



Schools & Libraries Committee

Briefing Book

Monday, October 30, 2023

12:30 p.m. – 1:15 p.m. Eastern Time

Available for Public Use

Universal Service Administrative Company Offices

700 12th Street, N.W., Suite 900

Washington, D.C. 20005

**Universal Service Administrative Company
Schools & Libraries Committee
Quarterly Meeting
Agenda**

<p>Monday, October 30, 2023 12:30 p.m. – 1:15 p.m. Eastern Time USAC Offices 700 12th Street, N.W., Suite 900 Washington, D.C. 20005</p>

OPEN SESSION		<i>Estimated Duration in Minutes</i>
Chair	<p>a1. Consent Items (each available for discussion upon request):</p> <p style="padding-left: 20px;">A. Approval of Schools & Libraries Committee Meeting Minutes of July 24, 2023</p> <p style="padding-left: 20px;">B. Approval of Moving all <i>Executive Session</i> Items into <i>Executive Session</i></p>	5
Craig	<p>a2. Approval of Schools and Libraries Support Mechanism 1st Quarter 2024 Programmatic Budget and Demand Projection for the November 2, 2023 FCC Filing</p>	5
Craig	<p>a3. Consideration of Funding Year 2024 Filing Window Dates</p>	5
Teleshia	<p>i1. Information on Nine USAC Audit and Assurance Division Schools and Libraries Support Mechanism Beneficiary Audit Reports</p> <p style="text-align: center;"><i>(For Information Only)</i></p>	–
Craig	<p>i2. E-Rate Business Update</p> <ul style="list-style-type: none"> • Accomplishments • Funding Year 2024 Readiness • System Consolidation Project Update • Tribal Update • Plans For Next Quarter • Roadmap 	30

EXECUTIVE SESSION		
Confidential – Executive Session Recommended		
Teleshia	<p>i3. E-Rate Business Update (<i>Continued</i>)</p> <ul style="list-style-type: none"> • E-Rate Improper Payment Results 	5
Chris	<p>a4. Consideration of Contract Award for Schools and Libraries (E-Rate) Business Process Outsourcing (BPO) Services</p>	5

Next Scheduled USAC Schools & Libraries Committee Meeting

<p>Monday, January 29, 2024 USAC Offices, Washington, D.C.</p>

Universal Service Administrative Company
Schools & Libraries Committee Meeting

ACTION ITEM

Consent Items

Action Requested

The Schools & Libraries Committee (Committee) of the USAC Board of Directors (Board) is requested to approve the consent items listed below.

Discussion

The Committee is requested to approve the following items using the consent resolution below:

- A. Approval of Committee meeting minutes of July 24, 2023. *See Attachment A-1.*
- B. Approval of moving one *Executive Session* item into *Executive Session*:
 - (1) **i3** – E-Rate Business Update (*Continued, if needed*). USAC management recommends that this matter be discussed in *Executive Session* because it relates to *specific internal controls or confidential company data* that would constitute a discussion of internal rules and procedures, and may also include discussion of *investigatory records or pending or contemplated enforcement action* against participants in the universal service support mechanisms.
 - (2) **a4** – Consideration of Contract Award for Schools and Libraries (E-Rate) Business Process Outsourcing (BPO) Service. USAC management recommends that this item be discussed in *Executive Session* because it relates to USAC’s *procurement strategy and contract administration*.

Upon request of a Committee member, any one or more of the above items are available for discussion by the Committee.

Recommended USAC Schools & Libraries Committee Action

APPROVAL OF THE FOLLOWING RESOLUTION:

RESOLVED, that the Schools & Libraries Committee of the USAC Board of Directors hereby approves: (1) the Committee meeting minutes of July 24, 2023; (2) discussion in *Executive Session* of the item noted above.

