

# E-rate Newsletter for MI Libraries

E-rate News, Tips and Tricks

December 2008

## In This Issue

[Eligible Services List](#)

[FY 2009 Application Window](#)

[Technology Plan](#)

[Contracts](#)

## Quick Links

[NSLP discounts](#)

[I Love Libraries](#)

[More About Us](#)

[USAC](#)

It's hard to believe that a month has passed since our last newsletter but there has been a lot of activity. The FCC has released the Eligible Services list, the FY 2009 Application dates have been determined and the National School Lunch Program discount numbers have been posted.

Don't forget if you have questions call the E-rate Hotline at **888-307-6569**.



## Eligible Services List

The FCC issued the Eligible Services List (ESL) for FY2009 on November 24, 2008. They made no changes to the list this year. They also waived the ruling that the ESL must be published at least 60 days before opening the filing window.

[Eligible Services List \(ESL\)](#)

## FY 2009 Application Window

The FY2009 application window will open at noon EST on Tuesday, December 2, 2008 and will close on Thursday, February 12, 2009 at 11:59pm EST. The filing window will be open for 73 days.

**The last day to file a Form 470 is 1/15/2009**

**The last day to file a Form 471 is 2/12/2009**

## Technology Plan

Make sure your existing Tech Plan meets the following criteria:

Does your technology plan cover the funding year (FY) through 06/30/2010? If not, you need to update your plan. SLD rules say that the plan must be drafted before you file your Form 470.

Also, you must make sure that the services you are requesting are addressed in your tech plan. For instance, if you want to add video services in your Library, and want it covered by E-rate, the video services must be included in your tech plan. As with any other updates, if you do need to revise your tech plan, make sure you have a revised draft completed prior to filing your Form 470. One way to document this is to send yourself an email with the draft revisions attached.

Finally, remember that your Tech Plan must be finalized and approved prior to filing your Form 486.

## Contracts

If your Library has any existing contracts that you want to include for FY 2009 verify that the expiration date is on or after 06/30/2010.

You also need to make sure that any contracts you have or plan to sign are covered in your technology plan. ALSO, do not sign your contract for a minimum of 28 days after filing your Form 470. This is the time to review any bids that you may receive. After you have analyzed the bids, completed a matrix that evaluates the bids, make your decision as to the successful vendor, sign the contract and file the Form 471.