDL Date	Amount
104	11/19/2013	\$ 19.8 M
105	12/2/2013	\$ 453 T

2. **FY2014 Window Dates Announced**

The FY2014 application filing window will open on January 9, 2014 at noon EST and close on March 26, 2014 at 11:59 PM EDT.

Service providers should review their FCC Forms 498 now to make sure the information from these forms that is featured in the [SPIN Search tool](#) is correct and complete. Applicants may use this information to file their FCC Forms 471, and the application review process will go more quickly and smoothly if we start with correct information.

3. **Update on Revised FCC Form 470**

The revisions to the FCC Form 470 are currently at the Office of Management and Budget (OMB). After OMB has approved the revised form and instructions, they will be posted to the USAC website in PDF format, followed shortly thereafter by the updated online form.

Starting with FY2013, applicants can post FCC Form 470 Priority 1 service requests in either Telecommunications Services or Internet Access, but are required to choose the correct category of service on the FCC Form 471. When the revised FCC Form 470 becomes available, applicants will post for all Priority 1 services in a single category.

The [Download 470 Information tool](#) will be updated to feature both categories of service for forms posted before the cutover, and one category of service for forms filed after the cutover. Similarly, a form accessed through the [View a 470 tool](#) will feature services in the category or categories of service in which they were posted on the original form. Service providers should keep this in mind when they are using these tools to research and respond to bidding opportunities.

4. **Next Call – January 8, 2014**

Because the New Year's Day holiday occurs on the first Wednesday of January, the next service provider call will be held January 8. The time, call-in number, and passcode will remain the same.

5. Invoicing Update

Payments for the month of November totaled \$149,686,839.69 against requests for \$200M. In total, 10,980 invoices were processed for 1,482 service providers. This represented 34,326 lines in November with 94 percent being completed within 30 days.

There were 3,197 lines in process as of December 2.

Invoice rejections

In the past month, the most common reasons for invoices being rejected were:

- Payments cannot be released due to an issue with the service provider's FCC Form 498.
- The billed date was outside of the funding year.
- The entire commitment amount was already paid.
- The invoice is or appears to be a duplicate.
- There is no FCC Form 486 on file.

Invoice review process

For those service providers that are relatively new to the E-rate program, here are some reminders about the invoice review process:

- If we require additional information to process an invoice, we will send the service provider an email with a request for specific documentation. The service provider should read the email carefully and respond with the exact documentation requested.
- We will acknowledge your response via email. Please check your spam filter and junk email folder before calling us to verify receipt. Multiple calls to check receipt of documentation will slow our processing time.
- In order to process invoices as quickly as possible, we do not make multiple requests for documentation. However, if we receive an incomplete response, we will ask for clarification via email or fax.
- Once the response deadline has passed, we will make a decision based on all information provided.
- If an invoiced amount was reduced or your invoice was rejected, you can [Submit a Question](#) or call the Client Service Bureau at 1-888-203-8100 for assistance.
- If your invoice was reduced or rejected due to missing or incomplete information, you can simply submit a new invoice for the reduced or rejected amount(s) once you have the requested information. In this situation, it is not necessary to file an appeal.

6. Other

No items.

7. General Questions Received by Email

Q1. The "Cisco E-Rate Services Bundle" consists of the following components: Cisco Base for the first year is included in the price of the equipment and it also includes 1 year of technical assistance center support, software upgrade support for bug fixes, web based support through Cisco's site - Cisco.com; and 3 Years of NBD (Next Business Day) hardware replacement at no charge. This is under review with the FCC - for going on 3 E-rate funding years. Can we bid these services until a decision is made? Thanks.

A1. Yes, you as the service provider can submit responsive bids for this particular service. However, keep in mind that a decision on the eligibility of this service has not yet been made. If the decision is that some or all of the components of this service are ineligible, a cost allocation may be required.

We would recommend that an applicant filing for this service place this funding request on a separate FCC Form 471. This will ensure that funding decisions on other FRNs would not be held up while a decision on this FRN is pending.

REMINDER: Please send your questions for the next Service Provider Conference Call by following the instructions outlined on the [Conference Call webpage](#) of the USAC website.

Also, please watch the [USAC website](#) for other program updates.