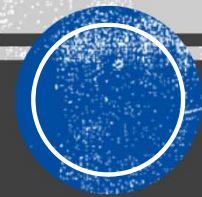




E-RATE FUNDING OPPORTUNITIES FOR NEVADA LIBRARIES



Mel Van Patten, CEMP

Nevada State E-Rate Team

Governor's Office of Science, Innovation, and Technology

INTRODUCTIONS – NEVADA STATE E-RATE TEAM



Nevada Governor's
Office of Science, Innovation &
Technology



E-RATE CENTRAL
—SIMPLIFYING E-RATE—



- The Governor's Office of Science, Innovation and Technology (OSIT) contracted with E-rate Central in Fall of 2017
 - Jojo Myers-Campos - Broadband Development Manager
- E-Rate Central is a nationally recognized educational consulting firm with clients in 30 states and regional offices throughout the U.S.
 - Eric Flock, Mel Van Patten and Becky Rains – Certified E-rate Management Professionals
- Partnered with Mighty River
 - Joe Freddoso – expert in broadband planning and deployment
- Goal to increase broadband Internet access, adoption, and use across the state



UNIVERSAL SERVICE SCHOOLS AND LIBRARIES PROGRAM

“E-RATE”

WHAT IS IT?

E-RATE IS THE NATION'S LARGEST EDUCATION TECHNOLOGY FUNDING PROGRAM FOR K-12 SCHOOLS AND LIBRARIES ENSURING AFFORDABLE ACCESS TO TELECOMMUNICATIONS AND INTERNET.

- Established by the Telecommunications Act of 1996
- The Federal Communications Commission (FCC) is in charge of the E-rate program
- The Universal Service Administrative Company (USAC) administers the E-rate program based on FCC rules
- \$49.2B have been approved since the program started in 1998

COMMON BARRIERS TO E-RATE PARTICIPATION



- Lack of knowledge of the E-rate program
- Uncertainty surrounding CIPA compliance and E-rate requirements
- Small dollar applications are not worth the administrative burden by library staff



STRATEGIES TO OVERCOME BARRIERS

- Conference calls hosted by the State Library & the NV State (OSIT) E-rate Engagement Team
- Step-by-step handouts for specific program tasks and Form filing
- Live and recorded webinars providing targeted training on E-rate processes
- Dedicated E-rate Team available to assist in every aspect of the program



E-RATE IS:

- ➔ **A way to save 20-90% on Internet access and networking hardware costs**
- ➔ **A vehicle to get better and/or faster Internet to and throughout your library**
- ➔ **A reimbursement program based on approved expenditures**



E-RATE IS NOT:

- A grant program
- A loan program
- A one-time application process



Funding year is
July 1 through June
30

USAC refers to the
funding year as
the year in which
services begin

FY2019:
July 1, 2019 –
June 30, 2020

E-RATE FUNDING YEARS



FUNDING CAP

The E-rate funding cap for FY2018 was \$4.1B



Pre-FY2015 the cap was limited to \$2.3B



Nearly doubling the fund has lead to all bona fide requests being funded



E-RATE BENEFICIARIES

- **Libraries and Library Systems**

- All public libraries
- Non-profit libraries accessible to the public
- Separate budget from any school and must be eligible for LSTA assistance

- **Schools and School Districts**

- Supporting K-12 education
- Must be considered a school by the state
- Including Charter or Virtual schools

- **Consortia**

- Can be created with members from schools, school districts, libraries or a combination of each entity type



E-RATE DISCOUNTS

- **Discounts range:** 20% to 90% for Category 1 services
20% to 85% for Category 2 services
- **School/School District:** determined by the percentage of students in the district that qualify for free or reduced price lunch
- **Library/Library System:** determined by the school district in which the main branch is located
- Last year, Nevada school districts were eligible for 60-90% discounts



FY 2018 SCHOOL DISTRICT DISCOUNTS

Carson City School District	80%	Lincoln County School District School District	70%
Churchill County School District	70%	Lyon County School District School District	70%
Clark County School District	80%	Mineral County School District School District	80%
Douglas County School District	60%	Nye County School District School District	90%
Elko County School District	70%	Pershing County School District School District	80%
Esmeralda County School District	80%	Storey County School District School District	70%
Eureka County School District	60%	Washoe County School District	60%
Humboldt County School District	70%	White Pine County School District School District	70%
Lander County School District School District	60%		



SERVICES ELIGIBLE FOR E-RATE FUNDING

- **Category One (C1)**

- Data Transmission and/or Internet Access

- Leased Lit Fiber, Leased Dark Fiber, Self-Provisioned Network
- Fixed Wireless Broadband
- Cellular Data Plans for Bookmobiles



