

**NOTICE OF COMPLIANCE FILING REQUIREMENT
TELEPHONE ASSISTANCE PLAN (TAP)**

Issued: January 12, 2023

In the Matter of Telephone Assistance Plan (TAP) Reporting

Public Utilities Commission (PUC) Docket Numbers: **P999/PR-22-1**
P999/PR-23-1

Filing Periods: Calendar Year 2022, due January 30, 2023, under P999/PR-22-1
Calendar Year 2023, due January 30, 2024, under P999/PR-23-1

The Commission reminds all local service providers of their responsibilities to the Telephone Assistance Plan (TAP) under Minnesota Rules, Chapter [7817](#) and Minnesota Statute [§237.70](#).

All local service providers must:

- 1) [eFile](#) the TAP Reporting Form in accordance with Minnesota Rules [7817.0900](#) using the Public Utilities Commission’s pre-formatted Excel spreadsheet. **Do not eFile the spreadsheet as a PDF.** TAP reports are due 30 calendar days after the end of the reporting period.
 - The TAP Reporting Form includes instructions for completing and eFiling the form. The form is available on the Commission’s website at mn.gov/puc see “Activities” “Utility Services Reporting” “Telecom Reporting.” Expand the link labeled “Telephone Assistance Program (TAP).” See “TAP Forms” select the appropriate filing form for calendar year 2022 or 2023.
 - [2022](#) TAP Reporting periods must be eFiled under Docket P999/PR-22-1.
 - [2023](#) TAP Reporting periods must be eFiled under Docket P999/PR-23-1.
 - Enter the correct company identification u- number and company name available at mn.gov/puc see “Activities” “Utility Services Reporting” “Telecom Reporting.” Expand the link labeled “Telephone Assistance Program (TAP).” See “TAP Tools,” select “Find your Company Identification U- Number.”
- 2) Submit to the Minnesota Department of Public Safety (DPS), the monthly Fee Forms: [911, TAM, & TAP Fee Form Effective 8/1/22](#) or the quarterly and annual [911, TAM, & TAP Fee Form Effective 8/1/22](#) to report the surcharge amounts collected for TAP, TAM, and 911.
 - The monthly [911, TAM, & TAP Fee Form Effective 8/1/22](#) or the quarterly and annual [911, TAM, & TAP Fee Form Effective 8/1/22](#) is available on the DPS’s website at dps.mn.gov under “Divisions” select “Emergency Communication Networks,” select “911 Program,” select “Service Provider and 911 Fees,” see Fee Forms One page forms for monthly filers 911, TAM, & TAP Fee Form Effective 8/1/22 or Two page forms for quarterly and annual filers: 911, TAM, & TAP Fee Form Effective 8/1/22 select the appropriate form.

- Insert a copy(s) of the monthly 911, TAM, & TAP Fee Form Effective 8/1/22 or the quarterly and annual 911, TAM, & TAP Fee Form Effective 8/1/22 to your TAP Reporting Form worksheet labeled “insert DPS Form(s).”
- April 2021-August 2022: monthly surcharges are: TAP \$0.07, TAM \$0.04, and 911 \$0.80. The monthly TAP credit is \$10.00.
- If there are surcharge or credit changes for calendar year 2023, carriers will receive a notification at least 45 days prior to the implementation date.

Questions may be directed to:

TAP: Theresa Staples at MN Public Utilities Commission theresa.staples@state.mn.us or 651-201-2202.

TAM: Rochelle Garrow at MN Department of Commerce rochelle.garrow@state.mn.us or 651-539-1878.

911: Claire Thomas at MN Department of Public Safety claire.thomas@state.mn.us or 651-201-7552.

Change your mailing preferences: Email docketing.puc@state.mn.us or call 651-201-2246.

To request this document in another format such as large print or audio, call 651-296-0406 (voice). Persons with a hearing or speech impairment may call using their preferred Telecommunications Relay Service or email consumer.puc@state.mn.us for assistance.