Tasmanian® Leaders

# 100 Laptops in 100 Days

### A Tasmanian Leaders Program and Hobart City Mission partnership

'100 Laptops in 100 Days' is a community action project from the ImpactUS learning set of the 2025 Tasmanian Leaders Program (TLP#19).

It is a community-driven initiative where individuals can donate pre-owned laptops from:

**Monday 23 March 2026 through to Tuesday 30 June 2026.**

## How it works

The devices will be cleaned, reset, tested and tagged, and distributed, across the State of Tasmania by Hobart City Mission, to **digitally vulnerable community members**, along with support to help people get online confidently and safely.

This project sets out to tackle the digital divide in Tasmania, one laptop at a time, while also helping to reduce e-waste in our community.

## A need in the community

In recent years, Hobart City Mission have been part of a program to increase digital literacy skills by meeting clients one-to-one. The support is personalised at the point of need.

But many community members who participated in the program do not have hardware at home to practice and embed their new skills. That's where '100 Laptops in 100 Days' comes in and you can help!

Laptops in the home, supported by Hobart City Mission's digital literacy coaching, will increase individual and family access to online services.

The project aims to:

- Reduce digital exclusion in Tasmania
- Provide practical, hands-on digital literacy support
- Recycle and re-use tech to reduce e-waste
- Help people access online services and increase social connection

## How you can help

You can help by donating your pre-owned laptop(s). These laptops are to spark an interest in the digital world and improve digital literacy rather than for jobseekers or study, as there are already other programs supporting those needs.

The donated laptops are not going to be sold. They are going to be **gifted to people** who have received one-to-one digital literacy coaching with the Hobart City Mission.

## What is needed

**We Accept:** *working* Windows or Mac laptops - less than 10 years old (Windows 11, or Windows 10 upgradable to Windows 11, or macOS 2015+). Plus, chargers and bags (if available).

**We Do Not Accept:** desktops, tablets, printers, keyboards, broken items. Desktops are not included in scope because of the variation of and quantity of peripheries. Laptops are simpler devices for new digital users.

## Required specifications

To ensure all donated devices are usable, safe, and support modern software, **we only accept laptops that meet the following minimum specifications**. These minimum specifications ensure both usability and safety for the end users.

| Specification | MINIMUM Accepted Standard |
|---|---|
| **Operating System** | Originally installed with:<br>- Windows 11<br>- Windows 10 upgradeable to Windows 11<br>- or Mac OS 10.14 or later |
| **Age** | **Windows:** Preferably manufactured 2016 or later.<br>**Mac:** OS10.14 or later. |
| **Processor (CPU)** | **Most basic:** Intel Core i3 (8th Gen or newer) OR AMD Ryzen 3 (2000 series or newer)<br>**Preferably:** Intel Core i5/AMD Ryzen 5 or higher (NOT Intel Atom, Pentium or Celeron) |
| **Memory (RAM)** | Minimum 4GB RAM (preferably 8GB or greater) |
| **Storage** | **Preferably:** At least 128GB SSD (HDD acceptable if in good condition) |
| **Screen** | No cracks, flickering or damage |
| **Battery** | Must hold charge (more than 1 hour) |
| **Power Adaptor** | Must include compatible charger |
| **Wi-Fi Capability** | Must have working built in wireless capability (802.11N or better) |
| **Ports** | At least one working USB port |
| **For Macs** | The donator must have removed their Apple ID from the activation lock on the device. How? Go to iCloud → Devices → Remove. |

## Where to donate a laptop

Laptops can be dropped of at one of 10 sites around Tasmania. These are at selected Hobart City Mission sites and at APM Employment Services offices around the State. APM is a global health, employment, disability, and workplace services provider with a strong presence in Tasmania. A member of the ImpactUS learning set of the 2025 Tasmanian Leaders Program works with APM.

**Pass this request on! If you can't donate, then please share this with others. Thank you!**

You can drop in a laptop into the following sites:

| | |
|---|---|
| Hobart | Hobart City Mission, 50 Barrack Street, 8.30am to 5pm |
| | APM Employment Services, 175 Collins St Hobart, 9.00am to 5pm |
| Hobart - North | Hobart City Mission, 11 Main Road, Moonah, 8.30am to 5pm |
| | APM Employment Services, Northgate Shopping Centre, 387-393 Main Rd, 9.00am to 5pm |
| | APM Employment Services, Shop 4B, Cove Hill Shopping Centre, 11 Covehill Road, 9.00am to 5pm |
| Eastern Shore Hobart | APM Employment Services, 8 Bayfield St Rosny, 9.00am to 5pm |
| Oatlands | Hobart City Mission, 9 Barrack Street, Oatlands.<br>The Oatlands Community Hub is usually open on Mondays, Tuesday mornings and Wednesdays, 10am to 4pm |
| Launceston | APM Employment Services, Level 1/8 Boland St, Launceston, 9am to 5pm |
| Devonport | APM Employment Services, Level 1/45 Best St, Devonport, 9am to 5pm |
| Burnie | APM Employment Services, 111/113 Wilson St, Burnie, 9am to 5pm |
| Hobart | Hobart City Mission, 50 Barrack Street, 8.30am to 5pm |

## What happens at drop off?

- When you donate the device(s) you will be asked to fill in a **consent form** which confirms that you have reset the laptop and do not have any confidential data in it.
- To ensure device data security and privacy, all donated devices are securely wiped by trained Hobart City Mission technicians using certified data-erasure software.
- Any remaining data is removed through national best practice methods, so your personal information is completely removed and is therefore protected.
- The devices are tagged and tested to ensure they are electrically safe. This service is provided by Degree C. A member of the ImpactUS learning set of the 2025 Tasmanian Leaders Program works with Degree C.
- Hobart City Mission facilitates secure storage, refurbishment, and delivery of devices to those in need.