UNIVERSAL SERVICE ADMINISTRATIVE COMPANY
700 12th Street, N.W., Suite 900
Washington, D.C. 20005

SCHOOLS & LIBRARIES COMMITTEE MEETING
Monday, July 24, 2023

(DRAFT) MINUTES¹

The quarterly meeting of the Schools & Libraries Committee (Committee) of the USAC Board of Directors (Board) was held at USAC's offices in Washington, D.C. on Monday July 24, 2023. Dr. Dan Domenech, Committee Chair, called the meeting to order at 10:00 a.m. Eastern Time, with a quorum of eight of the nine Committee members present:

Buzacott, Alan	Sanquist, Christine – <i>by telephone</i>
Domenech, Dr. Dan – Chair	Schell, Julie Tritt – Vice Chair
Gregory, Amber	Sekar, Radha
Mason, Ken	Wade, Dr. Joan

Members of the Committee not present:

Fontana, Brent

Other Board members and officers of the corporation present:

Beyerhelm, Chris – Vice President and Chief Administrative Officer
Chalk, Indra – Member of the Board
Davis, Craig – Vice President of Schools and Libraries
Delmar, Teleshia – Vice President of Audit and Assurance
Feiss, Geoff – Member of the Board
Gaither, Victor – Vice President of High Cost
Garber, Michelle – Vice President of Finance, Chief Financial Officer, and Assistant Treasurer
Gillan, Joe – Member of the Board
Hutchinson, Kyle – Vice President of IT and Chief Information Officer
O'Brien, Tim – Vice President of Lifeline
Skrivan, Michael – Member of the Board
Sweeney, Mark – Vice President of Rural Health Care

¹ Draft resolutions were presented to the Committee prior to the Committee meeting. Where appropriate, non-substantive changes have been made to the resolutions set forth herein to clarify language, where necessary, or to correct grammatical or spelling errors.

Waller, Jeff – Member of the Board – *by telephone*
Wein, Olivia – Member of the Board
Wibberly, Dr. Kathy – Member of the Board – *by telephone*
Williams, Erin – Vice President, General Counsel, and Assistant Secretary

Others present:

<u>NAME</u>	<u>COMPANY</u>
Braxton, Carolyn	USAC
Claxton, Naomi	USAC
Faunce, Donna – <i>by telephone</i>	USAC
Goode, Vernell	USAC
Gustafson, Jaymie – <i>by telephone</i>	USAC
Jaruboon, Jetshada – <i>by telephone</i>	Maximus
Kriete, Debra – <i>by telephone</i>	South Dakota State E-rate Coordinator
Mann, Bernie	USAC
Morgan, Meredith	USAC
Nesbitt, Tom	USAC
Nuzzo, Patsy	USAC
Rones, Julie	USAC
Rovetto, Ed	USAC
Schrader, Theresa	Broadband Legal Strategies
Staurulakis, Chresanthe	USAC

OPEN SESSION

All materials from *Open Session* can be found on the [USAC website](#).

a1. Consent Items. Dr. Domenech presented this item for consideration.

A. Approval of Committee meeting minutes of April 20 and May 1, 2023.

B. Approval of moving all *Executive Session* items into *Executive Session*:

- (1) **i3** – E-Rate Business Update (*Continued*). USAC management recommended that this item be discussed in *Executive Session* because it may involve discussion of *specific internal controls or confidential company data* or *internal rules and procedures* concerning the administration of the universal service support mechanisms, where discussion of the matter in open session would result in *disclosure of confidential techniques and procedures* that would compromise program integrity.

On a motion duly made and seconded, and after discussion, the Committee

adopted the following resolution:

RESOLVED, that the Schools & Libraries Committee of the USAC Board of Directors hereby approves: (1) the Committee meeting minutes of April 20 and May 1, 2023; and (2) discussion in *Executive Session* of the item noted above.

- a2. **Approval of Schools and Libraries Support Mechanism 4rd Quarter 2023 Programmatic Budget and Demand Projection for the August 2, 2023 Federal Communications Commission (FCC) Filing.** Mr. Davis presented this item for consideration. The presentation included a written report on USAC management's recommendations for the Schools and Libraries Support Mechanism 4th Quarter 2023 programmatic budget and demand projection for the August 2, 2023 FCC Filing.

