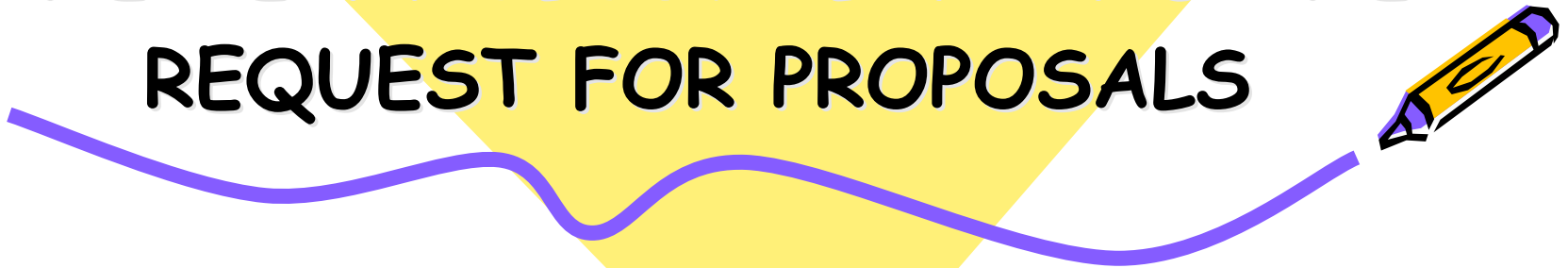




E-RATE SEMINAR

BEFORE THE 470!!!

THE TECHNOLOGY PLAN AND THE
REQUEST FOR PROPOSALS



**WHY TECHNOLOGY
PLANS?**

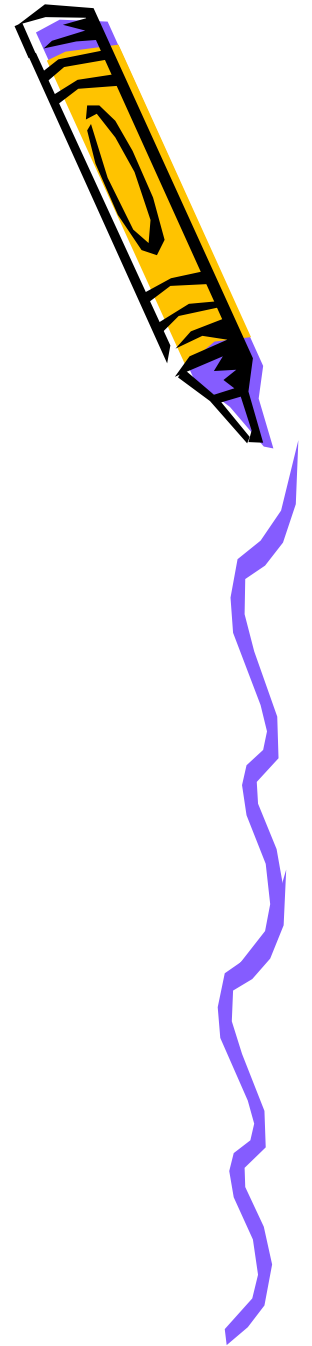


**LET'S FORGET ABOUT
E-RATE**



The Technology Plan

- **Creates Focus**
- **Creates Organization**
- **Creates Direction**
- **Provides for Communication**



