



Select Plus for Government

Licensing guide

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Microsoft volume licensing for government organizations

For government customers who license software in quantity and manage software across multiple devices, Microsoft volume licensing agreements may provide the most cost-effective way to acquire licenses and online services. Microsoft offers several Volume Licensing agreements for eligible government organizations, including the Enterprise Agreement, Select Plus agreement, Microsoft Products and Services Agreement, Open License agreement, and Open Value agreement.

Note: Availability may vary by region.

Select Plus for Government overview and benefits

When it comes to licensing software and getting the most value from software investments, customers have asked for a Microsoft volume licensing solution that offers more flexibility, better asset management, and a way to balance growing technology needs with predictable costs. Select Plus for Government is for midsize and large government customers that want to acquire their software licenses and services at any affiliate level—such as an agency or department— while realizing advantages as one organization.

Helping your organization get the most value from your software investment, Select Plus for Government benefits include:

- Accessible, flexible purchasing

Select Plus for Government uses a single, organization-wide agreement that supports both centralized and decentralized purchasing of licensed products on an as-needed basis. The agreement never expires and allows for consistent, predictable pricing that simplifies budgeting for short- and long-term projects.

- Better manageability

With Select Plus for Government, you'll have far fewer agreements to track and manage. Because all affiliate purchases are tied to their own unique customer IDs, you'll have a clear view of your entire license and software asset portfolio—either in a comprehensive report containing all affiliates or an individual report with the ability to drill down into a specific affiliate. Self-service tools also make it easier for you to register and access all the information you need about your agreement. In addition, there is no need to renegotiate and renew agreements every three years with Select Plus for Government.

- Better returns with Software Assurance

Software Assurance is a comprehensive maintenance offering that helps you deploy, manage, and migrate software. It combines the latest software with 24 hour a day phone support, partner services, and the latest IT tools to help your organization increase business productivity, accelerate performance, and realize a greater return on your software investment. Select Plus for Government helps you maximize your return on investment by giving you prorated value of your coverage when you acquire Microsoft Software Assurance, regardless of the timing of your purchase. Software Assurance is automatically prorated to your third affiliate account anniversary, eliminating the need to track multiple Software Assurance coverage expiration dates.

Select Plus for Government features

Beyond reducing the price that organizations pay for software licenses over full packaged product prices, Select Plus for Government offers many other opportunities to help maximize the value organizations receive when you purchase through the agreement. Benefits include:

Reduced purchasing complexity through:

- Simplified purchasing agreements. Organizations are provided with a single agreement under the Master Business and Service Agreement (MBSA). This agreement never expires for transactional purchases, providing more flexibility, while eliminating the need to renegotiate and renew every three years.
- Affiliate purchasing. Select Plus for Government purchases are associated to a unique customer ID per affiliate. All purchases are tied to a single agreement and Lead Affiliate customer ID that allows organization-wide reporting or detailed affiliate level reporting.

Improved asset management with:

- License management. Enhanced self-service, online tools give customers and partners better management capabilities. Self-service tools also make it easy to register and access all the information you need about your agreement
- Downgrade rights. Organizations can now standardize on versions. Downgrade rights offer the right to license the latest software version available, yet still run a previous version.

Added value by offering ways to:

- Realize more value from Software Assurance. Organizations receive a full value for their benefits with proration of coverage to the third affiliate account anniversary, providing between 25 and 36 months of coverage.

Increased flexibility by:

- Cross-language use rights. These rights can help enhance an organization's global presence by ensuring that staff located in different countries can easily communicate. Note that you may not license in one language and deploy that licensed product in another language with a higher value.
- Training and evaluation software licenses. These licenses help organizations budget for software training and evaluation, and include:
 - 20 copies per software title for use in a dedicated training facility.
 - 10 copies per software title for a 60-day evaluation.
- Re-Imaging rights. Providing added convenience during product rollouts, these rights allow the use of certain licensed product media for copying of software onto multiple devices from one standard image.
- Secondary use rights. These rights can help increase productivity by allowing primary users of a licensed desktop computer to share the same application license with a portable computer (for work-related purposes only).

Note: For complete details, reference the Select Plus for Government agreement.

Software Assurance with Select Plus for Government

Microsoft Software Assurance for volume licensing helps boost productivity across your organization by enabling you to get the most out of your Microsoft software with 24x7 support, deployment planning services, end-user and technical training, and the latest software releases and unique technologies, all in one cost-effective program.

