



Portable Access  
to Education

## LEAP Program Application Form

*A joint initiative of Tent Schools International™  
and Comprenew®*

### **Program Purpose and Terms**

The LEAP program's purpose is to offer affordable laptop computers to refugee households for education or career training purposes through the agency or organization that is working directly with the family. This form is meant to be completed by this organization.

Qualifying households must be active clients of the requesting organization and have no other desktop/laptop computer or tablet in the residence. Laptop recipients ages 18 or older and who are living independently are considered a "household". The organization is asked to facilitate any necessary training for effective use of the laptop, which should remain with the household following conclusion of services provided by the organization. The laptop is not to be resold by household members or by the requesting organization.

In order to show impact and grow the program, Tent Schools International requires an update from the organization after one year of use by the family, describing the program's impact using household-member names, narratives and photos within confidentiality restrictions.

Laptops are offered at a reduced rate of \$50 per unit for families involved with the program. Distribution dates and locations are to be arranged by the organization in collaboration with staff at Tent Schools International.

### **Basic Information**

Date of Request: \_\_\_\_\_ Name of Organization: \_\_\_\_\_

Organization's Email/Phone: \_\_\_\_\_

Street Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Organization's Contact Person for the LEAP program:

Name (First, Last): \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

**Family Information**

*Please submit a separate form for each household in need of a laptop computer.*

Full name of family member responsible for the safety and security of the laptop (“warrantee”):  
This person will hold the laptop warranty and must sign for it at the pick-up location.

First name \_\_\_\_\_ Last name \_\_\_\_\_

Warrantee’s address: \_\_\_\_\_

Warrantee’s phone: \_\_\_\_\_ Warrantee’s e-mail: \_\_\_\_\_

Warrantee’s country of origin: \_\_\_\_\_

What is the primary language spoken in the residence? \_\_\_\_\_

**Check here indicating the family member (name on warranty) will dispose of the laptop by returning it to the store of origin or another certified R-2 electronics recycler.**

To ensure recipient families are trained in the use of the hardware and software, as well the options available for internet restrictions for maximum benefit and safety when working online, LEAP requires that your organization provide training. Laptops come equipped with Windows 10 and Microsoft Office. How will your organization manage this training? (LEAP provides a training pamphlet on Windows 10, Microsoft Office and internet safety for reference.)

\_\_\_\_\_

Because these computers are provided primarily for educational use, how many residents of the household are enrolled in a school or training program?

\_\_\_\_\_Elementary \_\_\_\_\_High school \_\_\_\_\_College \_\_\_\_\_Job/Career Training

Preferred Laptop Delivery Date: \_\_\_\_\_  
(Please allow three to four weeks from application to delivery)

**We agree to the terms and affirm all information provided here is correct.**

Printed name of organization’s representative: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Thank you!** Please return this form to Tent Schools International at 629 Ionia Ave. SW, Grand Rapids, MI 49503 (attention: Tyler Sajdak), or e-mail a copy to [tsajdak@tentschoolsint.org](mailto:tsajdak@tentschoolsint.org).