**STRATEGIC PLANNING
SCHOOL IMPROVEMENT
PLANNING**

**District
Technology
Director**

**INSTRUCTIONAL
TECHNOLOGIST**

**District
Curriculum
Director**

**Technology
Assessment**

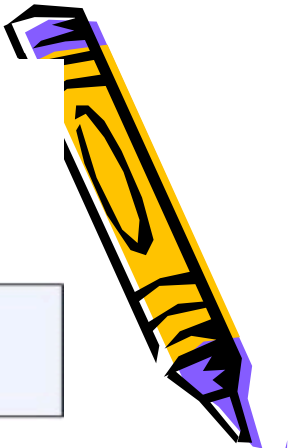
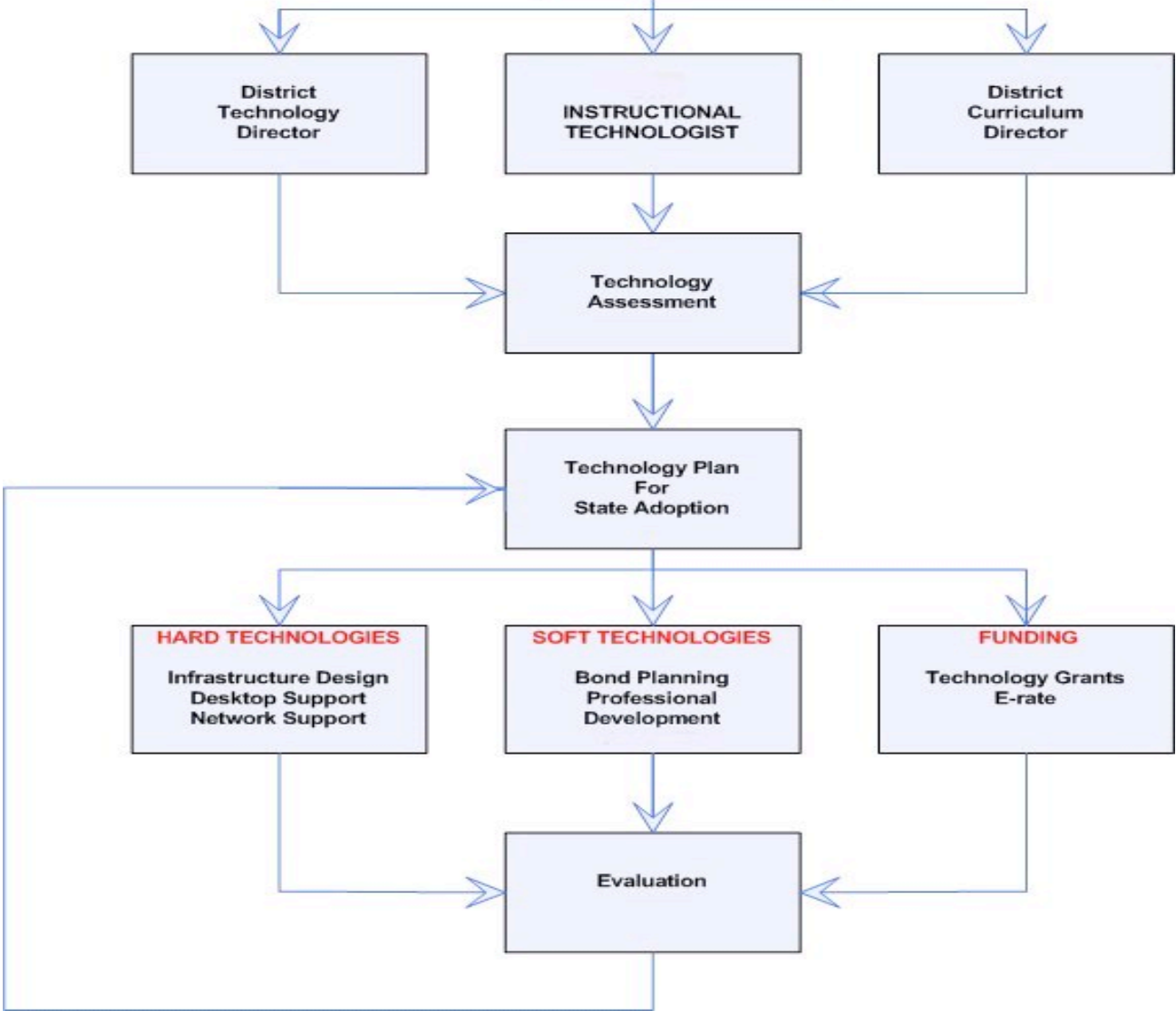
**Technology Plan
For
State Adoption**

