

Determining E-Rate Discounts for Libraries

Overview

A library system, branch, or independent library shares the discount rate of the school district in which the main branch is located. These discount rates range from 20 to 90 percent of the costs of the eligible services and equipment. If the school district in which the central library outlet or main administrative office is located is participating in the E-Rate program, you can view their most recent discount rate for the E-Rate program to get a sense of what the system or library's discount rate and E-Rate benefits would be if you participated in the program.

For example, a library with a 90 percent discount rate purchasing \$1,000 in eligible broadband services would pay its 10 percent non-discount shared costs (i.e., \$100) to the service provider. The E-Rate program would pay the remaining 90 percent (i.e., \$900) to the service provider.

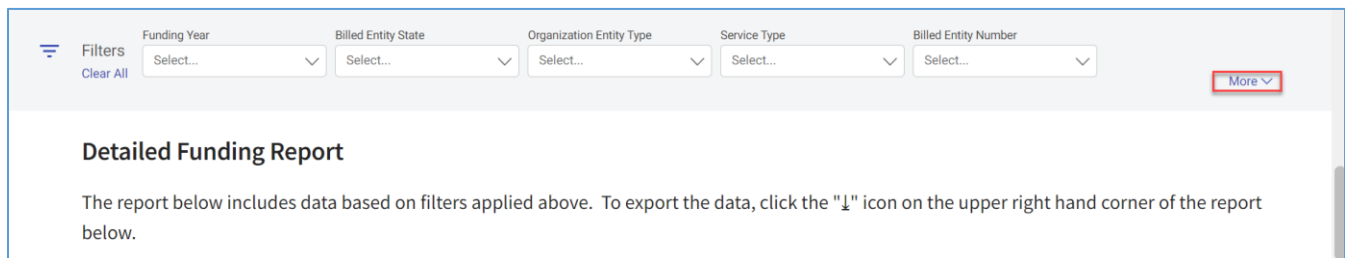
You may also find more information on how to calculate your discount rate manually on the [Calculating Discounts](#) page.

The [E-Rate Search Commitments tool](#) can help libraries determine the E-Rate program discount rate of their local school district.

Using the E-Rate Search Commitments Tool

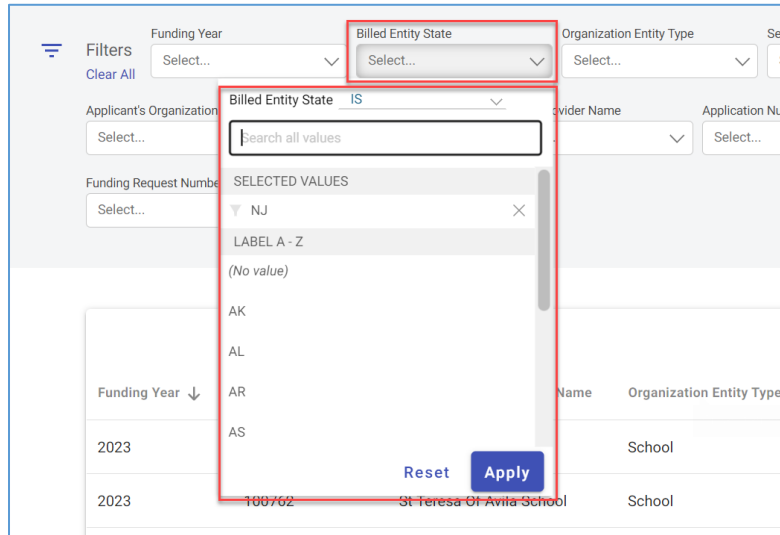
Follow the steps below to determine the discount rate of the school district for the location of your library or discount rate of your main library branch:

- 1) Upon entering the Search Commitments tool, expand the more button in the top right-corner of the page.



