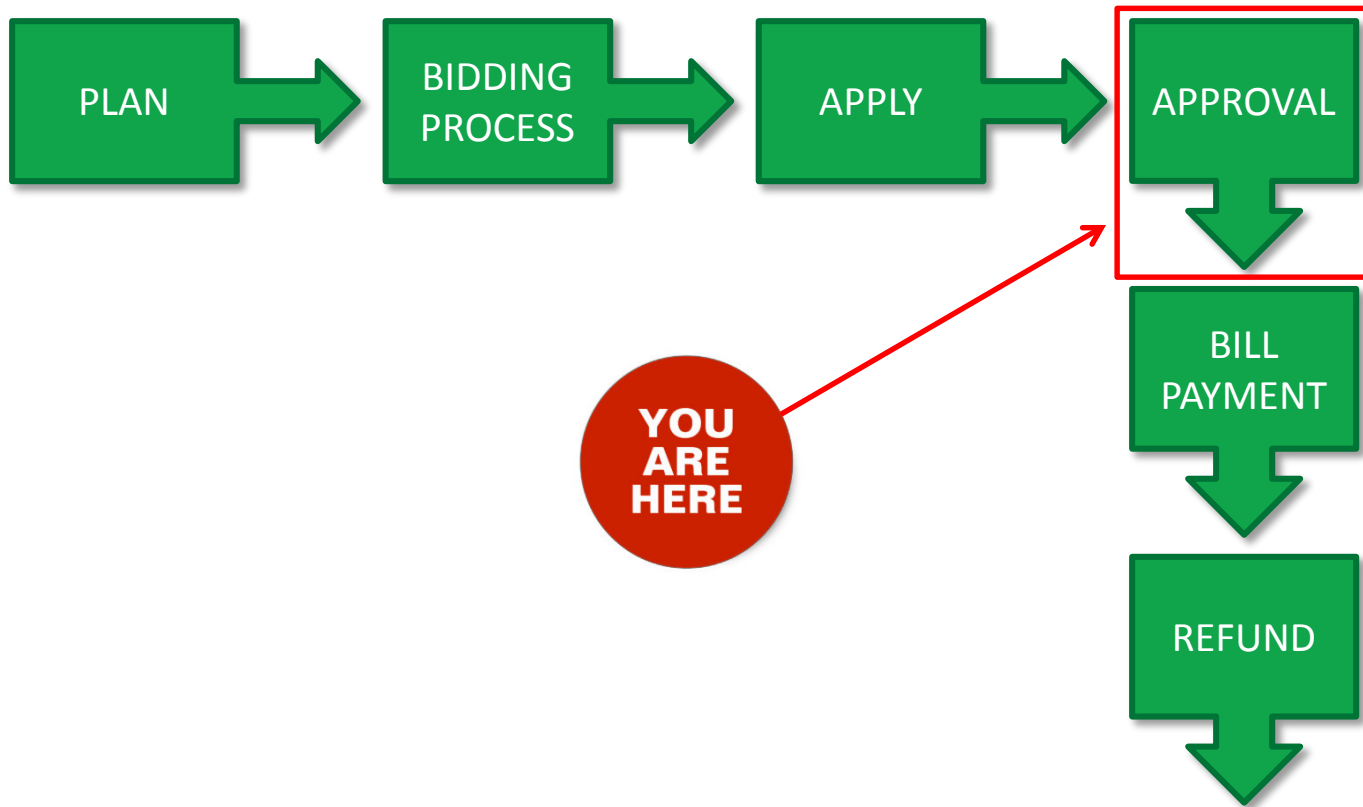


Funding Commitment Decision Letters

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Where does the FCDL fall in the E-Rate process?



The Basics

What is an FCDL?

USAC issues a Funding Commitment Decision Letter (FCDL) to both the applicant and the service provider after the review of an FCC Form 471 has been completed.

The FCDL notifies the applicant of the funding decisions that have been made with regard to each individual Funding Request Number (FRN) - approved funding amounts and modified or denied funding amounts.

The FCDL summarizes the E-Rate funds that have been committed for discounts that had been requested on a Form 471 for eligible services.

The FCDL will indicate any rejections of requested discounts on services deemed ineligible or in situations where the applicant was not in compliance with program rules, and will also offer the reasoning behind the decision.

FCDLs are issued in funding waves.

How do I obtain my FCDL?

Applicants will collect their FCDL via email and/or inside the EPC portal:

- The certifier for any given Form 471 application will receive an email notifying him or her that an FCDL has been issued for a specific application. The email will contain two attachments – a PDF file with the FCDL and a CSV file with the main data points of the decision.
- If the organization filed multiple FCC Forms 471 and more than one is included in the same wave, the certifier will receive an email for each form.
- Any user for the organization can also log into EPC and view the FCDL.