HARD TECHNOLOGIES
Infrastructure Design
Desktop Support
Network Support

SOFT TECHNOLOGIES
Bond Planning
Professional
Development

FUNDING
Technology Grants
E-rate

Evaluation



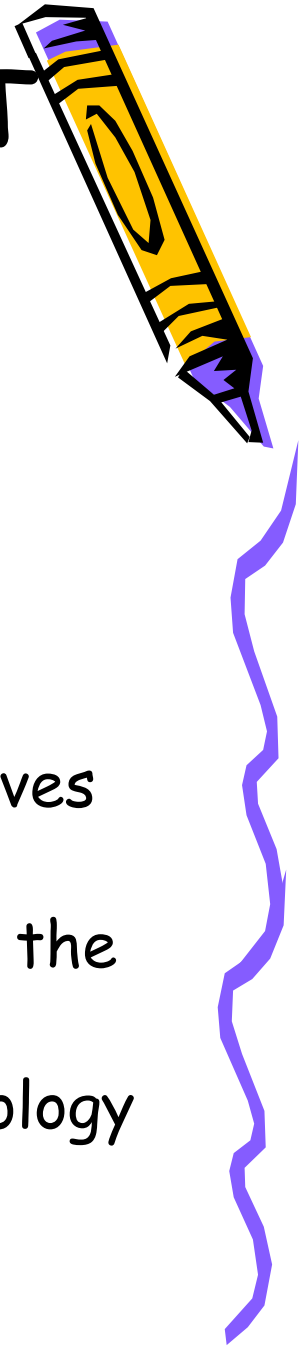
TECHNOLOGY ASSESSMENT

Questions:

- How do you use technology: applications?
- What technology do you use?
- How do you want to use technology?
- What technology do you need?

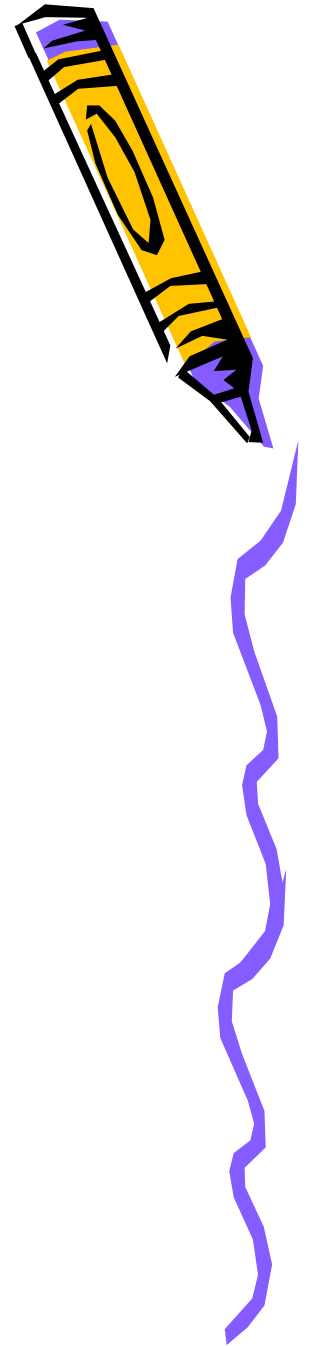
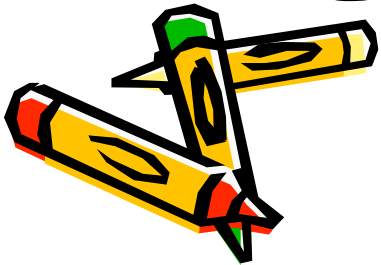
The assessment will help to:

- Identify the technology goals and objectives
- Identify requirements necessary to implement technology initiatives based on the goals/objectives
- Identify costs associated with the technology initiatives
- Establish implementation timeline
- Establish measurements for success



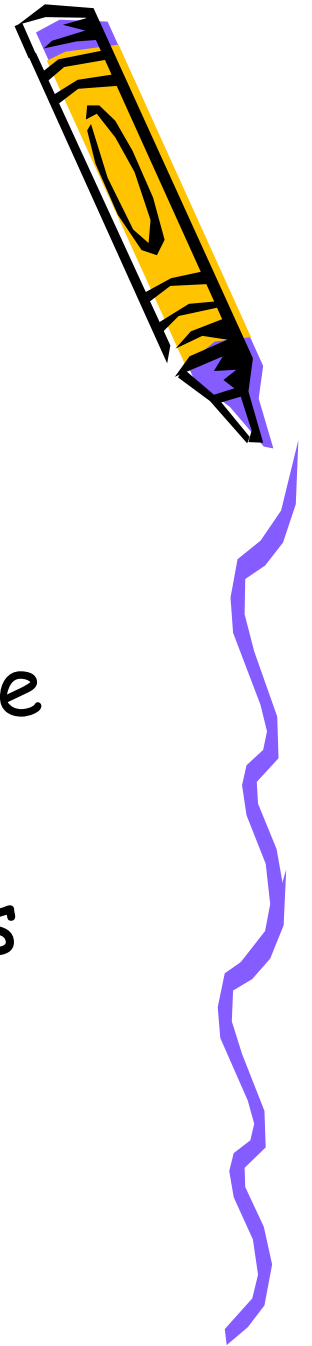
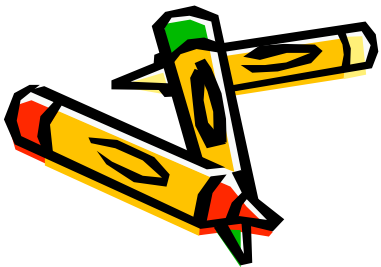
E-RATE TECHNOLOGY PLAN REQUIREMENTS

- Goals And Strategies
- Professional Development
- Technology Assessment
- Budget
- Evaluation Process



THE GOOD NEWS:

The Five E-Rate Technology Plan requirements are part of the State of Michigan Technology Plan requirements for schools/districts and libraries.

