**Suggested Template to Comment on E-Rate Modernization and Instructions on How to File Comments**

**Comments due by September 16, 2013 to the FCC**

**# # #**

**Agency/District/Organization Letterhead**

Date

Marlene H. Dortch

Secretary

Federal Communications Commission

445 12th Street SW

Washington, DC 20554

Re: Modernizing the E-Rate Program for Schools and Libraries, WC Docket 13-184

Dear Ms. Dortch,

*[Provide an introductory paragraph describing your agency/district/organization – including geographic location, number of schools/buildings, student population served (demographics and numbers), and educational goals, successes or challenges, as appropriate.]*

*[RECOMMENDED: Provide a paragraph (or more) highlighting information on your digital learning/educational technology-related policies, priorities, and needs.]*

The purpose of this letter is to offer the following comments regarding the efforts by the FCC to modernize the critically important E-rate program. We believe:

* Universal, robust educational broadband access is necessary to meeting our school reform and improvement goals, including to preparing all of our students for college and 21st century careers.
* The demands for access to broadband for learning are growing beyond our ability to provide it cost-effectively. Without universal, cost-effective, high-speed access, we will not be able to prepare students for their future successfully.
* A modernized E-rate program must be less burdensome to participate in and better aligned to our current and future priorities, including in helping us to plan and budget for ongoing technology needs.

Agency/District/Organization

DATE

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* Given our growing demand for educational broadband and the high cost of access, E-rate funding will need to be increased.

*[OPTIONAL: Consider for each of these points if you would like to provide additional details or examples.]*

It is past due time to modernize the E-rate program, and we would encourage you to move with all due haste in your deliberations.

Should you have any further questions about our [agency/district/organization], please do not hesitate to contact me at XXXXXX.

Sincerely,

Name

Title