

Schools and Libraries Service Provider Conference Call – March 5, 2014

AGENDA

1. Funding Commitments for FY2013 and FY2012
2. May Service Provider Training Dates
3. Update on FY2014 Filing Window
4. Invoicing Update
5. Other
6. General Questions Received by Email

MINUTES

1. Funding Commitments for FY2013 and FY2012

For FY2013, USAC is funding approved Priority 1 (Telecommunications Services and Internet Access) requests at all discount levels and denying for cap all Priority 2 (Internal Connections and Basic Maintenance) requests. Here is a list of the regular funding waves issued since the last call:

Wave	FCDL Date	Amount
038	2/13/2014	\$36.4 M
039	2/20/2014	\$25.4 M
040	2/26/2014	\$47.2 M
041	3/5/2014	\$44.8 M

For FY2012, USAC is funding approved Priority 2 requests at 90 percent and denying for cap at 89 percent and below. Here is a list of the regular funding waves issued since the last call:

Wave	FCDL Date	Amount
077	2/21/2014	\$ 2.9 M
078	2/27/2014	\$ 5.4 M
079	3/6/2014	\$ 1.2 M

2. FCC Form 499-A Update

April 1, 2014 is the deadline for filing a Telecommunications Reporting Worksheet (FCC Form 499-A) for the period of January 1, 2013 through December 31, 2013. All providers of

telecommunications, including universal service fund *de minimis* exempt companies, must file this worksheet. Filing this form after the due date or failing to file will result in late filing fees.

If you are required to file this form, we suggest that you use the [E-File system](#) to do so. The benefits of filing online include auto-population of non-financial data, instant certification, auto-checking through the form, and access to helpful hints.

For more information, you can contact us at 1 (888) 641-8722. You can also visit the [Contributors](#) section of the USAC website.

3. **May Service Provider Training Dates**

Training sessions for service providers will be held this spring on the following dates and locations:

- Thursday, May 8 – Grand Hyatt Tampa Bay, Tampa Florida
- Tuesday, May 13 – Westin Los Angeles Airport, Los Angeles, California

Registration is available on the USAC website on the [Trainings & Outreach](#) page. You can also locate hotel information on this page. There is a cutoff date for each hotel for making reservations at the conference room rate, so be sure to make your reservations before the cutoff occurs.

NOTE: We expect to hold the service provider conference call as scheduled on May 7.

4. **Update on FY2014 Filing Window**

The FY2014 application filing window will close March 26, 2014 at 11:59 PM EDT. The window will be open for 77 days.

For an applicant to post an FCC Form 470, wait 28 days, and still file an FCC Form 471 within the window, the FCC Form 470 must be posted to the USAC website (not simply postmarked) on or before February 26.

NOTE: If an applicant submits an Item 21 attachment online, service providers cannot view it until the applicant clicks the “Submit” button on the last page. If the applicant clicks “Save & Exit” at any point during the process, the applicant’s work is saved to that point but the Item 21 attachment has not been submitted.

5. **Invoicing Update**

Payments for the month of February totaled \$151,533,974.89 against requests for \$206.4M. In total, 10,235 invoices were processed for 1,385 service providers. This represented 40,880 lines in February with 96 percent being completed within 30 days.

There were 2,405 lines in process as of March 4.

Invoice rejections

In the past month, the most common reasons for invoices being rejected were:

- The SPIN was incorrect or does not match our records.
- The entire commitment amount was already paid.
- Payments cannot be released due to an issue with the service provider's FCC Form 498.
- There is no FCC Form 486 on file.
- The SPIN/FRN combination is not in our database.

Invoice reminders

Invoices may be rejected because the address of the entity in Block 4 of the FCC Form 471 does not match the service address for that entity on the customer bill. This mismatch appears to indicate that either the service was delivered to an ineligible entity or that the entity was not one of the recipients of service approved on the Block 4 worksheet.

If you encounter this problem, you can either:

- Work with the applicant to ensure that the customer bill features the correct address or
- Ask the applicant to contact the Client Service Bureau at 1 (888) 203-8100 or [Submit a Question](#) to correct the address of the entity in the USAC database.

6. Other

No items.

7. General Questions Received by Email

Q1. The plan to be announced Wednesday (2/5) by FCC Chairman Tom Wheeler is to increase to \$2 billion from \$1 billion the portion of the E-Rate program for broadband grants. The FCC said the two-year increase in broadband grants will not come from an increase in rates charged to wireless and phone customers. This is from an article posted this morning in the Washington Post. Will this money be applied to both P1 & P2 requests, and will it start with the funding cycle we're currently in?

A1. We do not have additional information at this time. We will post any updates to our website as they become available.

Q2. We have received partial payments from USAC on annual invoices for two reasons listed below.

- (1) What is the difference between "payment requested for monthly services not yet delivered" and "upfront payment not approved for this FRN"?
- (2) How do we calculate exactly what time period is being approved for payment? We can get an approximate percentage but often it is off by a few hundred dollars.
- (3) When we are ready to invoice USAC for the remaining amount due, what should we select for the period covered on the invoice? Should we use the "other" category or possibly "monthly"?

Also, since we send the same invoice for the second amount due, USAC is interpreting this as a duplicate request. How do we submit the second invoice so USAC can tell that we are requesting payment on the remaining balance?

A2. If you have specific questions about the reason an invoice was not fully paid, you can contact the Client Service Bureau as described above.

- For a discussion of upfront payments, refer to the answer to the second general question received by email in the [January 2014 Service Provider Minutes](#).
- If the amount paid on an invoice does not match the amount you entered on the invoice, it is probably due not to the calculation of a period of time but rather the removal of ineligible charges, a problem with the entered discount, or some other error.
- Choose the category that most appropriate describes the amount invoiced, e.g., "Monthly" for one month or "Quarterly" for one quarter. For non-recurring services or time periods that do not fall into one of the available categories, choose "Other."
- If you wait until the first invoice has gone completely through our system before you resubmit, the system should not flag the second invoice as a duplicate of the first.

Q3. I am looking for a list of Communication Products for structured cable, to know what is eligible and what is not eligible. Is there a list of specific products and manufacturers somewhere that I can print out, or access on the site?

A3. You should refer to the [Eligible Services List](#) for the funding year in question for information on the eligibility of products and services. If you still have questions, contact the Client Service Bureau as described above.

REMINDER: Please send your questions for the next Service Provider Conference Call by following the instructions outlined on the [Conference Call webpage](#) of the USAC website.

Also, please watch the [USAC website](#) for other program updates.