

Decision 98-12-073 December 17, 1998

BEFORE THE PUBLIC UTILITIES COMMISSION OF THE STATE OF CALIFORNIA

Order Instituting Rulemaking on the Commission's own motion to design and implement a program that provides for publicly available telecommunications devices capable of servicing the needs of the deaf or hearing impaired in existing buildings, structures, facilities, and public accommodations.

Rulemaking 97-10-018
(Filed October 9, 1997)

Order Instituting Investigation on the Commission's own motion to design and implement a program that provides for publicly available telecommunications devices capable of servicing the needs of the deaf or hearing impaired in existing buildings, structures, facilities, and public accommodations.

Investigation 97-10-019
(Filed October 9, 1997)

INTERIM OPINION

Summary

This decision adopts a 1998 and 1999 budget of \$104,050 and \$1,686,608 respectively, for the administration of the telecommunications program mandated by Public Utilities (PU) Code § 2881.2 to provide for the placement of Telecommunications Devices capable of servicing the needs of the deaf or hearing impaired (TDD) in existing buildings and public accommodations. Copies of the approved 1998 and 1999 budgets are attached to this decision as Appendices A and B, respectively.

This decision also requires the new program to be funded through an incremental increase of .012% in the Deaf Equipment Acquisition Fund (D.E.A.F.)

surcharge for bills rendered on and after January 1, 1999. This adopted incremental surcharge shall be applied on all subscribers' intrastate telephone service, other than one-way radio paging service and universal lifeline telephone service, as set forth and restricted in PU Code § 2881(d).

PU Code Section 2881.2(b) provides in part that:

"...The commission shall also establish a fund and require separate accounting for the program implemented under this section and, in addition, shall require that the surcharge utilized to fund the program not exceed two-hundredths of 1 percent, that it be combined with the surcharge required by subdivision (d) of Section 2881, and that it count toward the limits set by that subdivision."

Pursuant to this direction, for billing purposes the surcharge should be combined with the surcharge for Section 2881(d) programs as it appears on the subscriber's bill. To indicate inclusion of this surcharge, the billing surcharge description which currently appears as "CA Relay Service and Communications Devices Fund", should be modified as "CA Relay Service and Communications Devices Funds". For accounting purposes, the surcharge revenues shall be separately accounted for and placed in a separate fund from Section 2881 D.E.A.F. programs. Any budget and accounting information submitted to the Commission related to these program areas should clearly distinguish the separate program accounting and costs.

Approval of the budget and surcharge rate shall not exempt actual expenditures from complying with the reimbursable expense criteria set forth in Decision (D.) 97-12-104.

Subsequent budget and surcharge requests shall be submitted by letter to the Executive Director and served on the service list in this proceeding. Approval of such subsequent budget and surcharge requests shall be by Commission Resolution or other Commission action.

Background

Pursuant to D.97-12-104, dated December 16, 1998, the Payphone Service Providers Committee (PSP Committee) established an interim committee, the TDD Placement Interim Committee (Interim Committee), to assist the Commission with the implementation of PU Code § 2881.2. Section 2881.2 sets forth the program, purpose and goals, and provides that the appropriate committee under the Commission's control shall determine and specify locations within existing buildings, structures, facilities, and public accommodations in need of a telecommunications device and to contract for the procurement, installation, and maintenance of these devices.

Being a new committee with no funding, the Interim Committee was authorized to use PSP Committee resources for its day-to-day activities pending the preparation, submittal, and approval of its initial budget and surcharge rate. However, the Interim Committee is required to track the costs of its day-to-day activities in a separate account and include the balance of this separate account in its initial budget and surcharge rate request.