With Select Plus for Government, you have the option to include Software Assurance with your software licenses. When you add Software Assurance, Microsoft will prorate your coverage to your third affiliate anniversary so you only pay for the coverage you are using, providing greater value for your Software Assurance coverage.

For more information about Software Assurance benefits, please visit www.microsoft.com/softwareassurance.

Purchase options for Software Assurance

The Spread Payments benefit for Software Assurance offers a more flexible way to manage technology expenditures by allowing you to spread payments annually over the term of the Software Assurance coverage. Select Plus for Government offers both Affiliate Anniversary (similar to Agreement Anniversary) that allows you to spread payments annually and Order Anniversary that allows you to spread payments over full-year increments. This can help reduce initial upfront costs and provide annual budget predictability.

Software Assurance may also be purchased on its own when:

- System or server software product licenses are purchased through retail full-packaged product (FPP) or from an original equipment manufacturer (OEM). There is a 90-day enrollment period during which time Software Assurance may be added to these purchases.
- Microsoft Office 2013 or newer version licenses are purchased through an OEM. Again, there is a 90-day enrollment period during which time Software Assurance may be added to these purchases. The versions must be identical.

Extending Software Assurance coverage

It is easy to continue the benefits enjoyed through Software Assurance after the initial term ends. Because Select Plus for Government is an ongoing agreement that does not expire, Software Assurance may be extended through the existing agreement. When extending multiple Software Assurance orders that were purchased through Select Plus for Government at different times, the coverage period is adjusted to a common date, and the prices prorated to reflect the coverage period, in order to simplify management and facilitate annual budgeting cycles.

To ensure that upgrade protection remains uninterrupted through Software Assurance, you may extend Software Assurance coverage through your authorized reseller by placing a renewal order by the expiration date of your Software Assurance term.

If Software Assurance purchased under another agreement is about to expire, it may be renewed into your Select Plus for Government agreement by working with your authorized reseller to obtain Software Assurance coverage under your Select Plus for Government agreement.

In cases where Software Assurance coverage lapses, new License and Software Assurance purchases are required before Software Assurance may be acquired again.

To learn more about Software Assurance, visit www.microsoft.com/softwareassurance.

Microsoft Financing

Microsoft Financing provides a range of flexible payment solutions that enable you to structure your IT product and service spend to meet your specific business needs. Whether your IT solution is Microsoft only, or combines products from other supplier and Microsoft Partners, Microsoft Financing can help you manage your total cloud, software, hardware, and deployment costs; all while leaving your existing credit lines and cash free to invest as you choose

Go to www.microsoft.com/financing for more information.

Select Plus for Government agreement structure

The Microsoft volume licensing agreement structure makes it easier to negotiate the terms and conditions for multiple affiliates. A Select Plus for Government agreement has two components: (1) the agreement itself; and (2) the Select Plus for Government affiliate registration form.

Select Plus for Government agreement. This enrolls your organization in the volume licensing agreement so that you can purchase products and services at volume discount prices.

The Select Plus for Government affiliate registration form. This one-page form identifies buying affiliates—such as departments, agencies, and municipalities— within your organization and registers them in the program. As a result, they can

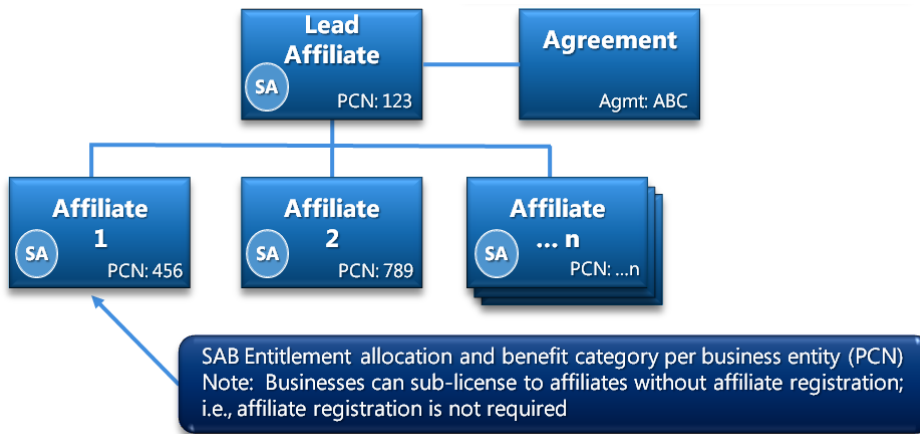
acquire software licenses and services under the Select Plus for Government agreement. The Licensing Solution Provider that works directly with the affiliate is also identified on the affiliate registration form. Having a separate Select Plus for Government agreement and Select Plus for Government affiliate registration structure allows greater flexibility for registered affiliates located in different countries and regions, while providing a single, organization-wide purchasing agreement with improved reporting and management. Although purchasing is conducted independently, all licenses are managed under one master agreement.

