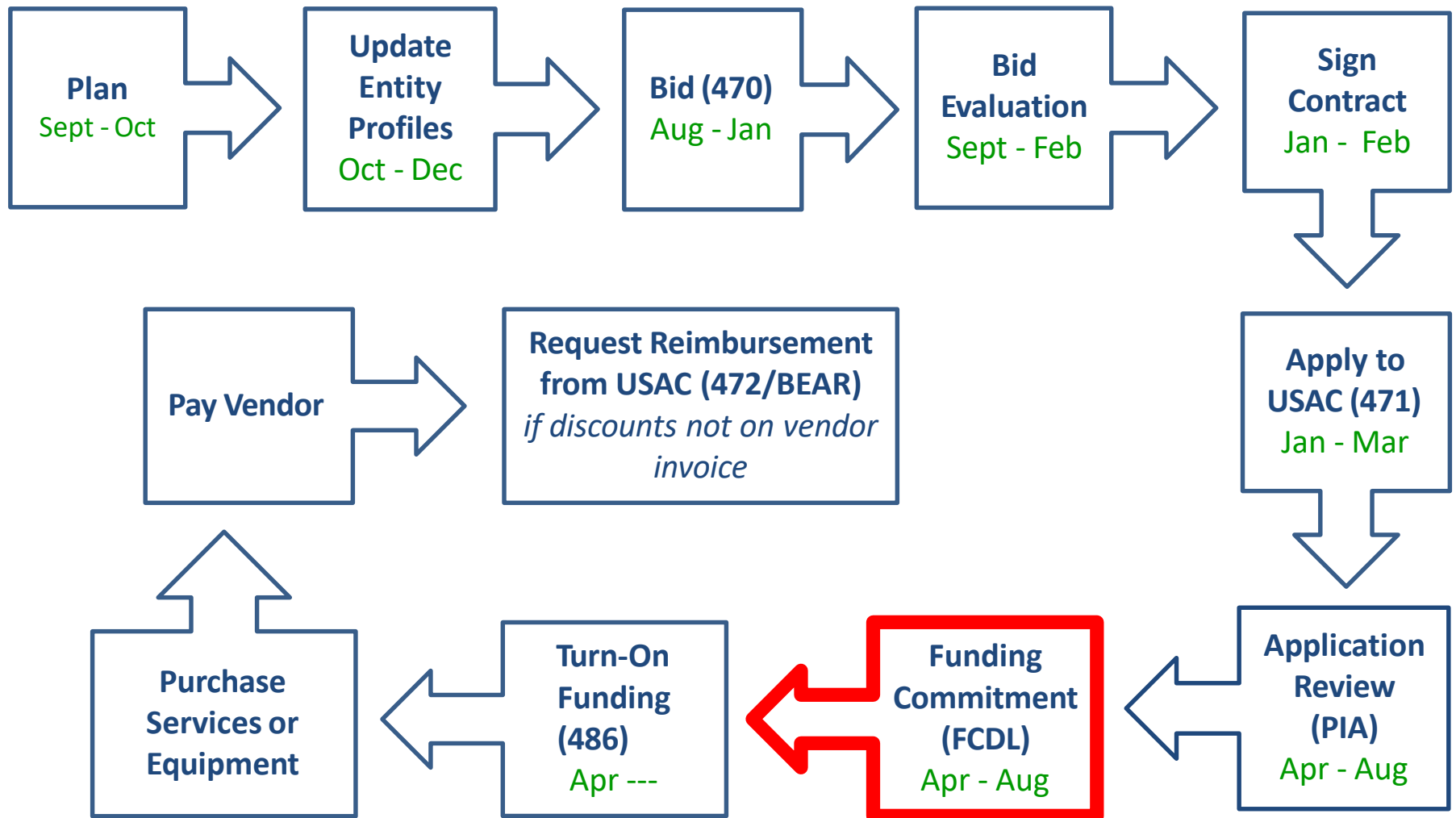


Funding Commitment Decision Letter (FCDL) Guide FY 2021



Presented by Julie Tritt Schell
PA E-rate Coordinator
for the Pennsylvania Department of Education
April 2021