BROADBAND CONNECTIVITY TARGET

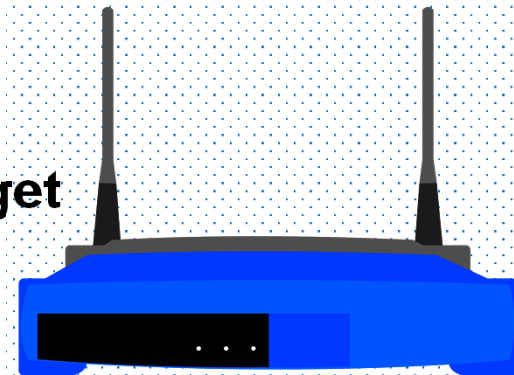
- The American Library Association (ALA) recommends minimum bandwidth speeds for libraries. Adopted by the FCC for E-rate program applicant libraries
- For libraries serving 50,000 or fewer patrons, at least 100 Mbps
- For libraries serving more than 50,000 patrons, at least 1 Gbps
- Urban libraries have a natural advantage in achieving these targets
- Rural libraries may require assistance in achieving these speeds

Source: http://www.ala.org/news/sites/ala.org.news/files/content/Broadband_11-08-16_0.pdf



SERVICES ELIGIBLE FOR E-RATE FUNDING

- **Category Two (C2)**
 - Internal Connections
 - Equipment necessary to extend broadband within the library (in-building WiFi Networks)
 - Managed Internal Broadband Services
 - Basic Maintenance of Internal Connections
- **Category 2 is subject to a five (5) year budget**

