



### **IGT After School Advantage Program Proposal Guidelines:**

Proposals are accepted and reviewed on a rolling basis. Please be concise and use the After School Advantage Proposal Guidelines below when constructing your proposal.

### **Include the following contact information:**

Organization name, address, city, state, zip, fax, agency executive, contact person.

### **Required program criteria:**

- Is your organization a non-profit 501(C)(3) community agency or public school?
- For jurisdictions outside of the United States, is your organization a registered charity with an applicable charitable tax code?
- Does your organization have an existing after school program in need of a digital learning center or a renovation of an existing center (existing technology in center must be more than five years old for a renovation)?
- Does your organization support underprivileged/at-risk youth of diverse backgrounds between the ages of five and 18? Please explain demographic ratios.
- Does your organization have staffing and monetary support systems in place to sustain the center once it is in place?

### **Include answers to the following organizational questions:**

- What is the basic purpose of your charitable organization?
- What age group does your after school program serve?
- What days/hours is your after school program open?
- How many students are served by your after school program?
- How many desktops/laptops/tablets (if any) are currently being utilized by your after school program?
- What is the current student to desktop/laptop/tablet ratio?
- Please describe the technology currently used in your center?
- Please describe center staffing and their qualifications.
- What is your organization's vision for the center?
- Please describe the computer learning tools you feel are most appropriate (desktop or laptop environments, or a mixture of both offerings).
- Please describe your theft prevention plan for securing mobile technology if requested.

- Please describe the security system in place for the building where the technology center will be housed.
- What are some measurable performance indicators? How will the success of the program be evaluated?
- What is the frequency and level of detail for reporting to IGT on the program's progress?
- Is there any financial and/or in-kind support available for the program other than IGT's?

**Attach the following items:**

- Copy of IRS Exemption letter verifying 501c3 tax-exempt status.
- Copy of applicable charitable tax code for jurisdictions outside of the United States.
- Current operating budgets and sources of income.
- List of names and professional affiliations of directors and trustees.
- Latest audited financial report.
- Picture of the room(s) where the center(s) would be installed.

**After School Advantage Computer Center Guidelines**

- The After School Advantage digital learning center will be used primarily to provide children aged five to 18 with a meaningful and enjoyable learning experience during after school hours.
- The After School Advantage digital learning center will be supported as any other valuable resource within the organization.
- Efforts will be made to provide a well-organized technology-based educational environment in which children can learn basic computer skills and use these resources to complete educational projects.
- The use of the After School Advantage digital learning center will be supervised to ensure it is not used for illegal, dangerous, or illicit activities.
- The After School Advantage digital learning center should not be used primarily for the purpose of playing video games that have no educational merit.