

Service Substitution

There have been many requests for USAC to provide guidance with respect to what information should be included as you submit a service substitution. Below is an example of information that may be helpful. In addition, retaining this type of information will be very helpful if USAC requests this information in the future. This example is not mandatory or intended to serve any other purpose than to respond to requests for guidance.

Phone _____

Fax _____

Email _____

Entity Name _____

Application _____

FRN _____

Instructions: (1) Changes in Physical equipment (please include manufacturer model number, description/function, cost and quantity for each line item) (2) Multiple Quantity times Unit Cost. (3) Place the result in the appropriate Recurring and/or Non-Recurring column.

From (Original Request) :

Quantity	Product or Service Description	Unit Cost	Extended Pre-discount Cost		Total Pre-discount Cost
			Recurring	Non-Recurring	
2	ELITE USB Modem V.92 58K	\$ 250.00		\$ 500.00	\$ 500.00
1	Zeon Email server model 5235	\$ 3,500.00	\$ -	\$ 3,500.00	\$ 3,500.00
3	Power Sentry UPS model JK23	\$ 1,200.00	\$ -	\$ 3,600.00	\$ 3,600.00
		\$ -	\$ -	\$ -	\$ -
		Total	\$ -	\$ 7,600.00	\$ 7,600.00

To (Service Substitution Request) :

Quantity	Product or Service Description	Unit Cost	Extended Pre-discount Cost		Total Pre-discount Cost
			Recurring	Non-Recurring	
2	Netgear Modem V.105 58K	\$ 300.00	\$ -	\$ 600.00	\$ 600.00
1	Acme Email Server Model J9000	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 4,000.00
3	Power Sentry UPS model KV24	\$ 999.00	\$ -	\$ 2,997.00	\$ 2,997.00
		\$ -	\$ -	\$ -	\$ -
		Total	\$ -	\$ 7,597.00	\$ 7,597.00

Amount Over/(Under) \$ 3.00

If your amount is under, USAC will reduce your funding request by that amount.

If your amount is over, the applicant is responsible for that amount.

The following certifications: I certify:

1. The substituted services or products have the same functionality as the services or products
2. The substitution does not violate any contract provisions or state or local procurement laws
3. The substitution does not result in an increase in the percentage of eligible services or functions
4. The requested change is within the scope of the controlling FCC Form 470, including any Requests for Proposal, for the original service

Signature _____
Title _____
 Technology Director
Date _____
 5-May-07

For more information on Service Substitution, refer to the USAC website at: <http://www.universalservice.org/sl/about/changes-corrections/service-substitutions/example-service-substitution.aspx>