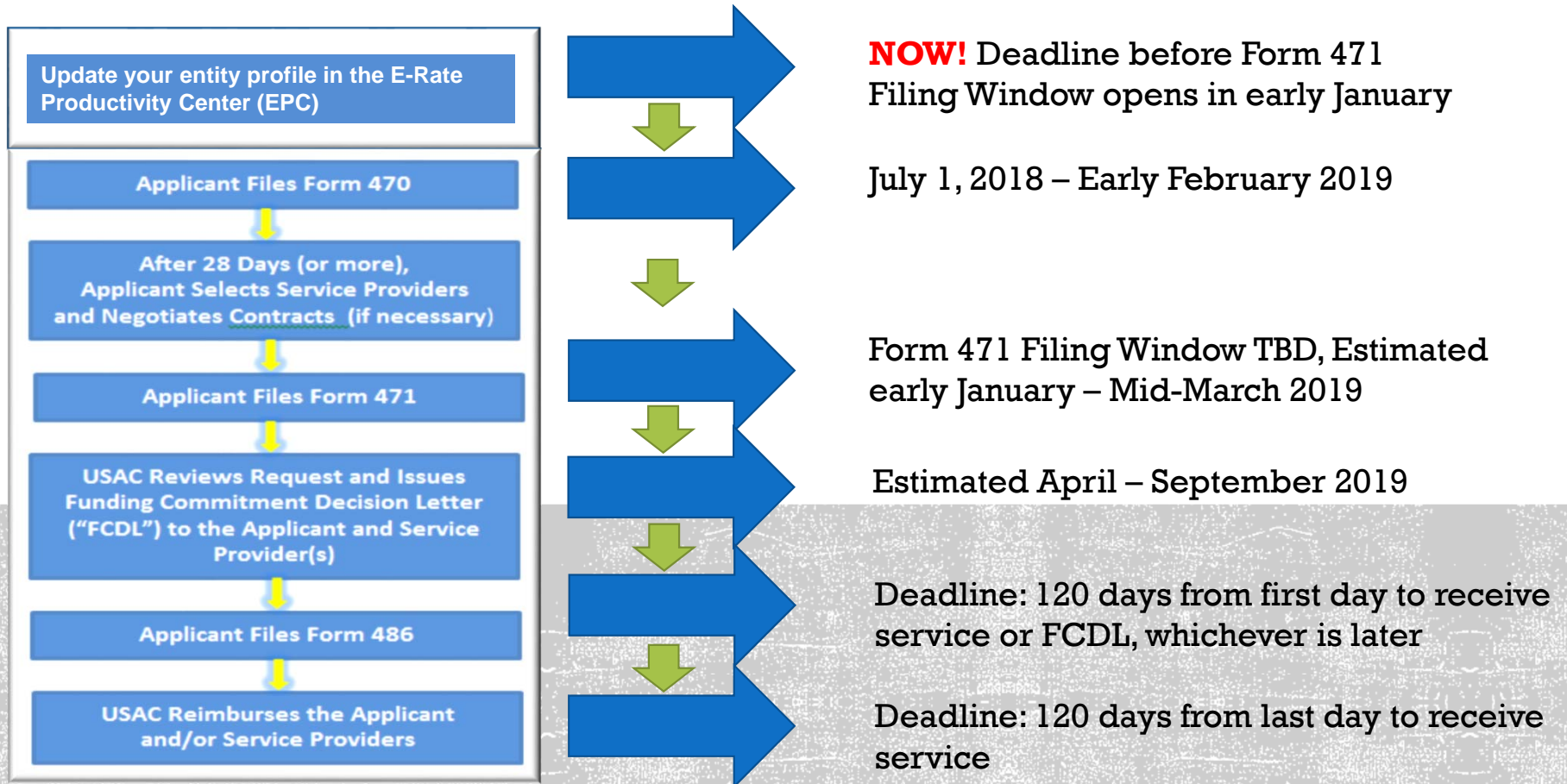


CATEGORY 2 BUDGET

- Each library has a five-year, pre-discount budget for those products and services based on the number of square feet of the library branch (outlet)
 - The majority of NV libraries will have a \$2.39/sq. ft budget
 - IMLS locale codes 11, 12, or 21
 - e.g. Las Vegas libraries are eligible for a \$5.20/sq. ft budget
 - Minimum Category Two budget is \$9,582
- May spend all of its C2 budget in one year or over any of the five year period
- Can be used to purchase networking hardware such as:
 - wireless access points
 - routers
 - switches
 - cabling
 - firewalls
 - UPS/battery backups



TIMELINE FOR FY2019-20





IMPORTANT UPCOMING DEADLINE

- **Now Through Early January:** Administrative Window for creating new EPC entities, associate branches with main library, updating profile entity information
 - Add or remove entities
 - Any other entity changes such as address updates, etc.
 - Add locale code and square footage
- **No changes** allowed once Form 471 Filing Window opens (in early January)
- Best opportunity to update information in your profile.
 - If the deadline is missed, can lead to downstream problems and complicated RAL Changes.



E-RATE FORMS AND PROCESS

Form 470 (July 1 – early February) *filed before the start of the funding year*

- Initiates request for bids, “wish list”

Form 471 (early January – mid-March) *filed before the start of the funding year*

- E-rate application for funding

Form 486 (no later than 120 days after funding commitment (FCDL))

- Notifies the program administrator that services have started
- Certifies CIPA compliance status

Form 472 (BEAR) (July 1 – October 28)

- Reimbursement to the applicant is submitted by the applicant when the service provider invoice is paid in full
- OR Form 472 (SPI) (July 1 – October 28) Reimbursement to the service provider is submitted by the service provider when the applicant is invoiced the discounted price

OPTIONAL Form 500 (Before service delivery deadline)

- submitted when changes need to be made to approved funding requests





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CIPA

CHILDRENS INTERNET PROTECTION ACT



CHILDREN'S INTERNET PROTECTION ACT

- **The Children's Internet Protection Act**
 - Purpose: protect minors from visual images that are obscene, child pornography or harmful content
- **CIPA compliance is required of applicants requesting funding for:**
 - C1 Internet access
 - C2 internal connections, basic maintenance of internal connections and MIBS
- **ALA recommends that libraries do its best to minimize the impact of filters by**
 - Selecting the most flexible filter possible
 - Maintaining as much local control as possible
 - Using the lowest, simplest settings possible



CHILDREN'S INTERNET PROTECTION ACT

- **Internet Safety Policy (ISP)**

- A library adopts an Internet Safety Policy (ISP) describing its protection of minors from offensive and harmful Internet content.

- Sample ISP: <https://e-ratecentral.com/Resources/Educational-Information/CIPA>

- Washoe County Library District ISP:

<https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=2ahUKEwjU36D30PfeAhUnWN8KHTQhD9EOFjAAegQIChAC&url=https%3A%2F%2Fwww.washoecountylibrary.us%2Fabout%2Fpolicy-files%2FPolicy-Internet%2B20Safety.pdf&usq=AOvVaw1MLBcZKW18JXyW4InU2j49>

- **Public Notice**

- Address publicly the library's adoption of its ISP in compliance with CIPA
- Keep copies of the meeting agenda and minutes

- **Filter**

- Maintain a technology protection measure that filters obscene and inappropriate images from computers with Internet access
- Keep copies of filter log or screen shot showing filter in place and invoice for the filter



WHAT CIPA REQUIRES

- **ADULTS**

- The filtering must be set to block ***visual images*** that are obscene or child pornography

- **MINORS**

- The filter must be set to block ***visual images*** that are obscene, child pornography or harmful to minors

- CIPA uses the federal criminal definitions for obscenity and child pornography. The term "harmful to minors" is defined as "any picture, image, graphic image file, or other visual depiction that – (i) taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; (ii) depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and (iii) taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors."



