



**CALIFORNIA TELECONNECT FUND**  
**DATA REQUEST NO. CTF-001**  
**SERVICE PROVIDER REGISTER/UPDATE**

To: Service Providers Registering or Updating Information with the California Teleconnect Fund

From: California Teleconnect Fund  
Communications Division  
California Public Utilities Commission

Date: Last Updated September 4, 2019

Subject: California Teleconnect Fund Service Provider Registration

**Response Due Prior to Offering California Teleconnect Fund Discounts**

Send Response to [CTFClaims@cpuc.ca.gov](mailto:CTFClaims@cpuc.ca.gov)

Pursuant to Public Utilities Code §314 and Rules 1.1 and 10.1 of the California Public Utilities Commission's (CPUC) Rules of Practice and Procedure, the CPUC Communications Division requires a response to this data request from all service providers registering with the California Teleconnect Fund (CTF) Program or updating the information requested herein.

The CTF is a Public Purpose Program administered by the CPUC pursuant to Public Utilities Code § 280(a). The CTF Program subsidizes advanced communications services for participating organizations, including schools, community colleges, libraries, hospitals, health clinics, and community-based organizations. For additional information on the CTF Program visit [www.cpuc.ca.gov/ctf](http://www.cpuc.ca.gov/ctf).

Service providers facilitate CTF subsidies by applying a 50% discount on eligible services within CTF participants' monthly bills. After applying the discount, service providers submit claims for reimbursement to the CPUC Communications Division. Service providers must register with the CTF Program prior to offering discounts and submitting claims for reimbursement. Service providers must provide an updated response when any of the requested information changes. To request registration or update information, a service provider must submit a response to this data request to [CTFClaims@cpuc.ca.gov](mailto:CTFClaims@cpuc.ca.gov).

## **INSTRUCTIONS**

Respond to each question herein with written and verified information as required by Public Utilities Code §314 and Rules 1.1 and 10.1 of the CPUC Rules of Practice and Procedure.

Please identify the person providing the answer to each question and his/her contact information. Please answer each question separately and in the order that it is asked. Number each answer to correspond with the number of the question being answered. Please begin each response by restating the question.

Responses should be provided in electronic format as a Microsoft Word file, unless the question indicates otherwise. All documents submitted in response to this data request should be in readable, downloadable, unprotected, editable, printable, and searchable formats. Please number each page of your response.

Submit your response to this data request to [CTFClaims@cpuc.ca.gov](mailto:CTFClaims@cpuc.ca.gov). The subject line of your email should state: "Response to Data Request CTF-001." Include the following information at the beginning of the body of your email and within each page of your response: company name, do-business-as name, Certificate of Public Convenience and Necessity number (a.k.a., Utility Identification Number), and the date the response was submitted.

Provide updated responses to the same email address when any of the requested information changes.

For any questions, email Andrew Aliabadi at [Andrew.aliabadi@cpuc.ca.gov](mailto:Andrew.aliabadi@cpuc.ca.gov).

## **DEFINITIONS**

1. “You” and “Your” refer to the company filing a response to this Data Request.
2. “CTF Eligible Services” refers to the list of categories or types of advanced communications services that are eligible for the CTF discount. For more information, refer to the [CTF Service Provider Manual](#).
3. “Product” refers to the products and services offered by the company filing a response to this Data Request.

## **DATA REQUESTS**

- 1.1) Do You have an active Certificate of Public Convenience and Necessity? If so, what is your Utility Identification Number (U-####-C)?
- 1.2) Will You file claims for reimbursement from the CTF Program directly to the CPUC Communications Division or will another company file them on your behalf? If another company will file claims for reimbursement on your behalf, please provide the name of that company, that company's Utility Identification Number, and describe Your affiliation with that company. Refer to the [CTF Service Provider Manual](#) for more information on filing claims for reimbursement from the CTF Program.
- 1.3) What is your current primary regulatory contact information? To update your regulatory contact information on file with the CPUC Communications Division, please complete and submit a "Contact Information Update Request" form – which is available on the CPUC Communications Division website under "Helpful Forms" at [www.cpuc.ca.gov/communications](http://www.cpuc.ca.gov/communications).
- 1.4) Are Your collections and remittances of telecommunications surcharges and user fees up to date and in good standing? For more information, visit <https://www.cpuc.ca.gov/surcharges/>.
- 1.5) Is Your Payee Data Record up to date and on file with the CPUC? You can update Your Payee Data Record by submitting a form [STD-204](#).
- 1.6) Does the mailing address indicated within Your Payee Data Record match Your primary regulatory contact address? (These addresses must match in order for the State Controller's Office to issue payments on approved CTF claims for reimbursement.)
- 1.7) What is the URL (website address) of Your publicly available webpage containing information on the CTF program? Prior to offering the CTF discount and submitting claims for reimbursement, service providers must create (and maintain) a public webpage (on the service provider's website) that includes basic information on the CTF Program, a list of CTF eligible services, and contact information for the public to inquire with the service provider about the CTF Program. Refer to Chapter 4 of the [CTF Service Provider Manual](#) for additional information.
- 1.8) Will You apply the CTF discount to tariffed services? If so, please provide a copy of the CTF provisions and information within Your current tariffs. Refer to Chapter 4 of the [CTF Service Provider Manual](#) for additional information.
- 1.9) Do You participate in the California Lifeline Program?

