

E-Rate Invoicing Dataset and Tool Demo

E-Rate Program Participant Webinar

May 5, 2021



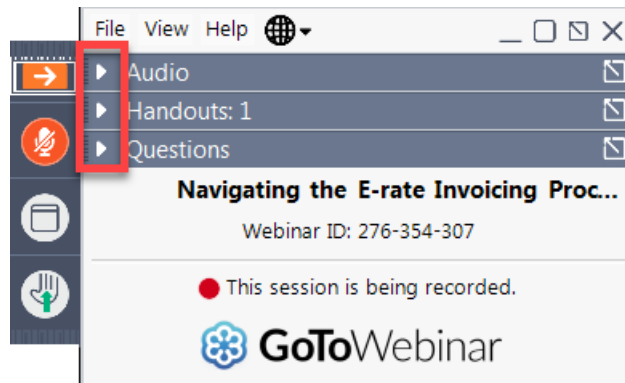
Universal Service
Administrative Co.

HOUSEKEEPING – WEBINAR PANEL

- The webinar panel is located on the right-hand side of the screen.
- Open the panel by clicking the orange arrow.

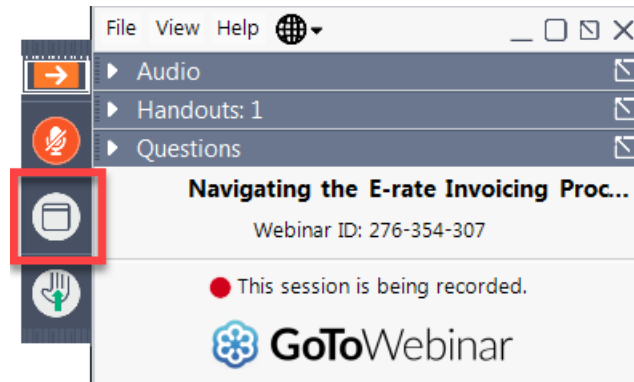


- Use the white arrows to open the sections in the panel.

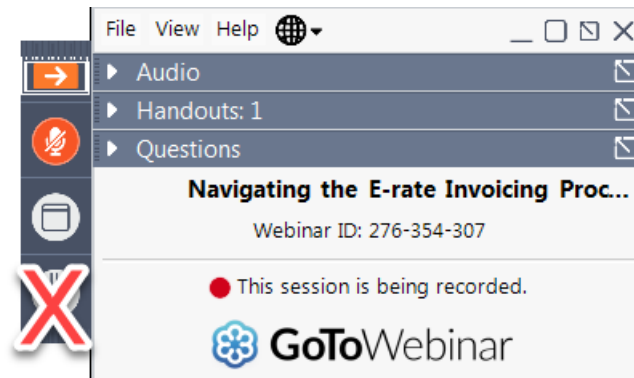


HOUSEKEEPING – WEBINAR PANEL

- You can use the panel to view the presentation in full screen or window mode.

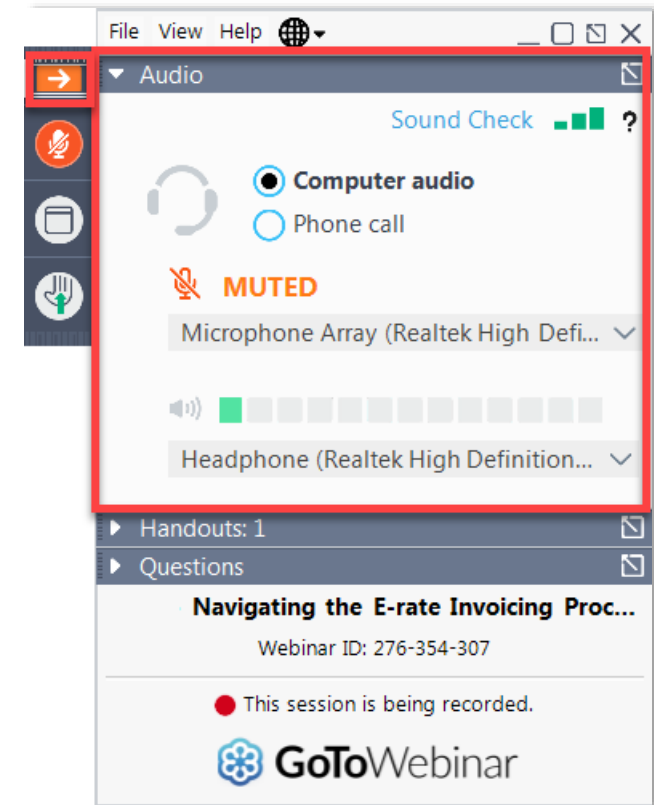


- We are not using the hand raise function.