You are **here** in the E-rate process:



FY 2021 FCDL Overview

- After USAC reviews your Form 471, they issue a Funding Commitment Decision Letter (FCDL) to the applicant
- FCDLs are issued in weekly funding 'waves' from late April until all applications are decided
 - Goal is to have all FCDLs released by September 1
- The FCDL is sent via e-mail to 471 contact; EPC AA is copied
 - No paper FCDLs are mailed
 - Email notification contains 2 attachments:
 - .CSV file with information in Excel format
 - User-friendly PDF of the FCLD
 - No longer need to log into EPC to retrieve FCDL

FCDLs E-mails Look Like This:

USAC: Funding Commitment Decision Letter (FCDL) available for FCC Form 471 211023722, PAIU NET (16044217)



EPC.Application.Administrator@usac.org

To jtschell@comcast.net

Cc jtschell@comcast.net; cgeary@iu28.org

FCDL sent to 471 contact and EPC AA



FCC Form 471 - 211023722 - PAIU NET.csv
1 KB



PAIU NET Funding Commitment Decision Letter.pdf
25 KB



Universal Service
Administrative Co.

FCDL attached as .pdf and csv file

Thank you for submitting your application for Funding Year 2021 Schools and Libraries Program (E-rate) funding. Attached to this email, you will find the funding statuses for the FCC Form(s) 471, Services Ordered and Certification Form, that you submitted.

The Universal Service Administrative Company (USAC) is providing this information to both the applicant(s) and the service provider(s) so that all parties are aware of the post-commitment changes related to their funding requests and can work together to complete the funding process for these requests.

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
 - o **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.
 - o **If your service provider(s) are invoicing USAC:** The service provider(s) must provide services, bill the applicant at the discounted rate, and file the [FCC Form 474](#), the Service Provider Invoice (SPI) form, to invoice USAC for reimbursement for the discounted portion of costs. Each 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.

For more information, including how to appeal a decision, please see the attached letter.

Please keep a copy of this notification for your records.

Sincerely,
Universal Service Administrative Co.

NOTE: Please do not reply to this email.

This message has been sent by EPC

User-Friendly FCDL in .pdf Format

- First 3 pages of FCDL contain important notices:
 - Next step to file 486
 - Appeal process if funding was denied or reduced
 - Applicant responsibilities – obligation to pay non-discounted share, etc.
- Page 4 contains a summary of the decision
 - Lists each FRN – Amount Requested, Amount Funded
 - Easy to decipher if funding was reduced or denied
- Next pages list the details of each FRN

FCDL Overview Page

Funding Commitment Decision Overview

Funding Year 2021

Application Comments for FCC Form 471: #211011132

The applicant did not submit any RAL corrections.

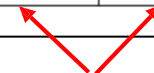
Funding Commitment Decision Overview

Funding Request Number (FRN)	Service Provider Name	Amount Requested	Amount Committed	Status
2199013469	CDW Government LLC	\$47,950.86	\$47,950.86	Funded
2199013473	CDW Government LLC	\$1,051.94	\$1,051.94	Funded

Comment explains any changes to funding



Shows amount requested and amount committed



FRN Detail Page

FRN 2199013469	Service Type Internal Connections	Status Funded	
Dollars Committed			
Monthly Cost		One-time Cost	
Months of Service	12		
Total Eligible Recurring Charges	\$0.00	Total Eligible One Time Charges	
		\$95,901.71	
Total Pre-discount Charges		\$95,901.71	
Discount Rate		50.00%	
Committed Amount		\$47,950.86	
Dates		Service Provider and Contract Information	
Service Start Date	7/1/2021	Service Provider	CDW Government LLC
Contract Expiration Date	9/30/2022	SPIN (498ID)	143005588
Contract Award Date	2/3/2021	Contract Number	
Service Delivery Deadline	9/30/2022	Account Number	
Expiration Date (All Extensions)		Establishing FCC Form 470	190000216

