



## 2017-18 Filing Year E-Rate Planning Calendar

Applicant Name: \_\_\_\_\_

Completed by: \_\_\_\_\_

### FOLLOW THE STEPS BELOW TO DETERMINE DUE DATES:

- Enter Fall Break, Thanksgiving Day, and any other day where you will not be working, enter winter break
- Enter Board Meeting Dates for November, December, January (optional)
- Choose date to be finished – last day before you leave for winter break or earlier
- Back up 14 days to allow time to make bid decisions
- Back up 29 days to determine when Form 470 has to post
- Back up 2 weeks from then to have your questionnaire and any RFP's to KSLLC ready to post
- Now you have your start date!

\_\_\_/\_\_\_ RFP Questionnaire completed via [erate470.com](http://erate470.com)

\_\_\_/\_\_\_ RFP & 470 POSTED - Competitive Bidding Period

\_\_\_/\_\_\_ Bidding Period Closed (min. 28 days after Form 470 certified)

\_\_\_/\_\_\_ **(Optional)** Board Meeting to approve bids/contracts

\_\_\_/\_\_\_ Bid Decisions mailed/emailed to KSLLC Account Manager

**NOTES:**

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July, 2016						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August, 2016						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September, 2016						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
19	26	27	28	29	30	

October, 2016						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November, 2016						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December, 2016						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
19	26	27	28	29	30	31

January, 2017						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February, 2017						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				