The first priority of the Interim Committee, established in D.97-12-104, was to prepare and submit for Commission approval an initial budget and surcharge rate request as a compliance filing with the Commission's Docket Office. It was to be submitted as soon as possible, but no later than April 30, 1998. An initial 1998 budget was prepared and submitted to the Telecommunications Division for review on April 9, 1998. However, through an oversight of the Interim Committee, its initial 1998 budget was not filed with the Docket Office by the April 30, 1998 scheduled date. Hence, the Committee's day-to-day activities continue without any source of funding for its activities. Subsequently, the Interim Committee borrowed \$100,000 from the PSP Enforcement Committee to accomplish its day-to-day operations. This \$100,000 loan was approved as a

component of the PSP Enforcement Committee's 1998 budget, pursuant to Resolution T-16181, dated September 17, 1998.

Budget

On September 17, 1998, the Interim Committee filed an initial two-year budget and proposed incremental D.E.A.F. surcharge rate with the Docket Office. A copy of this filing was served on all parties of record. The Office of Ratepayer Advocates (ORA) was the only party filing comments to the Interim Committee's initial budget. ORA is concerned about whether the PSP Enforcement Committee has been chartered by the Commission, and whether the proposed budget is appropriate. Resolution T-16181, dated September 17, 1998, approved the PSP Committee's Charter. Hence, ORA's concern was previously resolved. Although ORA's budget concerns are not specifically addressed, the Committee must comply with the requirements of D.97-12-104 and approval of the budget does not exempt actual expenditures from complying with D.97-12-104 reimbursable expense criteria as addressed in this order.

The Interim Committee recommends that its 1998 and 1999 proposed budget totaling \$104,050 and \$1,905,000,¹ respectively, be funded through a 0.015% incremental D.E.A.F. surcharge rate.

A detailed comparison of 1998 and 1999 budget activities is not possible because the Interim Committee did not use comparable budget categories in its initial two-year budget. However, documentation supporting the initial two-year budget is included in the Interim Committee's September 17, 1998 filing. Such documentation has been reviewed for consistency with the per diem and expense reimbursement criteria in D.97-12-104.

¹ The 1999 budget of \$1,905,000 includes repayment of the PSP Committee loan used to fund 1998 budget activities.

Although comparable budget categories were not used in the initial two-year budget, a comparison can be made by grouping the individual budgets into three primary components. The budget components consist of administrative, reserve, and program activities.

Administrative Activities

Administrative activities consist of all the functions needed to operate an office and to administer the new program. These administrative activities include office salaries and benefits, education and training, equipment leases, liability insurance, meetings, professional services, office supplies and operations, computer and office maintenance and repairs, and office equipment purchases. To accomplish these administrative activities during the initial budget time period, the Interim Committee has requested approval of its administrative activities budget totaling \$104,050 in 1998 and \$347,550 in 1999.

Except for a transposition error in the 1998 postage, printing, and mailing category² and the inclusion of legal, accounting and audit fees as a components of professional fees in the 1998 and 1999 proposed budget, the administrative activities budget is reasonable and should not be addressed in detail in this decision.

An adjustment could be made to the 1998 postage, printing, and mailing category. However, the \$250 transposition error is a nominal amount and does not materially impact the overall budget. Hence, no adjustment should be made to the 1998 postage, printing, and mailing category. The category for professional fees consists of accounting and auditing fees and legal fees totaling \$12,000 in 1998, and \$45,000 in 1999 as follows:

² The \$2,250 total for packets and Fed Ex was transposed to \$2,500 in the 1998 proposed budget.

Category	1998	1999
Accounting & Auditing Fees	\$ 7,000	\$15,000
Legal Fees	5,000	30,000
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Total Professional Fees	\$12,000	\$45,000

The accounting and audit fees reflect necessary business activities and should be approved. However, we shall provide that no funds earmarked for accounting and/or auditing activities may be expended by the Interim Committee without the written authorization of the Director of the Telecommunications Division in response to a written request to the Director of the Telecommunications Division expressing a need by the Interim Committee for accounting and/or auditing activities to be undertaken and carried out. This is because the Telecommunications Division is responsible for conducting the annual financial and administrative audits, as set forth in D.97-12-104. By the same decision, the Telecommunications Division has the authority to authorize the hiring of consultants by the Interim Committee, in conformance with State contract and procurement rules, to perform the annual financial and administrative audits if the Telecommunications Division is not able to perform the audit and/or accounting functions itself. We will therefore adopt the \$15,000 proposed by the Interim Committee for accounting and audit activities and not permit the spending of this amount until authorized by the Director of the Telecommunications Division as discussed herein.