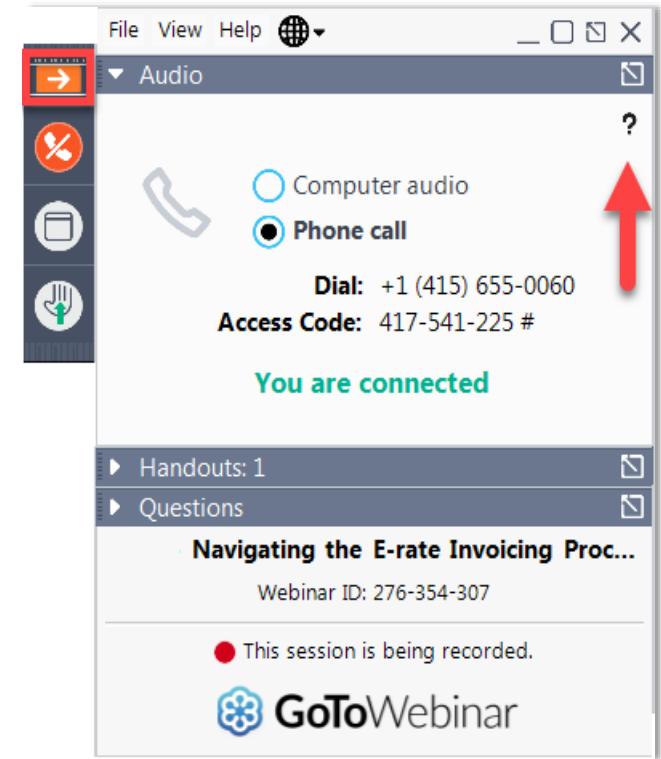
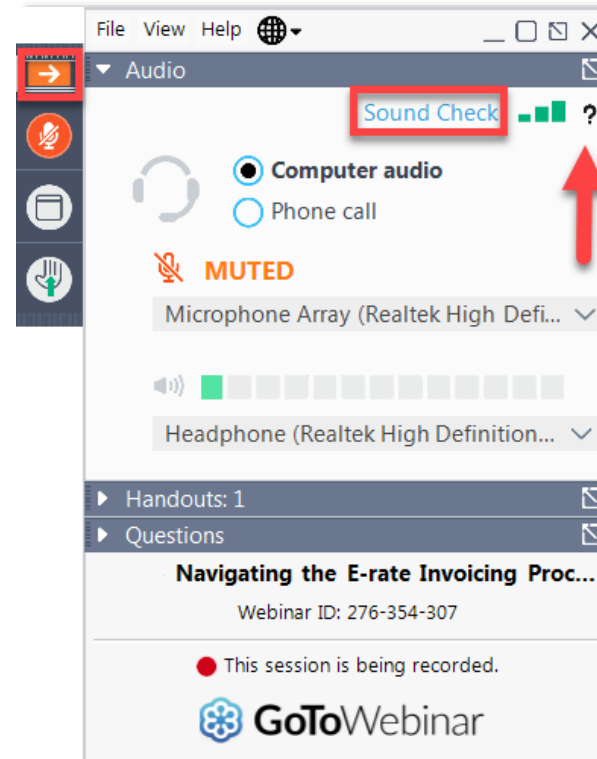
HOUSEKEEPING – AUDIO

- Use the “Audio” section of your control panel to select an audio source.
- Choose one of the audio options:
 - Your computer's audio
 - Call in using an access code and audio PIN.
- The audience will remain on mute.



