

Polk County Schools Educational Computer Outreach Project Donation Agreement

This Agreement is between _____ and the Information Systems and Technology division of the Polk County Schools and is for the express purpose of providing computer usage opportunities to the students of the Polk County Schools and other Polk County citizens. The Site understands that Polk County Schools is partnering with the above to:

- provide _____ computers for the above community center site
- address the learning needs of the students of Polk County Schools after school hours
- provide educational enrichment
- bridge the digital divide by providing services to low income areas
- increase availability of access to quality online databases to fulfill research needs
- increase opportunity for individualized learning opportunities

Further, when funding and time permit:

- provide a trainer to facilitate training
- provide minimal technical assistance

By accepting this agreement and equipment, the above named community center site will comply with the following in these categories:

Facility/Access

- provide trainers with a safe environment in which to train
- provide a facility representative at the facility in which training is taking place
- facilitate registration for training at facility
- provide access to facility for School Board Approved trainers at least 30 minutes before training begins
- address the learning needs of the students of the Polk County Schools after school hours
- advertise and provide access to Polk County residents without membership or fee
- provide student and/or adult mentoring

Computers/Equipment

- provide a secure environment for equipment
- provide internet connectivity and security for computers
- safeguard equipment against abuse or damage and viruses
- provide maintenance for equipment
- have patrons login at http://www.formspring.com/forms/sts-community_center_login to record usage of computers as a requirement for annual reports

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- not hold School Board trainers responsible for any damages resulting during training by participants
- assure that equipment will be operable for training needs

Organizational

- provide 501(c)(3) documentation and update contact information annually
- remove all Polk County Schools software prior to re-purposing/disposal of donated computers

Assistant Superintendent of Information Systems & Technology

Date

Community Center Project Manager

Date

Name of Community Center Liaison (Print)

Community Center Liaison (Signature)

Date

Address

City, State Zip Code

Community Center Phone Number

Community Center Liaison E-mail Address