On a motion duly made and seconded, and after discussion, the Committee adopted the following resolutions:

RESOLVED, that the USAC Schools & Libraries Committee approves a 4th Quarter 2023 Schools and Libraries Support Mechanism direct program budget of \$9.27 million and

RESOLVED FURTHER, that the USAC Schools & Libraries Committee directs USAC staff to submit a collection requirement of \$9.27 million for Schools and Libraries Support Mechanism administrative costs in the required August 2, 2023 filing to the Federal Communications Commission on behalf of the Committee; and

RESOLVED FURTHER, that the USAC Schools & Libraries Committee, having reviewed at its meeting on July 24, 2023 the 4th Quarter 2023 Schools and Libraries Support Mechanism demand estimate of \$652.04 million, hereby directs USAC staff to proceed with the required August 2, 2023 filing to the Federal Communications Commission on behalf of the Committee. USAC staff may make adjustments if the total variance for the Schools and Libraries Support Mechanism is equal to or less than \$10 million or may seek approval from the Committee Chair to make adjustments if the total variance is greater than \$10 million, but not more than \$25 million.

- ii. **Information on Six USAC Audit and Assurance Division Schools and Libraries Support Mechanism Beneficiary Audit Report.** This item was provided for *information purposes only*. No discussion was held. Dr. Domenech noted that the Schools and Libraries Audit Briefing Book would be made public and posted to the USAC website.

- i2. **E-Rate Business Update.** Mr. Davis presented PowerPoint slides to the Committee covering the following items:
- 2Q2023 Accomplishments
 - Funding Year Observations
 - Plans for Next Quarter
 - Roadmap
 - Tribal Libraries & FCC 23-56 Enhancing Tribal Access to E-Rate

At 10:25 a.m. Eastern Time, on a motion duly made and seconded, the Committee moved into *Executive Session* for the purpose of discussing confidential items. Only members of the Board and USAC staff were present.

EXECUTIVE SESSION

- i3. **E-Rate Business Update** (*Continued*). Mr. Davis and Mr. Hutchinson provided an update on the E-Rate Legacy System consolidation to the Committee.

OPEN SESSION

At 10:34 a.m. Eastern Time, the Committee moved out of *Executive Session* and immediately reconvened in *Open Session*, at which time Dr. Domenech reported that, in *Executive Session*, the Committee discussed item i3.

On a motion duly made and seconded, the Committee adjourned at 10:34 a.m. Eastern Time.

/s/ Erin Williams
Assistant Secretary

**Universal Service Administrative Company
Schools & Libraries Committee Meeting**

ACTION ITEM

**Approval of Schools and Libraries Support Mechanism
1st Quarter 2024 Programmatic Budget and
Demand Projection for November 2, 2023 FCC Filing**

Action Requested

The Schools & Libraries Committee (Committee) of the USAC Board of Directors (Board) is requested to approve a 1st Quarter 2024 (Q1 2024) programmatic budget and demand projection for the Schools and Libraries Support Mechanism for submission to the Federal Communications Commission (FCC) in USAC's November 2, 2023 quarterly filing.

Discussion

On a quarterly basis, USAC is required to submit to the FCC each program's budget¹ and projected demand for the upcoming quarter.²

Funding Requirement

USAC estimates the Q1 2024 funding requirement for the Schools and Libraries Support Mechanism as follows:

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¹ See 47 C.F.R. § 54.715(c).

² See 47 C.F.R. § 54.709(a)(3).

Table A. Program Funding Requirement

<i>(in millions)</i>	Q4 2023	Increase/ (Decrease)	Q1 2024	Notes
Steady State:				
Program Funding Requirement	\$631.45	\$0.00	\$631.45	See Notes 1 and 2, and Table B
New Requirements:				
N/A	0.00	0.00	0.00	
Total Program Funding Requirement	\$631.45	\$0.00	\$631.45	
Prior Period Adjustments (difference between projections and actuals):				
Billings	6.07	(19.76)	(13.69)	
Interest Income	(0.02)	0.01	(0.01)	
Bad Debt Expense	(4.88)	0.92	(3.96)	
Total Prior Period Adjustments	\$1.17	(\$18.83)	(\$17.66)	
USAC Administrative Expenses	\$19.42	\$1.75	\$21.17	See Table C
Total Funding Requirement	\$652.04	(\$17.08)	\$634.96	

Note 1: The Program Funding Requirement represents one quarter of the remaining collections required to meet projected demand for Funding Year 2023 of \$2,712.39 million. The FCC authorized USAC to carry forward \$440.22 million to Funding Year 2023. The FCC further directed USAC to use \$250 million of the funds carried forward to reduce collections for Funding Year 2023 and to reserve remaining funds carried forward for future use. See Table B below for additional detail.