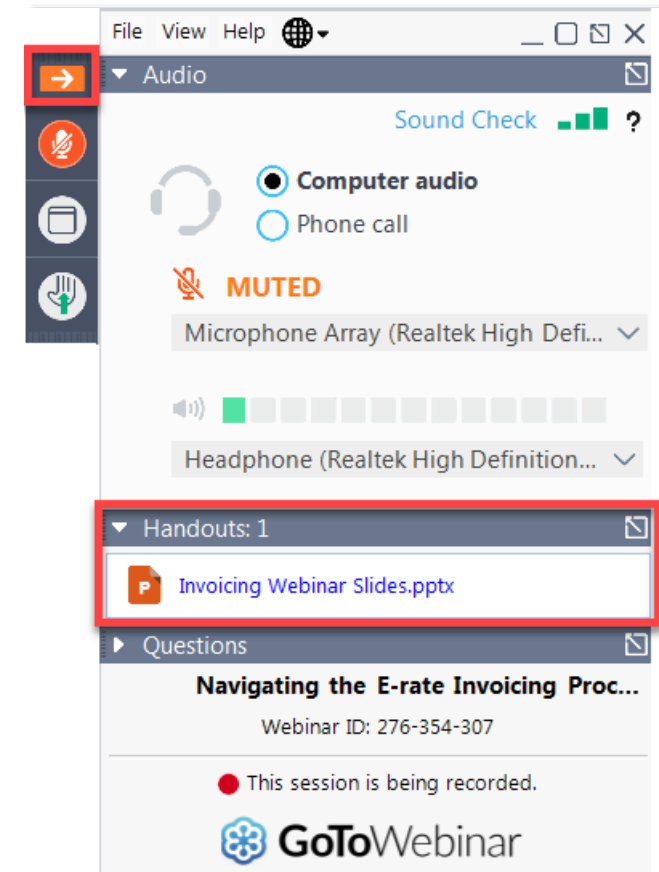
HOUSEKEEPING – TECHNICAL ISSUES

- Use the “Sound Check” link and click question mark icon for audio help.
- Exit webinar and click the check system requirements link in the event confirmation email to determine whether your computer meets the requirements to see and hear the webinar.
- If issues persist, call 833-851-8340 to troubleshoot with GoToWebinar.



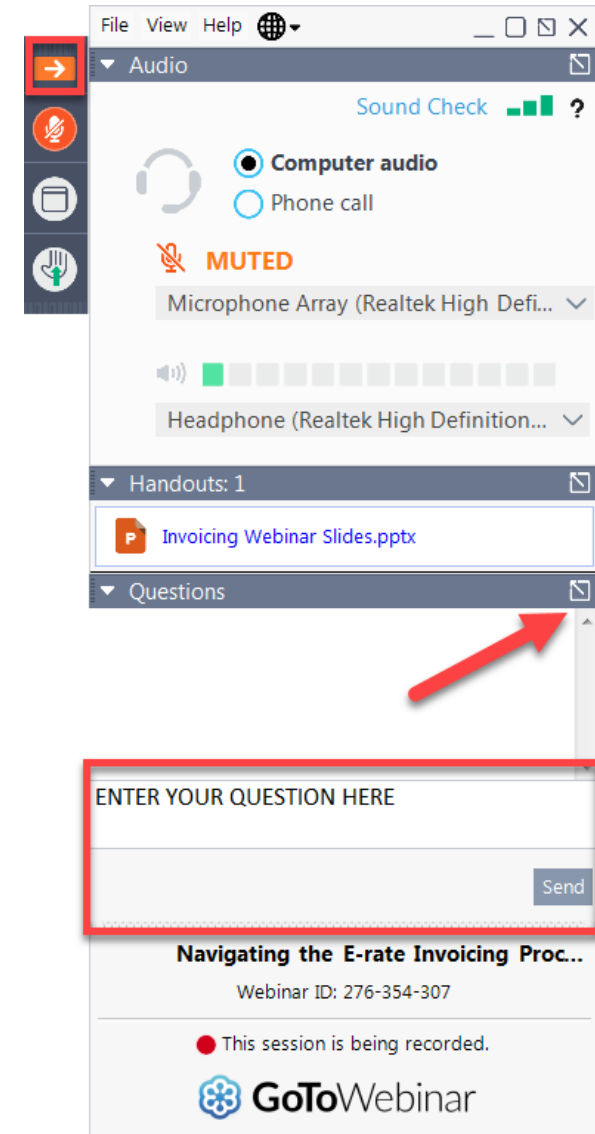
HOUSEKEEPING – RESOURCES

- The **slide deck** is available when you click the arrow to expand the “**Handouts**” tab.
- A recording of this webinar will be available after the event via the registration link.



