

# USF Tool Kit

## Universal Service Funding Tool Kit

*“Helping you meet your USF requirements”*

CostQuest’s USF Tool Kit services range from modeling the cost of universal service to auditing an established USAC filing process. We have experience on the incumbent side and the competitive side of ETC. If you own or operate as either or both, CostQuest can help you manage your compliance efforts. Leveraging our knowledge of FCC and USAC rules, our experience with Geographic Information Systems (GIS), our background in telecommunications regulation and the FCC’s Universal Service model, and our knowledge of cost analysis, we provide effective and optimal solution to your Universal Service requirements.

Let’s explore CostQuest’s solution...

### The Universal Service Process

For any telecommunications company, interaction with USAC <sup>1</sup> is inevitable. Whether you are contributing to the Universal Service fund or filing for disbursements, understanding the USAC requirements is critical. As an ILEC you may need to file accurate disaggregation maps. As a

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<sup>1</sup> USAC is the Universal Service Administrative Company, which is charged with the management of the Federal Universal Service program.

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contributor, you will need to file periodic reports and payments based upon a percentage of qualifying revenues. To access funds, gaining ETC status is only the first step to receiving federal funding to continue your provision of affordable services. To access the funds, a carrier must prepare filings determine the location of each and every customer and attribute appropriate service counts to each wirecenter. While conceptually straightforward, the process and data used can be overwhelming and has a significant impact on the level of funding determined.

CostQuest has the necessary skill sets, tools, and data to assist you in any part of this process.

### CostQuest’s Services

CostQuest can provide the services that help you optimize your Universal Service and USAC related Business Processes.

Our services include:

- ◆ Universal Service cost modeling
- ◆ Disaggregation map creation
- ◆ USAC Filing Process implementation
- ◆ USAC Filing Process review and improvement
- ◆ USAC Filing Process outsourcing
- ◆ Customer and plant Geocoding
- ◆ Providing data sources

The following are the steps in **Universal Service cost modeling**, should you wish to file forward-looking cost estimates:

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- ◆ Deploy our industry/regulatory accepted forward-looking CostPro model platform
- ◆ Load CostPro with your specific data
  - Customer locations
  - Material prices
  - Labor rates
  - Service boundaries
  - Plant locations
- ◆ Prepare results
- ◆ File results with documentation

The following are the major steps in creation of **USAC disaggregation maps**:

- ◆ Determine source of carrier's study area boundary. Develop as necessary (if accurate GIS quality study area boundaries are not available)
- ◆ Review data on cost differences below study area.
- ◆ Within a GIS, develop boundaries below study area to reflect Disaggregation Zones.
- ◆ File boundaries in the USAC required format

The following are the major steps in the **USAC process implementation**.

- ◆ Obtain Customer data sources
- ◆ Obtain required external data sources
- ◆ Analyze and clean customer records
- ◆ Develop customized geocoding process
- ◆ Geocode customer locations with respect to the filing area
- ◆ Review FCC rules and subsequent USAC filing procedures and perform Gap Analysis with current process
- ◆ Attribute customers into wirecenters or other zones as appropriate
- ◆ Create process documentation
- ◆ Create quality control steps

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- ◆ Create filing package process and tools

The following are the major steps in the **USAC process review and improvement**.

- ◆ Review Customer data sources
- ◆ Analyze customer records
- ◆ Review FCC rules and subsequent USAC filing procedures and perform Gap Analysis with current process
- ◆ Verify ability to replicate results
- ◆ Develop Geocoding approach and location certainty requirements
- ◆ Review process documentation
- ◆ Review steps to scrub address data
- ◆ Review quality control steps
- ◆ Review final filing package
- ◆ Provide written report with actionable findings from each area

### Competitive ETC Services

CostQuest and its associates at CQAmobile can help competitive carriers with the increasingly complex rules surrounding USF contributions and distributions. Our services range from support for ETC applications and compliance to reviewing an established USAC filing process.

We've established best practices for competitive carriers receiving USF distributions. We will review and develop your USAC filings so that you can submit your quarterly and annual filings with confidence.

Our **USF Tool Kit** can be deployed with any competitive carrier in a matter of weeks.

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If you have operations that are classified as competitive, wireless or CLEC, that are either seeking or established as an ETC, give us a call to schedule a consultation to discuss your USF filing processes.

### Client Resource Requirements

For many of our USF Tool Kit services, a client must provide

- ◆ Customer records with address and service information
- ◆ Service territory boundaries
- ◆ Study Area Boundaries
- ◆ Equipment locations

If the client would like to maintain any of our USF Tool Kit services in house, the client will need the following:

- ◆ Workstation Class Windows PC with either MapInfo Professional or ArcView 9.1
- ◆ TeleAtlas or ExchangeInfo Plus wirecenter boundaries
- ◆ MapMarker Plus Geocoder or Dynamap/2000 streets (for ESRI)-current subscription-with updated ZIP Code boundaries.



For more information, please contact us or visit us at [www.costquest.com](http://www.costquest.com).