



## EDUCATION ENRICHMENT PROGRAM

### LAPTOP ASSISTANCE LAPTOP ASSISTANCE

To be considered for Laptop Assistance through the Educational Enrichment Program (EEP), citizens must complete and submit the following:

#### 1. Completed Application

- Submit a fully completed EEP Laptop Assistance Application form.

#### 2. Statement of Educational Need

- Provide a written justification explaining the educational need for a personal laptop.
- Applicants should clearly describe how the laptop will support their academic success (e.g., coursework, virtual learning, specialized software, research, accessibility needs).
- Citizens are encouraged to utilize available resources, such as school-provided devices, when appropriate. A demonstrated need must show that current resources do not adequately meet academic, technological, or accessibility requirements.

#### 3. Proof of Purchase (Receipt Required for Reimbursement)

- Applicants may request reimbursement of up to **\$1,000** for a laptop purchase.
- A valid, itemized receipt must be submitted in order to receive reimbursement.
- Receipts must clearly show the date of purchase, vendor, and item purchased.

_____		_____	
Name		Age	
_____		_____	
Guardian Name		Phone Number	
_____		_____	
Address	City	State	Zip
_____		_____	
Guardian Signature		Date	