



Salt Lake City Corporation
Digital Equipment Donation Program
Community Organization Application
DRAFT – PENDING APPROVAL

In 2022 the Salt Lake City Council unanimously approved the donation of surplus computers to community organizations that provide direct services to Salt Lake City residents (*pending City Council approval*). The intent of the Digital Equipment Donation Program is to provide equitable distribution of surplus computers to community members, increase digital literacy, improve student achievement, and reduce the City's electronic waste output.

To qualify to receive these surplus computers, the applying community organization is required to submit this signed application; including an overview of how they will distribute the computers and provide digital literacy training to recipients. **Surplus computers will be distributed to the community organizations and allocated based on surplus availability.**

The organizations are required to donate the refurbished computers to their clients through their existing computer donation and/or digital literacy programs.

Community organizations will be awarded surplus computers based on the strength of their application and established digital literacy program.

Eligibility Requirements for Organizations:

- The donated computers must go directly to the organization's clients who live in Salt Lake City in the following zip codes: 84101, 84102, 84103, 84104, 84105, 84106, 84109, 84111, 84114, 84115, 84116, 84119, 84121, 84128.
- The organization must have an established computer donation program and/or digital literacy program that supports clients they serve.
- The organization must provide a non-profit EIN or tax-exempt number.

Contact Information:

Organization Name:

Primary Contact Name:

Primary Contact Phone Number:

Primary Contact Phone Emails:

Address:

City/Zip

Phone Number:

Website:

Non-Profit EIN or Tax-Exempt Number:

Questions:

1. Provide the mission of your organization:
2. Please provide an overview of your digital literacy program and how long it has been established:
3. Please provide an overview of how your organization will distribute the surplus computers to Salt Lake City residents:
4. How many computers do you estimate your organization could distribute yearly?
5. How will you select clients to receive a surplus computer?

The applicant understands and acknowledge the following:

If the applying organization is awarded surplus computers, the organization agrees to submit a brief report that includes the following information:

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

The surplus computers hard drives have been erased and factory reset. Applicant recognizes that **computers are donated on an “as-is” “where-is” basis. Salt Lake City makes no representations, guaranties, or warranties whatsoever as to the condition, quality, purpose fitness for any particular use, or safety of the computer. All warranties of any kind whatsoever, expressed, implied, and statutory, pertaining to the computer are hereby disclaimed. All implied warranties of merchantability and fitness for a particular purpose are hereby disclaimed.** Salt Lake City Corporation is not responsible for maintenance, repair, and the installation or provisioning of working software to the computer.

Organization Representative Name (Print) Representative Signature Date

SLC Point Person Contact Info: Nole Walkingshaw, Hailey Leek & Joseph Anthony (ask Joseph the protocol for picking up computer from IMS and the serial numbers)

Grading Rubric: Based on yes/no

- Does the organization have a digital literacy program?
- Does the organization have a distribution plan?
- Can the organization distribute 5 or more computers?