

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

Issued: January 10, 2025

In the Matter of Telephone Assistance Plan (TAP) Reporting

Public Utilities Commission (PUC) Docket Numbers: **P999/PR-24-1**
P999/PR-25-1

Filing Periods: Calendar Year 2024, due January 30, 2025, under P999/PR-24-1
Calendar Year 2025, due January 30, 2026, under P999/PR-25-1

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. **Please 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 2024 or 2025.
 - [2024](#) TAP Reporting periods must be eFiled under Docket P999/PR-24-1.
 - [2025](#) TAP Reporting periods must be eFiled under Docket P999/PR-25-1.
 - Enter the correct company identification u- number and company name 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 the appropriate [Minnesota Telephone Fees Remittance Form \(effective 9/01/2024\) – 911, 988, TAM and TAP](#) to the Minnesota Department of Public Safety (DPS), to report the surcharge amounts collected for 911 and 988, TAM and TAP.
 - The [Minnesota Telephone Fees Remittance Form \(effective 9/01/2024\) – 911, 988, TAM and TAP](#) for monthly, quarterly and annual filers is located on the DPS’s website at [dps.mn.gov](#) under **Our Divisions**. Select “Emergency Communication Networks,” select “Minnesota’s 911 Program,” select “Service provider and telephone fees”. Jump to: “Fee forms”. Select the appropriate form. For monthly filers, use the “One-page forms for monthly filers: Minnesota Telephone Fees Remittance Form (effective 9/01/2024) - 911, 988, TAM, and TAP”. Or use the “Two-page forms for quarterly and annual filers: Minnesota telephone fees remittance form (effective 9/01/2024) - 911, 988, TAM, and TAP (two pages)”

- Insert the appropriate monthly, quarterly or annual copy(s) of the “Minnesota Telephone Fees Remittance Form (effective 9/01/2024) – 911, 988, TAM, and TAP” to your TAP Reporting Form worksheet labeled ‘*insert DPS Form(s)*’.
- Effective 9/1/2024: monthly surcharges are 911 and 988 combined \$0.92, TAM \$0.03, and TAP \$0.03. The monthly TAP credit is \$10.00.
- If there are surcharge or credit changes for calendar year 2025, carriers will receive a notification at least 45 days prior to the implementation date.

Questions may be directed to:

TAP: Andrew Olson at MN Public Utilities Commission andrew.olson@state.mn.us or 651-539-1080.

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.