



An Introduction to the Technology Capacity Project

Strengthening your
technology systems
to better serve
your community



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An Introduction to the Technology Capacity Project

→ Background

Blue Shield Against Violence (BSAV) has enlisted [TechSoup](#) to support California domestic violence (DV) organizations to better use technology resources to achieve their mission. Funded by a grant from Blue Shield of California Foundation, the Technology Capacity Project's goal is to strengthen BSAV core support grantees' IT capacity by identifying the most important technology challenges facing them and then, based on that information, provide targeted resources, services, best practices, peer-sharing, and donated products so that agencies will be better equipped to manage organizational tasks and serve their clients.

→ About TechSoup

[TechSoup Global](#), a 501(c)(3) nonprofit, was founded in 1987 on the belief that technology is a powerful enabler for social change. TechSoup helps nonprofit organizations and libraries access the technology resources and knowledge they need to operate at full potential. Each month, more than 208,000 individuals visit the TechSoup Web site to make informed technology decisions, become part of a community, and request product donations. Perhaps the largest technology product philanthropy program in the world, [TechSoup](#) has a catalog of over 400 products, which are generously donated by a growing roster of 48 technology corporations, including industry leaders such as Microsoft, Adobe, Cisco, Intuit, and Symantec. TechSoup Global has distributed over 7.9 million technology products, saving NGOs more than \$2.6 Billion.

Project Components and Benefits

→ Benefits

For a small investment of staff time (approximately 3 hours), your organization will receive a significant benefits from the Technology Capacity Project. TechSoup will provide all Blue Shield Against Violence core support grantees with a combination of resources and services, including:

- Free hardware, software and cloudware resources to meet the specific needs of BSAV grantees. BSAV grantees will have \$1,250 to access TechSoup's technology product donations from more than 48 leading technology partners, including Microsoft, Cisco, Intuit, and Symantec. See techsoup.org/products for more information. BSAV grantees will be required to attend up to 3 introductory Webinars to receive the \$1,250 for technology products.*
- Access to a TechSoup Account Manager who can help you with registration, expediting the qualification process, assisting with donation requests, and ensuring that your organization is maximizing the benefits of TechSoup's various services.*
- Advance notice of special offerings, new products, or changes in program guidelines through online and phone contact, as needed.
- Customized tools, tips, and content for creating a healthy and secure computing environment at your organization.
- A free series of TechSoup webinars and online discussion forums for grantees to share successful technology capacity building practices.
- A free series of TechTalk sessions where your IT planning and management questions will be answered.

** Note: In order to take advantage of these offerings, BSAV grantees will be required to 1) register with TechSoup and 2) attend 3 introductory Webinars. See page 4 for details.*

→ Technology Product Donation Process

In order to receive your \$1,250 for donated technology products, your organization will need to complete the following:

- 1] [Register with TechSoup](#). If your organization is already registered you are done with this step! If not, we will provide customized support to all BSAV grantees, so this process can be as easy as possible.
- 2] At least one staff member from your organization will need to attend all of the following one-hour webinars offered:
 - Session 1: Getting the Most from TechSoup and the Technology Capacity Project
 - Session 2: Information and Computing Systems: Policies and Documentation
 - Session 3: An Introduction to Security Basics/Fundamentals

See the Webinar and TechTalk information on pages 4 and 5 of this guide to sign up!
- 3] Submit an order request through the TechSoup Account Manager. The Account Manager will assist with donation requests, and ensure that your organization is maximizing the benefits of TechSoup's various services. These webinars will inform grantees about how to create a healthy and secure computing environment, as well as how to get the most from TechSoup. To accommodate schedules, we will offer each of these webinars two different times for all BSAV grantees.

→ BSAV Product Offerings

BSAV grantees can order anything within the TechSoup Global catalog; however, we suggest that grantees first complete an inventory of what your organization has and then review what is available. Again, this is a suggested list and does not preclude organizations from requesting other product or services in TechSoup's catalog; rather, it is meant to serve as a starting point for programs that are unclear about what is available and most appropriate for their organizations.

→ Webinars and TechTalks

TechSoup staff will offer three webinars. The first webinar will provide you with an introduction to the project and the resources available to all BSAV grantees through this project. The second and third webinar will focus on key elements for building your technology capacity. Each webinar will be offered twice, on two different dates, to allow for scheduling flexibility.

Immediately following the webinars we will offer a 30 minute “TechTalk” Q&A session for all interested grantees. The “TechTalks” will serve as “after parties” for the webinars and will offer time for participants to dig deeper into the topic and give everyone a chance to ask questions and get answers!



In order for BSAV grantees to receive the free product donations through TechSoup, at least one staff from your organization will need to attend one webinar for Sessions 1, 2 and 3 (a total of three one-hour webinars). The TechTalk sessions are optional.

You can register for each webinar by clicking on the webinar date in the descriptions that follow. The link will take you directly to the registration page where you can sign up.

Webinar and TechTalk Session 1 (60 minutes)

Getting the Most from TechSoup and the Technology Capacity Project



A webinar highlighting what is available through TechSoup and the Technology Capacity Project.

CLICK DATE TO REGISTER: [November 22nd](#) and [January 4th](#)

Time: 1 - 2 p.m. PST



TechSoup Product Donation Program and the Technology Capacity Project TechTalk session

Time: 2 - 2:30 p.m. PST

Session 2 (60 minutes)

Information and Computing Systems Policies and Documentation



During this webinar we will share with you how to gather and organize your technology resource information before moving forward with making decision regarding what to buy and how much to spend.

CLICK DATE TO REGISTER: [December 7th](#) and [January 11th](#)

Time: 1 - 2 p.m. PST



Policies and Documentation TechTalk session

Time: 2 - 2:30 p.m. PST

Session 3 (60 minutes)

An Introduction to Security Basics/Fundamentals



Security is a top priority when it comes to your organizational data and resources. For that reason, we strongly recommend that all DV organizations complete this stage as soon as possible after completing Stage 1. This webinar will help you identify how you are currently keeping your information secure and how to protect it on a regular basis.

CLICK DATE TO REGISTER: [December 14th](#) and [January 18th](#)

Time: 1 - 2 p.m. PST



Basic Security TechTalk session

Time: 2 - 2:30 p.m. PST

Additional Project Benefits and Resources



Forums

TechSoup already offers a wide-range of forum topics and information on a variety of technology and online community-building topics. BSAV Grantees will receive customized information regarding the forum including targeted FAQ's regarding the forum resources, as well as a "Getting Started With TechSoup Forums" Guide. These resources will be available to BSAV Grantees starting December 5, 2011.



Technology Capacity Project Guide

This guide is designed to provide the DV community with the tools and information you need to create and manage your IT systems effectively. The materials are written in an easy-to-follow format, and are designed to help both IT beginners and seasoned technology managers and executives. Grantees will be provided sections of the guide at each of our Technology Capacity Building webinars.