The screenshot shows the top section of the E-Rate Search Commitments tool. It features a 'Filters' section with a 'Clear All' link and five dropdown menus: 'Funding Year', 'Billed Entity State', 'Organization Entity Type', 'Service Type', and 'Billed Entity Number'. Each dropdown menu contains the text 'Select...'. To the right of these filters is a red-bordered button labeled 'More' with a downward arrow. Below the filters is a section titled 'Detailed Funding Report' with a sub-heading. The text below the sub-heading reads: 'The report below includes data based on filters applied above. To export the data, click the "↓" icon on the upper right hand corner of the report below.'

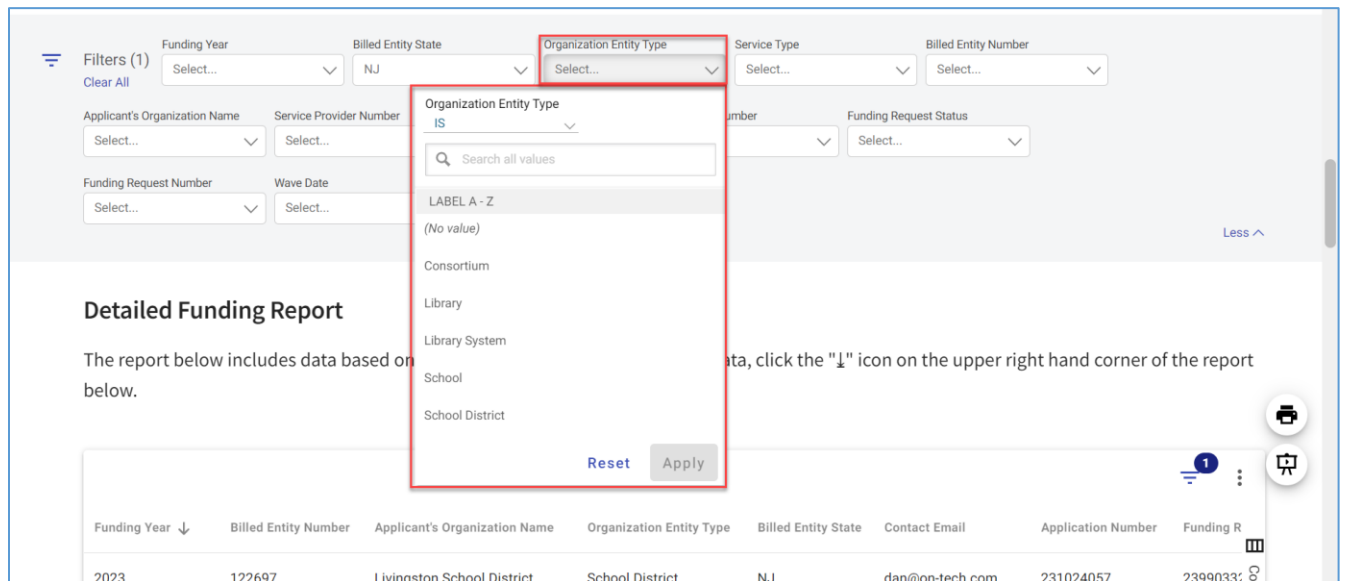
2) Select your state in the **Billed Entity State** field and click **Apply**.



The screenshot shows a web interface with a filter section. The 'Billed Entity State' dropdown menu is open, displaying a search bar and a list of states. The state 'NJ' is selected. The 'Apply' button is highlighted in blue.