Note 2: Table B is an annual schedule that is updated once a year for the April Board meeting. We have updated the table below to reflect the guidance provided by the FCC to reserve funds for future use.

Table B. Funding Year 2023 Program Funding Requirement and Roll Forward

<i>(in millions)</i>	Fund Year 2023
Total Requested (In Window)	\$2,944.01
Decrease for Denials/Cancellations (based on 5 yr average)	(319.58)
Increase for Out of Window Apps (based on 5 yr average)	87.96
Estimated Demand	\$2,712.39
Less Roll Forward Used to Offset Collections	
Available Funds from Prior Fund Year	\$2,956.69
Disbursements	(\$2,171.18)
Reserved Funds, Net Change	
a. Pending Applications to Process	\$202.55
b. Unliquidated Obligations (ULOs)	(\$563.63)
c. Appeals Reserve - USAC Appeals	\$10.89
d. Appeals Reserve - FCC Appeals	(\$1.57)
e. Unpaid Invoices	\$6.47
f. Reserve for future use (per FCC guidance)	(\$190.22)
Total Roll Forward	\$250.00
Funding Year 2023 Collection Requirement	\$2,462.39

Based on the projected burn rate, USAC estimates the following Q1 2024 programmatic budget:

Table C. Quarterly Programmatic Budget

<i>(in millions)</i>	Q4 2023 Budget	Increase/ (Decrease)	Q1 2024 Budget	Notes
Direct Program Costs				
Employee Expenses	\$2.04	\$0.10	\$2.14	
Professional Services	3.44	0.07	3.51	
General & Administrative	0.00	0.00	0.00	See Note 3
Total Direct Program Costs	\$5.48	\$0.17	\$5.65	
Direct Assigned Costs				
Employee Expenses	\$0.77	\$0.16	\$0.93	
Professional Services	2.34	(0.31)	2.03	
General & Administrative	0.68	0.04	0.72	See Note 3
Total Direct Assigned Costs	\$3.79	(\$0.11)	\$3.68	
Total Direct Program & Direct Assigned Costs	\$9.27	\$0.06	\$9.33	
Common Allocated Costs	\$10.15	\$1.69	\$11.84	
Total Programmatic Budget	\$19.42	\$1.75	\$21.17	

Note 3: General & Administrative expenses include computer support & maintenance and meetings & conferences.

A comparison of actual expenditures to the budget for the nine months ending September 30, 2023, is provided in **Attachment 1**.

Recommendation

USAC management recommends that the Committee approve the Q1 2024 budget and projection of demand as proposed.

Recommended Schools & Libraries Committee Actions

APPROVAL OF THE FOLLOWING RESOLUTIONS:

RESOLVED, that the USAC Schools & Libraries Committee approves a 1st Quarter 2024 Schools and Libraries Support Mechanism direct program budget of \$9.33 million; and

RESOLVED FURTHER, that the USAC Schools & Libraries Committee directs USAC staff to submit a collection requirement of \$9.33 million for Schools and Libraries Support Mechanism administrative costs in the required November 2, 2023 filing to the Federal Communications Commission on behalf of the Committee; and

RESOLVED FURTHER, that the USAC Schools & Libraries Committee, having reviewed at its meeting on October 30, 2023, the 1st Quarter 2024 Schools and Libraries Support Mechanism demand estimate of \$634.96 million, hereby directs USAC staff to proceed with the required November 2, 2023, filing to the Federal Communications Commission on behalf of the Committee. USAC staff may make adjustments if the total variance for the Schools and Libraries Support Mechanism is equal to or less than \$10 million or may seek approval from the Committee Chair to make adjustments if the total variance is greater than \$10 million, but not more than \$25 million.