Locating an FCDL in EPC

NOTE: Any user can view an FCDL whether or not they received the email directly.

Locating an FCDL

① In the **Notifications** section of the organization's landing page, use the "Notification Type" drop down menu to select "FCDL"

My Landing Page



Universal Service Administrative Co.

Welcome, School District 6!

Notifications

Notification Type *Please select a value* ▼

Funding Year *-- Select a Funding Year --* ▼

Status ? ☒ All
☐ Generated
☐ Not Generated

Notification	Description	Issued Date	Generated By	Generated On	
No items available					

② Then use the "Funding Year" drop down menu to select the funding year

Locating an FCDL

A list of FCDLs for that year will display

Notifications

Notification Type:

Funding Year:

Status: ☒ All
☐ Generated
☐ Not Generated

	Notification	Description	Issued Date	Generated By	Generated On	
	FCDL	FCC Form 471 - 181020437	4/20/2018	EPC System	4/20/2018 2:13 AM EDT	View Notification
	FCDL	FCC Form 471 - 181017080	4/20/2018	EPC System	4/20/2018 2:05 AM EDT	View Notification
	FCDL	FCC Form 471 - 181013069	4/20/2018	EPC System	4/20/2018 1:49 AM EDT	View Notification
	FCDL	FCC Form 471 - 181010121	4/20/2018	EPC System	4/20/2018 1:35 AM EDT	View Notification
	FCDL	FCC Form 471 - 181009459	4/20/2018	EPC System	4/20/2018 1:32 AM EDT	View Notification
	FCDL	FCC Form 471 - 181009488	4/20/2018	EPC System	4/20/2018 1:32 AM EDT	View Notification
	FCDL	FCC Form 471 - 181009499	4/20/2018	EPC System	4/20/2018 1:32 AM EDT	View Notification
	FCDL	FCC Form 471 - 181009296	4/20/2018	EPC System	4/20/2018 1:30 AM EDT	View Notification
	FCDL	FCC Form 471 - 181008300	4/20/2018	EPC System	4/20/2018 1:24 AM EDT	View Notification
	FCDL	FCC Form 471 - 181007667	4/20/2018	EPC System	4/20/2018 1:21 AM EDT	View Notification

< 1 - 10 of 12 >

③ Click on the “View Notification” link in the right-most column of an FCDL listing to be taken to the FCDL in the organization’s **News** tab

Understanding Your FCDL



E-Rate Productivity Center Thank you for submitting your application for Funding Year 2018 Schools and Libraries Program (E-rate) funding. Attached to this post, you will find the funding statuses for the FCC Form(s) 471, Services Ordered and Certification Form, that you submitted.

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Next Steps

1. Work with your service provider(s) to determine if your bills will be discounted or if you will request reimbursement from USAC after paying the undiscounted cost for the services you receive.
2. Review the Children's Internet Protection Act (CIPA) requirements and file the FCC Form 486 (Service Confirmation and CIPA Certification Form). The deadline to submit this form is 120 days from the date of this letter or from the service start date (whichever is later).
3. Invoice USAC
 - If you (the applicant) are invoicing USAC: You must pay your service provider(s) the undiscounted cost for the services you receive and file the FCC Form 472, the Billed Entity Applicant Reimbursement (BEAR) Form, to invoice USAC for reimbursement of the discounted cost of services.
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For more information, including how to appeal a decision, please see the attached letter.

Please keep a copy of this notification for your records. To print this notification, click on the date below, and use your browser's print function.

Sincerely,
Universal Service Administrative Co.



NETWORKMAINE Funding Commitment Decision Letter
PDF 25 KB



FCC Form 471 - 181003382 - NETWORKMAINE
CSV 1 KB

#16055092 - NETWORK...


9 hours ago ☆ ⓘ Comment Hide Info ▾

FCC Form 471 Application Number	181003382
Billed Entity Number (BEN)	18055092
Billed Entity Name	NETWORKMAINE
Billed Entity FCC RN	0019855857
Applicant's Form Identifier	FY2018 TR LCI
FCDL Date	4/20/2018
Approved Amount	\$54432.00
Denied Amount	\$0.00
Notification Generated By	EPC System
Notification Generated On	4/20/2018 12:53 AM EDT

Understanding FCDLs

*In the **News** tab, applicants will see the short text announcement of the FCDL, two attachments, and a summary of pertinent FCDL details*

Understanding FCDLs



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FCC Form 471 - 181003382 - NETWORKMAINE
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#16055092 - NETWORKC...