Funding Year	Billed Entity Number	Applicant's Organization Name	Organization Entity Type	Billed Entity State	Contact Email	Application Number	Funding R
2023			School				
2023	100762	St Teresa Of Avila School	School				

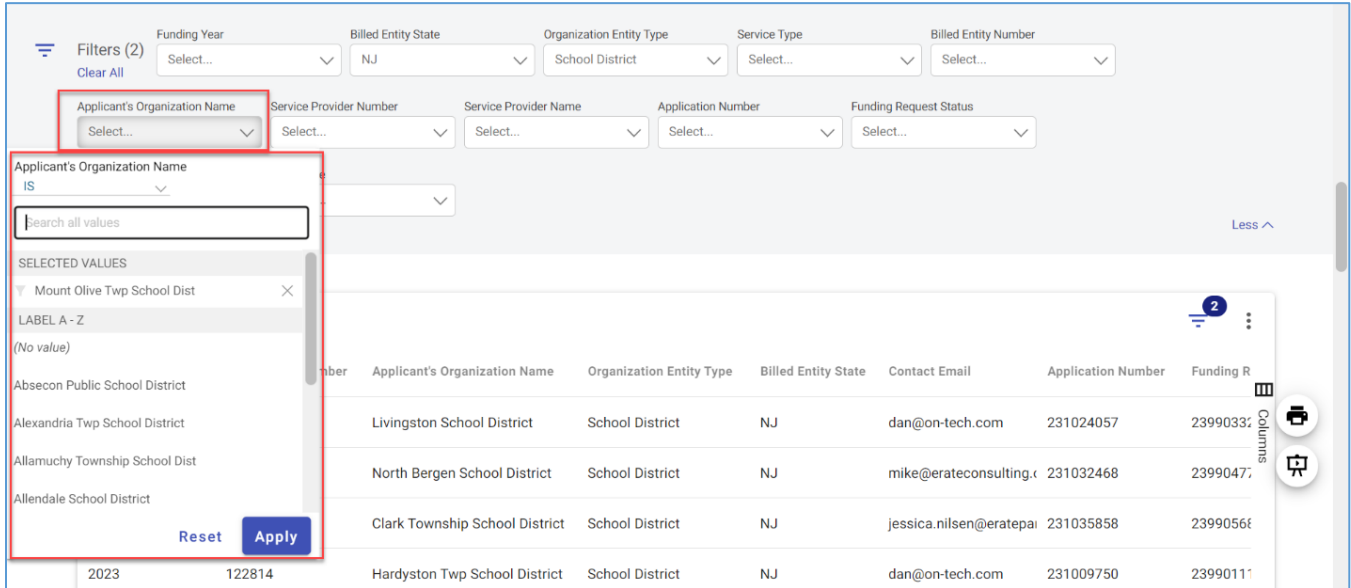
3) Select "School District" in the **Organization Entity Type** field and click **Apply**.



The screenshot shows the 'Organization Entity Type' dropdown menu open, with 'School District' selected. The 'Apply' button is highlighted in blue. Below the filters, a 'Detailed Funding Report' is displayed with a table of data.

Funding Year	Billed Entity Number	Applicant's Organization Name	Organization Entity Type	Billed Entity State	Contact Email	Application Number	Funding R
2023	122697	Livingston School District	School District	NJ	dan@on-tech.com	231024057	23990337