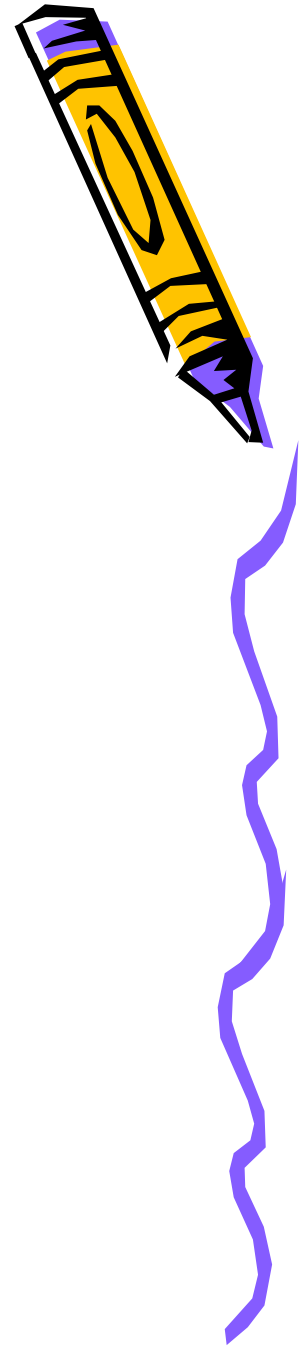


TIMELINE

- No more than a three year plan
- Technology plan must be written - including all five elements - **at the time the Form 470 is filed** and must be approved before the start of service.
- Applicants are now required to formally certify on Form 486 that the technology plans on which they based their purchases were approved before they began to receive service.

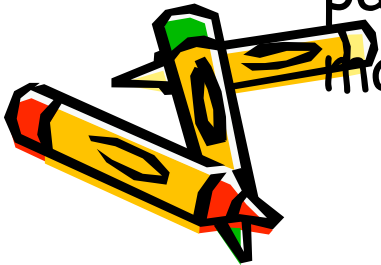
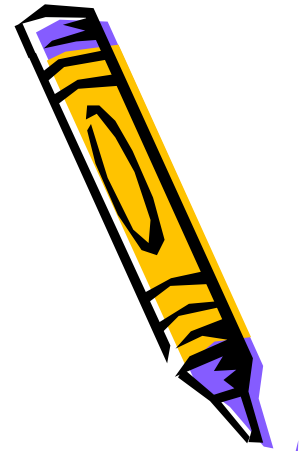


THE REQUEST FOR PROPOSALS (RFP)



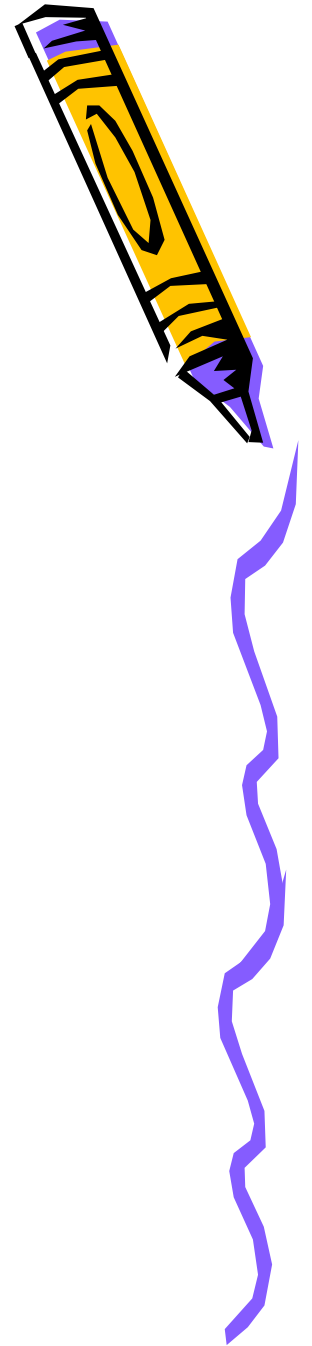
A Formal RFP Includes:

