"Copy FRN" Guide



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What is "Copy FRN"?

- The "Copy FRN" feature allows you to copy an FRN created on a FY 2017 or FY 2016 application
 - If previous FRN has been approved, the "approved" version will be copied
 - If previous FRN is still pending, the "original" version will be copied
- Saves time re-entering the same information
- Can still make changes to most of the copied data if services/quantities/prices have changed

When to Use "Copy FRN"

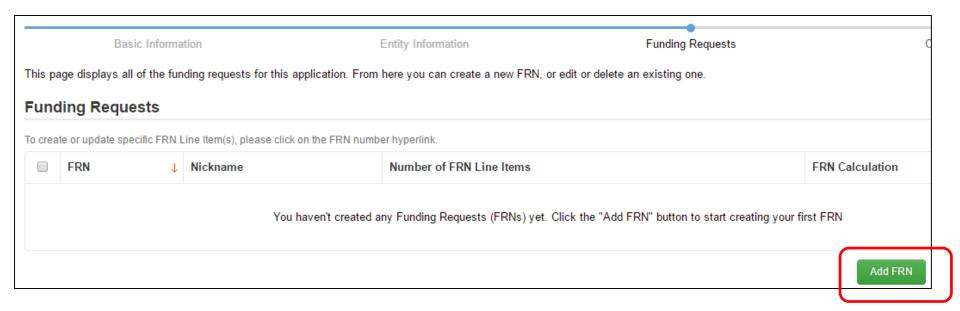
- Most commonly used for Category 1 and Basic Maintenance FRNs
 - Recurring services
- Can use for MTM agreements
 - Must update Form 470 number and Service Start Date
- Can be used for Category 2 FRNs
- Cannot use 'Copy FRN' if you changed from a Contract to MTM, or MTM to Contract

Note: Previous question on the page — "Is this FRN a continuation from last year?" is only for multi-year contracts, not MTM services or new contracts

What Data Must Be Updated?

- Service Start Date will NOT update
 - You must change this to say 7/1/2017 (for recurring services)
- Contract expiration date should be updated if existing contract has been extended (if extensions were specified in the original contract)
 - For example, if the contract previously expired 6/30/2017, and you extended for 1 year, change the CED to 6/30/2018
- If any schools/buildings have been added or removed from EPC, these updates will not appear in the copied FRN
 - Must click "Manage Recipients" then Yes to No to Yes for it to update
- Always go through the entire new FRN, including FRN Line Items, to ensure that the data is accurate
 - Accurate Services and Accurate Answers to yes/no questions
 - Accurate Funding Amounts
 - Accurate Quantity of Lines/Circuits
 - Accurate Recipients of Service

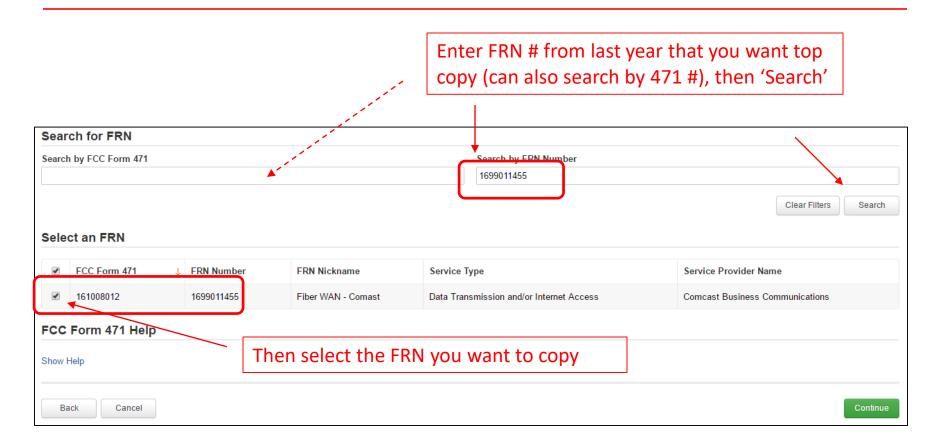
To Begin: Add FRN as Normal



Enter Nickname and Then Copy FRN



Search for Previous FRN to Copy



Waiting...