WHAT CIPA DOES NOT REQUIRE

- Blocking access to narratives or other text-based material
- Blocking access to controversial viewpoints or subjects
- Blocking access to social media sites or search tools
- Tracking or monitoring users' web surfing habits



WASHOE COUNTY LIBRARY SYSTEM



- Use OpenDNS which is a Cisco product. They offer a service called Family Shield.
<https://www.opendns.com/setupguide/#familyshield>
- Family Shield is **free for library use** as they do not use the produce to make money. (Government and Non-Profits have that option).
 - Service connects with Envisionware, a software product that manages Internet sessions on computers.
 - A guest pass or sign-on with a child card will automatically trigger Envisionware to activate the Family Shield filter without staff intervention. Adult users have a toggle option where they can turn the filter off without staff intervention.
- More information: Jeff Scott, Director, jscott@washoecounty.us, 775.327.8340





STATE MATCH

NEVADA CONNECT KIDS INITIATIVE



NV CONNECT KIDS INITIATIVE

- The Nevada Connect Kids Initiative established a dedicated state match for special construction charges, matching up to 10% per project for special construction on a dollar-to-dollar basis.
- The FCC provides eligible applicants with an additional 10% discount for special construction charges, matching state funding for the project on a dollar-for-dollar basis.
 - Example #1: A library with an 80% discount can receive up to an additional 10% from the state match for the cost of the special construction project and an additional 10% from the FCC. This means the library pays *nothing* out of pocket for special construction charges.
 - Example #2: Tonopah Library District (Nye County) was able to upgrade from 5 Mbps DSL service to 100 Mbps in FY 2018. The special construction charges equaled \$9,950. The FCC contributed 95% and the State Match 5% since they qualified for a 90% discount.



School District	E-rate Discount Rate	Library Portion for Special Construction Project
Carson City School District	80%	0%
Churchill County School District	70%	10%
Clark County School District	80%	0%
Douglas County School District	60%	20%
Elko County School District	70%	10%
Esmeralda County School District	80%	0%
Eureka County School District	60%	20%
Humboldt County School District	70%	10%
Lander County School District	60%	20%
Lincoln County School District	70%	10%
Lyon County School District	70%	10%
Mineral County School District	80%	0%
Nye County School District	90%	0%
Pershing County School District	80%	0%
Storey County School District	70%	10%
Washoe County School District	60%	20%
White Pine Co School District	70%	10%

