

To: Superintendents / Directors
From: Mary Ann Chartrand, Director, Grants Coordination & Support
Date: September 15, 2004
Re: New E-Rate Rule Guidance for Educational Technology Plans

Due to recent changes in the requirements for filing for E-rate funding, we are sending out this alert to those districts/schools that have an educational technology plan expiring on June 30, 2005, so that anyone interested in acquiring funding for 2005 will be prepared with an approved educational technology plan.

The new language recently released by the Federal Communications Commission (FCC) states that a district's technology plan must now include a budget that covers the funding year for which this district is applying and must be in place **before** filing form 470.

A district/school with an approved technology plan expiring June 30, 2005 must now submit an updated plan with a budget that will cover at least July 1, 2005 through June 30, 2006. The plan, however, could actually cover 2005-2008, if so desired by the applicant. If you are seeking services for Funding Year 2005, you must file your updated plan, or a new plan, before submitting your Form 470. Your updated/new technology plan will need to be submitted in MEGS by early December in order to still have time to file your 471 before the deadline.

When updating your plan, be sure your budget covers everything you are requesting in your funding forms. If you have already filed a Form 470 for the 2005 funding year, it is your responsibility to be certain that the services you requested are referenced in your technology plan update. Questions regarding this recent information from the FCC may be directed to Jeannene Hurley (HurleyJ@michigan.gov) at the MDE office, 517-241-0898.

All technology plans are now filed using the Michigan Electronic Grants System (MEGS). For help in using MEGS, please refer to the Michigan Department of Education site: <http://megs.mde.state.mi.us/megsweb/>. You will find directions for accessing MEGS and also a training section that should answer most of your questions. If further help is needed, you may contact Wanda Shunk (ShunkW@michigan.gov) at 517-373-0620.

Please Note: Although the basic structure of your technology plan may be approved by MDE, you are reminded that E-rate rules require a level of consistency between technology plans and funding requests that is not subject to review under our approval process.