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A. The short text of the FCDL

The text explains the FCDL and includes information about next steps, which usually includes filing the FCC Form 486 when services have started

Understanding FCDLs



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NETWORKMAINE Funding Commitment Decision Letter
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FCC Form 471 - 181003382 - NETWORKMAINE
CSV 1 KB

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★ **THIS IS YOUR FCDL** ★

B. The FCDL

(the text link next to the picture of a document)

The document contains the full text of the FCDL. Read it carefully!!!!

The file can be opened with a PDF program.

Understanding FCDLs



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C. A link to a *.CSV file

(the text link next to the paperclip icon)

The file contains a simple table of the data about the commitment – the approved discount rate, whether or not the FRN was approved, the FCDL comment, and so on.

This table will have one FRN per row and will include all FRNs that were listed on the FCC Form 471.

The file can be opened with any spreadsheet program.

Understanding FCDLs

D. FCDL details

Summary details of the Form 471 funded amount and other important information are listed in this section.



NETWORKMAINE Funding Commitment Decision Letter
PDF 25 KB




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Understanding FCDLs



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② Click on the text link next to the picture of a document to download the FCDL in PDF format

Understanding FCDLs

Your FCDL is a multi-page PDF file:



Universal Service
Administrative Co.

April 6, 2018

Funding Commitment Decision Letter

Funding Year 2018

Contact Information:
School District user
School District
1111 East Ave
Queens, VA 99988
schooldistrict_53976@mailinator.com

FCC Form 471: 181000271

BEN: 17258128
Wave: 5
Application Nickname: Sample Application for FCDL

Totals

Total Committed	\$51,180.00
-----------------	-------------

What is in this letter?

Thank you for submitting your application for Funding Year 2018 Schools and Libraries Program (E-rate) funding. Attached to this letter, you will find the funding statuses for the FCC Form(s) 471, Services Ordered and Certification Form, that you submitted and referenced above.


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Page 1 of the document is an overview that contains high level information about the application as a whole

Understanding FCDLs



Universal Service
Administrative Co.

April 6, 2018

Funding Commitment Decision Letter

Funding Year 2018

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The date of your letter – this date is important as you must certify the FCC Form 486 no later than 120 days after the service start date or 120 days after the date of the FCDL (this date), whichever is later

Understanding FCDLs

**Universal Service
Administrative Co.**

April 6, 2018

Funding Commitment Decision Letter
Funding Year 2018

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Form 471 Number

Funding Wave Number

The total amount committed for the entire application is highlighted in blue

Understanding FCDLs

Pages 2 and 3 of the document include information about your next steps and program rules



BEN Name: School District
BEN: 17258128

FCC Form 471: 181000271
Wave: 5

3. Invoice USAC

- **If you (the applicant) are invoicing USAC:** You must pay your service provider(s) the full cost for the services you receive and file the [FCC Form 472](#), the Billed Entity Applicant Reimbursement (BEAR) Form, to invoice USAC for reimbursement of the discounted amount.
- **If your service provider(s) is invoicing USAC:** The service provider(s) must provide services, bill the applicant for the non-discounted share, and file the [FCC Form 474](#), the Service Provider Invoice (SPI) form, to invoice USAC for reimbursement for the discounted portion of costs. Every funding year, service providers must file an [FCC Form 473](#), the Service Provider Annual Certification Form, to be able to submit invoices and to receive disbursements.
- **To receive an invoice deadline extension, the applicant or service provider must request an extension on or before the last date to invoice. If you anticipate, for any reason, that invoices cannot be filed on time, USAC will grant a one-time, 120-day invoice deadline extension if timely requested.**

How to Appeal or Request a Waiver of a Decision

You can appeal or request a waiver of a decision in this letter **within 60 calendar days** of the date of this letter. Failure to meet this deadline will result in an automatic dismissal of your appeal or waiver request.

Note: The Federal Communications Commission (FCC) will not accept appeals of USAC decisions that have not first been appealed to USAC. However, if you are seeking a waiver of E-rate program rules, you must submit your request to the FCC and not to USAC. USAC is not able to waive the E-rate program rules.

- **To submit your appeal to USAC,** visit the Appeals section in the [E-rate Productivity Center \(EPC\)](#) and provide the required information. USAC will reply to your appeal submissions to confirm receipt. Visit USAC's [website](#) for additional information on submitting an appeal to USAC, including step-by-step instructions.
- **To request a waiver of the FCC's rules,** please submit it to the FCC in proceeding number CC Docket No. 02-8 using the [Electronic Comment Filing System \(ECFS\)](#). Include your contact information, a statement that your filing is a waiver request, identifying information, the FCC rule(s) for which you are seeking a waiver, a full description of the relevant facts that you believe support your waiver request and any related relief, and any supporting documentation.

