

E-rate

NCASBO Session

Jeannene Hurley

NCDPI Connectivity/E-rate Services

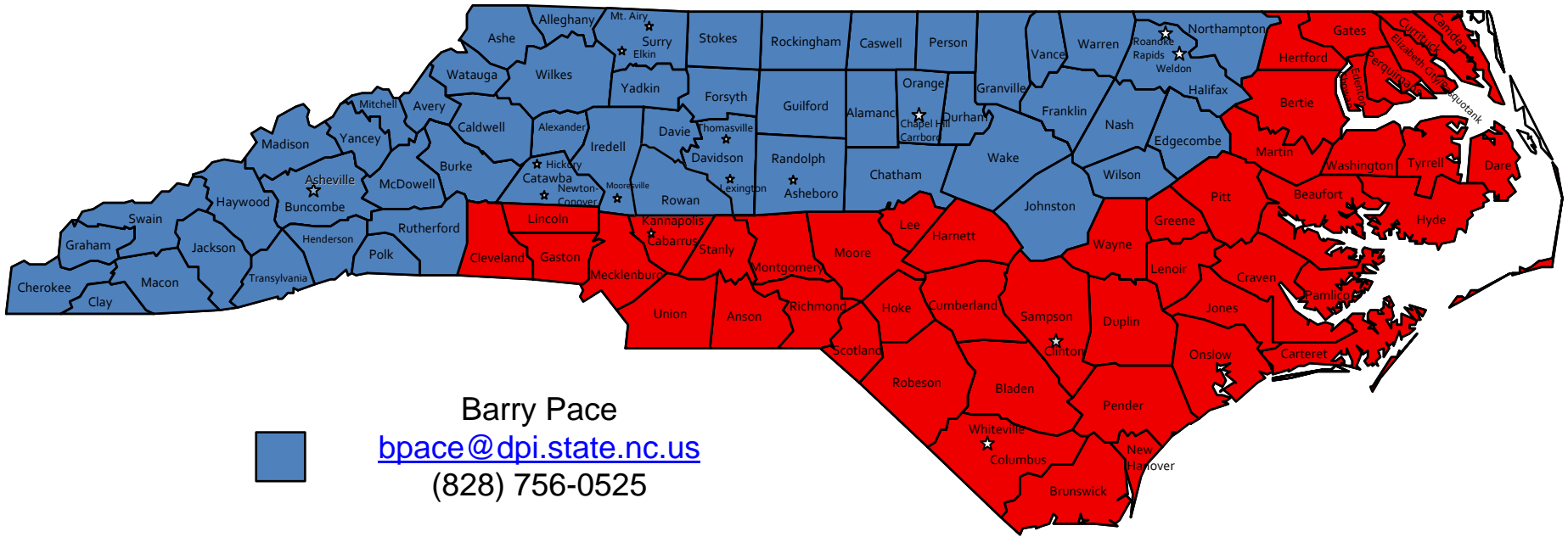
<http://www.ncpublicschools.org/erate/>

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NCDPI help

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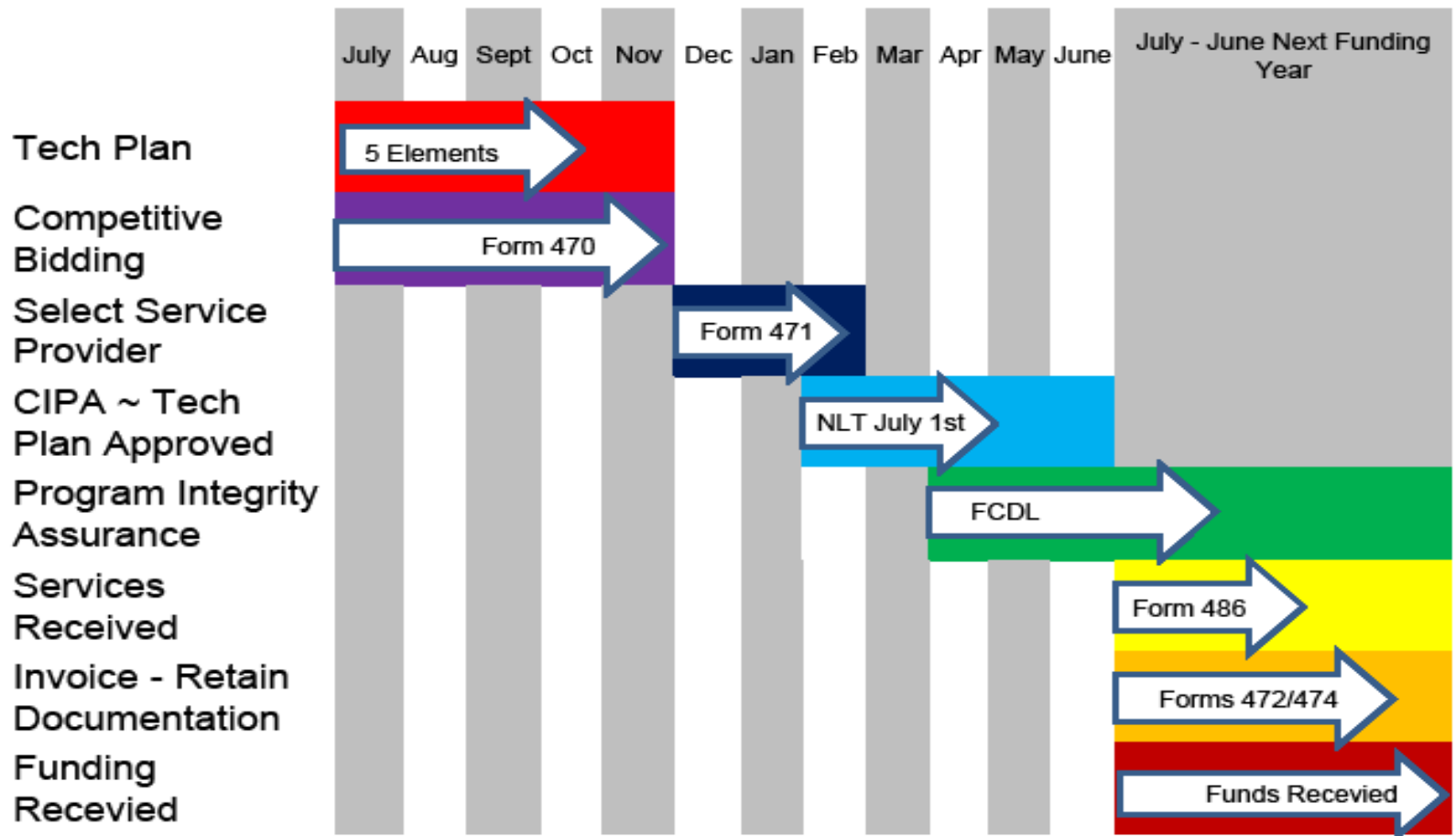
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Timetable

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E-Rate Timeline



Timetable

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- **Seven Steps To Success Video (1:06 – 9:58)**
- <http://blip.tv/file/1649101/>



Agenda

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- **E-rate Funding History**
 - **DRT, the Data Retrieval Tool**
 - <http://www.sl.universalservice.org/funding/opendatasearch/Search1.asp>
 - **FundsForLearning E-rate Manager**
 - <http://www.fundsforlearning.com/>
 - **E-rate Central NC page**
 - <http://www.e-ratecentral.com/us/stateInformation.asp?state=NC>



Agenda

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- **CIPA FAQ/Internet Safety Education Program Discussion/Internet Safety Policy Update Discussion**
 - <http://www.ncpublicschools.org/docs/erate/training/cipa-faq.pdf>



Basic Requirements

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- CIPA/NCIPA
 - Public Notice & Public Hearing [or meeting]
 - Technology Protection Measure (Filter)
 - Internet Safety Policy (required elements)
 - Access by minors to inappropriate matter on the Internet
 - Safety & security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications
 - Unauthorized access including "hacking" & other unlawful activities by minors online
