Data Collection System (DCS)

All RUS year-end financial and operating reports for Electric Borrowers and Telecommunications Borrowers that file annually are due by March 31st of the following year. All Telecommunications Borrowers that file quarterly reports must submit their quarterly reports no later than 30 days after the end of each quarter.

Reporting Systems:

The **Data Collection System (DCS)** URL: https://dcs.sc.egov.usda.gov.

If you have a Broadband ReConnect award, reference the following page to learn about the new **ReConnect Reporting and Compliance (R&C)** process and requirements:

https://www.usda.gov/reconnect/reporting-compliance.

Which Reporting System to Use:

- If you are a RUS Telecommunications Program borrower, ***with a ReConnect, Broadband Initiatives Program, or Farm Bill award***, you will file your project and account-level award reports in ***R&C***.

- If you are a RUS Telecommunications Program borrower, ***with no ReConnect, Broadband Initiatives Program, or Farm Bill award***, you will use the ***DCS*** to file reports associated with the Telecommunications Program.

- If you are a RUS Electric Program borrower, ***with a ReConnect award***, you will file your ReConnect award reports in ***R&C*** and continue to use the ***DCS*** to file reports associated with the Electric Program.

- If you are a RUS Electric Program borrower, ***with no ReConnect award***, you will continue to use the ***DCS*** to file reports associated with the Electric Program.

Users must complete the following steps to access the DCS:

1. Obtain an USDA **Verified** (formerly called Level 2) eAuthentication (eAuth) account

   - Reference the **USDA eAuthentication (eAuth)** section below for information on eAuth accounts

2. Complete and Submit Form 674 and Board Resolution

   - Form 674 - Certificate of Authority to Submit or Grant Access to Data (revised 03/06).

   - RUS Forms – Instructions for Form 674 and Board Resolution to be used with Form 674.

   - Borrowers should then email their completed Form 674 and Board Resolution to their General Field Representative (GFR).

DCS Points of Contact:

USDA eAuthentication (eAuth)

USDA (eAuth) is the system used by USDA agencies to enable entities to obtain accounts that will grant them access to USDA Web applications and services through the Internet.

Follow the instructions on the USDA eAuth website: https://www.eauth.usda.gov/home on creating or updating an existing account to verified or on managing eAuth accounts.

eAuth Contact Us URL: https://www.eauth.usda.gov/eauth/b/usda/contactus

Please Note: In an effort to strengthen digital security, the eAuth Help Desk cannot reset a user's eAuth password. If you are unable to reset your password via the self-service option using your pre-defined security questions – you must create a new **Verified** (formerly called Level 2) eAuth account. If you create a new **Verified** eAuth account, contact either your GFR or the DCS Security Administrator, as outlined below, to update your DCS access:

- Staff with "Certifier" or "Admin" roles need to submit a new Form 674 and Board Resolution to their GFR's.

- Staff with "User" or "Reader" roles should contact their DCS Security Administrator at their company to have their previously assigned eAuth account made inactive and add in their new eAuth account with the appropriate role.

Rural Development (RD) Help Desk

The RD Help Desk provides technical functionality assistance for the DCS.

Consult the DCS Technical User Guide for Frequently Asked Questions.

If your question is not answered, then contact the RD Help Desk via email or phone.

Email: RD.HD@USDA.GOV

Phone: 1-800-457-3642, option 2 (USDA Applications); then option 2 (Rural Development)

Points of Contact (Content) for Electric Borrowers:

For questions concerning the filing of Distribution and Power Supply Financial and Operating Reports, or clarification of the data required for each field, please contact one of the following:

Financial data and general filing questions:

- Mark Moore: William.Moore@usda.gov

Any additions and changes to Plant data and the list of Utilities, clarification of the data required for Sales of Electricity, Purchased Power and Energy Efficiency:

- Michael Hugh: Michael.Hugh@usda.gov

Points of Contact (Content) for Telecommunications Borrowers:

For questions concerning the filing of the Operating Report for Telecommunications Borrowers, or clarification of the data required for each field, please contact:

- Timothy Brooks: Timothy.Brooks@usda.gov

- Christopher Adamchak: Christopher.Adamchak@usda.gov