



DuPage County  
Office of the County Board  
421 North County Farm Road  
Wheaton, Illinois 60187-3978

**MEMBER INITIATIVE PROGRAM APPLICATION - Please complete all sections for submission**

**SECTION I Organization Information**

Organization	Donka
Contact Person	Leanne Vos
Address	400 N. County Farm Rd
City	Wheaton
Phone Number	6306658169
Email	lvos@DonkaInc.org

**SECTION II Project Description**

Project Title	Computer Training Program
Cost of the Project	\$15,000 (total cost of the program is \$100,000)
Brief Description of the Scope of Initiative	Donka seeks to deliver technology training and assistive technology access to seniors aged 60+ living in DuPage County. The program provides hands-on digital literacy instruction and access to specialized devices tailored to seniors with disabilities or accessibility needs. Training will focus on both personal enrichment and professional development. The \$15,000 will be dedicated to purchasing essential equipment and software for training: 1. Three (3) Laptops with: - Screen-reading and voice-activated software for visual/physical impairments - Microsoft Office 365 (3-year licenses) 2. Two (2) Apple iPad Air (13-inch) devices: - Customized with accessibility apps for memory, vision, and motor challenges
Desired Outcomes	- iPad Training Program (6–8 weeks): 10 DuPage Care Center residents: Basic use, accessibility features, email, video calling, calendars, internet use, and troubleshooting. - Volunteer and Staff Support Training: Four training sessions to equip volunteers with the skills needed to assist seniors during and after training. - Workforce Development Program (90–100 hours): 4–6 DuPage seniors with disabilities, aiming to re-enter the workforce. Skills taught include Microsoft Office, email, internet navigation, and assistive technology tools.  Impact and Community Benefit: Increases digital inclusion for low-income and disabled seniors; Promotes intergenerational connections and lifelong learning; - Builds independence, confidence, and professional capabilities in aging populations; - Encourages a culture of inclusion and accessibility throughout the DuPage Care Center and the broader community

**SECTION III Signature**

Member Name	Sheila Rutledge	
District	6	
Signature		

**SECTION IV Supplemental Documents**

Please attach the following (if applicable)

- Letters of Engagement from all involved organizations
- Vendor Ethics Disclosures
- Bid Documents
- Proof of Good Standing with IL Secretary of State for all partner organizations
- Tax Documents (such as W-9 forms, where applicable)



(630) 665-8169  
400 N County Farm Rd  
Wheaton, IL 60187

April 11, 2025

County Board Member Sheila Rutledge  
DuPage County Board District 6  
421 N County Farm Rd  
Wheaton, IL 60187

**Re: Letter of Engagement – FutureLink: Bridging Seniors to Technology**

Dear County Board Member Rutledge,

Donka, Inc. respectfully submits this letter of engagement to outline the scope, objectives, and financial details of our proposed partnership through the County Board Member Initiative Program to support our senior technology education initiative, FutureLink: Bridging Seniors to Technology.

**Project Overview and Scope of Work**

Donka seeks support to deliver technology training and assistive technology access to seniors aged 60+ living in DuPage County. The program provides hands-on digital literacy instruction and access to specialized devices tailored to seniors with disabilities or accessibility needs. Training will focus on both personal enrichment and professional development.

**Key Objectives**

**1. 1. Personal Enrichment and Independence**

Teach seniors to use iPads for health management, communication, and creative engagement. Promote digital confidence and autonomy through accessibility tools and personalized instruction.

**2. 2. Workforce Readiness**

Provide professional skills training to seniors returning to the workforce. Equip participants with laptops featuring adaptive software and Microsoft Office tools.

**Training Components**

- iPad Training Program (6–8 weeks): For 10 DuPage Care Center residents covering:  
Basic use, accessibility features, email, video calling, calendars, internet use, and troubleshooting.
- Volunteer and Staff Support Training: Four training sessions to equip volunteers with the skills needed to assist seniors during and after training.
- Workforce Development Program (90–100 hours): For 4–6 seniors, living in DuPage County, with disabilities aiming to re-enter the workforce. Skills taught include Microsoft Office, email, internet navigation, and assistive technology tools.