Legal fees consisting of \$5,000 for 1998 and \$30,000 for 1999 represent the balance of the professional fees category. Consistent with our adopted approach for accounting and audit activities, we will adopt the proposed amounts for legal fees subject to spending authorization being granted by the Commission's

General Counsel in response to a written request from the Interim Committee for legal services.

The administrative activities budget for 1998 of \$104,050 should be adopted as discussed herein. The 1999 administrative activities budget of \$347,550 should be adopted as discussed herein.

Reserve Activities

The Interim Committee does not propose to fund a reserve in its 1998 budget. However, it does propose a \$635,000 reserve in its 1999 budget to repay the \$100,000 PSP Enforcement Committee loan and to maintain a cushion of approximately 3 ½ months of D.E.A.F. surcharge revenues based on total intrastate telephone service revenues subject to the D.E.A.F. surcharge of approximately \$12,700,000,000 and an incremental surcharge rate of 0.015%.

This proposed reserve is almost double the total administrative budget and half of the total administrative and program budget. By the Interim Committee's own timetable, except for consultant costs, program activities are not expected to start being expended until the latter half of the 1999 budget. Hence, it is very doubtful that all of the program funds will be needed in the budget year.

Absent justification for maintaining a reserve equal to twice the total administrative budget and half of the combined administrative and program budget for which a program is not expected to begin until the latter half of the budget year, the proposed reserve should not be approved.

There is no dispute that a reserve should be provided. However, we must not lose sight that a budget should represent a reasonable expectation of how much money will be needed and expended over a specified time period. Indeed, an adopted budget represents the amounts authorized for spending over the budget period. With 1999 being the inaugural year for the purchase and deployment of equipment under this program, a reserve should be created at a

level to provide sufficient funds for cash-flow needs, approved activities which may exceed budget, and a reasonable allowance for unexpected events during the budget time period. Any need to fund unexpected and extraordinary events requiring the use of these reserve funds should be the subject of a supplemental budget request filing by the Interim Committee and subject to approval by the Commission through a decision or a resolution as determined by the Commission. Hence, the appropriate base to calculate a reserve is the actual budget itself.

In addition to providing funds for unexpected and/or extraordinary events, the establishment of a reserve for this program will mitigate the need to make a revision to the incremental surcharge rate during the budget year of 1999 in order to obtain sufficient funds to cover a supplemental budget increase.

Given that the Interim Committee is in the start-up mode, its proposal to maintain an operating reserve of approximately 3 ½ months operating reserve including program activities is justified. The 3 ½ months should be reduced to 3 months, or one quarter (1/4), of the total budget for simplicity in calculating the amount of the operating reserve. The 1999 operating reserve, excluding repayment of the PSP Enforcement Committee loan, should therefore be \$317,322.³ This procedure is consistent with PU Code § 2881(f) which requires the Commission to ensure that the program is adequately funded and that the fund balance not be excessive. However, the 3-month operating reserve allowance applicable to the entire budget, including projects under competitive bidding, should be revisited by the Interim Committee in its next budget filing.

³ Approved administrative activities of \$347,550 plus approved program activities of \$921,736 divided by 4 (3/12 months).

An additional \$100,000 should be added to the 1999 reserve so that the Interim Committee may pay off its PSP Enforcement Committee loan. The Interim Committee shall determine the specific amount of the loan and shall file a request to repay the specific amount to the PSP Enforcement Program. Such a request shall be filed with the Director of the Telecommunications Division who after review may authorize by letter the transfer of the appropriate amount from the funds of the Interim Committee to the PSP Enforcement Program to repay the loan. Hence, the total 1999 reserve should be \$417,322.