 - Unauthorized disclosure, use, & dissemination of personal information regarding minors
 - Measures designed to restrict minors' access to materials harmful to minors



BDIA Update

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- **Protecting Children in the 21st Century Act**
 - Enacted in Fall 2008 to address Internet Safety in schools, specifically social network and chat room behavior and cyberbullying awareness and response
 - Before USAC can enforce new requirements the following must occur:
 - FCC will issue a Notice of Proposed Rulemaking (NPRM) seeking comment on the Act ✓
 - FCC will draft new rules and the new rules must be voted by the FCC Commissioners
 - FCC will release guidance to USAC in an Order



Technology planning

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- No Longer Needed for P1 services
 - Telecommunications
 - Internet Access
- **NCDPI STILL REQUIRES A TECHNOLOGY PLAN**



NSLP

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- **NSLP/Direct Certification Defined/Aggregate Claims Forms**
- **SFS-4 vs Meals Plus**



Discount Calculations

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- Survey Method Goal: Discounts based on true eligibility – not participation
- Two ways to do this
 - Take existing participation data and add to it
 - Using sibling match
 - Using existing family income data
 - Conduct family income survey
 - Must survey 100% of families. If 50% response rate, then OK to extrapolate the rest
 - Must NOT use NSLP application as survey instrument
 - Maintain complete records
 - Sample survey available