Affiliate structure for Select Plus for Government agreements

With Select Plus for Government, a single agreement and Lead Affiliate customer ID is established with the public customer number (PCN) of an organization’s lead affiliate. The PCN is associated with the PCNs of any number of affiliates, linking them to the same agreement. This framework helps streamline purchasing, Software Assurance benefit delivery, and licensing reporting.

A Select Plus for Government affiliate registration cannot be initiated without a Select Plus for Government agreement.

Figure 1. Select Plus for Government affiliate structure



Licensing scenarios with Select Plus for Government

The following scenarios can help you determine when Select Plus for Government is right for your organization.

Scenario one: Distributed state government agencies

A state government has multiple agencies that purchase their own licenses. The organization has signed an Enterprise Agreement to standardize the IT infrastructure with each agency purchasing licenses using a separate Select License agreement to support unique IT projects. This situation can create a few possible problems:

- Purchasing can get out of control.
- Decentralized purchasing can cause fragmentation, so there no easy way exists to accurately track and manage licensed assets.
- Renewing multiple agreements occurs at different times, increasing administrative overhead.
- Managing the procurement process takes time and can be costly.

With Select Plus for Government

The Enterprise Agreement remains the optimal way to standardize the desktop environment, and Select Plus for Government is a great way to consolidate purchases across divisions or units to take advantage of volume pricing and improved asset management.

The state agencies have a single, state-wide agreement that does not have to be renegotiated and renewed. This gives them:

- Affiliate-level purchasing under a single master agreement.
- A single Lead Affiliate customer ID to provide organization-wide purchase benefits and asset reporting.
- Licensed product purchasing at both centralized and decentralized procurement locations.
- A single price level for all volume purchases with automatic, tiered volume discounting.
- Easy tracking and reporting on all software license assets across the organization—all the way to the affiliate level.
- The Microsoft Licensing Statement to combine all of the organization's software assets, including numbers for affiliates, in one report.
- An organization-wide asset view to help determine how to efficiently deploy newly licensed products.

Scenario two: Federal government department

A federal government department needs to buy multiple servers for several projects that are scheduled to launch soon. This situation creates a few problems:

- The department does not have time to negotiate a new contract. However, they do want to make sure they get the best price.
- While the department does not have the time to go to the top levels of government to consolidate purchases with other federal departments, they want the price advantage of being part of the organization.
- They are under a tight deadline and are unsure that they can deploy the new servers soon enough.

With Select Plus for Government

The department can purchase the server licenses through their Microsoft partner using a one-page affiliate registration form that is associated with a single master agreement.

This means:

- The affiliate's purchases count toward the institution's volume purchase requirements.
- Because they have the software, they can either deploy or download and access the Volume Licensing Keys at the Microsoft Volume Licensing Service Center and launch the project without costly delays.
- The federal government is satisfied because the department got the same price and did not have to circumvent the government agreement.

How to get started

Select Plus for Government is offered through the Licensing Solution Provider (LSP) channel that can help you evaluate your organization's needs to make the right choice for your organization. You can find a local partner at <https://partnerdirectory.microsoft.com/en-us/solution-providers/search>.

Select Plus for Government pricing

Single price level for government organizations

Eligible government organizations receive volume pricing for all government entities within a country. This will most often be equivalent to the lowest Select Plus price level (Level D) offered to commercial organizations. Government eligibility definitions vary by region.

Government eligibility requirements are available at

<http://www.microsoftvolumelicensing.com/DocumentSearch.aspx?Mode=3&DocumentTypeId=6>.

To find your regional Microsoft Volume Licensing website, go to www.microsoft.com/licensing/index/worldwide.msp.

Product pools and points

Select Plus for Government categorizes software products into three distinct product pools: applications, systems, and servers. While there is one price level for eligible government organizations, you must still purchase a minimum of 500 points per pool to maintain an active agreement.

- Applications. Examples of Microsoft applications include Microsoft Office Professional Plus, Microsoft Skype for Business, and Microsoft Outlook.
- Systems. An example of a Microsoft desktop computer operating system software program is Windows operating system upgrades such as Windows Pro.
- Servers. Examples of Microsoft server software programs include the Windows Server Essentials, Exchange Server, System Center Endpoint Protection, and associated Client Access Licenses (CALs).