## Geographic Area and Demographics Served

Primary beneficiaries reside within DuPage County, including those living at the DuPage Care Center (DPCC), where Donka has operated for 37 years. Donka serves over 299,000 seniors across DuPage and Kane Counties. 40% of Donka's clients are DuPage residents; 80% of participants are low-income, with 38% experiencing disabilities such as vision/hearing loss, spinal cord injuries, or chronic illness.

## Project Budget and Funding Request

Total Project Budget: \$100,000. Funding will be secured from private foundations, IL Division of Rehabilitation Services (DRS), DuPage County.

Funding Request from DuPage County (District 6): \$15,000

## Use of County Funds

The \$15,000 will be dedicated to purchasing essential equipment and software for training:

### 1. Three (3) Laptops with:

- Screen-reading and voice-activated software for visual/physical impairments,
- Microsoft Office 365 (3-year licenses)

### 2. Two (2) Apple iPad Air (13-inch) devices:

- Customized with accessibility apps for memory, vision, and motor challenges

## Partnership and Facility Support

Donka partners with the DuPage Care Center (DPCC) to deliver training programs:

- DPCC provides in-kind support including lab space and utilities.
- Joint efforts by DPCC staff and Donka staff ensure effective participant recruitment and on-site support.
- A DPCC representative serves on Donka's Board of Directors, ensuring alignment with resident needs.

## Impact and Community Benefit

- Increases digital inclusion for low-income and disabled seniors
- Promotes intergenerational connections and lifelong learning
- Builds independence, confidence, and professional capabilities in aging populations
- Encourages a culture of inclusion and accessibility throughout the DuPage Care Center and the community

We thank you for your consideration of this request. Donka looks forward to partnering with DuPage County Board District 6 to empower our senior residents with the digital tools and training they need to thrive in today's world.

Please do not hesitate to reach out for additional information or to discuss the project further.

Sincerely,



Leanne Vos  
Executive Director

**Donka, Inc.**

**Bid Proposal to DuPage County -District 6**

**Project Title:** Procurement of Laptops, Software, iPads, and Assistive Technology for Donka, Inc.

**Date:** April 11, 2025

**Prepared For:** DuPage County Board, District 6

**Prepared By:** Donka, Inc.

---

**Scope of Bid**

This proposal outlines the total cost estimate for the procurement of laptops, software licenses, iPads, assistive technology tools, and training resources to support advanced computing and accessibility requirements.

---

**1. Hardware: Dell Laptops (via Amazon)**

Description	Quantity	Unit Price	Total
Dell Latitude 5550 Business Laptop (32GB RAM, 1TB SSD)	1	\$1,099.98	\$1,099.98
Dell Inspiron 15 3530 Touchscreen Business Laptop (64GB RAM, 1TB SSD)	2	\$1,099.99	\$2,199.98
ASURION 2-Year Laptop Protection Plan	2	\$120.99	\$241.98

**Subtotal – Laptops & Protection:** \$3,541.94

---

**2. Software: Microsoft 365 Business Premium (via TechSoup)**

Description	Users	Term	Cost/User	Total
Microsoft 365 Business Premium (Nonprofit Pricing)	3	3 Years	\$198.00	\$594.00

**Subtotal – Software:** \$594.00

---

**3. Assistive Technology**

**a. Fusion Professional License (via Freedom Scientific)**

Description	Quantity	Unit Price	Total
Fusion Professional Perpetual License with SMA	1	\$3,192.00	\$3,192.00

**b. JAWS Professional License**

Description	Quantity	Unit Price	Total
JAWS Professional Perpetual License with SMA 1		\$2,267.50	\$2,267.50
<b>Subtotal – Assistive Technology: \$5,459.50</b>			

