

E-Rate Information Agenda  
LAN Manager Meeting  
4/15/08

**PIA Reviews** – Make sure that you respond to all PIA requests in a timely manner. In general, you have 15 days from the date of the email or fax to provide responses to USAC's questions. (For more information on the specific summer periods when this procedure is modified, refer to the [Deadlines for Information Requests](#) guidance on the USAC website.)

**Documentation**

All forms will be on the Erate Support Website in the documentation link.  
<http://nis.esu10.org/eRate/>

**Erate Support Agreement Renewals/Indemnification Agreements** – We need to have all Erate support agreements signed and sent to us **NO Later than August 1<sup>st</sup>**. Be sure to get the IA signed AND notarized before sending to us.

**Letter of Agency FY 2008** – August 15<sup>th</sup> Be sure to print these on your **School Letterhead**

**Form 479** – Due August 15<sup>th</sup>. The new forms should be up on the SLD website by July 1<sup>st</sup>. Watch for email or updates on the PLC when these forms become available.

**BE THINKING ABOUT:**

**Membership Reports and Free and Reduced Counts.** These will be due sometime mid or end of October. We will discuss this at August meeting. Our hope is to have something consistent throughout the state that take into account all the Student Information Systems.

**Tech Plan Revisions** – We would like these to be updated no later than October 1st. We're hoping the tech plan website will be up by the first of July. Watch for email or updates on the PLC when these forms become available. Please be sure that your tech plan revisions include some mention of the services that you are receiving E-rate funding for.

**Questions?**