



## PC's for MAINE Program Individual & Family Application

PC's for MAINE is a program of the Information Technology Exchange, a 501(C)3 Non-Profit Organization on a mission to increase technology access and literacy!

### Need a computer to achieve an important goal?

Choosing the right computer can be hard – finding one that includes real technical support is almost impossible. Add a change in employment, a tight budget - and your computer purchase options become really difficult.

This program was designed to help people overcome these and other challenges.

We build hundreds of computers every year for people from Kittery to Fort Kent who need a computer to achieve an important personal goal such as literacy, education, small business start-ups, job skills training or overcoming a disability. These fast, high-quality computers and included user support are made available for the lowest cost possible.

Participation fees for this program are very low thanks to the Maine businesses who donate lots of high-end business class computers and our dedicated team of professionals and volunteers who do all the work behind the scenes.

We do this because Maine is a great place to live – and we believe that access to solid personal technology with user support can also help make Maine a great place to work.

Good luck with your exciting new endeavor!

***Jodi and Chris Martin***

Co-founders of the Information Technology Exchange and the PC's for MAINE project.

[www.pcsformaine.org](http://www.pcsformaine.org) and [www.facebook.com/itec3maine](https://www.facebook.com/itec3maine)

## Do your goals and income meet our guidelines?

If so - you can participate in the PC's for MAINE project!

### 1) Which goal are you working toward? (Check ONE)

- Personal research, communications or writing     Pre K-12 Schoolwork     Adult Ed classes or GED  
 College     Job skills development/Business Start Up     General Family/Household Use  
 Other (please explain): \_\_\_\_\_

Family Size	Household Income
1	Up to \$33,750
2	Up to \$38,550
3	Up to \$43,350
4	Up to \$48,150
5	Up to \$52,050
6	Up to \$55,900
7	Up to \$59,750
8	Up to \$63,600

Based on Section 8 Maine  
Housing Income Limits 2018

### 2) Find your family size and circle your annual household income in this table

>>> ITE does not require proof of income with this application, but we might ask for it during your application review. Your income (based on the number of people in your home) must fit into this table to be eligible.

**3) Does any of these programs apply to you?** You do not have to be in one of these programs to participate in the PCs for MAINE program, but if you are, please let us know by checking it off.

- SSA/SSI     Maine's Competitive Skills Scholarship Program (CSSP)     Unemployment benefits  
 Vocational Rehabilitation Services     Reduced/Free Lunch program     Senior Citizen

**4) Do you have a Sponsor?** This is someone who will pay your fee for you.

- YES**- I have a sponsor.     Voc Rehab     CSSP     Other: \_\_\_\_\_

Counselor Name: \_\_\_\_\_ Office Location \_\_\_\_\_

Telephone #: \_\_\_\_\_ Counselor's Email \_\_\_\_\_

- NO** - I will be paying my fee personally.

\* Participation limited to one per household **OR** one per student living in the household. Must be a legal US citizen to apply.

## About you and how you learned about PCs for MAINE

Name: \_\_\_\_\_

Mail Address: \_\_\_\_\_

Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

### 5) Please estimate your computer experience level:

(very experienced users can troubleshoot hardware issues, reload operating systems etc. - **check one**)

- (1) None;     (2) A Little;     (3) Fair amount;     (4) Use Computers often;     (5) Very experienced.

### 6) How did you find out about the PC's for MAINE project? (check one)

- (1) Voc. Rehab or career center;     (2) Flyer from school;     (3) Flyer from a library;     (4) A PC's for MAINE client;

At what location? (name of source and town) \_\_\_\_\_

- (5) Public service ad on TV/radio;     (6) Other: \_\_\_\_\_

## Choose the system that fits your goals

These are warranted refurbished business class computers that will provide years of use when properly maintained.

**Pre-installed software included with all these PC's for MAINE Computers:** Windows 10, (specific systems have Microsoft Office 2010 with Word, Excel, PowerPoint, OneNote and Outlook), Chrome and Firefox browsers, our First Aid+ Kit (CCleaner, Anti-Spyware and Virus protection), TeamViewer remote support tool, and Skype softphone and video calling...

### Systems Specifications-

All systems have a DVD reader. Desktops come with a 19+" LCD monitor (upgrades below), keyboard, mouse, speakers, power cables, high-speed network port (wired – not wireless). Laptop screens are 13.3" or larger and include wired and wireless (G) networking, AC adapter, and a laptop carrying case. Capacity of laptop batteries is not guaranteed.



**Desktops are tough and less expensive. Choose laptop only if you must have portability!**

### Pick your computer for the tasks it will perform:

**Basic Tasks** - Email, Web Browsing, Online Banking, Social Media, Streaming Movies, YouTube, Online Activities

This is a home computer for basic computer uses

- Basic Desktop = \$95 (i series/4GB RAM/250GB HD)
- Basic Laptop = \$150 (i series/4GB RAM/250GB HD)
- ADD Desktop Wireless Card = \$30

**Student Tasks** – All the 'Basic' tasks plus Microsoft Office and a faster processor to handle K-12, adult ed and non technical degree collegiate work. Great all around system for writing, light bookkeeping, office productivity...

Intel i series processor, 4GB RAM, 250GB Hard Drive with Microsoft Office

- Student Desktop = \$150
- Student Laptop = \$210
- Upgrade Memory to 8GB = \$30
- 500GB Hard Drive = \$30
- Desktop Wireless Card = \$30

**Advanced Tasks** – 'Student' system with more memory and a larger hard drive to handle College level studies, advanced bookkeeping (Quick Books), heavier administrative tasks and image and light video editing programs

Intel i5 series processor, 8GB RAM, 500GB Hard Drive with Microsoft Office.