---

**4. Mobile Devices: iPads**

Description	Quantity	Unit Price	Total
Apple iPad Air 13-inch with M3 Chip – Purple (256GB, Wi-Fi 6E + 5G Cellular, Touch ID, All-Day Battery)	2	\$1,049.00	\$2,098.00
AppleCare+ for iPad Air 13-inch (M3) – 2 Years	2	\$99.00	\$198.00
<b>Subtotal – iPads &amp; Protection: \$2,296.00</b>			

---

**5. Speech Recognition Software: Dragon Professional 16**

Description	Quantity	Unit Price	Total
Dragon Professional 16 – Standard Edition 3		\$699.00	\$2,097.00
<b>Subtotal – Speech-to-Text Software: \$2,097.00</b>			

---

**6. Training Materials**

Description	Quantity	Unit Price	Total
Assistive Tech & Accessibility Training Books	Assorted	—	\$250.00
Subscriptions to Online Tutorials (12-month access for 3 users)	3	—	\$450.00
Typing Tutor Software Licenses	3	—	\$153.56
<b>Subtotal – Training Materials: \$853.56</b>			

---

**Total Estimated Cost Summary**

Category	Subtotal
Laptops & Protection	\$3,541.94
Software (Microsoft 365)	\$594.00
Assistive Technology	\$5,459.50
iPads & Protection	\$2,296.00
Dragon Speech-to-Text Software	\$2,097.00
Training Materials	\$853.56

---

**Grand Total Estimate: \$15,000.00**

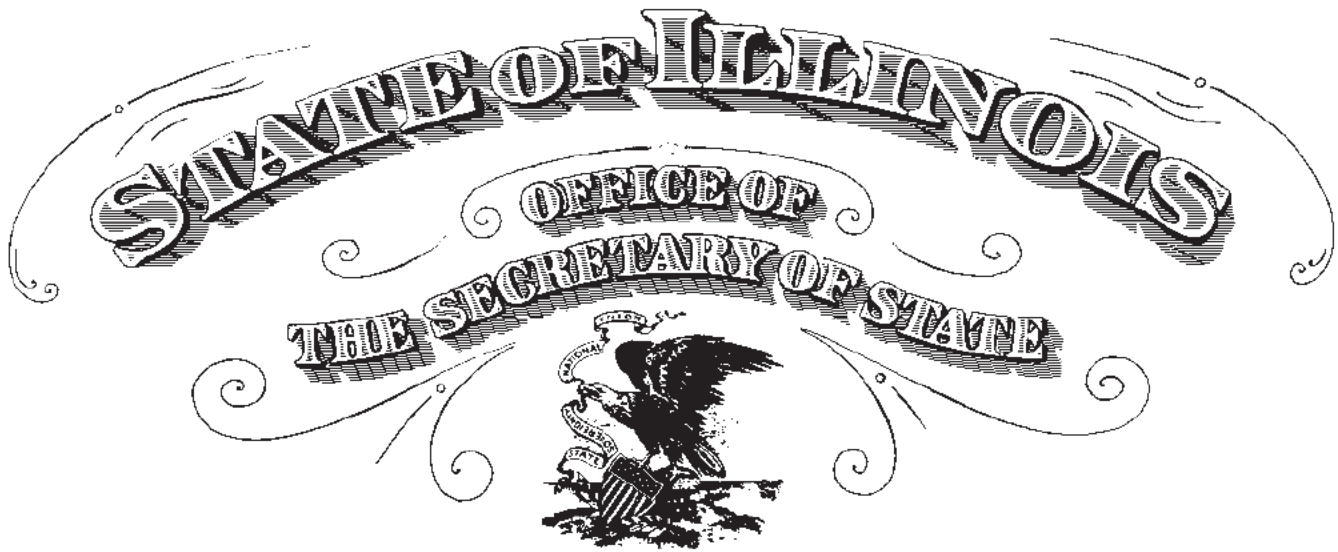
---

#### **Terms & Conditions**

- Prices are based on current vendor quotes and may vary based on availability at time of purchase.
- Delivery, shipping, and applicable taxes may be added at checkout.
- Software licensing is based on nonprofit eligibility and includes annual commitment terms.
- Vendor warranties and service agreements apply as provided.