HOUSEKEEPING – Q&A

- **There will be a live Q&A session focused on today's topics.**
- Tips for submitting questions:
 - Use the “Questions” box in your webinar control panel anytime during the presentation.
 - Click the box with the arrow above the questions box to expand it and see all written answers.
 - Write in full sentences.
 - Ask one question at a time.
 - Ask questions related to webinar content.



CLIENT SERVICE BUREAU (CSB)



Call us at (888) 203-8100

Monday – Friday 8:00 a.m. to 8:00 p.m. ET



Create a customer service case in the E-Rate Productivity Center (EPC):

1. Log in to EPC.
2. Select the **Contact Us** link from the upper right menu on your landing page.



MEET THE TEAM



Lorenzo Sanchez

Sr. Data Analyst | E-Rate



Tom Nesbitt

Senior Manager | E-Rate



Nkeshi Free

Communication Specialist | E-Rate

AGENDA

- Learning objectives
- Invoicing dataset and tool overview
- Demo of tool
- Data glossary and metadata
- How to submit tool and data related questions
- Q&A

E-rate Invoices and Authorized Disbursements (FCC Forms 472 and 474)

View Data
Visualize
Export
API


E-Rate

The E-rate Invoices and Authorized Disbursements (FCC Forms 472 and 474) dataset provides invoicing data for applicants, service providers, and other stakeholders so they can track invoice lines completed and authorized for disbursement. The dataset includes invoice lines authorized on July 1, 2016 and after and does not include in-process, pending, or cancelled invoice lines. The dataset includes invoice and FCC Form 471 related data so users can filter and sort the data accordingly.

Updated March 30, 2021


Data Provided by Universal Service Administrative Company

E-rate Invoice Disbursements Data Look...

External Content


The E-rate Invoices and Authorized Disbursements (FCC Forms 472 and 474) dataset provides invoicing data for applican...

Data Glossary: E-rate Invoices and Authorized DI...

External Content


The dataset glossary provides detailed definitions for each field in the dataset.

About this Dataset

Watch this Dataset
Mute Dataset

Updated March 30, 2021

Data Last Updated March 30, 2021
Metadata Last Updated March 29, 2021

Date Created October 5, 2020

Views 414
Downloads 55

Data Provided by Universal Service Administrative Company
Dataset Owner Lorenzo Sanchez

Contact Dataset Owner

Common Core

Dataset Description

The E-rate Invoices and Authorized Disbursements (FCC Forms 472 and 474) dataset provides invoicing data for applicants, service providers, and other stakeholders so they can track invoice lines completed and authorized for disbursement. The dataset includes invoice lines authorized on July 1, 2016 and after and does not include in-process, pending, or cancelled invoice lines. The dataset includes invoice and FCC Form 471 related data so users can filter and sort the data accordingly.

Publisher Universal Service Administrative Company
Contact Name Tom Nesbitt
Contact Email opendata@usac.org
Geographic Coverage United States
Update Frequency Daily
Language English
Homepage usac.org

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LEARNING OBJECTIVES

- Understand the tool and dataset contents
- Learn how to search for invoicing data if you are an applicant, consulting firm, or service provider
- Learn how to export data
- Know what resources are available for dataset and tool related questions

INVOICING DATASET AND TOOL OVERVIEW

Users can:

- Track completed invoice lines authorized for disbursement
 - *Completed* = a decision was issued by USAC on payment (invoice line status = “Sent to USAC”)
- Answer questions such as:
 - *Which of my submitted invoice lines has been completed?*
 - *How much was requested and approved for my completed invoice lines?*
 - *Why was my invoice line reduced or denied?*

Dataset and tool include:

- Invoice lines from all funding years completed on or after July 1, 2016
 - Pending or canceled invoice lines are not included
 - **Note:** It may take several business days after an invoice line’s ‘completion date’ for funds to be received by recipient’s bank account.
- Data from FCC Forms 472 and 474 (invoicing BEAR and SPI forms), FCC Form 471 applications, and applicant 498 ID for BEAR invoices

INVOICING DATASET AND TOOL OVERVIEW (CONTD.)

