



Letter of Authorization and Commitment

As a user and member of the K-20 Network Consortium, your district is eligible for the E-rate discount.

Two agencies need formal authorization to apply for the discount on your behalf:

- The K-20 Educational Network (K-20), which procures and pays for Telecommunications Services on behalf of the district.
- Office of Superintendent of Public Instruction (OSPI), which procures and pays for Internet Service Provider (ISP) fees.

This authorization acknowledges your district’s commitment to maintain a connection to the K-20 network and comply with the Children’s Internet Protection Act (CIPA) through June 30, 2022. In addition, your district is confirming it will NOT apply for E-rate discounts for duplicative Internet services for the same period.

Please sign below to authorize and enable K-20 and OSPI to apply for the E-rate discount on your district’s behalf through June 30, 2022.

Signing below also indicates compliance with all of the USAC-specific certifications listed on the following page.

As an authorized representative of the _____ School District, I authorize K-20 and OSPI to apply for the E-rate discount on the district’s behalf for Telecommunications Services and Internet Service Provider fees. This authorization covers E-rate funding years 2020 and 2021 (July 1, 2020–June 30, 2022).

I am aware that, if K-20 and OSPI receive the E-rate discount:

1. K-20 and OSPI will receive the discounted rates directly.
2. All invoices the district receives from OSPI will reflect the total owed AFTER the E-rate discount has been applied.

School District: _____ Superintendent Name: _____ Signature: _____ Date: _____

Sign and return this form to:
Educational Technology
Attn: Dennis Small
Office of Superintendent of Public Instruction
Old Capitol Bldg, PO Box 47200
Olympia, WA 98504-7200

I understand that, in submitting these forms on our behalf, K-20 and OSPI are making certifications to USAC for our school district. By signing this Letter of Agency, I certify that the following statements are true, and grant K-20 and OSPI permission to make the same certifications on behalf of the district:

- a) I certify that schools in our district are all schools under the statutory definitions of elementary and secondary schools found in the No Child Left Behind Act of 2001, 20 U.S.C. §§ 7801(18) and (38), that do not operate as for-profit businesses and do not have endowments exceeding \$50 million.
- b) I certify that our school district has/have secured access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity, necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that to the extent that the billed entity is passing through the non-discounted charges for the services requested under this Letter of Agency, that the entities I represent have secured access to all of the resources to pay the non-discounted charges for eligible services from funds to which access has been secured in the current funding year.
- c) I certify that the services the district purchases at discounts provided by 47 U.S.C. § 254 will be used solely for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value, except as permitted by the rules of the Federal Communications Commission (Commission or FCC) at 47 C.F.R. § 54.500(et seq.).
- d) I certify that our school district has complied with all program rules and I acknowledge that failure to do so may result in denial of discount funding and/or cancellation of funding commitments. I acknowledge that failure to comply with program rules could result in civil or criminal prosecution by the appropriate law enforcement authorities.
- e) I acknowledge that the discount level used for shared services is conditional, for future years, upon ensuring that the most disadvantaged schools and libraries that are treated as sharing in the service, receive an appropriate share of benefits from those services.
- f) I certify that I will retain required documents for a period of at least ten years after the last day of service delivered. I certify that I will retain all documents necessary to demonstrate compliance with the statute and Commission rules regarding the application for, receipt of, and delivery of services receiving schools and libraries discounts, and that if audited, I will make such records available to the Administrator. I acknowledge that I may be audited pursuant to participation in the Schools and Libraries (E-rate) Program.
- g) I certify that I am authorized to procure and/or order telecommunications and other supported services for the eligible entity(ies) covered by this Letter of Agency. I certify that I am authorized to make this request on behalf of the eligible entity(ies) covered by this Letter of Agency, that I have examined this Letter, that all of the information on this Letter is true and correct to the best of my knowledge, that the entities that will be receiving discounted services under this Letter pursuant to this application have complied with the terms, conditions and purposes of the program, that no kickbacks were paid to anyone and that false statements on this form can be punished by fine or forfeiture under the Communications Act, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001 and civil violations of the False Claims Act.
- h) I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the Schools and Libraries support mechanism are subject to suspension and debarment from the program. I will institute reasonable measures to be informed, and will notify USAC should I be informed or become aware that I or any of the entities, or any person associated in any way with my entity and/or the entities, is convicted of a criminal violation or held civilly liable for acts arising from their participation in the Schools and Libraries support mechanism.
- i) I certify that, to the best of my knowledge, the non-discount portion of the costs for eligible services will not be paid by the service provider. I acknowledge that the provision, by the provider of a supported service, of free services or products unrelated to the supported service or product constitutes a rebate of some or all of the cost of the supported services.
- j) I certify that I am authorized to sign this Letter of Agency and, to the best of my knowledge, information, and belief, all information provided to the K-20 Network Consortium for E-rate submission is true.