



# Literacy Central Vancouver Island

19 Commercial Street, Nanaimo, BC V9R 5G3

Telephone: 250-754-8988 • Fax: 250-754-8114 • Email: [info@literacycentralvi.org](mailto:info@literacycentralvi.org)

12<sup>th</sup> December 2016

Dear Service Provider,

We really expanded our computer refurbishing program this last year because we realize how important computer literacy and owning a computer is to people these days.

Sadly we cannot keep up with the demand. By the end of 2016 we will have given out over 200 computers, which is approximately double the computers we gave out in 2015.

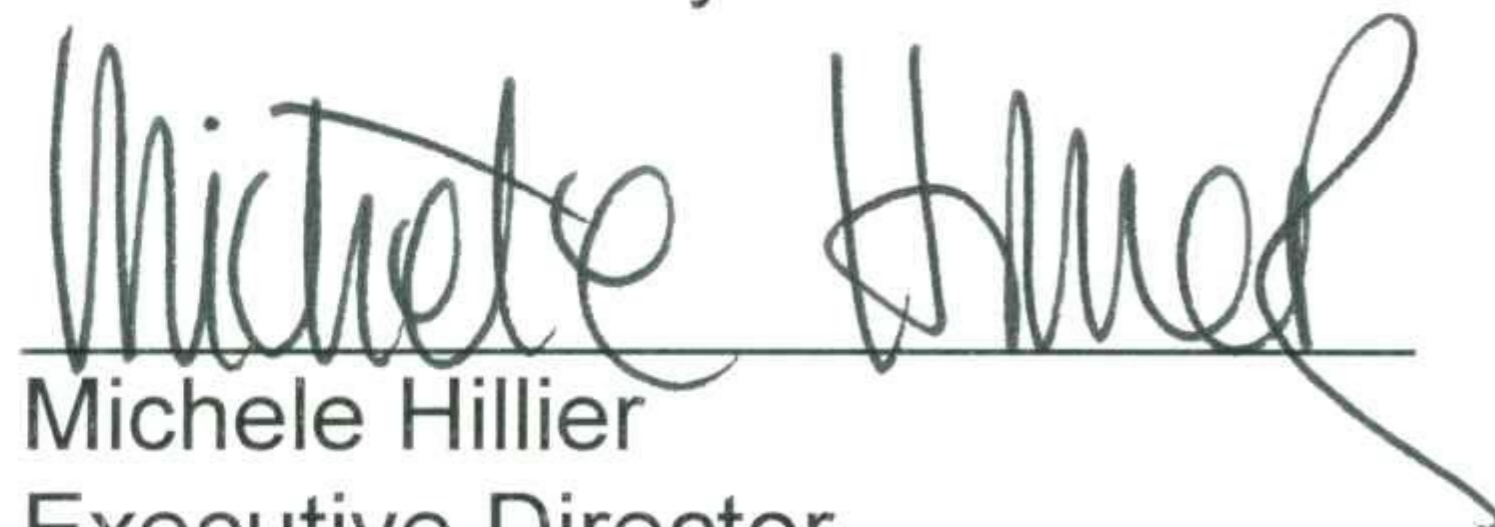
- For the first time, we had to put out two requests this year, in June and in the fall, for monitors. We are grateful to Nanaimo Bulletin for publishing our article and request to organizations, businesses, and individuals who responded with computers and monitors as this program totally works on donations;
- Our wonderful volunteer has been working 4 days a week to keep up with the demand (and we are concerned we will lose him if he works too much); and
- The licenses associated with the computers have cost us over \$4,000.00 this year – expensive for a program that has no funds associated with it.

We therefore have to go back to the original intent of the computers as laid out by Microsoft (as their charge for licenses is nominal). We require your help in assessing the needs of your clients and whether they need their computers for literacy and learning. We have set our next year targets and will be giving out 10 computers per month to individuals for a total of 120 over the year.

We are sorry to have to limit this great program but so hope you can assist us in ensuring that learners and families in Nanaimo continue to access this resource. Attached is a form to help you in determining your client's eligibility and it will be on our website for you to fill out and email or fax to us [info@literacycentralvi.org](mailto:info@literacycentralvi.org). Please write "Computer Refurbishing" in the title so we do not miss the request.

Please do not hesitate to contact me if you require more information or have any questions.

Yours in literacy

  
Michele Hillier  
Executive Director

  
Brian O'Rooney  
Computer Technician



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## COMPUTER REFURBISHING PROGRAM

Name of Agency: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Contact Telephone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Name of Learner: \_\_\_\_\_

Is the learner (please circle below):

On Income Assistance  
(or low-income)

Person with Disabilities

Attending school  
(SD68/Upgrading)

Please write a brief statement as to why the learner/client requires and will benefit from a computer:

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### Please note:

Microsoft licenses primarily support individuals and families on Income Assistance and those with disabilities. The program also supports students in SD68 and those upgrading up to and including Grade 12.

We request that your Agency arranges to pick up the computer, and delivers and helps the learner with set-up.