

October 18, 2012

Mark Steffen
Des Moines Area Community College
2006 S. Ankeny Blvd.
Ankeny, IA 50023

Dear Mark Steffen,

Iowa Telecommunications and Technology Commission (ITTC) has approved the Region 11 Regional Telecommunications Council (RTC) plan for expenditure of the first half of the FY 2013 educational support funds. To request release of the \$47,008.50, the RTC fiscal agent should send an invoice to Tammy Ranfeld, Iowa Communications Network, 400 East 14th Street, Des Moines, IA 50319. Along with the invoice, please also supply the attached budget approval page from the Commission. It will take approximately two weeks after we receive your invoice before a check can be issued.

The ITTC plans to approve/acknowledge the second half of the funds in the early 2013 timeframe, after review of the tracking component of the RTC process.

If you have any questions concerning these funds, please feel free to contact Lori Larsen at 515-725-4713.

Sincerely,



Dave Lingren
Iowa Communications Network
Executive Director

FY2013 ICN REGIONAL SUPPORT SERVICES BUDGET Region XI

- **Fiscal Agent:** Mark Steffen/Joe Robbins Chief Financial Officer
- **Organization:** Des Moines Area Community College

	Total Expenses	% of Requested Budget
A. Technical Assistance for Network Classrooms (Provide dollar amount and short description of RTC fund expenditures) (Include FTE information if applicable.)	\$25,458 Salary \$6,000 K-12 & Comm College support for mileage and travel expense	33%
B. Planning and Troubleshooting for Local Area Networks (Provide dollar amount and short description of RTC fund expenditures) (Include FTE information if applicable.)	When the AEA representative of RTC 11 retired, the AEA informed [Mark Steffen] they would not replace the position and therefore would not need RTC funding.	0%
C. Scheduling of Video Sites (Provide dollar amount and short description of RTC fund expenditures) (Include FTE information if applicable.)	\$50,859 Breakdown: Salary: \$36,041 FICA: \$2,757 Retirement: \$3,125 Insurance: est. \$8,936 \$1,700 Office supplies	56%
D. Regional Coordination	No RTC funds may be expended in this area.	
E. Other Related Support Activities (Optional) (Provide dollar amount and short description of RTC fund expenditures) (Include FTE information if applicable.)	-	0%
F. Equipment (Optional) (Provide dollar amount and short description of RTC fund expenditures)	\$10,000 Anticipated equipment that could be purchased is	11%

	BNC Connectors, audio connectors, cable, and repair	
	Iowa Telecommunications and Technology Commission First Half Allocation Approved (10/17/12) - \$47,008.50 Second Half Allocation -	100%

Did the budget receive unanimous approval by a quorum of RTC members (6 of 9)?

All responses are based on having the RTC fully appointed. Six members of the RTC must approve the plan.

Yes

No *(If no is checked, a brief explanation in the comments box must be provided.)*

COMMENTS: Regarding Section C: The Region XI RTC approved the budget because the position is the only full time scheduler for the largest region in the state.

AEA = 0% - When the AEA representative of RTC 11 retired the AEA informed [Mark Steffen] they would not replace the position and therefore would not need RTC funding.