

## **CIPA Requirements for Libraries**

You may have heard that new E-Rate rules have been established that will require schools to amend their existing Internet Safety Policy if it does not already comply with the new standards.

These changes are the result of Congress passing the “Protecting Children in the 21st Century Act” in 2008. When this law was passed, it amended CIPA (Children’s Internet Protection Act) and mandated that Internet safety education be taught in any elementary or secondary schools having computers with Internet access that apply for services through the E-Rate program.

### **There are no new requirements for libraries.**

However, both schools and libraries must comply with the requirements of CIPA in order to receive E-Rate funding for Internet services. As part of the process for filing for E-Rate, school and library authorities must certify either that they have complied with the requirements of CIPA or that they are undertaking actions to comply with the requirements of CIPA.

This would be a good time to evaluate your library’s CIPA compliance, and ensure that your library is following the requirements as summarized in the attached sheet.

***If your library is selected for audit, you must have documentation to support your CIPA compliance. Failure to provide documentation may result in the loss of continued E-Rate funding and/or obligate your library to reimburse the full costs for Internet services for any fiscal year in which your library was found to be non-compliant.***

Please contact Networkmaine at 1-888-367-6756 with any questions.

## **CIPA Regulations for E-Rate Funding for Libraries**

### **1. Technology Protection Measure**

A technology protection measure (e.g. Internet filtering software) is a specific technology that blocks or filters Internet access. It must protect against access by adults and minors to visual depictions that are obscene, child pornography, or — with respect to use of computers with Internet access by minors — harmful to minors. It may be disabled for adults engaged in bona fide research or other lawful purposes. The policy must also include monitoring the online activities of minors.

Retain documentation of the technology protection measure (e.g. bills from a service provider or filter logs) for at least five years.

### **2. Internet Safety Policy**

The Internet safety policy must address the following issues:

- Access by minors to inappropriate matter on the Internet and World Wide Web
- The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications
- Unauthorized access including "hacking" and other unlawful activities by minors online
- Unauthorized disclosure, use, and dissemination of personal information regarding minors
- Measures designed to restrict minors' access to materials harmful to minors

Retain a copy of the Internet safety policy for at least 5 years after the funding year in which the policy was relied on to obtain E-Rate funding.

### **3. Public notice of and public meeting or hearing on the Internet safety policy**

The authority with responsibility for administration of the library must provide reasonable public notice and hold at least one public hearing to address a proposed technology protection measure and Internet safety policy.

Retain documentation of public notice (e.g. flyer or newspaper notice) for at least five years. Retain documentation of the hearing or meeting (e.g. agenda and minutes) for at least five years.

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