

List of USAC Administrative Procedures
for the
High Cost Support Mechanism
And
Low Income Support Mechanism

#	TITLE OF PROCEDURE	DETAILS
1	Customer Service Center Methods and Procedures	Customer Service Center (CSC) activities, including processing filings, data validation, and data entry.
2	Eligibility Methods and Procedures	Monitoring and administering the eligibility of carriers requesting High Cost or Low Income support.
3	Study Area Code (SAC) Assignment Methods and Procedures	Processing requests for and selection of SACs, creation of new entries into the HC and LI Customer databases, confirmation of SAC assignment, and related activities.
4	Low Income Methods and Procedures	Collecting forms, validating, data entry, and preparing disbursements.
5	High Cost Overview Methods and Procedures	High Cost mechanism individual component overview and related processes.
6	Disaggregation Methods and Procedures	Process for payment in accordance with disaggregation plans, collecting, validating, data entry, and calculating quarterly and monthly support.
7	High Cost Competitive Carrier Line Count Filings Methods and Procedures	Process of administering quarterly line count filings from competitive carriers, including collecting, logging, and data entry.
8	High Cost Loop Methods and Procedures	High Cost Loop component processes; primarily ILEC High Cost Loop data.
9	Local Switching Support Methods and Procedures	Local Switching Support processes; primarily ILEC LSS submissions.
10	Safety Net Additive Methods and Procedures	Safety Net Additive processes; primarily ILEC SNA data.
11	Interstate Access Support Methods and Procedures	Interstate Access Support processes; collecting, validating, data entry, and calculating line rates and support amounts.
12	High Cost Model and Interim Hold Harmless Methods and Procedures	High Cost Model and Interim Hold Harmless processes; collecting and entering wcd data, line counts, adjustments, and performing

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		calculations in the High Cost Model workbook.
13	Interstate Common Line Support Methods and Procedures	Interstate Common Line Support processes, collecting, validating, and data entry, calculations, and projections.
14	High Cost Disbursements Methods and Procedures	Preparing disbursements for High Cost component.
15	In-Depth Validation Methods and Procedures	Performing in-depth data validations.
16	High Cost and Low Income Forms	Forms and sample carrier letters requesting support.
17	High Cost and Low Income Methods and Procedures Glossary	Glossary of acronyms and terms used in the High Cost and Low Income Methods and Procedures document.
18	High Cost Appendices	Process used to generate HC appendices for Contribution Base filing.
19	Low Income Appendices	Process used to generate LI appendices for Contribution Base filing.
20	Operational audits	Process for operational audits.
21	Supporting materials for board reports.	Process for production of supporting materials for board reports
22	Carrier state certifications or self-certifications.	Process to receive, analyze, and enter carrier state certifications or self-certifications.
23	Forms and information requesting High Cost and Low Income support.	Schedule for processing carrier forms and information.