

PUBLIC UTILITIES COMMISSION

505 VAN NESS AVENUE
SAN FRANCISCO, CA 94102-3298



April 12, 2018

TO: Telecommunications Service Providers Participating in the California LifeLine Program

SUBJECT: Replacement for Form 497 in California Claim Filings

Currently, all California LifeLine Service Providers must include a copy of the Federal LifeLine Worksheet (FCC Form 497) with their submission of California LifeLine claims if the provider claims federal Lifeline subsidies from the Universal Service Fund (USF). However, the Universal Service Administrative Co. (USAC) replaced the Form 497 with the new Lifeline Claims System (LCS) commencing with the January 2018 data month. As a result, beginning with the January 2018 claim, Form 497 is no longer accepted for federal reimbursement.

Accordingly, the California LifeLine Program will no longer require participating service providers to submit a copy of their Form 497. In its place, California LifeLine service providers are required to submit a PDF copy of the Lifeline Claims Worksheet that is generated by USAC's Lifeline Claims System (LCS). The Lifeline Claims Worksheet can be downloaded from Filing History tab in LCS. See Step 8 of the [LCS User Guide](#) for instructions on how to download the Lifeline Claims Worksheet.

California LifeLine service providers are required to submit to lifelineclaim@cpuc.ca.gov the following:

1. A copy of the federal Lifeline Claims Worksheet each month along with the other documents required for California LifeLine claim submission; and
2. Copies of the federal Lifeline Claims Worksheet from their January, February, and March 2018 federal Lifeline claims.

If you have any questions regarding this matter, please contact Hannah Steiner at hannah.steiner@cpuc.ca.gov or (415) 703-1638.

Sincerely,

A handwritten signature in black ink, appearing to read "Jonathan Lakritz".

Jonathan Lakritz
Program Manager, Communications Division