**(Based upon 2018 discount rates & subject to change)*

**LIBRARY
RESPONSIBILITY FOR
SPECIAL
CONSTRUCTION
PROJECTS***



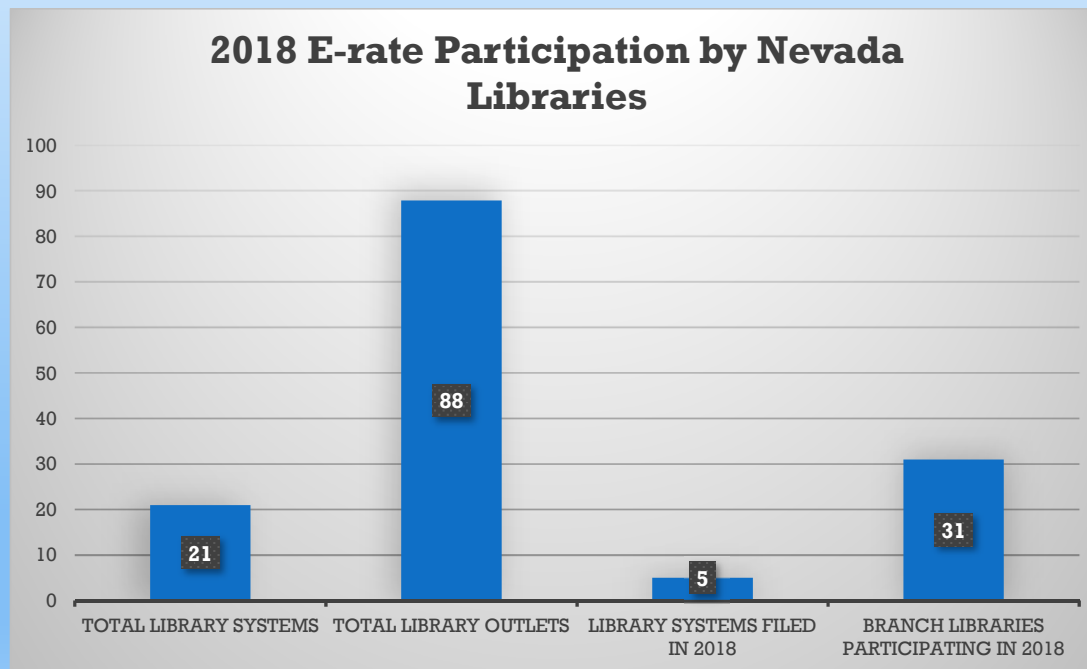


NEVADA LIBRARY PARTICIPATION

IN THE E-RATE PROGRAM



FY2018 E-RATE PARTICIPATION

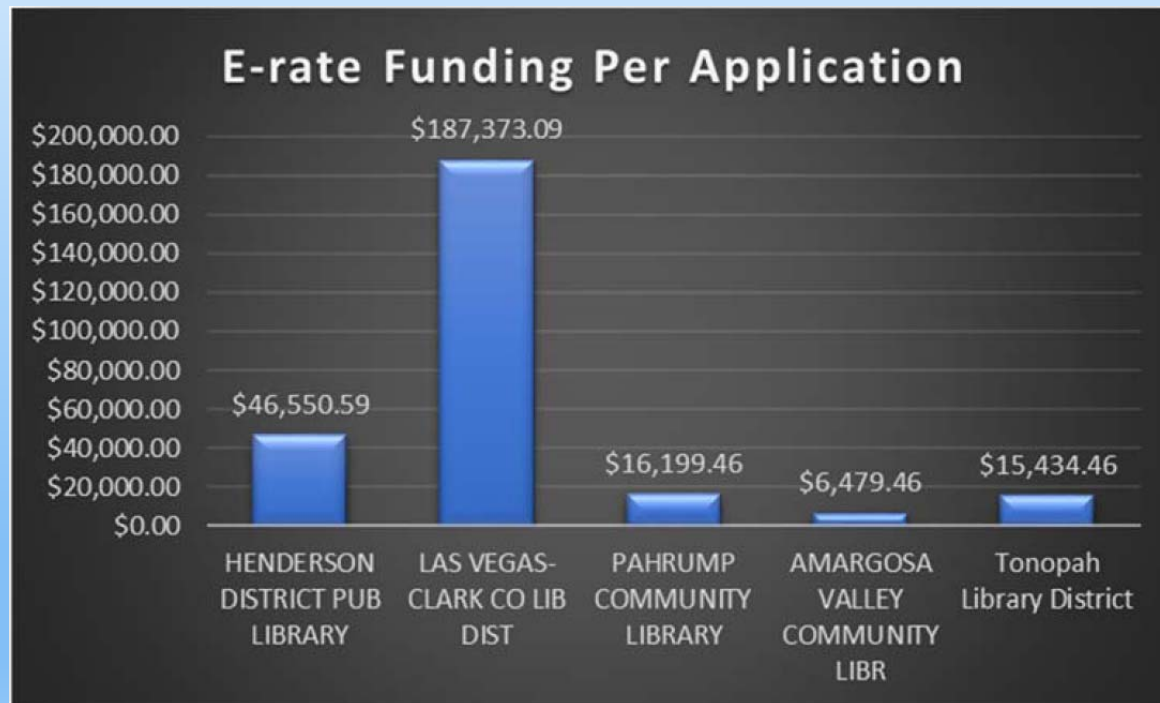


There are approximately 88 branch libraries in Nevada

- For Funding Year 2018:
 - E-rate applications (Forms 471) were filed by 5 library systems
 - Representing 31 branches
 - Realizing a cost savings of \$272,037.07 in E-rate discounts