Eligible Services

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- FCC approves Eligible Services List annually
- Updated periodically on SLD web site
- If service is NOT on list:
 - Assume it is not eligible (yet)
 - Call/E-mail Client Service Bureau to confirm
 - When in doubt, break it out!
 - If you want to request discounts on a service of questionable eligibility, include it as a separate funding request (Block 5)



Eligible Services

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- Why these services?
- Official FCC Answer:
 - Purpose of fund is affordable access to Information Superhighway by schools and libraries down to the “classroom” level
 - Focus is on **infrastructure** and **transport**, NOT content or end-user equipment
- Reality:
 - The eligibility and ineligibility of some items is a mystery that must be accepted



Eligible Services

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- Typical Services Requested
 - <http://www.fundsforlearning.com/sites/default/files/Checklist-Typical Requested Services 01 2009-01.pdf>



Eligible Services

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- Ineligible:
 - Personal computers
 - FAX machines
 - Modems/cable modems
 - Asbestos removal
 - Cameras
 - Electrical wiring
 - Teacher training
 - Curriculum software
 - Network management s/w
 - Routers used for remote access
 - Phones



Competitive Bidding

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- **Rules / Contracts / G.S. 143 / RFPs / Gifts / Free Services Advisory / Vendor Selection through Evaluation Matrix**
- **6th Report and Order**
- **NC GS 133-32**



Competitive Bidding

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- **§ 133-32. Gifts and favors regulated.**
- (a) It shall be unlawful for any contractor, subcontractor, or supplier who:
 - (1) Has a contract with a governmental agency; or
 - (2) Has performed under such a contract within the past year; or
 - (3) Anticipates bidding on such a contract in the future
- to make gifts or to give favors to any officer or employee of a governmental agency who is charged with the duty of:
 - (1) Preparing plans, specifications, or estimates for public contract; or
 - (2) Awarding or administering public contracts; or
 - (3) Inspecting or supervising construction.
- It shall also be unlawful for any officer or employee of a governmental agency who is charged with the duty of:
 - (1) Preparing plans, specifications, or estimates for public contracts; or
 - (2) Awarding or administering public contracts; or
 - (3) Inspecting or supervising construction
- willfully to receive or accept any such gift or favor.
- (b) A violation of subsection (a) shall be a Class 1 misdemeanor.
- (c) Gifts or favors made unlawful by this section shall not be allowed as a deduction for North Carolina tax purposes by any contractor, subcontractor or supplier or officers or employees thereof.
- (d) This section is not intended to prevent a gift a public servant would be permitted to accept under G.S. 138A-32, or the gift and receipt of honorariums for participating in meetings, advertising items or souvenirs of nominal value, or meals furnished at banquets. This section is not intended to prevent any contractor, subcontractor, or supplier from making donations to professional organizations to defray meeting expenses where governmental employees are members of such professional organizations, nor is it intended to prevent governmental employees who are members of professional organizations from participation in all scheduled meeting functions available to all members of the professional organization attending the meeting. This section is also not intended to prohibit customary gifts or favors between employees or officers and their friends and relatives or the friends and relatives of their spouses, minor children, or members of their household where it is clear that it is that relationship rather than the business of the individual concerned which is the motivating factor for the gift or favor. However, all such gifts knowingly made or received are required to be reported by the donee to the agency head if the gifts are made by a contractor, subcontractor, or supplier doing business directly or indirectly with the governmental agency employing the recipient of such a gift. (1981, c. 764, s. 1; 1987, c. 399, s. 1; 1993, c. 539, s. 970; 1994, Ex. Sess., c. 24, s. 14(c); 2007-348, s. 18.)



Competitive bidding

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<u>Factor</u>	<u>Weight</u>
Price of the ELIGIBLE goods and services	30%
Prior experience	25%
Other cost factors (including price of ineligible goods and services, price of changing providers, price for breaking contract, etc)	20%
Management capability	15%
Local Vendor	<u>10%</u>
Total	100%



Competitive bidding

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- After you close the competitive bidding process for your services (on or after the **ACD**):
 - You can evaluate the bids received
 - You can choose your service provider(s)
 - You can sign a contract
 - You can post a Form 471



PIA and Appeals

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- **PIA Review Horror Stories / Appeals**
 - <http://www.usac.org/sl/about/appeals/default.aspx>



Top Denial Reasons	Percent Denied
Ineligibility Ineligibility entity Ineligible use	23% 3% 2%
Lack of proof of applicant share	17%
Applicant unresponsive or insufficient documentation	14%
Competitive Bidding 28-day Rule violation Service Provider Involvement Price was not the primary factor	13% 6% 3% 3%
No signed contract	12%
Form 470 problems 470 not certified No 470 filed Requested service not 470	11% 5% 3% 2%
Service provider is not an approved telecom provider (no Y in the box)	2%
No Tech Plan	1%

Invoicing USAC (472/474)