Program Activities

The Interim Committee does not seek to fund any program activities in its 1998 budget because it is still in a start-up mode. However, it does seek the approval of \$921,736 in its 1999 budget to fund the placement of 500 TDD sets in existing buildings and public accommodations. The program budget includes \$50,000 for consultants; \$290,000 for contractors; \$511,904 for TDD equipment, enclosures and signage purchases, and \$69,832 for compensation to location owners and telecommunications vendors.

D.97-12-104 instructed the Interim Committee to develop the criteria to determine, specify, and prioritize the locations within existing buildings, structures, facilities, and public accommodations in need of a telecommunications device, and to proceed to determine, specify, and prioritize those locations. In addition, the Interim Committee was to develop criteria to be used in soliciting contracts for the provision of program services, subject to Commission approval and consistent with State procurement rules.

The Interim Committee proposes to obtain a consultant to assist with completing the Request for Proposal (RFP) for contractors to provide program services with a goal of submitting those contracts for Commission approval by May 31, 1999.

Procedures to obtain a consultant and contractors should adhere to State procurement rules. In addition, to provide for proper oversight and control, the Interim Committee should submit for the review and approval by the Director of the Telecommunications Division a proposed plan for conducting the bid process for contractors, a specific budget for program costs related to the contractor's services, and a proposed RFP for the contractors. The Director of the Telecommunications Division shall then advise the Interim Committee by letter of the acceptability of the plan, budget, and RFP. Once an RFP has been approved by the Director of the Telecommunications Division, the Interim Committee should issue the RFP, select one or more qualifying bidders to perform the program services, and submit the proposed provider contract(s) to the Commission for review and approval. The Director of the Telecommunications Division shall then prepare for the Commission's consideration a resolution adopting contract(s) to provide program services.

Contractors and/or employees of the PSP Enforcement Program will be used to inspect locations to insure that they comply with the Americans With Disabilities Act and to determine installation needs; install TDD equipment, enclosures, and signage; and, to repair and maintain the TDD equipment, enclosures, and signage.

The estimate for TDD equipment, enclosures, and signage purchases is for the purchase of 500 units of each plus sales tax.

The compensation estimate for location owners is to reimburse location owners for allowing TDD equipment, enclosures, and signage to be placed at their locations. Telecommunications vendors will also be reimbursed for telephone connections and use of telephone lines, estimated at approximately \$2,100 a month.

Although the budget provides for telecommunications vendors to receive twelve months of compensation, the proposed timeline for this program shows that the TDD equipment could become operational no sooner than June 1, 1999. This assumes that all contracts are approved on May 31, 1999, as planned, and that the winning contractors complete the installation and render all TDD equipment, enclosures, and signage operational in one day.

It is not realistic to expect program activities to be completed and operational until sometime after June, 1999. An adjustment to the proposed budget could be made to reflect a realistic compensation amount for telecommunications vendors. However, the adjustment based on a \$2,100 monthly amount would be nominal and not materially impact the overall proposed budget. Hence, there should be no adjustment to the proposed telecommunications vendor compensation amount.

The 1999 program activity is consistent with PU Code § 2881.2 and the State Procurements Guideline requirements of D.97-12-104. The \$921,736 budget for program activities is reasonable and should be adopted. Any unused funds at year-end 1999 should be used as a revenue source in the Interim Committee's year 2000 budget and to reduce any surcharge needed to fund year 2000 activities.

Surcharge Rate

Pursuant to PU Code § 2881.2(b), this program is to be funded through an incremental surcharge not to exceed two-hundredths of 1% (0.02%) and is to be in effect until January 1, 2001. Although this incremental surcharge is to be combined with and count toward the current D.E.A.F. surcharge, there is to be a distinctly separate fund and separate accounting for the surcharge funds being authorized for this new program. In other-words, the sum of the surcharge for this program and the current D.E.A.F. program surcharge must be no greater

than 0.5%. Pursuant to Resolution T-16090, dated December 16, 1997, the current D.E.A.F. surcharge rate is 0.25%. The Commission has not adopted a proposed budget for the Deaf and Disabled Telephone Program (DDTP) for 1999.

