

## E-Rate Terms and Acronyms

- **Four elements:** the four required topics you must address in your technology plan starting for FY2011
- **Technology Plan Approver (TPA):** the agency/person certified by USAC that approves your technology plan
- **Billed Entity Number (BEN):** an identification number assigned by USAC to each school or library building
- **Personal Identification Number (PIN):** a code assigned by USAC to applicants for use in certifying program forms online
- **Request for Proposals (RFP)** – a bidding document (not required by E-rate) that provides detailed information about your services, locations, bid submission requirements, etc.
- **Form 470 Receipt Notification Letter (RNL)** – a letter issued by USAC to the applicant that summarizes the information provided in the Form 470
- **Allowable vendor selection/contract date (ACD)** – the date 28 days after the Form 470 is posted to the USAC website
- **Bid** – A service provider response to your Form 470 and/or RFP that contains services and prices and any other information you have requested
- **Price as the primary factor** – In evaluating bids, the price of the eligible products and services must be the most heavily-weighted factor in your evaluation of bids
- **Funding Request Number (FRN)** – the identification number assigned to a Form 471 Block 5 funding request

- **Service Provider Identification Number (SPIN)** – the identification number assigned by USAC to a service provider
- **Item 21 Attachment (Item 21)** – the description of services associated with a funding request (Item 21 on Form 471)
- **Receipt Acknowledgment Letter (RAL)** – a letter issued by USAC to the applicant and the service provider that summarizes the information provided in the Form 471
- **Non-instructional facility (NIF)** – a school building with no classrooms or a library building with no public areas
- **Program Integrity Assurance (PIA)** – the USAC group that reviews and makes funding decisions on program applications
- **Funding Commitment Decision Letter (FCDL)** – a letter issued by USAC to the applicant and the service provider that contains commitment decisions on funding requests
- **Form 486 Notification Letter** – a letter issued by USAC to the applicant and service provider after a Form 486 has been processed
- **Children’s Internet Protection Act (CIPA)** – a law with specific requirements on Internet safety policies and filtering
- **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
- **Form 473 - Service Provider Annual Certification (SPAC):** SPACs are used by the service provider each funding year to certify that it will comply with FCC rules concerning invoicing and documentation