

Smart Start: City of Brownsville Back to School Computer Distribution + Digital Skill Workshop

Guidelines, Eligibility, and Instructions

Objective: The City of Brownsville IT Department strives to promote digital inclusion and accessibility, ensuring that all residents have access to technology and the skills to use it effectively. To meet this goal the City is hosting a digital inclusion education event and is distributing 70 computers to eligible families.

Eligibility Criteria: To be eligible, a family must complete an online application and meet the following criteria:

1. Provide a valid ID for the applicant with an address in Brownsville, TX.
2. Have a child enrolled in a City of Brownsville Public School. Proof of registration may be provided with a report card, school Identification (ID) or Letter of enrollment.
3. Provide documentation of low-income status, which may include documentation showing the applicant or household member receives Medicaid, Free or Reduced Lunch, TANF, resides in Section 8 public housing, receives SNAP benefits, or can certify that they are low income based on the 2024 CDBG Income Table.
4. Attend an in-person digital event hosted by the City of Brownsville on **August 1, 2025**, and bring the student.

Distribution Details:

- Computers are limited to one per household.
- The Application will be available from **June 15 to July 15, 2025**. Late or incomplete applications will not be accepted.
- The City reserves the right to extend the application deadline based on the number of applications submitted.
- Applications will be approved on a first come first served basis until all available computers are distributed.
- The City reserves the right to distribute any unclaimed computers to schools, libraries, or city services.

Application Process:

1. **Registration:** To complete an application, please register [HERE](#). After registering, applicants will receive an email with the application link and instructions for setting up a username and password.
2. **Submission:** Ensure all required documentation is uploaded and the application is fully completed before submission.
3. **Confirmation:** Applicants will receive a confirmation email once their application has been submitted. Applicants that are selected to receive computers will receive an approval email one week prior to the event.

Distribution at the Event:

1. **Acknowledgement of Receipt:** Each recipient will sign a one-page acknowledgement of receipt of the computer, which includes:
 - ID verification
 - Media/promotional release
 - User agreement to use the computer solely for the student and family, and agree not to sell or trade the computer after receipt
2. **Documentation Process:** The process to document delivery and acceptance will be as follows:
 - GW and IT staff will assist with the distribution of computers
 - Each recipient's ID will be verified
 - The signed acknowledgement will be collected and filed

Additional Information:

- **Translation Services:** Instructions will be provided on the application for users to translate it to another language using their browser, accommodating Spanish and other languages.
- **Event Details:** The Smart Start: City of Brownsville Back to School Computer Distribution + Digital Skill Workshop will be held Friday, August 1, 2025, at the City of Brownsville Events Center located at 1 Events Center Boulevard, Brownsville, TX 78526 - [Click Here for Directions](#) - Phone: 956-554-0700

Contact Information: For assistance in completing the application, please contact the City of Brownsville IT department at (956-546-4357). For technical assistance or password assistance please email CityofBrownsvillePortal@grantworks.net.