**Learn local refurbished laptops program 2023**

**expression of interest**

# background

The Learn Local Refurbished Laptops Program aims to reduce e-waste, help Learn Locals overcome financial barriers associated with purchasing laptops and build up digital literacy and increase online access for learners in communities across the state. Learn Locals can make the laptops available onsite as well as lending them to community members.

In 2021–22, the former Department of Education and Training (now the Department of Education) conducted a pilot and an expression of interest round for Learn Local providers to access up to 1,000 end of life laptops at no cost. The success of this round has made the program available again in 2023.

The laptops available have been repurposed from the Department of Education and have been securely wiped, tested and have Microsoft Windows 10 installed.

# selection criteria

We are seeking expressions of interest from providers that would be interested in receiving refurbished laptops from the Department of Education, that will support their pre-accredited training program.

# OUTCOMES

* Addition of repurposed laptops to existing Learn Local IT resources to support local digital connections for students.
* Increased access by students to digital equipment and internet access.
* Maximisation of increased digital skills and capacity of teachers, learners, and organisations.
* Continuation of blended and online delivery where appropriate for learners and courses.
* Continued engagement with vulnerable learners.

# cost

Refurbished laptops will be provided to successful Learn Locals free of cost.

The Department of Education and the Adult, Community and Further Education (ACFE) Board are covering all associated costs with the program.

# next steps

* Providers to complete 2023 Learn Local refurbished laptops program expression of interest.
* The Department of Jobs, Skills, Industries and Regions (DJSIR) to assess all expression of interests received.
* DJSIR and the Department of Education to allocate laptops to providers based on the approved distribution formula.

# submission of application

Email your completed expression of interest form to Aimee Nelkner at [aimee.nelkner@education.vic.gov.au](mailto:aimee.nelkner@education.vic.gov.au) by **15 May 2023.**

# Timelines

|  |  |
| --- | --- |
| Applications | Date |
| EOI opens | 21 April 2023 |
| EOI closes 5.00 pm | 15 May 2023 |
| EOIs assessed by DJSIR | Mid-May 2023 |
| Providers notified | Late-May 2023 |
| Laptops distributed | June 2023 |

# Contact details

If you have any questions, please contact Aimee Nelkner or your regional office.

|  |  |  |  |
| --- | --- | --- | --- |
| **North Western Victoria Region** | **North-Eastern Victoria Region** | **South Eastern Victoria Region** | **South Western Victoria Region** |
| Kaye Callaghan  Tel: 4433 7582 | Cathy Clark  Tel: 9084 8573 | Jeremy Brewer  Tel: 8904 2580 | Georgina Ryder  Tel: 5215 5204 |

**Instructions for completing the Expression of Interest**

1. This form is designed to be completed electronically.
2. You can only apply once.
3. All questions must be completed.

# contact details

|  |  |
| --- | --- |
| Name of Learn Local provider or Adult Education Institution |  |
| TOID number |  |
| Name of person completing this EOI |  |
| Position of person completing this EOI |  |
| Phone number |  |
| Email address |  |

# DECLARATION

*I confirm that all requested documentation has been supplied and the information contained in this application is true and correct. I understand that the information provided in this application and any subsequent document may be used by the Department of Jobs, Skills, Industry and Regions for assessment and reporting purposes.*

Signature: ………………………………………………………

Position/Title: ……………………………………………………

Date: …………………………………………………………….

# questions

1. If you require refurbished laptops, how many would you require and how would you intend to use them?

|  |  |
| --- | --- |
| Number of refurbished laptops required |  |
| Description of how they will be used |  |