

CIPA Requirements for Libraries

Libraries that apply for E-Rate funding for Internet access, internal connections, or basic maintenance must comply with the Children's Internet Protection Act (CIPA). CIPA compliance means that libraries are filtering their Internet services with a technology protection measure and have implemented formal Internet Safety Policies.

As part of Networkmaine's annual E-Rate enrollment process, a person of authority for any library applying for E-Rate funding through Networkmaine's consortium application must certify that the entity which they represent is in compliance with the CIPA regulations summarized below.

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.

CIPA Regulations for E-Rate Funding for Libraries

1. Internet Filtering Technology Protection Measure

A technology protection measure (e.g. Internet filtering software) must be in place to block or filter Internet access by adults and minors to visual depictions that are:

- (a) obscene;
- (b) child pornography; or
- (c) harmful to minors (with respect to the use of computers with Internet access by minors)

The determination of what matter is considered inappropriate for minors is a local decision to be made by the library or library board. The protection measure may be disabled for adults engaged in bona fide research or other lawful purposes.

Retain documentation of the protection measure (e.g. bills from a service provider or filter logs) for at least 10 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 policy for at least 10 years after the funding year in which it 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) and the hearing or meeting (e.g. agenda and minutes) for at least 10 years after the funding year in which it was relied on to obtain E-Rate funding.