



COUNCIL STAFF REPORT

CITY COUNCIL of SALT LAKE CITY
<https://tinyurl.com/SmallCellsSLC>

TO: City Council Members

FROM: Sylvia Richards
Budget & Policy Analyst

DATE: July 9, 2024

Item Schedule:

Set Date: July 9, 2024
Written Briefing: July 9, 2024
Public Hearing: August 13, 2024
Potential Action: August 20, 2024

RE: SLC Computers for the Community (formerly known as the Digital Equipment Donation Program) - WRITTEN BRIEFING

ISSUE AT-A-GLANCE

In September of 2020, a policy for the Digital Equipment Donation Program was adopted. Working with Youth & Family Services (Y&F), the City's Innovation Team developed a pilot program to address digital inequity within the community. One of the policy action items calls for "increasing digital access via reliable and affordable devices". In September of 2021, IMS and Youth & Family Services began donating surplus computers, keyboards and mice to families, individuals and non-profit organizations.

The Administration is now recommending that the Digital Equipment Donation Program be renamed *SLC Computers for the Community*. Additionally, the Administration recommends several changes to simplify the process. Prior to distributing the computers, the current Public Benefits Analysis process requires the City to:

- 1) Prepare the cost analysis
- 2) Draft a transmittal
- 3) Prepare a resolution

The Administration indicates that these steps delay the progress of timely computer distribution, and therefore suggests transitioning to a quarterly donation cycle which aligns with State Code. Section 10-8-2 indicates a Public Hearing will still be required for donations of computers, keyboards and mice; however, a cost-analysis study will no longer be required. Near the beginning of the fiscal year, IMS would identify the number of devices and accessories available for donation and request City Council approval.

1. Non-profits serving Salt Lake City residents would be chosen through an open application process.
2. Allocation of the devices to the selected non-profits would occur based on need and ability to distribute the devices to qualifying recipients.



3. Results of distribution could be incorporated into a budget amendment, annual budget, or provided in another manner according to the Council's preference. *Note: If these changes are approved, City programs such as Youth & Family Services will no longer be able to provide computers directly to their patrons; however, they can refer families to the non-profits that are awarded the devices.* The Youth & Family Services Division is aware of this change and agrees with the recommended changes. Over fiscal year 2024-25, it is anticipated that there will be approximately 500 computers available to donate.

The schedule is as follows:

Written Briefing and Set Date	July 9 th
Public Hearing:	August 13 th formal meeting
Potential Action:	August 20 th formal meeting.

BUDGET IMPACT

The transmittal indicates there will be very little impact to the City budget because of these changes. The anticipated benefits using the new approach include reduced device storage expenses, devices prepared predictably by apprentices, and improved operational efficiency in IMS.

METRICS

With respect to measuring program success, the Administration will be using questionnaires to track the distribution of the receivers. The application requests the following information from the organizations distributing the computers:

- a) A brief overview of how the distribution process and digital literacy program was accomplished
- b) Zip codes of computer recipients
- c) Age of recipients

Council staff asked what criteria will be used by community organizations (if any) to distribute the computers. The Administration indicated they are assuming that the community organizations are working with a variety of individuals from differing backgrounds who qualify for their services and as such they did not want to be overly specific. This is an area where they will evaluate moving forward.

POLICY QUESTION

- ***The Council may wish to ask IMS for an update on the expansion and availability of free Wi-Fi networks throughout the City, specifically available for families who may not otherwise have internet service.***

The information listed below identifies the non-profits which received the donated computers during FY2023. The Administration will have 75 computers available July 1st for donation.

YEAR	NON-PROFITS RECEIVING DONATED DEVICES	NUMBER OF DONATED ITEMS
2023	Salt Lake Community College's Basic Needs Tech Access Program	35 devices

	assisting low-income college students	
2023	Nomad Alliance supporting unsheltered individuals	25
2023	Catholic Community Services	25
2023	Club Ability aiding low-income Latino families & individuals with different abilities	35
2023	Youth & Family Services YouthCity providing services to low-income children & teens	26
		Total of 146

The following organizations have expressed interest and plan to apply for used computers:

- Project Read Utah
- Somali Self-Management Community Group
- Int'l Rescue Committee
- Columbus Adult Education Center