#### **Notes:**

- Pricing reflects online vendor rates as of April 2025.
- Licensing assumes nonprofit pricing through TechSoup.
- Taxes, shipping, and handling are not included in the total but may apply.
- All products subject to vendor availability and terms.



***To all to whom these Presents Shall Come, Greeting:***

*I, Alexi Giannoulis, Secretary of State of the State of Illinois, do hereby certify that I am the keeper of the records of the Department of Business Services. I certify that*

DONKA INCORPORATED, A DOMESTIC CORPORATION, INCORPORATED UNDER THE LAWS OF THIS STATE ON JANUARY 30, 1987, APPEARS TO HAVE COMPLIED WITH ALL THE PROVISIONS OF THE GENERAL NOT FOR PROFIT CORPORATION ACT OF THIS STATE, AND AS OF THIS DATE, IS IN GOOD STANDING AS A DOMESTIC CORPORATION IN THE STATE OF ILLINOIS.



***In Testimony Whereof, I hereto set***  
*my hand and cause to be affixed the Great Seal of*  
*the State of Illinois, this 2ND*  
*day of JANUARY A.D. 2025 .*





DuPage County  
Finance Department  
Procurement Division  
421 North County Farm Road  
Room 3-400  
Wheaton, Illinois 60187-3978

## REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

### **Section I: Contact Information**

Please complete the contact information below.

BID NUMBER:	
COMPANY NAME:	Donka, Incorporated
CONTACT PERSON:	Leanne Vos, Executive Director
CONTACT EMAIL:	LVos@donkainc.org

### **Section II: Procurement Ordinance Requirements**

Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the County, shall provide to the Procurement Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor to any incumbent County Board member, County Board chairman, or Countywide elected official whose office the contract to be awarded will benefit within the current and previous calendar year. The contractor, union, or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors, and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

Has the Bidder made contributions as described above?

- ☐ Yes  
☒ No

If "Yes", complete the required information in the table below.

RECIPIENT	DONOR	DESCRIPTION (e.g., cash, type of item, in-kind services, etc.)	AMOUNT/VALUE	DATE MADE



All contractors and vendors who have obtained or are seeking contracts with the County shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

Has the Bidder had or will the Bidder have contact with lobbyists, agents, representatives or individuals who are or will be having contact with county officers or employees as described above.

☒ Yes

☐ No

If "Yes", list the name, phone number, and email of lobbyists, agents, representatives, and all individuals who are or will be having contact with county officers or employees in the table below.

NAME	PHONE	EMAIL
Leanne Vos,	(630)665-8169x10	LVos@donkainc.org

### **Section III: Violations**

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future County contracts. Continuing and supplemental disclosure is required. The Bidder agrees to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner;
- 30 days prior to the optional renewal of any contract;
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text of the County's Ethics Ordinance is available at:

[http://www.dupagecounty.gov/government/county\\_board/ethics\\_at\\_the\\_county/](http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/)

The full text of the County's Procurement Ordinance is available at:

[https://www.dupagecounty.gov/government/departments/finance/procurement/procurement\\_ordinance\\_and\\_guiding\\_principles.php](https://www.dupagecounty.gov/government/departments/finance/procurement/procurement_ordinance_and_guiding_principles.php)

### **Section IV: Certification**

By signing below, the Bidder hereby acknowledges that it has received, read, and understands these requirements, and certifies that the information submitted on this form is true and correct to the best of its knowledge.

Printed Name: Leanne S Vos

Signature: 

Title: Executive Director, Donka Inc.