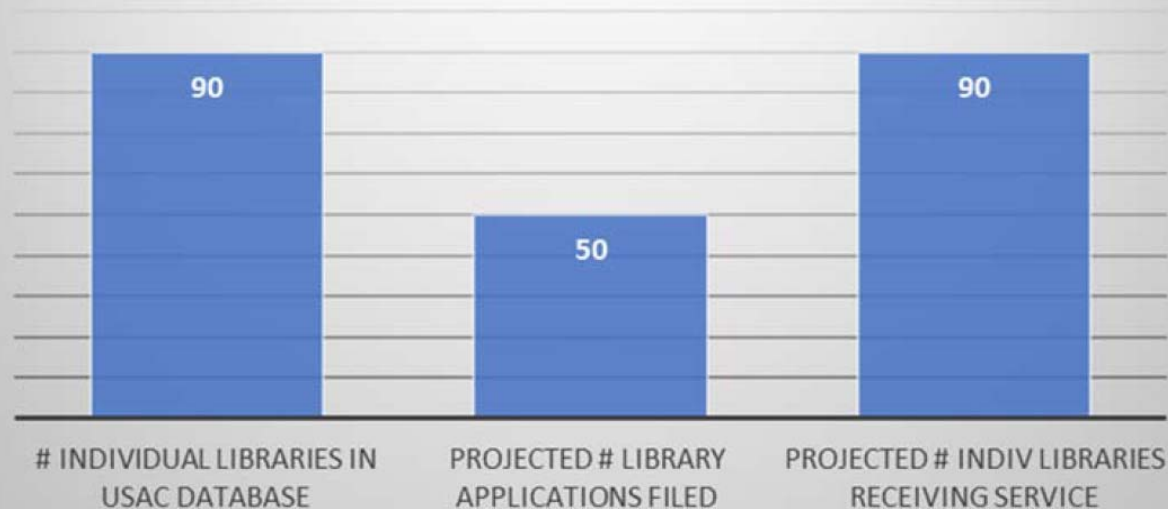


FY2018 FUNDING BY LIBRARY



PROPOSED GOAL

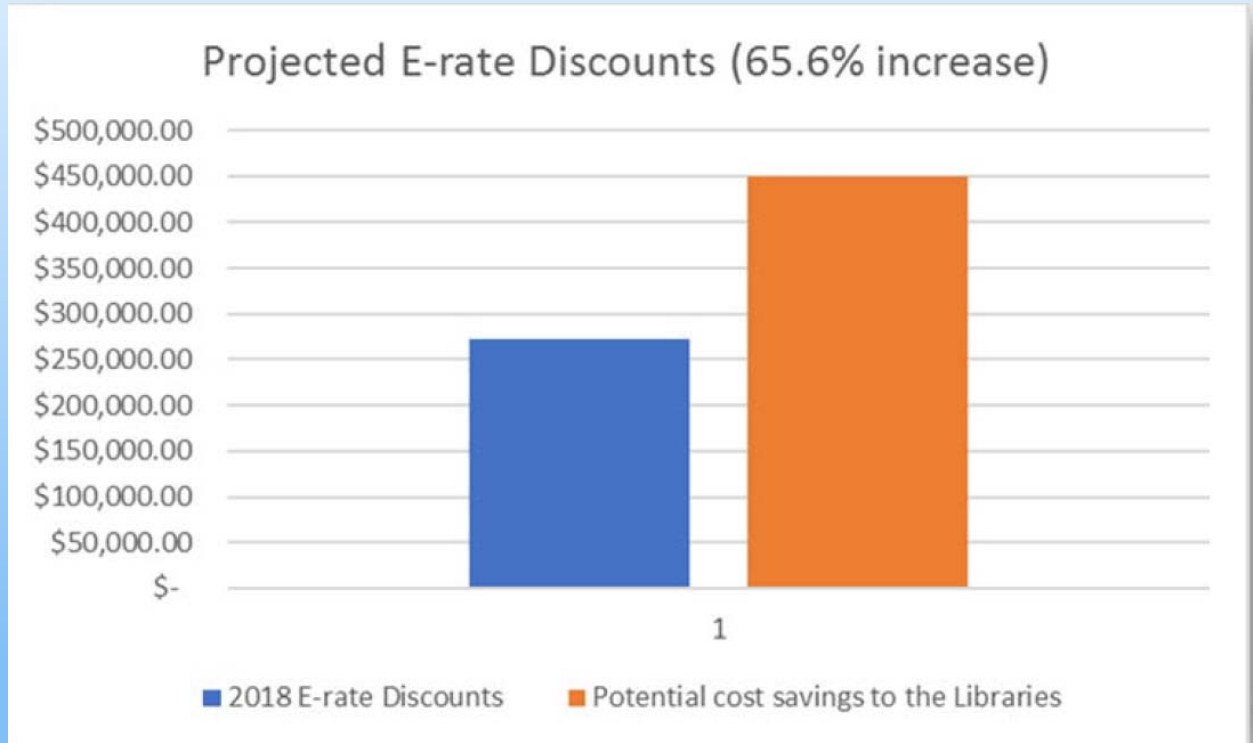
Projected E-rate Participation by Nevada Libraries