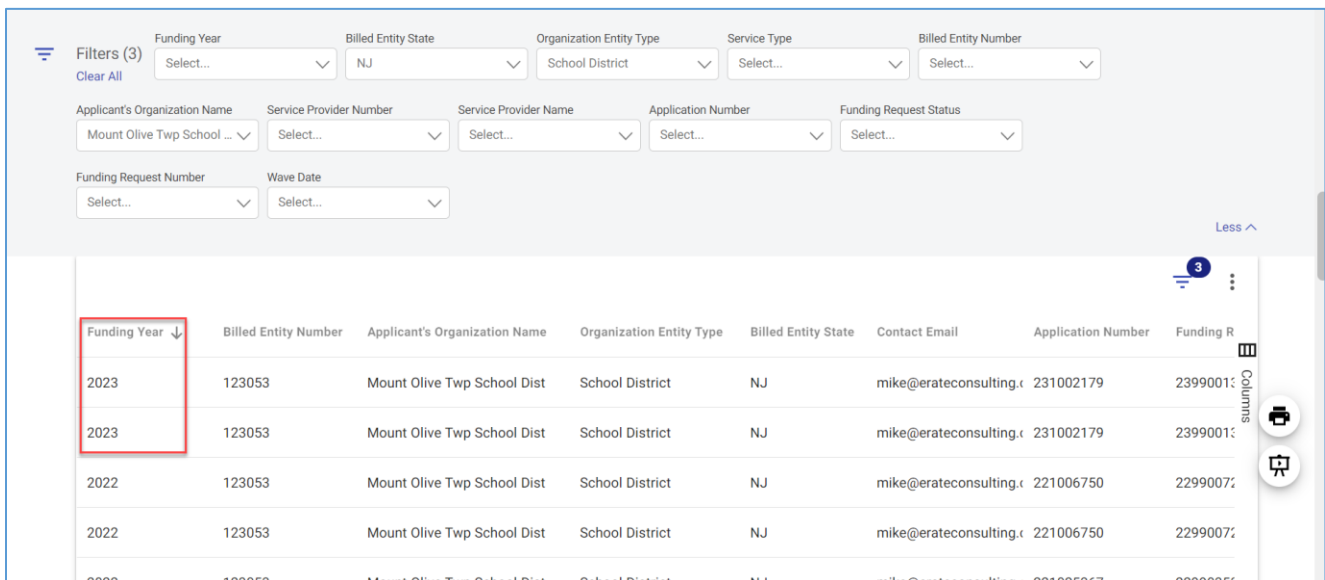
- 4) In the **Applicant's Organization Name** field, enter the name of your school district and click **Apply**.



The screenshot shows a web application interface with several filter fields at the top: Funding Year, Billed Entity State (NJ), Organization Entity Type (School District), Service Type, and Billed Entity Number. Below these are more filters for Applicant's Organization Name, Service Provider Number, Service Provider Name, Application Number, and Funding Request Status. The 'Applicant's Organization Name' dropdown is open, showing a search bar and a list of school districts including Mount Olive Twp School Dist, Absecon Public School District, Alexandria Twp School District, Allamuchy Township School Dist, and Allendale School District. The 'Apply' button is highlighted in blue.

Applicant's Organization Name	Organization Entity Type	Billed Entity State	Contact Email	Application Number	Funding R
Livingston School District	School District	NJ	dan@on-tech.com	231024057	23990333
North Bergen School District	School District	NJ	mike@erateconsulting.c	231032468	23990477
Clark Township School District	School District	NJ	jessica.nilsen@eratepai	231035858	23990566
Hardyston Twp School District	School District	NJ	dan@on-tech.com	231009750	23990111

