



CREATE

Computer Recycling for Education and Technology Enhancement

Application to Acquire Surplus Computer Equipment

Information

BEDS Code of Institution <i>If you do not have an SED issued BEDS code, please contact the Office of Information, Reporting, and Technology Services at 518-474-7965</i>	
Name of Institution	
Address of Institution	
Primary Contact	
Title	
Email Address	
Phone Number	
Fax Number	
Indicate whether the institution has access to Internet WEB capability	<input type="checkbox"/> Yes <input type="checkbox"/> No

Narrative

<p>The institutions will be judged on their ability to demonstrate in narrative format the following:</p> <ul style="list-style-type: none"> Demonstrate institutional need for requested surplus equipment. Demonstrate how the computers would be part of their current technology plans. Demonstrate how staff development needs will be addressed in operationalizing the computers. Demonstrate how the computers will be used for school/educational improvement. In the case of a private school, state that the requested equipment will be used solely for secular educational purposes and demonstrate how the school will comply with the requirements for private schools established in the CREATE guidelines. <p>Please attach the narrative on a separate paper or enter it below.</p>

Send your completed application to:
 New York State Education Department
 Student Support Services
 Room 318M Education Building
 89 Washington Ave.
 Albany, New York 12234
 Attention: Joe Leffler

Or email your completed application to joseph.leffler@nysed.gov.