- Scope of Project: General Statement
- Terms and Conditions:
 - Who can bid
 - How to respond
 - Bid information: number of copies to submit, dates, how long the pricing should be guaranteed, possible items to be included in the contract (ex. Certification of technicians, payment conditions, references, any manufacturer's letters, possible timeline)



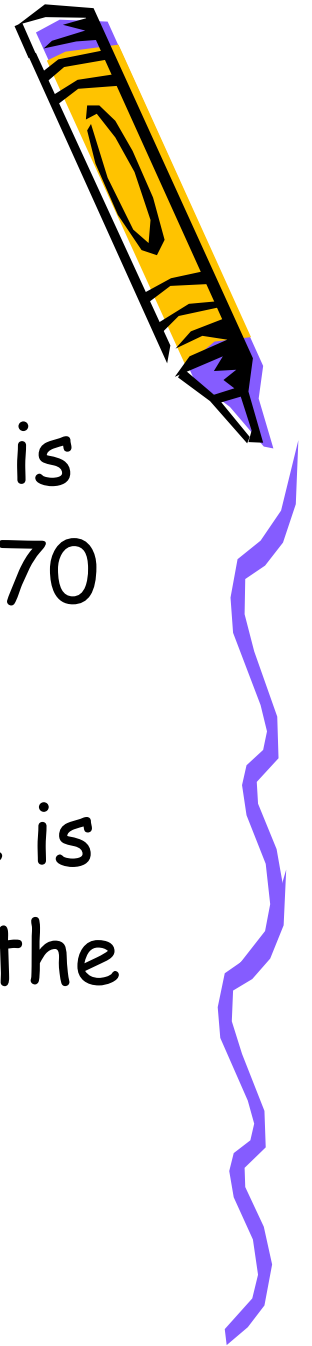
RFP continued. . .

- Detailed Technical Specifications
- Exhibits (drawings, spreadsheets, documents bidder must complete such as the Familial Affidavit)
- Signature Page



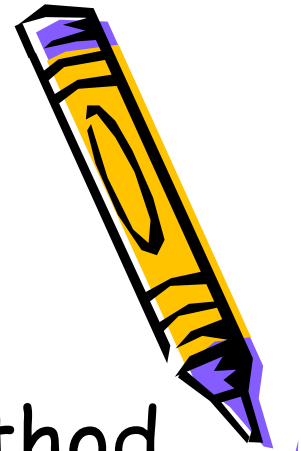
E-RATE AND RFPs

- When is the 470 enough and when is an official RFP with a link on the 470 needed?
- Remember that Basic Maintenance is a separate request but may be on the same RFP.

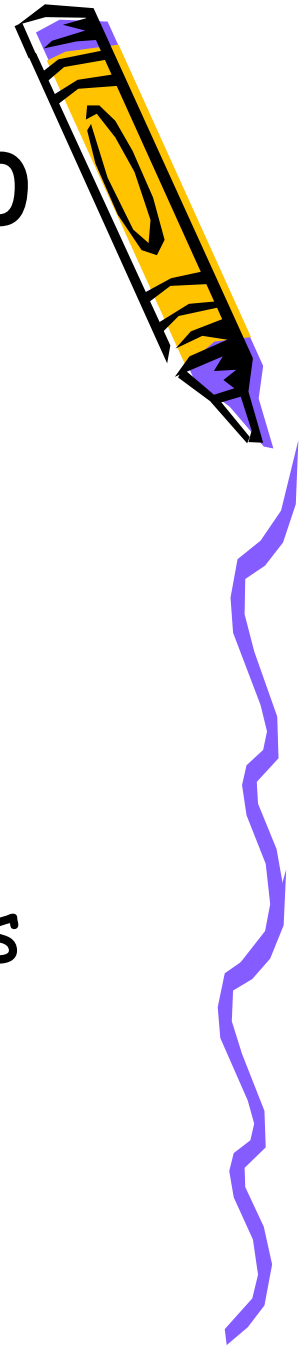


Remember to . . .

- Use the Technology Plan process as part of the strategic plan and a method to determine priorities for the future
- Follow the State of Michigan Technology Plan requirements which include the USF requirements
- Determine when Form 470 is enough and when a formal RFP is needed:
Protect yourself!!!



GOOD LUCK AS THE 2009-10
USF YEAR BEGINS!



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