This is the total annual, pre-discount charges, not the monthly amount




.CSV Version of FCDL

- In addition to the .pdf version, the FCDL also is sent as a .CSV file
 - The same information is contained in both files but formatted differently
 - .CSV file is helpful if you want to create an Excel table with your FCDL information
- The *.CSV file will open as a spreadsheet


BEN	Entity	FRN	471	Status	Service Type	SPIN	Service Provider	Pre-Discount	Discount	Committed	471 Comments	FRN Comments
126215	AVON GROVE SD	2199013469	211011132	Funded	Internal Connections	143005588	CDW Government LLC	\$95,901.71	50%	\$47,950.86	The applicant did not submit any RAL corrections.	MR1: The Product Type for FRN Line Item 06 was modified from Wireless Controller to Module to agree with the applicant documentation. <<<<<< MR2: The Product Type for FRN Line Item 07 was modified from Wireless Controller to Cabling to agree with the applicant documentation.
126215	AVON GROVE SD	2199013473	211011132	Funded	Basic Maintenance	143005588	CDW Government LLC	\$2,103.88	50%	\$1,051.94	The applicant did not submit any RAL corrections.	MR1: Approved as submitted.

- Expand all of the columns to view the entire contents of the file
- Pay close attention to ensure that the committed amount is the same amount that you were expecting

Generating FCDLs in EPC

News Tasks Records **Reports** Actions 

My Landing Page



Universal Service Administrative Co.

Welcome, Blue Ribbon School District!

[Funding Request Report](#) | [FCC Form 470](#) | [FCC Form 471](#) | [FCC Form 486](#) | [FCC Form 500](#) | [SPIN Change](#) | [Appeal](#) | [Service Substitution](#) | [Manage My Organization](#) | [USAC Website](#) | [Contact Us](#) | [Help](#)

> Pending Inquiries

Notifications

Notification Type:

Funding Year:

Status All
 Generated
 Not Generated

Notification	Description	Issued Date	Generated By	Generated On	
Funding Commitment Decision Letter	FCC Form 471 - 211029224	4/17/2021	EPC System	4/17/2021 1:19 AM EDT	View Notification
Funding Commitment Decision Letter	FCC Form 471 - 211025373	4/17/2021	EPC System	4/17/2021 1:13 AM EDT	View Notification

At the top of the EPC Landing Page, under Notifications, select 'Funding Commitment Decision Letter' for Notification Type and then FY 2021

Click on 'View Notification' Link

FCDL in EPC

At the top of the Newsfeed, you will see an announcement explaining the FCDL

PDF version of FCDL - same doc that was emailed to 471 contact

.CSV version FCDL same doc that was emailed to 471 contact



E-Rate Productivity Center Thank you for submitting your application for Funding Year 2021 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 fro [...More](#)

 **AVON GROVE SCHOOL DISTRICT Funding Commitment Decision Letter**
PDF 28 KB

 **FCC Form 471 - 211011132 - AVON GROVE SCHOOL DISTRICT**
CSV 2 KB

#126215 - AVON GROV... Avon Grove - Category ...
Yesterday, 12:39 AM ☆ 🔒 [Comment](#) [More Info](#) ▾

Next Steps...

- **Review your FCDL Closely!**
 - Make certain you agree with their decision. If not, file an appeal
 - Appeals must be dated and submitted within 60 days of the date of the FCDL. Submit appeals in EPC
- **Request Discounts**
 - If you want your vendor to provide discounted bills, notify them immediately
 - Some vendors will have additional paperwork to complete identifying the FRN, account number, etc.
- **File Form 486:** To “turn on funding” you must file a Form 486 within 120 days of the FCDL date (or October 28, whichever is later)
 - The 486 must be filed in EPC
 - VERY easy to file. Go to Landing Page and select “FCC Form 486”
 - Remember, you cannot file the Form 486 until a funding commitment has been issued for an FRN