

[Back](#)

Audit News Brief Series – Technology Plans

March 11, 2008

This is the second in a series of four short News Briefs dedicated to issues identified during previous Beneficiary Audits. In this series, we will provide guidance to beneficiaries with respect to Schools and Libraries Program (Program) audit compliance. The primary purposes of these audits are to ensure compliance with Federal Communications Commission (FCC) rules and Program requirements and to assist in the prevention and detection of waste, fraud, and abuse.

For specific guidance, see the [Understanding Beneficiary Audits](#) area of the USAC website.

Technology Plan

An approved [technology plan](#) sets out how information technology and telecommunications infrastructure will be used to achieve educational goals, specific curriculum reforms, or library service improvements. Applicants that seek Program support only for [basic telephone service](#) – e.g., local, cellular, and/or long distance (and, starting with FY2008, Centrex service) – do not need a technology plan.

When to Write a Technology Plan

- The technology plan must be written prior to requesting bids on services on the Form 470.
- Applicants must certify on both the Form 470 and the Form 471 that the request for services is based on a technology plan.
- The technology plan is required by the FCC for discounts on products or services other than basic telephone service and voice mail.
- The technology plan must be approved by a [USAC-certified technology plan approver](#) before the start of discounted service or the filing of the Form 486, whichever is earlier.

Technology Plan Requirements

The technology plan must cover the entire funding year (July 1 to June 30), but should not cover more than three years. It MUST contain the following five elements:

- Goals and a realistic strategy for using telecommunications and information technology,
- A professional development strategy,
- An assessment of telecommunications services, hardware, software, and other services needed,
- Sufficient budget and other resources needed to implement the plan, and
- An ongoing evaluation process.

USAC Tool "USAC-certified Technology Plan Approver Locator"

The [Technology Plan Approver Locator](#) is a tool designed to match up applicants with USAC-certified Technology Plan Approvers.

You may download and print copies of [Schools and Libraries News Briefs](#) on USAC's website. You may [subscribe](#) to or [unsubscribe](#) from this news brief. For program information, please visit the [Schools and Libraries area](#) of the USAC website, [submit a question](#), or call us toll-free at 1-888-203-8100. Feel free to forward this news brief to any interested parties.

Please do not reply to this email directly, as it was sent from an unattended mailbox.

1997-2008, Universal Service Administrative Company, All Rights Reserved.

[Back](#)