

Evergreen Library System
2000 L Street, NW Washington, DC 20036

September 30, 2015

Letter of Appeal
Schools and Libraries Division - Correspondence Unit
30 Lanidex Plaza West
PO Box 685
Parsippany, NJ 07054-0685

To Whom It May Concern:

Entity & BEN	Evergreen Library (BEN 145910)
Contact Person	Joe Smith
Contact Information	
Mailing Address	2000 L Street, NW Washington, DC 20036
Phone Number	(202) 555-5555
Email	Jsmith@evergreenlibrary.com
Service Provider	Protect Your Network, Inc. (SPIN 143000000)
Funding Year	2015
Application Type & Application Number	Form 471 Application #772448
FRNs	2097669, 2097670
Appeal Reason	FCDL dated August 30, 2015 denied FRNs for contract violation

Appeal Explanation:

Evergreen Library System's former E-rate coordinator won the lottery and immediately resigned in June 2015. A temporary employee was performing the E-rate coordinator's duties while we recruited for a full-time replacement.

During PIA review, the temporary employee provided a draft copy of our contract for firewall services to the PIA reviewer. He was unaware there was a final, approved contract. The draft contract was not signed and dated by Ms. Mary Jane, Evergreen's Head Librarian. The FRNs were denied and here is the denial comment in the FCDL:

No contract was in place when the Form 471 certification was filed. FCC Rules require that a contract be signed and dated by the applicant prior to the filing of the Form 471 Certification for the services requested.

Enclosed is a copy of the signed and dated contract by Ms. Jane. The contract is signed on March 1 before our FCC Form 471 certification date. We would like you to accept this documentation and reconsider USAC's decision to deny the funding requests. Thank you for your time and attention to this matter.

Sincerely,
Joe Smith
Joe Smith, Evergreen Library System E-coordinator