

Memorandum

Date: February 13, 2015
To: Wisconsin Public School District and Public Libraries
From: Stuart Ciske and Ryan Claringbole, Wisconsin State E-rate Coordinators
Subject: National School Lunch Program (NSLP) Data for E-rate FY15

On the DPI E-rate website (<http://dpi.wi.gov/erate>) you will find two PDF files (**Public Schools NSLP 2014-15.pdf** and **Public Libraries NSLP 2014-15.pdf**) which contain National School Lunch Program (NSLP) data for Funding Year 2015 of the E-rate program.

You should be aware of several items when using the data as it's use in filing for E-rate has changed since last year.

For Everyone:

- The Form 471, in Block 4, will automatically calculate your E-rate discount.
- Your E-rate discount is derived by dividing the total number of NSLP eligible students in a district by the total student population in a district. That NSLP Eligible percent is then used on a discount matrix to determine your discount.

For example: District A has 500 NSLP eligible students out of a population of 2000. District A has 25% NSLP Eligible. That 25% NSLP eligible correlates to a 50% (if district is urban) or 60% (if district is rural) on the New Discount Matrix (<http://dpi.wi.gov/erate/discount-matrix>)

For Public Schools:

- DPI encourages you to use the Form 471 Block 4 Upload template (School Template for Discount Calculations at <http://www.usac.org/sl/tools/forms/471-templates.aspx>) to ensure that your data is accurate on the Form 471.
- Data provided on the **Public Schools NSLP 2014-15.pdf** will assist you with providing the correct data.
- For **CEP schools**, you will enter your CEP % from the **Public Schools NSLP 2014-15.pdf** and the Form 471 will auto calculate your NSLP Eligible number.
- For schools that use the **F/R Number**, enter the F/R number from the **Public Schools NSLP 2014-15.pdf** on the template.
- For schools that use the **Alternative Mechanism Count**, you can use that number but be aware that DPI does not certify that number and your district must keep records pertaining the type of mechanism used and the pertinent data.

For Public Libraries

- You will report NSLP data of the school district where the **MAIN branch** of your library is located.

- DPI has created the **Public Library NSLP 2014-15.pdf** that has aggregated the data for each district for public libraries to use.
- For Public Libraries that have **BRANCH libraries**, DPI encourages you to use the Form 471 Block 4 Upload template (Library Template for Discount Calculations at <http://www.usac.org/sl/tools/forms/471-templates.aspx>) to ensure that your data is accurate on the Form 471.

If you have any question, do not hesitate to call or email for clarification.

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CC: Robert Bocher