For appeals to USAC or to the FCC, be sure to keep a copy of your entire appeal, including any correspondence and documentation, and provide a copy to the affected service provider(s).



BEN Name: School District
BEN: 17258128

FCC Form 471: 181000271
Wave: 5

Obligation to Pay Non-Discount Portion


Applicants are required to pay the non-discount portion of the cost of the eligible products and/or services to their service providers. Service providers are required to bill applicants for the non-discount portion of costs for the eligible products and/or services. The FCC stated that requiring applicants to pay the non-discounted share of costs ensures efficiency and accountability in the program. If using the BEAR invoicing method, the applicant must pay the service provider in full (the non-discount plus discount portion) **before** seeking reimbursement from USAC. If using the SPI invoicing method, the service provider must first bill the applicant **before** invoicing USAC.

Notice on Rules and Funds Availability

The applicants' receipt of funding commitments is contingent on their compliance with all statutory, regulatory, and procedural requirements of the Schools and Libraries Program and the FCC's rules. Applicants who have received funding commitments continue to be subject to audits and other reviews that USAC and/or the FCC may undertake to assure that committed funds are being used in accordance with such requirements. USAC may be required to reduce or cancel funding commitments that were not issued in accordance with such requirements, whether due to action or inaction of USAC, the applicant, or the service provider. USAC, and other appropriate authorities (including but not limited to the FCC), may pursue enforcement actions and other means of recourse to collect improperly disbursed funds.

Understanding FCDLs

Page 4 of the document is an overview that contains high level information about the funding requests within the application

**BEN Name:** School District
BEN: 17258128

FCC Form 471: 181000271
Wave: 5

Funding Commitment Decision Overview

Funding Year 2018

Application Comments for FCC Form 471: #181000271
The applicant did not submit any RAL corrections.

Funding Commitment Decision Overview

Funding Request Number (FRN)	Service Provider Name	Amount Requested	Amount Committed	Status
1899000814	Service Provider - 123	\$14,280.00	\$14,280.00	Funded
1899000815	Service Provider - 123	\$36,900.00	\$36,900.00	Funded


April 6, 2018 4

Comments from the PIA reviewer about this application as a whole

Each FRN will appear as a separate row in this table, listing the funding amounts requested and committed, and the FRN status (funded, modified, denied, or cancelled)

Understanding FCDLs

After the overview page, there will be a one page report for each FRN that contains important details such as figures used to calculate the funding request

		BEN Name: School District BEN: 17258128	FCC Form 471: 181000271 Wave: 5
FRN 1899000814	Service Type Data Transmission and/or Internet Access	Status Funded	
Dollars Committed			
Monthly Cost		One-time Cost	
Months of Service	12		
Total Eligible Recurring Charges	\$22,800.00	Total Eligible One Time Charges	\$1,000.00
Total Pre-discount Charges		\$23,800.00	
Discount Rate		60.00%	
Committed Amount		\$14,280.00	
Dates		Service Provider and Contract Information	
Service Start Date	7/1/2018	Service Provider	Service Provider - 123
Contract Expiration Date	6/30/2019	SPIN (498ID)	143100399
Contract Award Date		Contract Number	
Service Delivery Deadline	9/30/2019	Account Number	12345
Expiration Date (All Extensions)		Establishing FCC Form 470	180000092
Consultant Information			
Consultant Name			
Consultant's Employer			
CRN			
Funding Commitment Decision Comments			
MR1: Approved as submitted.			

April 6, 2018 5

Costs

Discount rate

Committed amount for this FRN

Comments from the PIA reviewer about this particular FRN

Next Steps

What do I do with the FCDL?

- Carefully review the FCDL for details on whether a request was approved or denied, and any adjustments that might have been made to the original request.
- If you disagree with a funding commitment decision, an appeal letter **MUST** be received by USAC within 60 days of the date of the decision letter.

What do I do next?

Make a note of the date of FCDL so you are aware of the deadline for filing a Form 486.

You will have **120 days after the date of your FCDL or the start of services (whichever is later)** to complete the Form 486 without penalty.

NOTE: you cannot file a Form 486 for any given FRN before receiving an FCDL for that FRN

What do I save for my files?

★ Save all records for at least 10 years from the last date of service ★

- A copy of the FCDL file