Adoption of a budget for the DDTP and the associated surcharge for 1999 may result in a D.E.A.F. surcharge for DDTP which is different from the 0.25% surcharge rate adopted in Resolution T-16090. Hence, based on the currently effective D.E.A.F. surcharge rate of 0.25% the incremental surcharge rate for this program can be set at the maximum allowable 0.02% if supported by a budget.

Consistent with PU Code § 2881.2(b), the incremental surcharge rate for this new program should be combined with the surcharge for § 2881(d) programs as it appears on subscribers' bills. The combined D.E.A.F. surcharge funds should be billed, collected and remitted by telecommunications carriers to the D.E.A.F. Trust, established in response to Senate Bill 597 passed into law in 1979. However, the funds attributed to the TDD Placement Program should be placed in a distinctly separate account and be accounted for separately. We will direct the Telecommunications Division to oversee the implementation of the necessary separation of the funds resulting from the combined D.E.A.F. surcharge as remitted to the D.E.A.F. Trust by the telecommunications carriers into an account associated with the DDTP and an account associated with the TDD Placement Program. The Telecommunications Division is to insure that the separation of funds is accomplished in an efficient and cost-effective manner.

Based on our review of the present Deaf Equipment Acquisition Fund Trust Agreement, it appears that this agreement should be revised to reflect the amendments to the PU Code, including the addition of § 2881.2, that have occurred since the Trust Agreement was last amended. In order to update this Trust Agreement we will require the DDTP Administrative Committee to so

amend the Trust Agreement and to file the Amended Trust Agreement as a filing in compliance with this decision on or before December 31, 1998.

This incremental D.E.A.F. surcharge rate should be applied to all subscribers' intrastate telephone service bills for other than one-way radio paging service and universal lifeline telephone service, as set forth in PU Code § 2881(d). Hence, the 1999 surcharge rate should be 0.012%. This surcharge rate was derived by dividing the 1999 budget of \$1,686,608⁴ being approved in this decision by the 1999 estimated intrastate revenue of approximately \$14,894,200,000⁵ subject to the surcharge. This calculation results in a 1999 total budget and revenue estimate of \$1,787,304.

Findings of Fact

1. Pursuant to D.97-12-104, the first priority of the Interim Committee was to prepare and submit an initial budget and surcharge rate request to the Commission's Docket Office.
2. The Interim Committee borrowed \$100,000 from the PSP Enforcement Committee to accomplish its day-to-day operations prior to approval of its budget.
3. The \$100,000 loan was approved as a component of the PSP Enforcement Committee's 1998 budget, pursuant to Resolution T-16181.
4. The Interim Committee filed its initial two-year budget and proposed D.E.A.F. surcharge rate on September 17, 1998.

⁴ Consists of \$347,550 administrative activities, \$417,322 reserve activities, and \$921,736 of program activities.

⁵ The 1999 intrastate revenue base is provided by the Telecommunications Division, which is the same number estimated for all public programs.

5. There were no filed protests or comments to the proposed budget.

6. A D.E.A.F. Trust is already in existence to receive revenues from the Commission adopted D.E.A.F. surcharge applicable to the DDTP program.

Conclusions of Law

1. Funds included in the adopted budget for the Interim Committee activities for accounting and audit functions should be expended by the Interim Committee only upon written authorization of the Director of the Telecommunications Division in response to a request to the Director of the Telecommunications Division expressing a need by the Interim Committee for accounting and/or auditing activities to be undertaken and carried out.

2. Legal services are to be provided to the Interim Committee by the Commission's General Counsel. Legal fees should be included in the administrative activities budget and should be subject to spending authorization being granted by the Commission's General Counsel in response to a written request from the Interim Committee for legal services.