Dataset and tool include (contd.):

- 1.8+ million records
 - Each record = an invoice line
- 37 fields/columns

New data refresh schedule:

- On most** Tuesdays and Fridays by 9:00 a.m. ET, new invoice line records completed the prior day are added to the data.

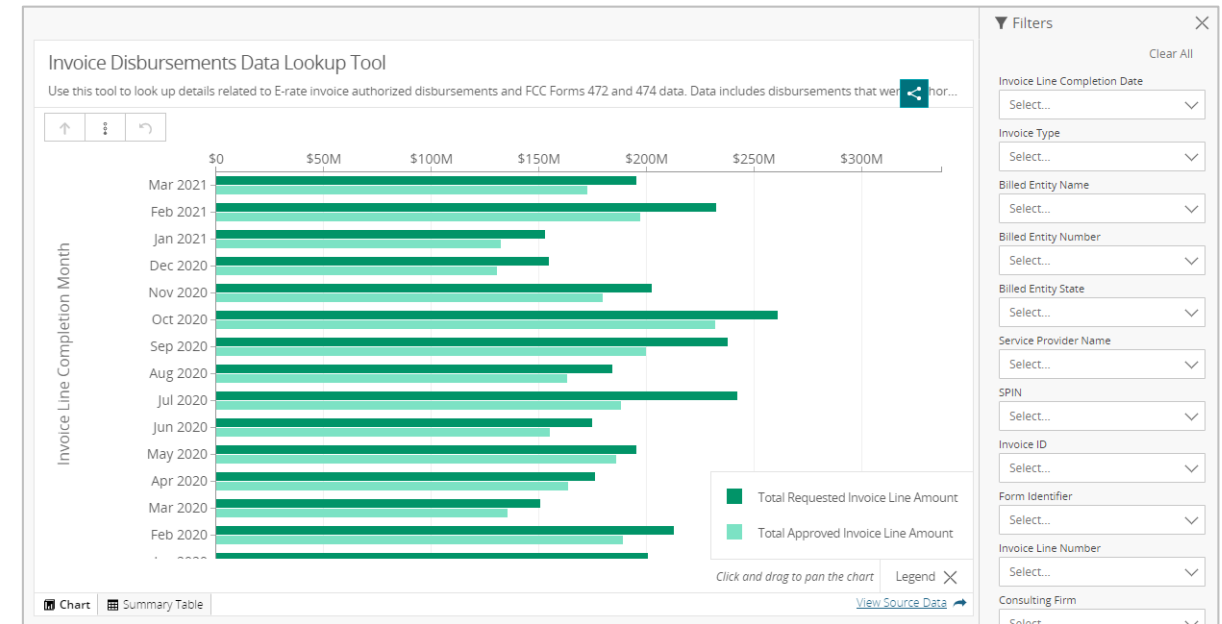
Monday	Tuesday	Wednesday	Thursday	Friday
New invoice lines are completed and batched for payment.	By 9:00 a.m. ET invoicing dataset is updated with previous day's new completed invoice lines.		New invoice lines are completed and batched for payment.	By 9:00 a.m. ET invoicing dataset is updated with previous day's new completed invoice lines.