Each software product carries a point value. For example, Office Professional Plus is worth 2 points, a Microsoft Online Services Subscription is 1 point, and Windows Server Essentials is 5 points. The Software Assurance component of License & Software Assurance is worth half the total point value of its accompanying license annually. For example, if Office Professional Plus is worth 2 points, Software Assurance is worth 1 point for each year it is maintained during the term of the Select Plus for Government agreement for a total of 3 points during the three-year term of the coverage (prorated between 25 and 36 months).

You can acquire points for each product pool with these three options:

- Acquire new Licenses.
- Acquire License & Software Assurance.
- Renew Software Assurance for products already covered with Licenses & Software Assurance from a previous order or where Software Assurance is purchased based on the eligibility rules.

The points you earn apply to all your affiliates registered under the agreement. For more information and to see a full product point list, please visit <http://www.microsoft.com/en-us/Licensing/product-licensing/products.aspx>.

Example product list and points (license only)

Applications pool	Points	Systems pool	Points	Servers pool	Points
Office Professional Plus	2	Windows Pro upgrade	2	Windows Server Essentials	5
Skype for Business	1			System Center Endpoint Protection	1
Outlook	1				

Annual point minimum

If you purchase below the annual 500-point minimum in a product pool during any given year, your account will be put on hold for that pool until you reach the 500-point level again. An order for the minimum annual points automatically reactivates the product pool, with no need to sign new forms or renegotiate the agreement terms. Purchases made under your Select Plus for Government agreement by registered affiliates are aggregated and continuously factored into point minimums per pool to maintain purchasing ability. Product pools are reviewed every year on the agreement anniversary date.

If your Select Plus for Government agreement is associated with an active Enterprise Agreement or Campus and School Agreement, you do not need to comply with annual point minimums. However, if your Select Plus for Government agreement has been associated with a Select License or other volume licensing agreement to set the initial price level, you must meet the point minimums for each subsequent annual compliance check.

How to qualify for Select Plus for Government

There are three ways an eligible government organization can qualify for a Select Plus for Government agreement:

- **Option 1.** Qualify with an active Enterprise Agreement.

When you associate your Select Plus for Government agreement with a qualifying Enterprise Agreement contract, the minimum purchase compliance check for Select Plus for Government is waived as long as the qualifying Enterprise Agreement is active.

- **Option 2.** Qualify with a Select License or other volume licensing agreement.

Qualify with any other Volume Licensing agreement under which a minimum of 500 points have been acquired over the last 12 months. Subsequent annual minimum purchase compliance checks are required. To continue purchasing under a given product pool after your next agreement anniversary, you are required to reach an annual minimum of 500 points for that product pool.

- **Option 3.** Qualify as a new customer with a minimum purchase of 500 points in a product pool.

If you do not qualify through an existing volume licensing agreement, you may start a Select Plus for Government agreement by meeting the minimum purchase requirements during your first year. For each pool, in your first year of your Select Plus for Government agreement you must meet a minimum of 500 points to continue purchasing in that pool. You can purchase under a single pool; however, if you purchase under multiple pools, you must reach an annual minimum of 500 points under each pool. You are subject to annual compliance checks.

Accessing licensed products

Licensed software is accessed via download from the Microsoft Volume Licensing Service Center. The Microsoft Volume Licensing Service Center makes it easy to manage your volume licensing agreements, download licensed products, and access product keys for your software—all in one place. Use the Microsoft Volume Licensing Service Center to view your

Microsoft License Statement, an easy-to-use report that provides a real-time calculation of volume licensing entitlements across agreements. You can also quickly identify and activate Software Assurance benefits. You can access the Microsoft Volume Licensing Service Center at <https://www.microsoft.com/licensing/servicecenter>.

Additional resources

Microsoft offers detailed information about the Select Plus for Government agreement and other volume licensing agreements on the Microsoft Volume Licensing website at www.microsoft.com/licensing.

To learn more about Software Assurance:

www.microsoft.com/softwareassurance

Government eligibility requirements:

<http://www.microsoftvolumelicensing.com/DocumentSearch.aspx?Mode=3&DocumentTypeId=6>

Volume licensing for government organizations:

<http://www.microsoft.com/en-us/licensing/licensing-programs/licensing-for-industries.aspx>

Microsoft Volume Licensing Service Center:

<https://www.microsoft.com/licensing/servicecenter>

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