



Ken Wagner  
Commissioner

State of Rhode Island and Providence Plantations  
**DEPARTMENT OF EDUCATION**  
Shepard Building  
255 Westminister Street  
Providence, Rhode Island 02903-3400

## Rhode Island Telecommunications Educational Access Fund RITEAF Information Form

**Must be returned by: FRIDAY, SEPTEMBER 18, 2015 for Funding Year 2016/17**

School/District/Library Name

Address

City, State & Zip Code

Phone Number, Ext. & Fax Number

Federal Registration Number (FCC-FRN)  Billed Entity Number (BEN)

(FCC-FRN#s can be obtained from the Federal Communications Commission at: <https://apps.fcc.gov/coresWeb/publicHome.do>)

### Technology Plans - MUST BE ON FILE BY SEPTEMBER DEADLINE

If RIDE believes that a school, district, or library will not be able to demonstrate the existence of a Technology Plan for the upcoming program year that meets the guidelines provided by the USDOE or SLD, RIDE will refuse to list school, district or library in its E-Rate applications, and deny free line services to such school, district or library.

Technology Plan Web Address (Non-eRIDE USERS only)

### Checklist for the RITEAF Program

#### Public Schools and/or Districts

#### Private/Parochial Schools

#### Libraries

An updated Tech Plan has been entered into eRIDE

A Tech Plan for bandwidth changes

An updated Tech Plan on file at OLIS

Advise RIDE of re-named/closed/new schools

Review and complete this Information form

Review and complete Letter of Agency (LOA)

Review and complete this Information Form

Review and complete this Information Form

Review and complete CIPA Form

Review and complete Letter of Agency (LOA)

Review and complete Letter of Agency (LOA)

Review and complete Request for Bandwidth Upgrade Form

Review and complete CIPA Form

Review and complete CIPA Form

Review and complete Private School Enrollment Form (Diocese will provide info. for parochial Schools.)

Review and complete Request for Bandwidth Upgrade Form (OSL will provide info. for most libraries.)

Review and complete Request for Bandwidth Upgrade Form

Provide an anonymous Financial Aid Form that meets Income Guidelines (Diocese will provide info. for parochial Schools.)

**Return to:** Karen Cooper, Rhode Island Department of Education - 255 Westminister St., 6<sup>th</sup> Floor, Providence, RI 02903  
Phone: 401-222-4694 / Fax: 401-222-2823 / [karen.cooper@ride.ri.gov](mailto:karen.cooper@ride.ri.gov)

**Telephone** (401)222-4600 **Fax** (401)222-6178 **TTY** (800)745-5555 **Voice** (800)745-6575 **Website:** [www.ride.ri.gov](http://www.ride.ri.gov)

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