ATTACHMENT 1

Schools and Libraries Administrative Costs and Headcount Comparison of Actual Expenditures and Headcount to the Budget for the Nine Months Ending September 31, 2023

<i>(\$ in millions)</i>	FTE Actual	FTE Budget	FTE Variance	YTD Actual	YTD Budget	Variance
Direct Program Costs						
Employee Expenses	57	63	6	\$5.83	\$6.02	\$0.19
Professional Services (Note 4)				12.76	14.09	1.33
General & Administrative (Note 5)				0.00	0.00	0.00
Total Direct Program Costs				\$18.59	\$20.11	\$1.52
Direct Assigned Costs						
Employee Expenses	21	17	(4)	\$2.50	\$2.19	(\$0.31)
Professional Services (Note 4)				7.26	7.03	(0.23)
General & Administrative (Note 5)				2.19	1.98	(0.21)
Total Direct Assigned Costs				\$11.95	\$11.20	(\$0.75)
Total Direct Program & Direct Assigned Costs	78	80	2	\$30.54	\$31.31	\$0.77
Common Allocated Costs (Note 6)				\$29.13	\$30.61	\$1.48
Total Programmatic Budget				\$59.67	\$61.92	\$2.25

Note 4: Direct Program Professional Services include business process outsourcing (BPO) and Project Management Office (PMO) contracts. Direct Assigned Professional Services include E-Rate Productivity Center (EPC) operations & maintenance, beneficiary & contributor audit program audits, and IT contract labor.

Note 5: General & Administrative expenses include computer support & maintenance, printing & postage, and meetings & conferences.

Note 6: Common costs include costs not directly attributable to a program and are allocated based on the Cost Allocation Methodology, which allocates costs based 50% on direct program costs in the prior year and 50% on program demand in the prior year. Actual common allocated costs reflect a reduction for costs allocated to the appropriated programs.

Available for Public Use

**Universal Service Administrative Company
Schools & Libraries Committee Meeting**

ACTION ITEM

Consideration of Funding Year 2024 Filing Window Dates

Action Requested

The Schools & Libraries Committee (Committee) of the USAC Board of Directors (Board) is requested to authorize USAC to open the Funding Year (FY) 2024 application filing window no earlier than January 2024 and to close the window no earlier than March 2024.

Discussion

A Funding Year 2024 filing window opening no earlier than January 2024 and closing no earlier than March 2024 will provide a reasonable time period for applicants to submit their FCC Form 471 funding applications. The application filing window has typically been opened in the first quarter of the calendar year, which strikes a balance between giving applicants time to complete their competitive bidding reviews while providing USAC time to review the applications so that funding decisions can be issued before the school year starts. We used this same timeframe for FY 2023, and USAC was able to issue funding commitments for over 96.2 percent of workable applications by September 1, 2023. While many factors played a role in the timely issuance of decisions, a key factor in past funding years was opening and closing the application filing window in the first quarter.

USAC is requesting approval to open the FY 2024 application filing window no earlier than January 2024, and to close the window no earlier than March 2024. This timeframe aligns with the Application Filing Window dates over the past few years and will help USAC issue timely funding commitments.

Section 54.502 of the Federal Communications Commission's (FCC) rules mandates that the filing window cannot open until sixty (60) days after the release of the Eligible Services List (ESL) by the FCC.¹ The FCC issued a public notice seeking comments on the proposed Funding Year 2024 ESL on September 12, 2023.² The FCC had not issued the FY 2024 ESL as of October 5, 2023.

USAC management recommends that the Committee approve the requests discussed in this briefing paper, subject to the requirements of Section 54.502 of the Commission's rules.

¹ See 47 C.F.R. § 54.502.

² See *Wireline Competition Bureau Seeks Comment on Proposed Eligible Services List for the E-Rate Program*, WC Docket No. 13-184, Public Notice, DA 23-819 (Sept. 12, 2023).

Recommended Schools & Libraries Committee Action

APPROVAL OF THE FOLLOWING RESOLUTIONS:

RESOLVED, that the USAC Schools & Libraries Committee accepts the recommendation of USAC management to open the Funding Year 2024 filing window open no earlier than January 2024 and to close the Funding Year 2024 filing window no earlier than March 2024, subject to the requirements of Section 54.502 of the Commission's rules; and

RESOLVED FURTHER, that upon consultation with the Committee Chair, USAC management is authorized to adjust the Funding Year 2024 filing window opening and closing dates as circumstances may warrant.