- Approximately 50 applications filed
- On behalf of 90 individual libraries
- Realizing a potential cost savings of \$450,493.97 in E-rate discounts



**PROJECTED
E-RATE
DISCOUNTS
(65.6%
INCREASE)**



FY 2019-20: 12 potentially participating library applicants

Library/District	Qty Branches
Amargosa Valley Library District	1
Beatty Library District	1
Elko-Lander-Eureka Library System	12
Churchill County Library	1
Henderson District Public Libraries	4
Humboldt County Library	4
Las Vegas-Clark County Library District	25
Lincoln County Library	4
North Las Vegas Library District	3
Pahrump Library District	1
Tonopah Library District	1
Washoe County Library	12
	69

**FY 2019-20
PROGRESS
TO-DATE**



LIBRARY TESTIMONIAL



NORTH LAS VEGAS LIBRARY DISTRICT



CITY OF
NORTH LAS VEGAS.COM

“The complexity of the E-Rate process was a major factor in our library district not taking advantage of this resource in the past. **The State E-Rate team has been amazing** in working with us to understand the process, and to submit a qualifying application. **We are excited about the benefits** that E-Rate funding will provide for our patrons, and **very grateful** for the role that the E-Rate team played in the process.”

Forrest Lewis
Director



FOR EXAMPLE: TEXAS STATE LIBRARIES



The Texas State Library and Archives Commission has received a special legislative appropriation of one million dollars to bring high-speed internet connections to Texas communities through their public libraries.

The funds allow TSLAC to facilitate local public library access to federal discounts that will make broadband connections affordable. The request was funded as part of the agency's 2018-2019 legislative appropriation.

Key factors:

- Currently, only 6 percent of Texas public libraries have Internet connections at speeds recommended by the Federal Communications Commission
- Public libraries are the only source of public Internet access for approximately 60% of communities
- Approximately 23% of Texas public libraries receive E-Rate discounts, compared to 65% of all U.S. public libraries



LIBRARIES CONNECTING TEXAS

Libraries Connecting Texas (LCT) Program

Commencement Date: October 2017



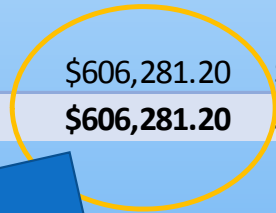
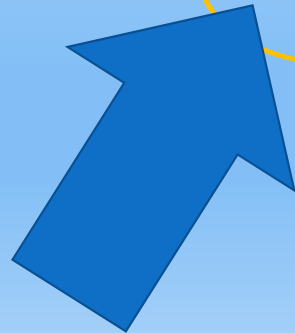
- Texas has 646 public libraries
- In 2017-18, only 122 libraries filed for federal E-rate funds. The LCT Program began with Funding Year 2018-19 and 145 libraries file for E-rate, a 16% increase
- 50% of LCT participants had NEVER participated in the E-rate program
- On average, participating libraries increased their bandwidth **927%**
- The average new bandwidth is 245.23 Mbps and paying an average cost of \$5.84 per Mbps.



LCT: TALE OF THE TAPE

The LCT Program brought \$606,281.20 of federal E-rate funding into the state of Texas.

Category of Service <input type="checkbox"/>	Sum of Funding		
	Sum of Total Pre-Discount Charges	Commitment Request (E-rate Portion)	Sum of TSLAC Portion
Data Transmission and/or Internet Access	\$732,084.57	\$606,281.20	\$120,415.37
Grand Total	\$732,084.57	\$606,281.20	\$120,415.37



LCT TESTIMONIAL



ELECTRA PUBLIC LIBRARY
SERVING A POPULATION OF 2,722
WITH LCT: 1,567% SPEED UPGRADE

“I am so pleased with being a part of the LCT program. **I knew we needed more speed in the library but I also knew we couldn't afford it.**

When I started here in 2012 there were no children utilizing the computers in their section because of how slow the speed was. We were operating on 6 Mbps and when too many people were on it, it just slowed so far down you would time out of whatever you were doing. **We went from 6 Mbps to 100 Mbps** and it will only cost us what we paid for the slower speed internet due to the E-rate taking 80% of the cost. We had to update some things with our internet equipment but if you know what you are going to need the consultants can help you include that in your paperwork.

