State of Rhode Island and Providence Plantations
DEPARTMENT OF EDUCATION
Shepard Building
255 Westminster Street
Providence, Rhode Island 02903-3400

Ken Wagner
Commissioner

Rhode Island Telecommunications Educational Access Fund
NOTES for Letter of Agency (LOA) 2017/18 Program Year

OVERVIEW
The Rhode Island Department of Education (RIDE) will submit a statewide consortium application to the E-Rate program, alleviating schools and libraries of some of this responsibility. A Letter of Agency is a prerequisite for the state to receive ERate subsidies for the telecommunications lines funded under the Rhode Island Telecommunications Education Access Fund (RITEAF). A service listing for Internet Access enables schools to recover subsidies for the Internet Access services across these lines which they pay for with local funds.

SCHOOLS, DISTRICTS and LIBRARIES MUST AUTHORIZE RIDE TO RECOVER E-RATE SUBSIDIES FOR TELCO LINES

Schools and Libraries that choose to participate in these programs must **sign** and complete the attached Letter of Agency. A signed Letter of Agency fulfills the School and Library Division's (SLD) strict enforcement of rules associated with consortium applications. The consortium leader must prove that members of the consortium will adhere to rules governing individual applicants and that the consortium is authorized to submit an application on behalf of the included entities.

An important issue related to signatures: A Superintendent, Principal, Technology Director or other individual with authority may complete and sign this form. The person who completes the form, and whose information and title are provided, MUST be the same as the person who signs the form. The SLD can deprive districts and libraries of money for these types of errors.

A district's or school's failure to submit to RIDE a signed Letter of Agency form by the deadline indicated means that it will not be included in the consortium applications submitted by RIDE. This will result in the termination of RIDE subsidized electronic mail services to your school/district, loss of subsidized line services, and the need to post all forms for these services and Internet Access services locally. Line services have a value to districts that averages $9,000 per month per district (to a high of $45,000/mo)! Please read more about this below in the notes.

ONLY RIDE CAN RECOVER SUBSIDIES FOR THE LINES PROVIDED TO SCHOOLS and LIBRARIES

Note 1: RIDE will submit (a) a FORM 470 application (BID) for "telecomm (data line) services" for all schools/districts, (b) the subsequent FORM 471, and (c) other related forms to recover subsidies for these services. RIDE will use funds it receives (RITEAF and E-Rate) to pay for data lines for your school(s) from the selected provider(s). The school/district/library does not need to submit any other forms to the E-Rate program for "telecomm (data line) services" used for Internet Access, unless it intends to purchase additional lines with local money. The school/district/library should submit an FCC Form 470 only to request additional lines. Doing this for any other reason will likely make your school or district ineligible for services. If the school/district/library does not submit the provided Letter of Agency, RIDE will direct the selected provider to either terminate telecomm services or move them onto the school/district/library bill, as desired, on July 1, 2017.

Note 2: RIDE provides Internet accessible lines, only. Schools/districts/libraries are responsible for all forms (470, 471, and others) associated with all other Category 1 and 2 services, which are unrelated to the telecomm data lines provided by RIDE in its applications.

Note 3: RIDE will submit a FORM 470 application (BID) for "Internet Access" for all schools/districts/libraries, with the school/district/library assuming responsibility for the subsequent FORM 471 and related forms. RIDE's role is limited to the initial posting for Internet Access services, to ensure that all schools/libraries have a proper and timely FORM 470 for these services in effect. Schools/districts/libraries, because they pay for these services with individual contracts with the winning vendor(s), will need to arrange with their vendor to be billed directly for these services or to have the E-Rate program pay the subsidy directly to the vendor. If the school/district/library does not submit this Letter of Agency, they must post a FORM 470 for both telecommunication and Internet Access services as well as accept bid proposals from interested vendors.

The Board of Education does not discriminate on the basis of age, sex, sexual orientation, gender identity/expression, race, color, religion, national origin, or disability.