Schools and Libraries Committee

E-Rate Business Update

Open Session

October 30, 2023



Agenda

- Accomplishments
- Funding Year (FY) 2024 Readiness
- Systems Consolidation Project Update
- Tribal Update
- Plans for Next Quarter
- Roadmap
- Appendix A: Program Metrics
- Appendix B: Glossary of Terms

Accomplishments

- FY 2023 Administration: Processed 95 percent (33,282 of 35,047) of FY 2023 applications and 77.9 percent of requested dollars (\$2,363.9 million of \$3,036.3 million).
 - Passed the September 1 processing goal with 96.5 percent of workable applications and 81.6 percent of dollars processed.
 - 1,223 Tribal applications submitted in FY 2023 requesting \$192 million; 1,156 Tribal applications committed for \$149.7 million.
- FY 2022 Administration: Substantially complete.
 - Processed 99.6 percent (35,619 of 35,770) of FY 2022 applications and 98.9 percent of requested dollars (\$3,174.6 million of \$3,210.8 million).
- Authorized disbursements of \$736.5 million for all funding years in Q3 2023, compared with \$553 million in Q3 2022.

Accomplishments (Continued)

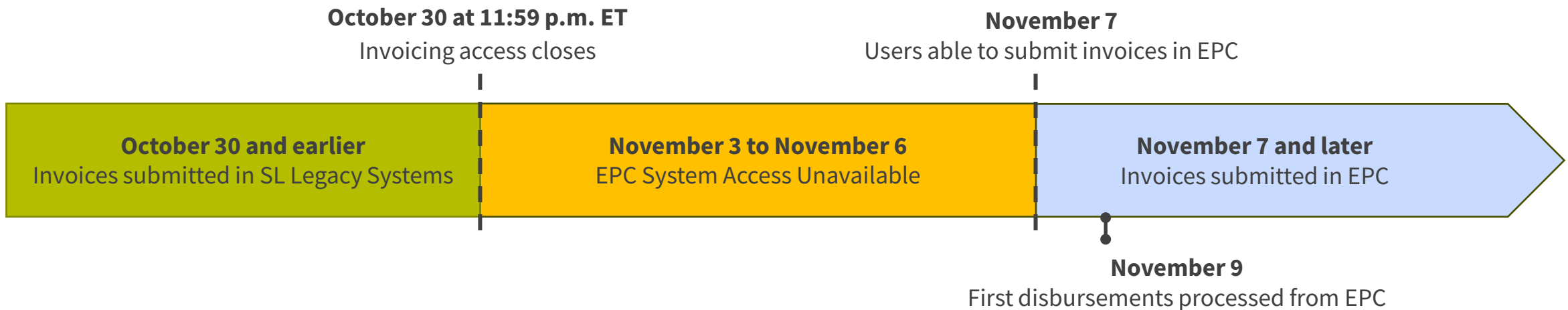
- FCC Form 470 (Competitive Bidding Form) available in EPC on July 1, 2023, to support FY 2024 applicants in preparation for the upcoming E-Rate filing window.
- Training and Outreach
 - USAC conducted four online webinars in Q3 2023:
 - **Filing the FCC Form 470 and Competitive Bidding Webinar** (July 27) – Information about the FCC Form 470 and the E-Rate competitive bidding process for all experience levels
 - **Service Provider Webinar** (September 12) – For new service providers to understand their role in delivering E-Rate supported equipment and services to applicants
 - **Open Data Overview** (September 14) – An overview of what Open Data is and how to make it work for you
 - **E-Rate Open Data: Creating Reports and Visualizations** (September 21) – How to create your own custom reports and turn them into clear, comprehensible visuals

Funding Year (FY) 2024 Readiness

- FY 2024 FCC Form 471 Filing Window Preparations
 - Open administrative window ahead of FY 2024 window to allow for entity updates
 - Systems updates for FY 2024
- Training and Outreach
 - Conduct training for FY 2024 in the fourth quarter
 - Continue Tribal Library Pilot activities
- Administrative Preparations
 - Eligible Services List
 - PIA procedure updates for FY 2024
 - FY 2024 window filing date approvals

Systems Consolidation Project Update

- Cutover from legacy systems will occur between October 30 and November 7.
- Seven e-learning modules available since October 3 to assist users in transition.
- Three kickoff webinars and 10 Office Hours sessions are scheduled before and after the transition to answer questions.