Date: April 11, 2025



Enter search phrase

Contents of your shopping cart

**Product**

**Quantity**



**JAWS Professional Perpetua I License with SMA**

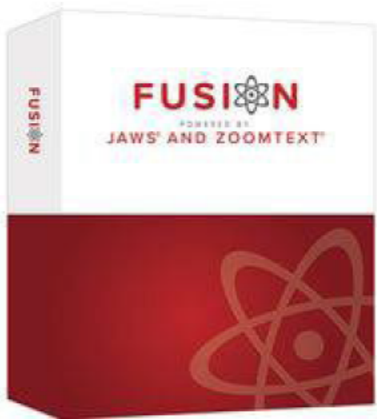
[Remove JAWS Professional Perpetual License with SMA from cart](#)

— +

Contents of your shopping cart

Product

Quantity



**Fusion Professional Perpetu al License with SMA**

[Remove Fusion Professional Perpetual License with SMA from cart](#)

+

Special instructions for seller

**\$5,459.50**


Shipping & taxes calculated at checkout

CHECK OUT

- [\(800\) 253-4391](#)
- [My Account](#)
- [Shopping Cart](#)
- Search

[Dragon Professional 16 - Standard](#)  
3 × \$699.00

Subtotal: \$2,097.00

Remove item	Thumbnail image	Product	Price	
<div>x</div>	<div></div>	<a href="#">Dragon Professional 16 - Standard</a>	\$699.00	Dragon Professional 16 -

Remove item	Thumbnail image	Product	Price
			Cart totals
Subtotal		\$2,097.00	
Shipping		Enter your address to view shipping options. <a href="#">Calculate shipping</a>	
Total		<b>\$2,097.00</b>	
			<a href="#">Proceed to checkout</a>

Microsoft 365 Business Premium (Nonprofit Staff Pricing) from TechSoup

**\$5.50 per mo for 3 years = 36 months x 5.50 = 198.00** ( for 3 laptops – 198.00 x 3 = \$594.00

### Best value

## Microsoft 365 Business Premium (Nonprofit Staff Pricing) Grant

Free for up to 10 users

**\$5.50**

user/month, paid yearly  
(Annual commitment)

[Get started](#)

[Learn more](#)

[Contact us](#)

### **Best value**

Microsoft 365 Business Premium (Nonprofit Staff Pricing)

**\$5.50**

user/month, paid yearly










(Annual commitment)

### **Everything in Business Standard, plus:**

- Advanced security
- Cyberthreat protection
- Advanced device management
- Microsoft 365 Copilot available as an add-on<sup>7</sup> –

### **Apps and services included**

- **Word**
-  **Excel**
-  **PowerPoint**

-  Teams
-  Outlook
-  OneDrive
-  SharePoint
-  Exchange
-  Access (PC only)
-  Publisher (PC only)
-  Intune
-  Microsoft Purview
- Microsoft Defender for Business



- AppleCare+ for iPad Air 13-inch (M3) (2 years)AppleCare+ for iPad Air 13-inch (M3) (2 years)

**\$99.00**

- In Stock
- Shipped from: Amazon.com Services LLC

Qty: 2Share



- Apple iPad Air 13-inch with M3 chip Built for Apple Intelligence, Liquid Retina Display, 256GB, 12MP Front/Back Camera, Wi-Fi 6E + 5G Cellular, Touch ID, All-Day Battery Life — PurpleApple iPad Air 13-inch with M3 chip Built for Apple Intelligence, Liquid Retina Display, 256GB, 12MP Front/Back Camera, Wi-Fi 6E + 5G Cellular, Touch ID, All-Day Battery Life...