3. An operating reserve should be set at a level to provide sufficient funds for cash-flow needs, approved activities which may exceed budget, and a reasonable allowance for unexpected events during the budget time period. Use of these reserve funds should be the subject of a supplemental budget request filing by the Interim Committee and such use should be subject to approval by the Commission through a decision or a resolution as determined by the Commission.

4. An operating reserve consisting of three months' total administrative and program budget should be approved for this budget only.

5. The \$100,000 PSP Enforcement Committee loan should be added to the reserve allowance. Use of these funds to repay the PSP Enforcement Program

shall be subject to authorization by the Director of the Telecommunications Division as specified in the text of this decision.

6. The budget for program activities is reasonable and should be adopted.

7. The adopted incremental surcharge rate should be applied on all subscribers' intrastate telephone service, other than one-way radio paging service, and universal lifeline telephone service consistent with the D.E.A.F. Surcharge adopted in D. 94-09-065.

8. The TDD placement program and surcharge should be combined with the surcharge for § 2881(d) programs as it appears on the subscribers bills and should be reflected on the bill as specified in the text of this decision.

9. The combined D.E.A.F. surcharge funds should be billed, collected and remitted by telecommunications carriers to the D.E.A.F. Trust. The funds attributed to the TDD Placement Program should be placed in a distinctly separate account and be accounted for separately. The Telecommunications Division shall oversee the implementation of the necessary separation of the funds resulting from the combined D.E.A.F. surcharge. The Telecommunications Division is to insure that the separation of the funds is accomplished in an efficient and cost-effective manner.

10. Procedures to obtain a consultant and contractors should be consistent with state procurement rules.

11. The D.E.A.F. Trust should be revised to reflect the amendments to the PU Code including the addition of § 2881.2 that have occurred since the Trust Agreement was last amended.

INTERIM ORDER

IT IS ORDERED that:

1. A TDD Placement Interim Committee (Interim Committee) total budget of \$104,050 for 1998 and \$1,686,608 for 1999 are adopted. A copy of the 1998 and 1999 approved budgets are attached to this order as Appendices A and B, respectively. Legal fees; accounting and audit fees; use of the reserve; and repayment of the PSP loan as set forth in the adopted budgets shall be subject to the approval processes set forth in the text of this decision.
2. A 0.012% Deaf Equipment Acquisition Fund (D.E.A.F.) incremental surcharge rate shall be adopted and used to fund a new program providing for the placement of Telecommunication Devices capable of servicing the needs of the deaf or hearing impaired (TDD) in existing buildings and public accommodations. This incremental D.E.A.F. surcharge rate shall be added to the D.E.A.F. surcharge rate in effect on January 1, 1999 and shall apply for billing cycles beginning January 1, 1999.
3. Approval of the initial budget and incremental surcharge rate shall not exempt actual expenditures from complying with the expense criteria set forth in Decision 97-12-104.
4. The Interim Committee should submit for the review and approval by the Director of the Telecommunications Division a proposed plan for conducting the bid process for contractors, a budget for program costs related to the contractors' services, and a proposed RFP for the contractors. The Director of the Telecommunications Division shall advise the Interim Committee by letter of the acceptability of the plan, budget and RFP. Once an RFP has been approved by the Director of the Telecommunications Division, the Interim Committee should issue the RFP, select one or more qualifying bidders to perform the program services, and submit the proposed provider contract(s) to the Commission for

review and approval. The Director of the Telecommunications Division shall then prepare for the Commission's consideration a resolution adopting contract(s) to provide program services.

5. This incremental D.E.A.F. surcharge rate adopted herein shall be added to the D.E.A.F. surcharge in effect at the time of implementation of the incremental D.E.A.F. surcharge rate and the combined D.E.A.F. surcharge shall be applied to all telecommunication utility subscribers' tariff intrastate services, both within a service area and between service areas. The surcharge shall be identified on subscribers' bills by modifying the description which currently appears as "CA Relay Services and Communications Devices Fund," to read "CA Relay Service and Communications Devices Funds."