Tribal Update

- FCC released an order on July 21 updating E-Rate program rules, including:
 - Granting E-Rate eligibility to Tribal College and University (TCU) libraries that also serve as public libraries in their communities.
 - Adopting a formal definition of “Tribal” in the E-Rate program to better identify Tribal applicants seeking E-Rate funding.
 - Creating an exemption to the competitive bidding requirements for libraries (Tribal and non-Tribal) seeking E-Rate support for Category Two (C2) services that total a pre-discount price of \$3,600 or less per library per funding year.
 - Increasing the maximum C2 discount rate to 90 percent and the C2 funding floor to \$55,000 for Tribal libraries.
 - Adding a Tribal community representative to the USAC Board of Directors and the Schools and Libraries Committee. FCC public notice seeking nominations released September 26.
 - Directing USAC to provide increased outreach and training to Tribal applicants.

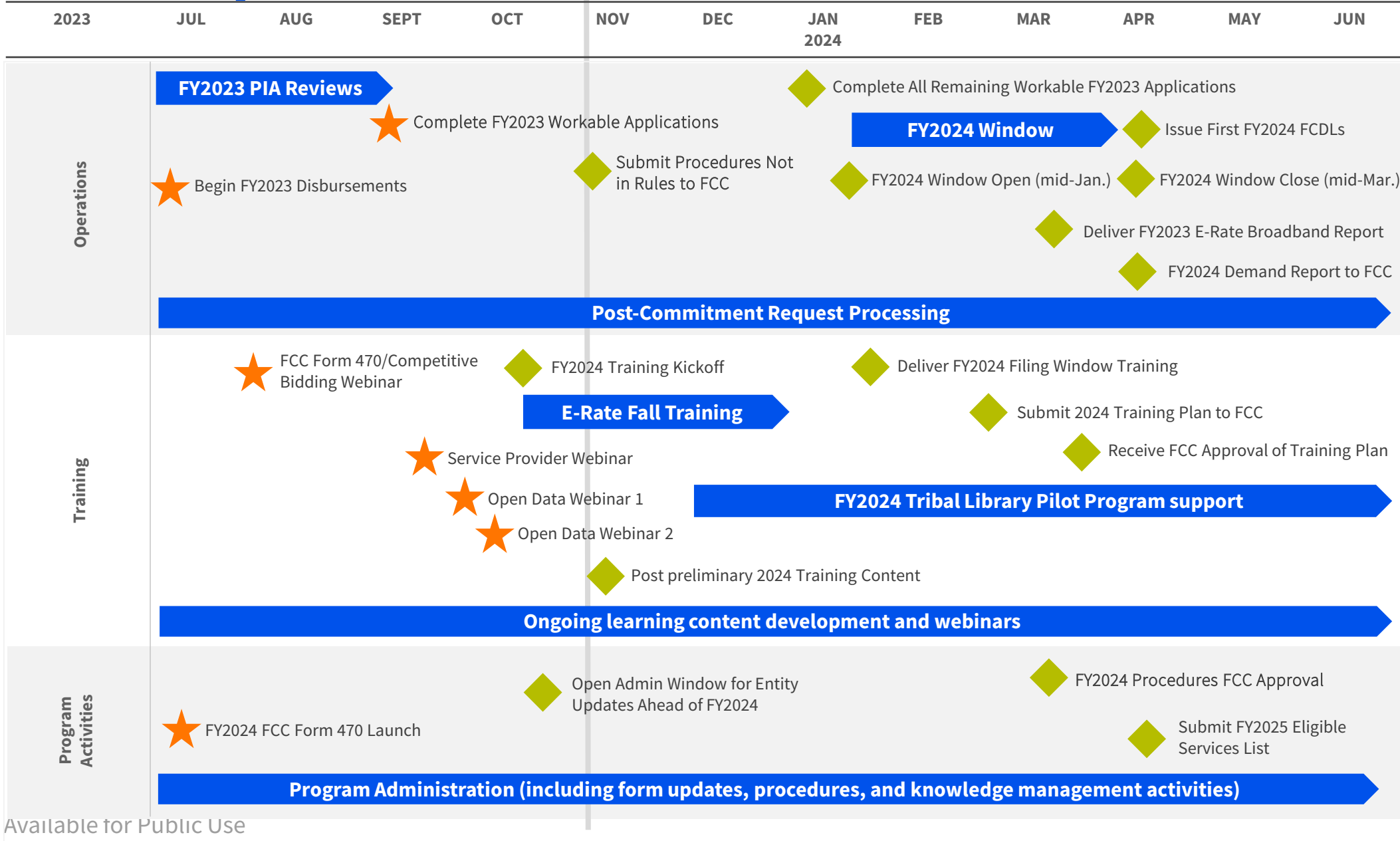
Tribal Update (Continued)

