

**Billing and Collection Agent Report  
For period ending February 29, 2016**

**To NANC**

**March 4, 2016**

**NANPA FUND  
STATEMENT OF FINANCIAL POSITION  
FEBRUARY 29, 2016**

**Assets**

Cash Balance in bank account		\$ 3,327,997
Receivable from US Carriers	226,663	
Receivable from Canada	-	
Receivable from Caribbean countries	537	
Receivables forwarded to Treasury for collection	58,435	
Allowance for uncollectible accounts	(90,200)	195,435

**Total assets** **3,523,432**

**Less:** Accrued liabilities (see below for makeup) **(524,684)**

**Fund balance** **\$ 2,998,748**

**Makeup of Accrued Liabilities**

Welch LLP	28,336	
EY Audit	45,200	
NEUSTAR Pooling 1K Block	264,801	
NEUSTAR NANP Administration	181,497	
Data Collection Agent - USAC	4,850	
	<u>\$ 524,684</u>	

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**CURRENT AND FORECASTED LIABILITIES**

	<b>Current</b>						
	<b>Feb-16</b>	<b>Mar-16</b>	<b>Apr-16</b>	<b>May-16</b>	<b>Jun-16</b>	<b>Jul-16</b>	<b>Aug-16</b>
<b>NEUSTAR - NANPA Administration contract</b>	181,497	185,137	185,137	185,137	185,137	185,137	185,137
- Payment authorized by the FCC in January January 2016	\$ 181,497						
- Authorization by the FCC has not been received for payment February 2016		\$ 181,497					
<b>NEUSTAR - Block Pooling</b>	264,801	265,240	265,240	265,240	265,240	265,240	265,240
- Payment authorized by the FCC in January January 2016	\$ 264,343						
- Authorization by the FCC has not been received for payment February 2016		\$ 264,801					
<b>Welch LLP - Billing &amp; Collection Agent</b>	28,336	28,336	28,336	28,336	28,336	28,336	28,336
- Payment authorized by the FCC in January January 2016	28,336						
- Authorization by the FCC has not been received for payment February 2016		\$ 28,336					
<b>USAC - Data Collection Agent</b>	4,850	4,850	4,850	4,850	4,850	4,850	4,850
- Payment authorized by the FCC in January January 2016	5,328						
- Authorization by the FCC has not been received for payment February 2016		\$ 4,850					
<b>Carrier audits</b>	-	375,000	-	-	-	-	-
<b>Ernst &amp; Young LLP- Annual operations audit</b>	45,200						
<b>Bank Fees</b>		3,167	3,167	3,166	3,166	3,166	3,166
<b>Total</b>	<b>524,684</b>	<b>861,730</b>	<b>486,730</b>	<b>486,729</b>	<b>486,729</b>	<b>486,729</b>	<b>486,729</b>

# **Deliverables Report**

## **Distributing invoices**

The monthly invoices for carriers were emailed on February 12th.

## **Processing Payments**

Payment information from the lockbox service at Mellon Bank is downloaded on a daily basis. The deposit information is recorded daily.

## **Late/Absent Payments**

Statement of accounts were emailed and mailed on February 2nd to carriers with outstanding balances greater than \$10.

## **FCC Red Light Notices**

At a minimum, an updated red light report is posted to the FCC server for processing once a week. When required, additional updates are posted.

## **Helpdesk Queries**

All queries are directed to a helpdesk voicemail inbox or email inbox. The information is transferred to an Access database. The date, nature of query, name of filer, Filer ID, who responded and on what date and the resolution is tracked. Queries are returned usually within 3 business days. Six calls were received in February. Most calls are questions about how to make changes to their email billing address, notification about closing their business, asking what the invoice was for or asking how to make a payment.

## **Staffing Changes**

Nothing new since last month's report.

## **Contract Renewal**

The contract expired October 1, 2009. Welch LLP is on the USGSA list. Welch LLP received an extension contract that runs until June 30, 2016.

## **Accounts Receivable**

In February we received \$761.87 from Treasury for debts collected.

## **Budget Timeline**

Due to the change in the funding year, the anticipated timeline for the budget and billing for 2016 is as follows:

- Preliminary budget and contribution factor presented to B&C Working Group - April 26 meeting
- Final budget and contribution factor presented to B&C Working Group - May 24 meeting
- Final budget and contribution factor presented to NANC - June 30 C meeting
- Final budget and contribution factor filed with FCC - July 5
- Invoices prepared and sent to carriers - September 12
- Payment due - October 12