- 1.10) Do You participate in the CPUC Deaf & Disabled Telecom Program?
- 1.11) Do You participate in the California Advanced Services Fund? If so, please provide a short narrative explaining the extent of Your participation.
- 1.12) Do You receive support from the California High Cost Fund A?
- 1.13) Do You receive support from the California High Cost Fund B?
- 1.14) Please provide information on the Products that You offer to customers in California.

For your response to Question 1.14, include only Products that You believe are eligible for the CTF discount. Refer to Appendix A for a data dictionary to use when responding to Question 1.14.

For more information on CTF Eligible Services, refer to the [CTF Service Provider Manual](#).

Provide your response to Question 1.14 within a Microsoft Excel file. Include in the name of the file: Your name, followed by the text "Response to DR CTF-001\_," followed by the date of submission.

Provide the requested information according to the following instructions:

- In cell A1 type the header: "Product Name." In column A, under the header, list the marketed name of the service. Enter this information in text format.
- In cell B1 type the header: "Eligible Service." In column B, under the header, identify the CTF Eligible Service that corresponds to the Product listed within the same row in column A. Enter only one CTF Eligible Service. Enter this information in text format. Valid entries are limited to the following: ATM, BPL, Cable, DSL, Digital, Ethernet, Fiber, Frame, ISDN, Mobile, Optical, Satellite, SMDS, Trunk, WAN, or Wireless. These valid entries correspond to the following descriptions:
  - ATM = Asynchronous Transfer Mode
  - BPL = Broadband Over Power Lines
  - Cable = Cable Modem
  - DSL = Digital Subscriber Line
  - Digital = Digital Signal, DS1, DS2, etc.
  - Ethernet = Ethernet
  - Fiber = Fiber Optics
  - Frame = Frame Relay
  - ISDN = Integrated Services Digital Network

- Mobile = Mobile Broadband
  - Optical = Optical Carrier, OC1, OC2, etc.
  - Satellite = Fixed Satellite
  - SMDS = Switched Multimegabit Data
  - Trunk = Trunk Level, T1, T2, etc.
  - WAN = Wide Area Network
  - Wireless = Fixed Wireless
- In cell C1 type the header: “Max Download Speed.” In column C, under the header, list the maximum advertised download speed, in units of megabits per second, that corresponds to the Product listed within the same row in column A. Enter this information in number format.
  - In cell D1 type the header: “Max Upload Speed.” In column D, under the header, list the maximum advertised upload speed, in units of megabits per second, that corresponds to the Product listed within the same row in column A. Enter this information in number format.
  - In cell E1 type the header: “Max Cost.” In column E, under the header, list the monthly recurring cost of the product listed within the same row in column A. If the monthly recurring cost of the product varies per customer, enter the highest monthly recurring cost charged to customers. Enter the monthly recurring cost prior to any discounts or promotions. Enter this information as in currency format.
  - In cell F1 type the header: “Min Cost.” In column F, under the header, list the monthly recurring cost of the product listed within the same row in column A. If the monthly recurring cost of the product varies per customer, enter the lowest monthly recurring cost charged to customers. Enter the monthly recurring cost prior to any discounts or promotions. Enter this information as in currency format.

Below is an example of the table you should create to respond to Question 1.14:

Product Name	Eligible Service	Max Download Speed	Max Upload Speed	Max Cost	Min Cost
Super X Broadband	Fiber	1000	100	\$100.00	\$90.00
Hyper DSL	DSL	60	20	\$50.00	\$40.00

# Appendix A

## Data Dictionary for Question 1.14

Name	Description	Format	Example	Instructions
<b>Product Name</b>	The broadband technology being used for data transmission.	Text	Super X Broadband	Enter the marketed/advertised name of the product as it appears on company website and/or customer invoice.
<b>Eligible Service</b>	The name of the product as appeared on company website and/or customer invoice.	Text	Small Business Fiber 100	Identify the CTF Eligible Service that corresponds to the Product listed within the same row. Enter only one CTF Eligible Service. Valid entries are limited to the following: ATM, BPL, Cable, DSL, Digital, Ethernet, Fiber, Frame, ISDN, Mobile, Optical, Satellite, SMDS, Trunk, WAN, or Wireless.
<b>Max Download Speed</b>	Maximum data download speed in Mbps.	NNNN	1000	Enter the maximum advertised download speed in Mbps.
<b>Max Upload Speed</b>	Maximum data upload speed in Mbps.	NNNN	100	Enter maximum advertised upload speed in Mbps.
<b>Max Cost</b>	The maximum monthly recurring cost of the product prior to any promotions and/or discounts.	\$NN.NN	\$100.00	Enter the maximum monthly rate of the before promotions and/or discounts. Response should reflect rates currently charged and/or offered to customers.
<b>Min Cost</b>	The minimum monthly recurring cost of the product prior to any promotions and/or discounts.	\$NN.NN	\$90.00	Enter the minimum monthly rate of the before promotions and/or discounts. Response should reflect rates currently charged and/or offered to customers.