**On some end-of-month dates payment processing is shifted to the first business day of the following month.

**On some federal holidays, payment processing is shifted to the next business day.

DEMO OF TOOL - AGENDA

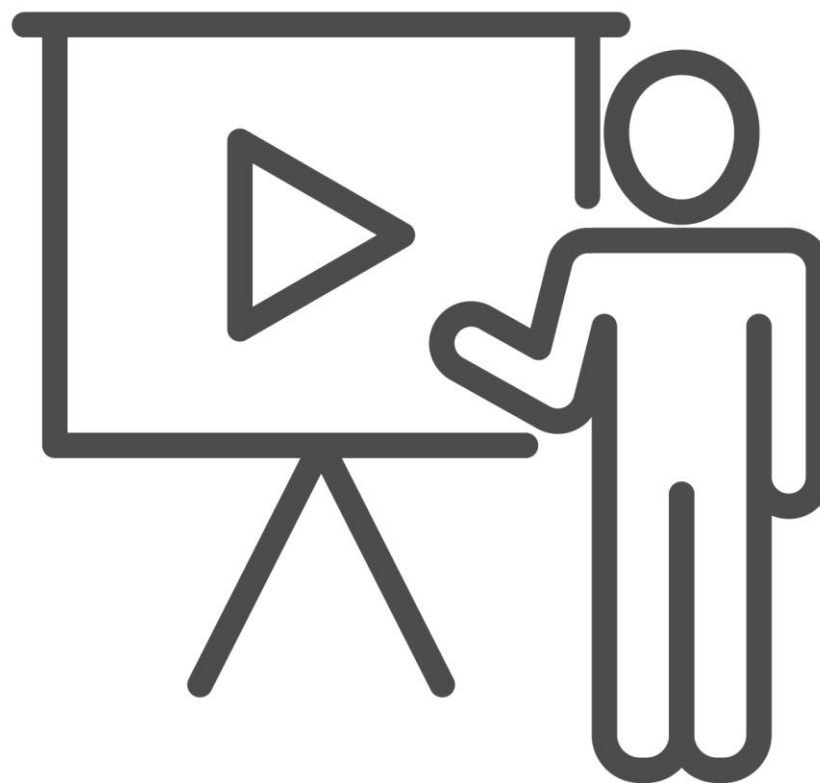
- How to access Invoice Disbursements Data Lookup Tool
- Tool layout overview
- Filters and step-by-step use cases for:
 - Applicants
 - Service providers
 - Consultants for applicants
- Tool chart area



Invoicing Dataset

Demo of the Tool

DATASET TOOL DEMO



HOW TO SUBMIT TOOL AND DATA RELATED QUESTIONS

Reminder: Review the data glossary for column definitions – it will answer many questions.

For generic questions or feedback about the tool or dataset

Use 'Contact Dataset Owner' button or email us at opendata@usac.org for:

- Questions about how to use the tool or about what data is included or not included
- Feedback about tool/dataset issues not related to E-Rate program rules

The screenshot shows a button labeled "Contact Dataset Owner" in a blue box. Above the button, the text reads: "Data Provided by Universal Service Administrative Company" and "Dataset Owner Lorenzo Sanchez".

For specific questions not mentioned above

Contact ****** the *Client Service Bureau (CSB)* for:

- Questions about E-Rate program rules, policies, or decision codes/explanations
- Specific questions about your invoices or applications

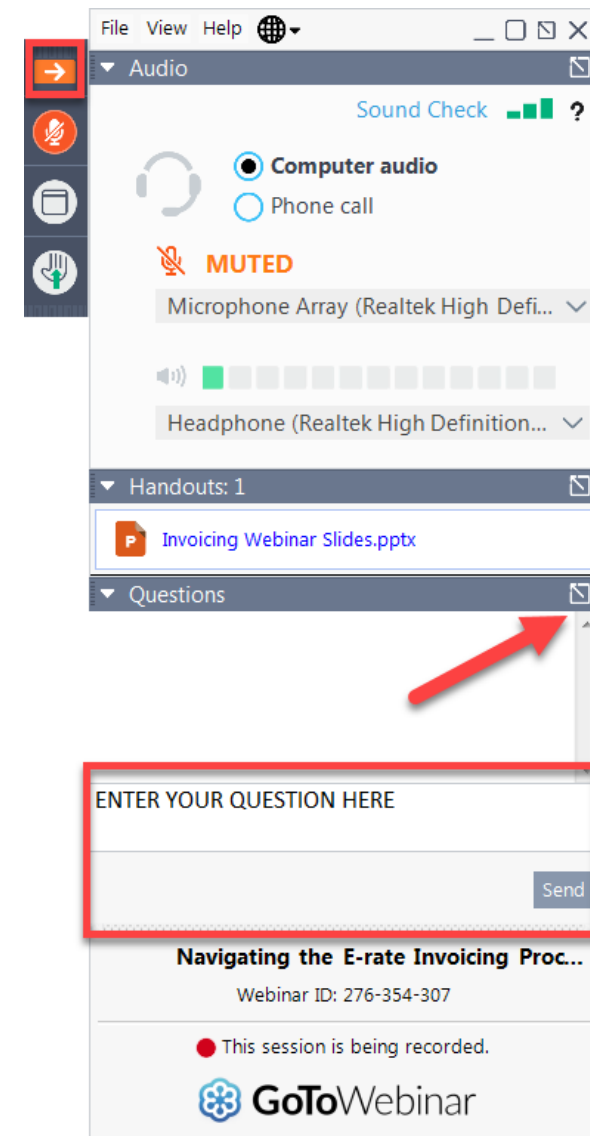
The screenshot shows a form titled "Create a Customer Service Case". It includes fields for "Case Details", "Title", "Description", "Topic", "Priority", "Inquiry Type", "Form Type", and "Form No.". There is also a "Document" field at the bottom.