6. The combined D.E.A.F. surcharge should be billed, collected and remitted by the telecommunications carriers to the D.E.A.F. Trust. The funds attributed to the TDD Placement Surcharge shall be placed in a distinctly separate fund and be accounted for separately. The Telecommunications Division shall oversee the implementation of the necessary separation of the funds resulting from the combined D.E.A.F. surcharge. The Telecommunications Division is to insure that the separation of the funds is accomplished in an efficient and cost-effective manner.

7. All telecommunications utilities, local exchange companies, competitive local exchange companies, inter-exchange carriers and resellers, cellular radiotelephone carriers and resellers, and radio telephone utilities, except one-way paging, shall implement the incremental D.E.A.F. surcharge rate for billing cycles beginning January 1, 1999.

8. Each telecommunications utility subject to the D.E.A.F. surcharge shall submit an advice letter to implement the incremental 0.012% D.E.A.F. surcharge for billing cycles beginning January 1, 1999 and until further order of the

Commission. Such advice letter shall be filed on or before December 23, 1998 and shall become effective on January 1, 1999.

9. The Executive Director shall serve a copy of this decision on the Deaf and Disabled Telecommunications Program Administrative Committee, the Interim Committee and on all certificated telecommunications carriers who are subject to assessing the D.E.A.F. surcharge.

10. This consolidated Rulemaking 97-10-018 and Investigation 97-10-019 shall remain open to review, assess, and approve the Interim Committee's proposed criteria to: determine and specify the locations that would benefit from the TDD Placement program, establish a priority list for installing program equipment, and to solicit and award contracts based State procurement rules.

This order is effective today.

Dated December 17, 1998, at San Francisco, California.

RICHARD A. BILAS
President
P. GREGORY CONLON
JESSIE J. KNIGHT, JR.
HENRY M. DUQUE
JOSIAH L. NEEPER
Commissioners

APPENDIX A
TDD PLACEMENT INTERIM COMMITTEE
1998 APPROVED BUDGET

Revenue

Surcharge	\$	0
Interest		0
		<hr/>
Total Revenue		0

Expenses - Administrative Activities

Administrative Fees	33,750
Vice Chair Fees	6,600
Liability Insurance	2,250
Meetings	22,600
Overheads	3,600
Mailings, Postage, Print	12,500
Professional Fees	12,000
Telephone	1,750
Travel	9,000
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Total Expenses-Administrative Activities	104,050
Net Revenue over Expenses	\$ (104,050)

(END OF APPENDIX A)

APPENDIX B
TDD PLACEMENT INTERIM COMMITTEE
1999 APPROVED BUDGET

Revenue	
Surcharge @.012%	\$1,787,304
Interest	0
Total Revenue	<u>\$1,787,304</u>
Expenses	
Administrative Activities	
Salaries	84,740
Payroll Taxes	14,896
Computer Maintenance	2,400
Education & Training	5,000
Equipment Leases	2,000
Liability Insurance	2,500
Insurance-Health Care	6,000
Meetings	38,000
Office	7,500
Postage	9,500
Printing	5,000
Professional Fees	45,000
Shipping	1,600
Storage	1,200
Rent	9,864
Routine Inspection	86,500
Office Repair & Maintenance	1,500
Telephone	1,800
Travel	12,000
Office Phones Installation (one time)	1,500
Office Equipment Purchases (one time)	8,050
Office Supplies Purchases (one time)	1,000
Total Administrative Activities	<u>347,550</u>
Reserve Activities	
3 Months Reserve & PSP Loan	417,322
Total Reserve Activities	417,322
Program Activities	
Consultants	50,000
Contractors	290,000
TDD Equipment	511,904
Location Owners & Telco Compensation	69,832
Total Program Activities	<u>921,736</u>
Total Expenses	<u>1,686,608</u>
Net Revenue Exceeds Expenses	\$ 100,696

(END OF APPENDIX B)