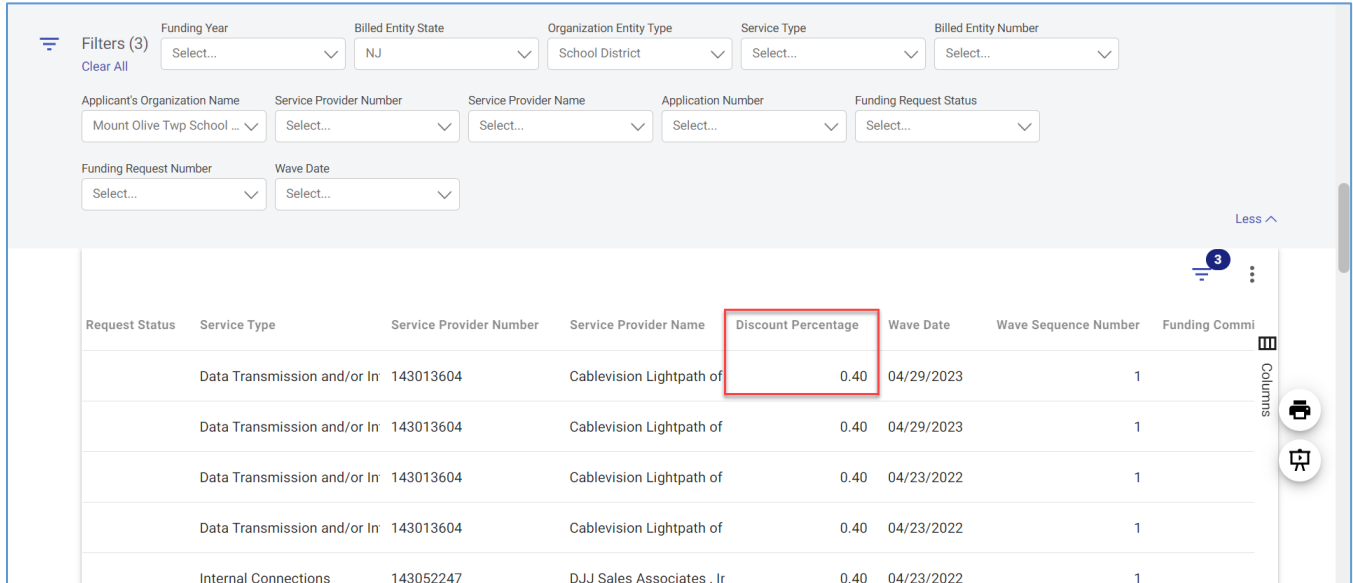
- 5) Make sure that the most recent funding year information for that school district is at the top.



The screenshot shows the same application interface with the 'Applicant's Organization Name' filter set to 'Mount Olive Twp School ...'. The table below shows funding requests for this district. The 'Funding Year' column is highlighted with a red box, showing the most recent year (2023) at the top of the list.

Funding Year	Billed Entity Number	Applicant's Organization Name	Organization Entity Type	Billed Entity State	Contact Email	Application Number	Funding R
2023	123053	Mount Olive Twp School Dist	School District	NJ	mike@erateconsulting.c	231002179	23990017
2023	123053	Mount Olive Twp School Dist	School District	NJ	mike@erateconsulting.c	231002179	23990017
2022	123053	Mount Olive Twp School Dist	School District	NJ	mike@erateconsulting.c	221006750	22990077
2022	123053	Mount Olive Twp School Dist	School District	NJ	mike@erateconsulting.c	221006750	22990077
2022	123053	Mount Olive Twp School Dist	School District	NJ	mike@erateconsulting.c	221025367	22002357

- 6) Scroll to the right side of the table to locate the Discount Percentage column to locate the current discount rate for the school district.



Filters (3)
Clear All

Funding Year: Select...
Billed Entity State: NJ
Organization Entity Type: School District
Service Type: Select...
Billed Entity Number: Select...

Applicant's Organization Name: Mount Olive Twp School ...
Service Provider Number: Select...
Service Provider Name: Select...
Application Number: Select...
Funding Request Status: Select...

Funding Request Number: Select...
Wave Date: Select...

Request Status	Service Type	Service Provider Number	Service Provider Name	Discount Percentage	Wave Date	Wave Sequence Number	Funding Commi
	Data Transmission and/or In	143013604	Cablevision Lightpath of	0.40	04/29/2023	1	
	Data Transmission and/or In	143013604	Cablevision Lightpath of	0.40	04/29/2023	1	
	Data Transmission and/or In	143013604	Cablevision Lightpath of	0.40	04/23/2022	1	
	Data Transmission and/or In	143013604	Cablevision Lightpath of	0.40	04/23/2022	1	
	Internal Connections	143052247	D.J.J Sales Associates, Jr	0.40	04/23/2022	1	

This value gives you a sense of your discount rate based on the school district for the location of your library for the most recent funding year and may not reflect your actual discount rate for a future funding year.

If you need help to determine your anticipated discount rate for a future funding year, call our Customer Service Center at (888) 203-8100 for assistance.