FRN is copying and may take up to one minute to complete. Please hit refresh to check if FRN copy is complete.

Wait about 10 seconds and then click 'Refresh'

FRN has been successfully copied. FCC rules prohibit the funding of duplicate services, which means two funding requests cannot contain the same services delivered to the same locations for the same timeframe. Remember to edit this copied FRN before submitting your application. You can now edit the copied FRN. Confirmation screen! Continue

Review Contract Information

Note that if you are exercising a voluntary extension, the system does not reduce this number, nor is there a way for you to change the number

Contract Summary - 2013 - Fiber WAN - Comcast Contract

Contract Number

User-entered 627780001058541 Establishing FCC

Form 470 #

Award Date 2/14/2013

Expiration Date 6/30/2020

(All Extensions)

Account Number

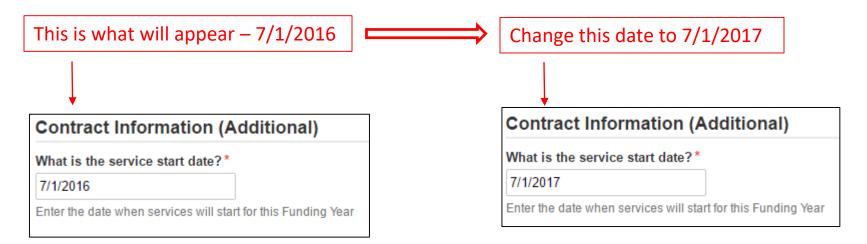
Service Provider Comcast

Includes Voluntary Yes Extensions?

> Remaining 2 Voluntary Extensions

Total Remaining 48 Contract Length

Update Service Start Date/Contract Expiration Date



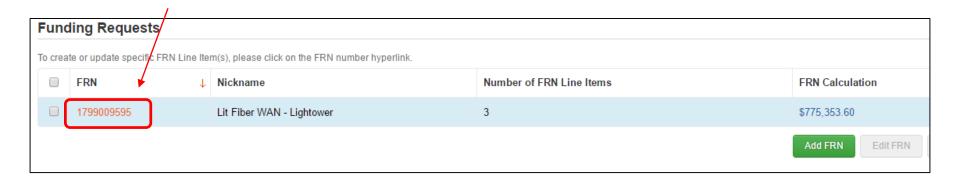
For contracted services, if your contract has been voluntarily extended, change the Contract Expiration Date from 6/30/2017 to 6/30/2018

What is the date your contract expires for the current term of the contract?

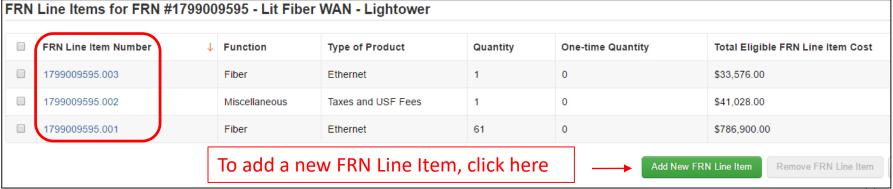
6/30/2018

Review/Update FRN Line Item Data

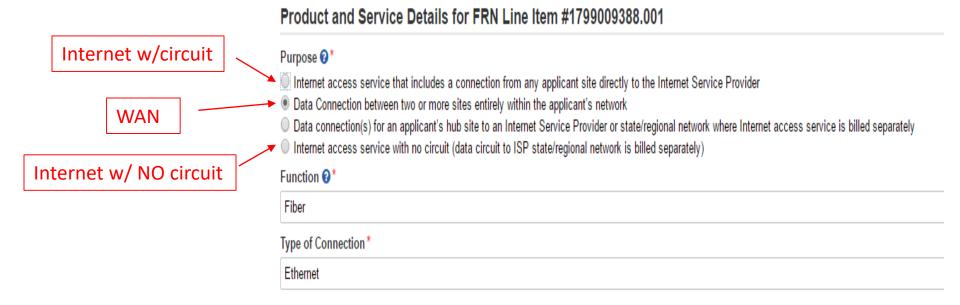
Click on the FRN number to access the FRN Line Item details