- Advanced Desktop = \$275
- Advanced Laptop = \$330
- Upgrade Memory to 16GB = \$50
- 1TB Hard Drive = \$45
- Desktop Wireless Card = \$30

**Call 207-338-4233 weekdays if you need additional options or have questions!**

### More Options

#### Tools, Upgrades, Components, and Peripherals

- Laptop Docking Station- allows laptop connection to multiple monitors and peripherals. This allows a laptop to function like a desktop computer. \$50
- Add a Communicator headset \$10
- Surge Protection Power Strip \$3
- Upgrade Desktop Monitor to a 22" (for design & accounting tasks) \$45
- Upgrade Desktop Monitor to a 24"+ (for design & accounting tasks) \$75
- 10' Ethernet Cord     25' Ethernet Cord     50' Ethernet Cord    \$3, \$5, \$7
- Printers (when available) Pickup Only call ahead \$CALL

#### Delivery

- Please ship my DESKTOP system (physical address required) \$38
- Please ship my NOTEBOOK system (physical address required) \$22
- I would like to pick up my computer at ITE's Waterville facility \$0

#### TOTAL YOUR FEE

<b>Program FEE:</b> (cost of system)	\$ __. __ A
<b>All Options:</b> (total of options)	\$ __. __ B
<b>Subtotal</b> (A+B=C)	\$ __. __ C
<b>ME 5.5% Sales Tax</b> ('C' x .055)	\$ __. __ D
<b>Delivery</b> (shipping fee)	\$ __. __ E
<b>Total Due</b> (C+D+E=F)	\$ __. __ F

**MAKE CHECKS PAYABLE TO: ITE  
PO Box 589, Searsport, ME 04974**

# PARTICIPATION AGREEMENT

## Definitions

ITE- Information Technology Exchange, its Directors, Employees, Donors, and Volunteers

Participant- Eligible individuals or families that ITE has approved to participate in this program

Hardware- Physical computer systems, parts, and accessories

Software- Programs and software applications, licenses, and data settings

## Participant agrees to terms outlined in this document.

The declared benefits in this document are not transferable and are limited to program participants, hardware, and software provided by ITE through the PC's for MAINE program. Microsoft does **not** provide support for Operating Systems or the Office Suite. The warranty period begins on the date of which your application has been processed by ITE. The participant promises to honor all software and licensing terms and end-user license agreements (EULAs). ITE is the owning party of the Microsoft software, and the participant has access to the Microsoft Software through ITE, not through Microsoft. The participant agrees to use the resources available to them (equipment, software, and services) primarily for the stated goals of the application. The participant also understands that the warranty and help desk support services are limited to questions, failures, and issues that impede those goals. ITE is **not** responsible for any losses, claims, damages, or civil/criminal activities associated with the use of program equipment. This includes, but is not limited to, personal information, data, licensing, improper use, other damages.

## Warranty & Exchange Information

The ITE warranty or exchange process must be initiated by contacting ITE by phone or email. The participant is responsible for repackaging and shipping any/all faulty parts to ITE. The warranty is limited to parts that fail due to normal use and includes the cost of part replacement, labor, and return shipping from ITE to the participant. ITE reserves the right to replace a system with something comparable or determine that a machine has failed due to misuse or uncommon conditions (see: Ineligible Returns). Data recovery fees may apply. Warranty is void if the participant is not in compliance with all outlined requirements and expectations. *All items must be in their original packaging, undamaged and unmodified.*

### Eligible Returns:

- **All Systems:** Within 1-15 days:  
100% Money Back

### Ineligible Returns:

- Software or Hardware issues related to changes, modifications, or infections which took place after the machine was purchased.
- Systems or accessories that are missing parts or show signs of misuse tampering, damage, or technical service by a 3rd party.
- Optional software or licensing that is unsealed and/or open.
- Training, coaching, shipping, or services already been provided.

## Optional/Misc. Equipment

These items (optional parts, new equipment, manufacturer warranty) are subject to their respective manufacturer warranties and requirements. If a new item fails to perform as guaranteed, ITE will assist the participant in managing the replacement and warranty process with the manufacturer. For assistance, the participant must contact ITE **before** they contact the manufacturer.

**Hardware Warranty - 6 Months.** We will always do what we can to provide the participant with parts and service and the lowest possible cost even after the warranty period ends.

## Technical Support

Support is available weekdays from 8:00am to 5:00pm. The participant has access to phone, and remote support for any eligible computer issues. Please note: Some issues can only be corrected hands on by ITE technicians and may require returning the system to the Waterville facility at 60 Industrial Street (04901). ITE's support phone number is 207-322-9555, you will be speaking with Barry.

## System Delivery

All deliveries require a signature. ITE will contact the participant when a system or item has been put into shipping and is on its way.

## Personal Information

ITE does **not** share, sell, or otherwise, distribute personal participant information from the application or questions that may be asked. ITE does reserve the right to share generic participant outcomes and statistics related to the mission and services of ITE. The information gathered by the application and from any ITE survey, support request, or communications are used solely for the improvement of ITE's PC's for MAINE program, goals, and mission.

**Customers who have not contacted us within 30 days will be regarded as having abandoned their equipment. At our discretion, abandoned equipment will be recycled.**

By signing, I personally certify that any income and eligibility responses and information I have provided is accurate and agree to provide the appropriate documentation upon request. Please sign that you understand and agree to these terms.

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