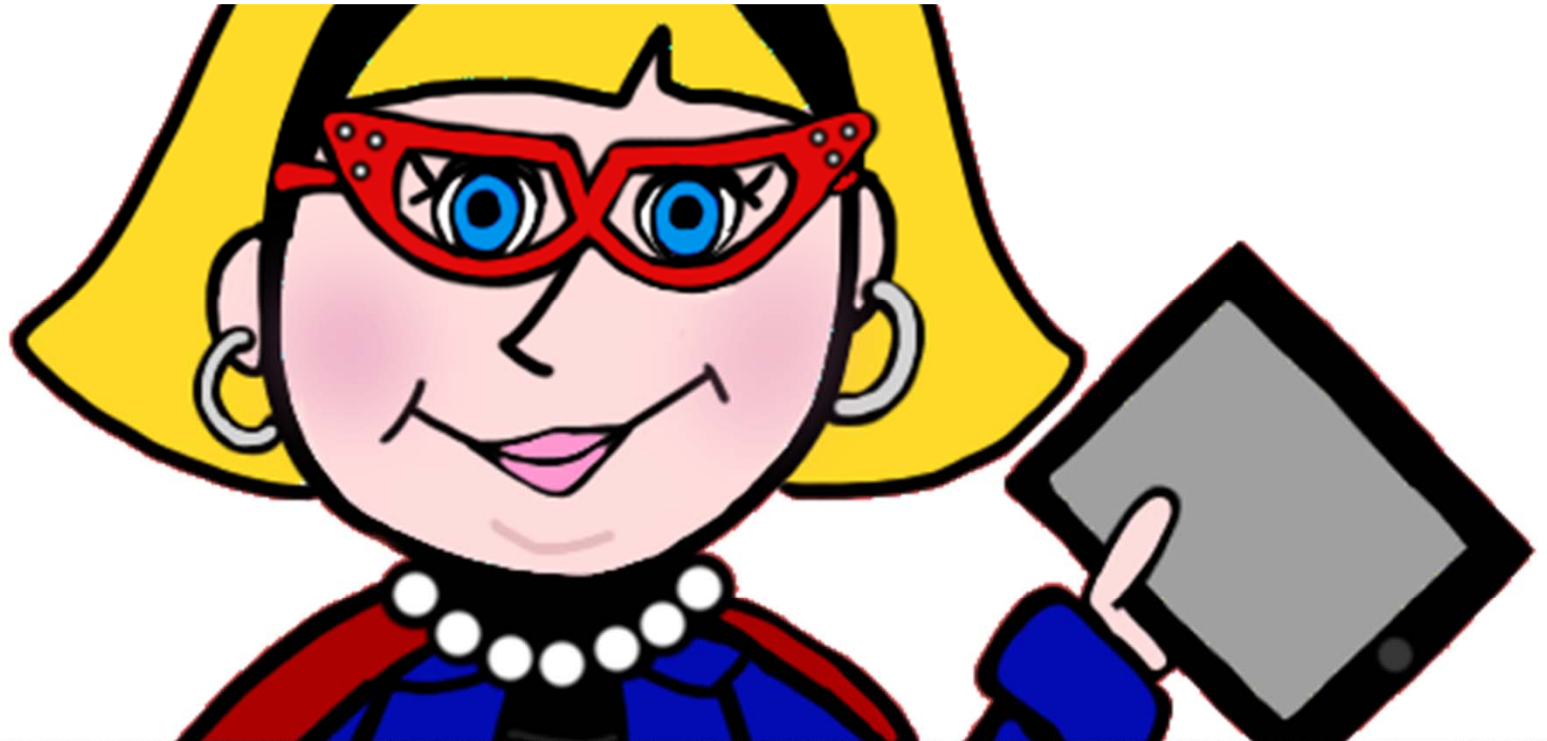
It has been a true life-saver for our library. It will open the door to so many new options. Would I do it all over again if I had that option? You better believe it. The consultants you got to help us are so amazing and make you feel so comfortable.”

Stacy Nelson

Director

Electra Public Library





NEXT STEPS — GET STARTED

FY2019-20



E-RATE FIRST STEPS – THE TIME IS NOW!

- **Step 1:** Set up your E-Rate Productivity Center (EPC) Portal Account
 - Call Client Service Bureau (CSB) at 888-203-8100
 - If needed, create a billed entity number for your library/district in EPC
 - Set up an Account Administrator and General Contact for your EPC account
 - If working with the State E-rate Team, create a consulting relationship and add users as full-rights
- **Step 2:** Draft and certify FCC Form 470 for Internet access.
 - Request bids for incremental pricing from your existing bandwidth up to the ALA recommended target bandwidth
 - Wait a minimum of 28 days before awarding a contract
- **Step 3:** Evaluate all bids received and award a contract
- **Step 4:** File FCC Form 471 when the Filing Window opens in January





QUESTIONS?





RESOURCES

Nevada State Library

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