****To contact CSB:**

File an EPC customer service case (for existing participants) or Call (888) 203-8100 M-F, 8:00 a.m. to 8:00 p.m. ET.

HOUSEKEEPING – Q&A

- Use the “Questions” box in your webinar control panel to submit your question in writing.
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Questions?

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Create a customer service case in the E-Rate Productivity Center (EPC):

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UPCOMING WEBINARS

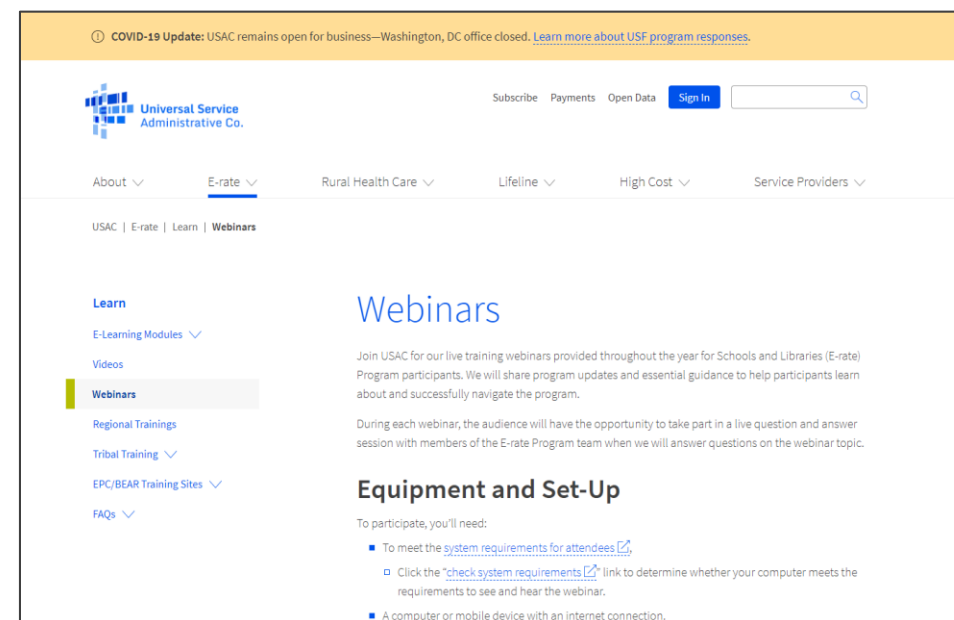
Today, May 5 at 2:00 p.m. ET
[Customizing the E-Rate Invoicing Dataset](#)

Recommended for:
Applicants and service providers

E-Rate Experience Level: Intermediate

Prerequisite: None

Go to the E-Rate [Webinars](#) page for additional information.



WEBINAR SURVEY

We would like your feedback on today's webinar.
Please fill out the webinar survey by using the link emailed to you after the event.

Webinar Survey

1. Are you an applicant, a service provider, or a consultant?
 - ☐ Applicant
 - ☐ Service provider
 - ☐ Consultant
 - ☐ Other
2. Please rate your overall webinar experience.
 - ☐ Excellent
 - ☐ Good
 - ☐ Fair
 - ☐ Poor
3. The content of the webinar was (select all that apply):
 - ☐ What I expected when I signed up
 - ☐ Relevant and useful to my work
 - ☐ New information for me
 - ☐ Easy to understand
 - ☐ Other

Thank You!





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