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- Applicants have a choice of two invoicing methods to receive discounts on eligible services:
 - Billed Entity Applicant Reimbursement (**BEAR**) Form 472
 - Service Provider Invoice (**SPI**) Form 474



Invoicing USAC (472/474)

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- **BEAR** Form is filed by the applicant and approved by the service provider after the applicant has paid for the services in full
- **SPI** Form is filed by the service provider after the applicant has been billed for the non-discount portion of the cost of eligible services



Invoicing USAC (472/474)

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- **Acronyms and terms**
 - **BEAR Notification Letter** – a letter issued by **USAC** to the applicant and service provider after a **BEAR** has been processed
 - **Quarterly Disbursement Report** – a report issued to the applicant detailing all invoicing activity (**BEARs** and **SPIs**) during the previous quarter



Audits

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- **Other reviews and Audits / Sample Audit / New Payment Quality Assurance (PQA) Audits**
 - <http://www.usac.org/sl/about/audits/default.aspx>



Document Retention

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- **Program Audits**
 - **Selective Review** – review of certifications that applicants make on their Forms 471, such as those regarding the competitive bidding process, technology plans, and the necessary resources to make effective use of requested services.
 - **Special Compliance Review**
 - **Audit** – follow all program rules and maintain all related documentation for five years from the last date of service.



SLD help

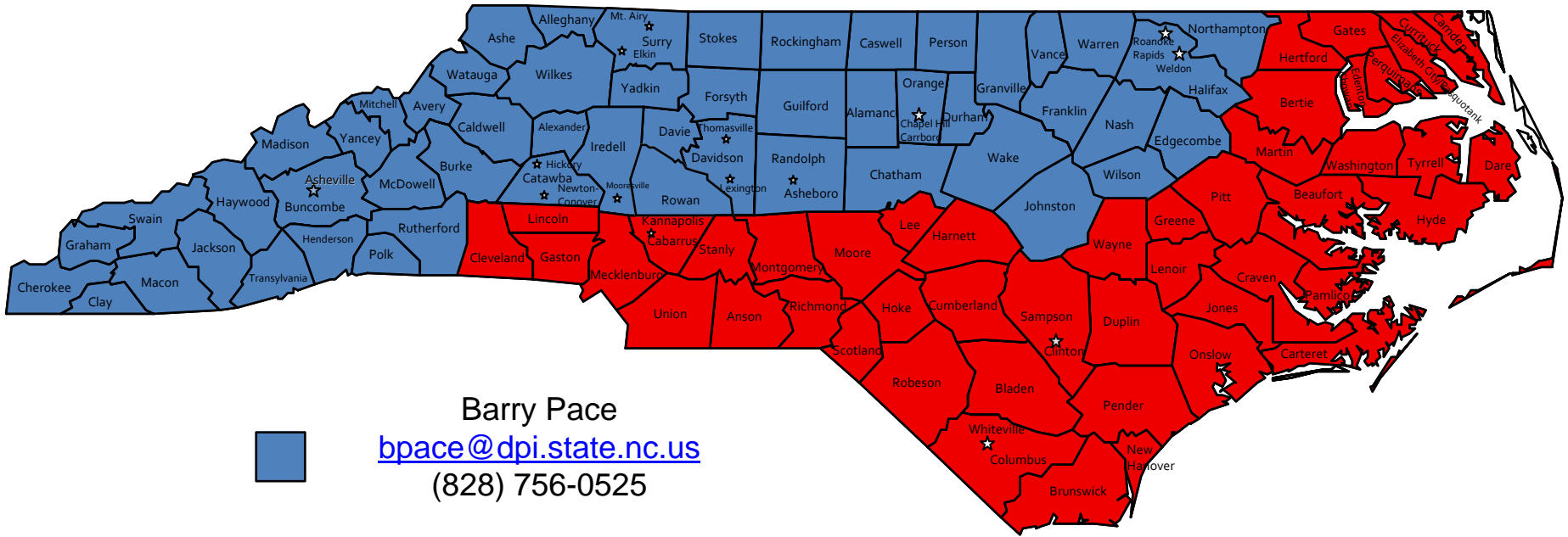
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- Client Service Bureau (CSB)
 - 1-888-203-8100
 - [Submit a Question](#)
- [SL News Briefs](#)
- [Tip Sheets](#)
- USAC website – www.usac.org/sl
 - [E-rate Binder](#)



NCDPI help

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NCDPI Services

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- Regional Specialists (E-rate & Network)
- Training and Orientation
- Technology Plan Guidance
- Form Review (470, 471, 486, 472)
- PIA Assistance
- Selective Review and Audit Assistance
- SLD and FCC Appeals
- Listserv Newsletters and Regional Updates
- Website: www.ncpublicschools.org/erate



Questions?

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