- Actions to Implement Tribal Order
 - Create a new entity sub-type for TCU libraries serving as public libraries and verifying E-Rate eligibility for Tribal libraries.
 - Create a dropdown menu for applicants to select their Tribal affiliation or enter it via a text box.
 - Update Category Two budgets for Tribal entities to \$55,000 over the five-year C2 budget cycle.
 - Increase the maximum discount rate for Tribal libraries from 85 percent to 90 percent.
- Tribal Library Pilot Project
 - Pilot project providing one-on-one assistance to Tribal Libraries extended for FY 2024.
 - Conduct targeted training to help libraries apply for funding, including how to use EPC and walk-throughs of the competitive bidding and application processes.

Plans for Next Quarter

- Execute on legacy consolidation project plan to successfully manage invoicing in EPC.
- Continue working toward completion of all FY 2023 workable FCC Form 471 applications by year-end.
- Continue to drive down processing holds and aged customer service cases with focused efforts to collaborate across teams.
- Continue processing prior-year applications, appeals, commitment adjustments, invoices, and other program transactions.
- Q4 2023 Training
 - Deliver targeted outreach and training on legacy system consolidation status, training opportunities, and resources as needed to inform all stakeholders.
 - Deliver six fall E-Rate training sessions, including Program Overview, Eligible Services, Pre-Commitment, and Category Two Budgets, among others.

Roadmap



Milestone Legend

- At Risk
- On Track
- Completed

Appendix A: Program Metrics

E-Rate Pre-Commitment (Data through September 30, 2023)

		Q1	Q2	Q3	Q4	Total	
Requested	2023	Demand	34,575	465	7		35,047
		Requested Dollars	\$2,951,404,565	\$84,711,452	\$231,622		\$3,036,347,639
		Avg. Days Outstanding	209	176	67		209
	2022	Demand	35,191	573	2	2	35,768
		Requested Dollars	\$3,169,497,779	\$40,873,454	\$38,390	\$289,164	\$3,210,698,787
		Avg. Days Outstanding	577	534	406	331	576
Committed	2023	Reviewed Applications		29,478	3,804		33,282
		Reviewed Dollars		\$1,620,808,357	\$743,122,069		\$2,363,930,426
	2022	Reviewed Applications		32,534	1,966	873	35,373
		Reviewed Dollars		\$2,062,972,599	\$668,813,140	\$331,705,640	\$3,063,491,379

Appendix A: Program Metrics (Continued)

E-Rate Post-Commitment (Data through September 30, 2023)

			Q1	Q2	Q3	Q4	Total
Submitted	2023	Invoice Counts	68,098	64,490	79,379		211,967
		Invoice Dollars	\$633,664,644	\$651,914,555	\$984,929,603		\$2,270,508,802
	2022	Invoice Counts	72,512	68,731	75,273	65,071	281,587
		Invoice Dollars	\$603,170,262	\$506,042,308	\$730,788,300	\$618,965,548	\$2,458,966,418
Disbursed	2023	Invoice Counts	61,869	64,628	77,369		203,866
		Invoice Dollars	\$445,813,984	\$543,795,823	\$733,016,397		\$1,722,626,204
	2022	Invoice Counts	71,398	67,663	70,535	71,497	281,093
		Invoice Dollars	\$532,816,948	\$426,890,200	\$559,416,635	\$578,626,632	\$2,097,750,415

Appendix B: Glossary of Terms

Term	Definition
BEAR	Billed Entity Applicant Reimbursement (FCC Form 472)
C1	Category One services (Data transmission and internet access services)
C2	Category Two services (Internal connections, BMIC, MIBS)
EPC	E-Rate Productivity Center
FCC	Federal Communications Commission
FRN	Funding Request Number
FY	Funding Year
PIA	Program Integrity Assurance
TCU	Tribal College and University



**Universal Service
Administrative Co.**