FRN Line Items will appear on next screen. To review Line Item details, click on the FRN Line Item Number



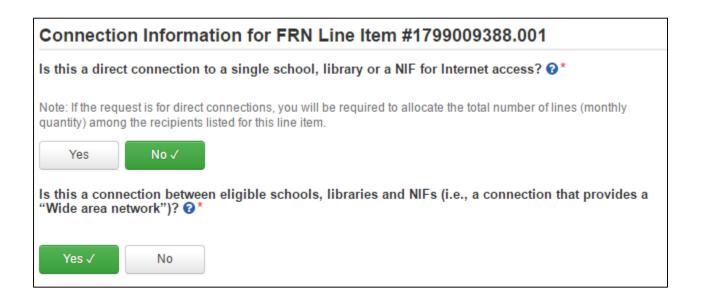
Review Purpose/Function Answers



Review Bandwidth Speeds



Review Yes/No Answers



Hint!!

- Answer 2nd question first. If answer is Yes this is for WAN connections then the first answer is always No.
- If the answer to the 2nd question is No, the first answer is Yes.

Review Monthly Costs & # of Lines/Circuits

Cost Calculation for FRN Line Item #1799009388.001								
Monthly Cost		One-Time Cost						
Monthly Recurring Unit Cost	\$1,417.00	One-time Unit Cost	\$0.00 \$0.00 = \$0.00 0 = \$0.00					
Monthly Recurring Unit Ineligible Costs	\$0.00	One-time Ineligible Unit Cost						
Monthly Recurring Unit Eligible Costs	= \$1,417.00	One-time Eligible Unit Cost						
Monthly Quantity	18	One-time Quantity						
Total Monthly Eligible Recurring Costs	= \$25,506.00	Total Eligible One-time Costs						
Months of Service	x 12	Summary						
Total Eligible Recurring Costs	= \$306,072.00	Total Eligible Recurring Costs	\$306,072.00					
		Total Eligible One-time Costs	+ \$0.00					
		Pre-Discount Extended Eligible Line Item Cost	= \$306,072.00					

Review Recipients of Service

Recipients of Service for FRN Line Item #1799009388.001

BEN	Name
19433	ADAMS ELEMENTARY SCHOOL
19419	ARMSTRONG ELEMENTARY SCHOOL
19421	BANCROFT ELEMENTARY SCHOOL
19439	EAST SCRANTON INTER SCHOOL (NORTHEAST IS)
19407	KENNEDY ELEMENTARY SCHOOL
19398	LINCOLN-JACKSON ACADEMY
19413	MCNICHOLS EDUCATION PLAZA
16081700	MONTICELLO SPECIAL EDUCATION CENTER
19427	MORRIS ELEMENTARY SCHOOL
19436	PRESCOTT ELEMENTARY SCHOOL

(4) 1-10 of 20 (b) (h)

If the Recipients of Service is not accurate, click Manage Recipients of Service.

Note! If any schools/buildings changed in EPC since last year, they will not be reflected in the "copied" FRN, so click Manage Recipients of Service, then change the "All Buildings Receiving Service" answer to No and then Yes again for the system to update the entities.

Manage Recipients of Service

Review other FRN Line Items, then Continue

FRN Line Items for FRN #1799009595 - Lit Fiber WAN - Lightower

FRN Line Item Number ↓	Function	Type of Product	Quantity	One-time Quantity	Total Eligible FRN Line Item Cost
1799009595.003	Fiber	Ethernet	1	0	\$33,576.00
1799009595.002	Miscellaneous	Taxes and USF Fees	1	0	\$41,028.00
1799009595.001	Fiber	Ethernet	61	0	\$786,900.00

Add New FRN Line Item Remove FRN Line Item Bulk Upload

FCC Form 471 Help

Show Help

Back Discard Form Continue