## Contact Us!

For any further information, a member of the ImpactUS learning set and graduate of the 2025 Tasmanian Leaders Program, Louise Mills, can be contacted on 0419 477 727 or louise.mills@hobartcity.com.au.

## A special thank you to...

- APM Employment Services for providing friendly drop-off points across the State.
- Degree C for tagging and testing all devices to ensure they are electrically safe.

**Pass this request on! If you can't donate, then please share this with others. Thank you!**

## Reminder of key dates

This is a community-driven initiative where individuals can donate their pre-owned laptops from:

**Monday 23 March to Tuesday 30 June 2026**

We appreciate your support in helping us to help others and take steps to reduce the digital divide in Tasmania.

Thank you!

## Your Questions Answered

**Who will ultimately receive the laptops?**

Hobart City Mission will distribute refurbished laptops to digitally vulnerable Tasmanians statewide, prioritising people without access to a device at home. Distribution is based on demonstrated need and supported through partner community organisations.

**What if I donate my laptop and Hobart City Mission finds that it is not technically suitable?**

Devices that cannot be refurbished will be recycled through accredited e-waste recycling facilities. The consent form you sign will state that you confirm that you have removed any sensitive data and confirm you understand that the device will be recycling if it is found to be unsuitable.

**If I have many laptops to donate, do I need to pre-arrange a drop off?**

No, you can drop as many off as you like, within the office hours stated above.

**Is there an option to donate the device by mail?**

No, the donations need to be dropped off in person to the drop-off points.

**Are cash donations accepted?**

No, not for the '100 Laptops in 100 Days' initiative as it is focused solely on laptops. However, you are welcome to make cash donations to Hobart City Mission at any time via their donation portal.

**Do you receive corporate donations? Can I claim a tax deduction?**

No, many corporations have their own disposal methods. These are purely 'donations' rather than 'in-kind' support. However, you are welcome to make in-kind donations to Hobart City Mission at any time. But they will not count towards the '100 Laptops in 100 Days' community action project.

**Pass this request on! If you can't donate, then please share this with others. Thank you!**

# Consent & Data Erasure Form

Thank you for donating your laptop to support vulnerable members of the community through the Hobart City Mission and the **100 Laptops in 100 Days** initiative.

Please read and sign below.

## Donor Details

| | |
|---|---|
| Full Name: | |
| Phone Number: | |
| Email (optional): | |
| Date of Donation: | |
| Number of laptops donated: | |
| How did you hear about this initiative? | |

**Declaration & Consent**

By signing this form, I confirm and agree that:

- I am the legal owner of this laptop and have the right to donate it
- I am donating this laptop as-is, with no expectation of return, compensation, or future claim
- I understand that all data on the device will be securely erased using certified data erasure software before the laptop is redistributed

I acknowledge that once donated, the organisations involved are not responsible for:

- Any data that was previously stored on the device
- The condition or future use of the device

I release the organisations, their staff, volunteers, and partners from any liability related to:

- Loss of data
- Device condition or performance after donation

I understand that donated laptops will be refurbished where possible and provided to vulnerable members of the public or recycled if it is assessed as not meeting the required technical specifications.

**Consent**

☐ I give permission for my laptop to be securely wiped and redistributed / or recycled as part of this program.

---

**Signature**

| Donor Signature: | Print Name: | Date: |
|---|---|---|
| | | |

**For Office Use Only**

Received by (full name): _____

Date received: _____

**Drop off location**
Please tick.

| | | |
|---|---|---|
| ☐ | **Hobart** | Hobart City Mission, 50 Barrack Street |
| ☐ | | APM Employment Services, 175 Collins St Hobart |
| ☐ | **Hobart - North** | Hobart City Mission, 11 Main Road, Moonah |
| ☐ | | APM Employment Services, Northgate Shopping Centre |
| ☐ | | APM Employment Services, Shop 4B, Cove Hill Shopping Centre |
| ☐ | **Eastern Shore Hobart** | APM Employment Services, 8 Bayfield St Rosny |
| ☐ | **Oatlands** | Hobart City Mission, 9 Barrack Street, Oatlands. |
| ☐ | **Launceston** | APM Employment Services, Level 1/8 Boland St, Launceston |
| ☐ | **Devonport** | APM Employment Services, Level 1/45 Best St, Devonport |
| ☐ | **Burnie** | APM Employment Services, 111/113 Wilson St, Burnie |

Wipe Completed: ☐ Yes ☐ No

Date Wiped: _____



**Pass this request on! If you can't donate, then please share this with others. Thank you!**