**\$1,049.00**

- In Stock
- FREE delivery **Wed, Apr 16** available at checkout



FREE Returns



Climate Pledge Friendly You added a protection plan for this item

- **Style:** Wi-Fi + Cellular
- **Size:** 256GB
- **Color:** Purple

Qty: 2Share

### About this item

- **WHY IPAD AIR** — iPad Air is powerful, versatile, and comes in a choice of two sizes. Featuring the incredible performance of the M3 chip built for Apple Intelligence and a stunning Liquid Retina display along with Touch ID, advanced cameras, blazing-fast Wi-Fi 6E, and a USB-C connector.
  - **APPLE INTELLIGENCE** — Apple Intelligence is the personal intelligence system that helps you write, express yourself, and get things done effortlessly.\* With groundbreaking privacy protections integrated into the core of iPad, it gives you peace of mind that no one else can access your data — not even Apple.
  - **PERFORMANCE AND STORAGE** — M3 is a powerful chip built for Apple Intelligence that brings amazing performance for advanced creative and product tasks, graphic-intensive games, and smooth multitasking. And with all-day battery life, you can keep working and playing wherever you go.\* Choose up to 1TB of storage depending on the room you need for apps, music, movies, and more.\*
  - **13-INCH LIQUID RETINA DISPLAY** — The gorgeous Liquid Retina display features advanced technologies like P3 wide color, True Tone, and ultralow reflectivity, which make everything look stunning.\*
  - **IPADOS + APPS** — iPadOS makes iPad more productive, intuitive, and versatile. With iPadOS, run multiple apps at once, use resizable, overlapping apps and external display support. iPad Air comes with essential apps like Safari, Messages, and Keynote, with over a million more apps designed specifically for iPad available on the App Store.
  - **APPLE PENCIL AND MAGIC KEYBOARD** — Apple Pencil Pro transforms iPad Air into an immersive drawing canvas and the world's best note-taking device. Apple Pencil (USB-C) is also compatible with iPad Air.\* Magic Keyboard for iPad Air delivers an amazing typing experience with a built-in trackpad and 14-key function row, and it doubles as a protective cover on the go.\*
  - **ADVANCED CAMERAS** — iPad Air features a 12MP Center Stage front camera that's perfect for video calls and selfies. The 12MP Wide back camera with True Tone flash is perfect for document scanning and capturing photos and 4K videos.
-



---

[ASURION 2 Year Laptop Protection Plan \(\\$1000 - \\$1249.99\)](#)[ASURION 2 Year Laptop Protection Plan \(\\$1000 - \\$1249.99\)](#)

---

~~\$120.99~~ **\$120.99**

- In Stock
- Shipped from: [Asurion, LLC](#)  
Qty: 2 [Share](#)



[Dell Inspiron 15 3530 Touchscreen Business Laptop Computer, Lifetime Office 2024, 15.6" FHD, Intel 10-Core i7-1355U, 64 GB RAM, 1 TB SSD, Intel Iris Xe, Wi-Fi 6, FHD Webcam, Win 11 Pro, w/Accessories](#)[Dell Inspiron 15 3530 Touchscreen Business Laptop Computer, Lifetime Office 2024, 15.6" FHD, Intel 10-Core i7-1355U, 64 GB RAM, 1 TB SSD, Intel Iris Xe, Wi-Fi 6, FHD We...](#)

~~\$1,099.99~~**\$1,099.99**

- [Save \\$80.00](#)

[Clip Coupon](#)

- In Stock
- Shipped from: [82 days](#)
- FREE delivery **Tomorrow, Apr 12**



[Dell Latitude 5550 Business Laptop \(15.6" FHD Anti-Glare, Intel 12-Core Ultra 5 125U \(Beat i7-1355U\), 32GB DDR5 RAM, 1TB SSD\) FHD RGB Webcam, Thunderbolt 4, Ethernet, Win 11 Pro, 2025 AI PC, Gray](#)[Dell Latitude 5550 Business Laptop \(15.6" FHD Anti-Glar...](#)

~~\$1,099.98~~**\$1,099.98**

- Only 15 left in stock - order soon.
  - Eligible for FREE Shipping & [FREE Returns](#)
  - **Capacity:** 32GB|1TB SSD
- Move to cart