

## **E-Rate Applicants: Is Your Technology Plan Valid?**

by Jeff Hixon, Deputy Director of Statewide Resource Sharing

Public libraries who participate in the federal E-Rate program for discounted Internet access and related services should be aware of important information about technology plans.

A technology plan is required of any library requesting discounts (except in the case of those requesting only basic telephone service), and the plan must be approved by the State Library prior to the filing of Form 486, which confirms that you are receiving services approved for discounts.

E-Rate officials have recently clarified that in order to meet program requirements, the technology plan must cover the **funding year for which funds have been requested**. (Funding years run from July 1 through June 30.) Funding year 2006 is under way, and libraries will shortly begin the application process for FY 2007.

Many of the technology plans that have been approved by the State Library refer to years of the plan by number, but not specifying E-Rate funding years. To avoid endangering your funding, please check your technology plan to be sure that it covers funding years for which you have requested, or will request, discounts. **Do not** rely on the listing of approved Technology Plans

(<http://skyways.lib.ks.us/KSL/libtech/erate/techplans.html>) -- look at your copy of the plan!

You can file an amended plan for approval by the State Library at any time. Send by mail, fax, or e-mail attachment to:

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For an overview of the technology plan requirements, go to the E-Rate Tip Sheets page (<http://www.usac.org/sl/about/tip-sheets.aspx>) and select "Technology Plans" (Note: The other Tip Sheets are great snapshots of various areas of the program.).