



KOBD ADOPT Free Laptop Giveaway Event – Frequently Asked Questions

1. When and where is the laptop distribution event?

The event will be held on **Friday, April 17, 2026**, at the **Ogden Building, 3345 B Thrasher Road, White Cloud, KS 66094**, from **12:00 PM to 6:00 PM local time**.

2. What is this event for?

This event is being held to distribute **grant-funded laptops and approved accessories** to eligible recipients through the **KOBD ADOPT Program** in an organized and documented manner.

3. Do I need to pre-register before the event?

Pre-registration is strongly encouraged. The pre-registration form will allow you to confirm your information, upload your photo ID, and choose a preferred pickup time slot to help reduce wait times and improve event flow.

4. What information will I need to provide during pre-registration?

The form will ask for your full name, address, contact information, confirmation of previously submitted personal information, upload of a government-issued photo ID, your preferred pickup time slot, your attendance status for the April 17 event, and the name of an alternate pickup person if someone else will pick up for you.

5. What time can I pick up my laptop?

Approved primary recipients will pick up devices between **12:00 PM and 5:00 PM**. Recipients should arrive during their selected pickup time slot.

6. What do I need to bring with me to pick up my laptop?

You must bring a **valid photo ID**. Staff will verify your identity before any device or accessories are released.

7. Can someone else pick up my laptop for me?

Yes, but only if you list that person in advance during the pre-registration process. The alternate pickup person must present **their own valid photo ID** at pickup, and staff must be able to confirm that the person was authorized by you ahead of time.

8. Can a laptop be released to someone who was not listed in advance as my alternate?

No. A device will **not** be released to an unauthorized person. If the alternate pickup person was not identified in advance through pre-registration, the equipment cannot be released to them.



9. What if I cannot attend the event and do not have an alternate pickup person?

If you cannot attend and do not designate an alternate, you must coordinate directly with **Anthony Fee** to schedule a separate pickup time at the administrative buildings.

10. What happens when I arrive at the event?

You will check in at the event during your selected time slot. Staff will verify your identity, confirm your eligibility, review your required documentation, assign your laptop and accessories, record the distribution in the asset tracking system, and have you complete final acknowledgment of receipt before you leave.

11. Will I need to sign any paperwork before receiving my laptop?

Yes. Any required recipient forms, acknowledgments, or agreement documents must be completed before equipment is released.

12. How will my laptop be tracked?

All distributed laptops and accessories will be recorded in **Asset Tiger**, administered by **GSMS**, for inventory and grant compliance purposes. Records will include recipient information, date of distribution, device details, serial number or asset tag, accessories issued, and pickup method.

13. Will accessories be included with the laptop?

Yes. Approved accessories may be issued along with the laptop, and those items will be documented at the time of pickup.

14. Can I receive a second device?

Possibly. Second devices will only be distributed from **5:00 PM to 6:00 PM**, and only if supplies remain after all primary distributions are completed and the recipient meets program requirements.

15. If I did not sign up during the registration window, can I still get a laptop?

Citizens who did not sign up during the registration window may have an opportunity to sign up for a device **while supplies last** on a **first-come, first-served basis**.

16. What if I arrive without my ID?

A device cannot be released without identity verification. You must present a valid photo ID before any grant-funded equipment can be distributed.

17. Why is there so much verification and documentation?

The program must follow **KOBD ADOPT grant requirements**. That means each laptop and accessory must be distributed in a secure, documented, and compliant way, with proper identity verification and asset tracking.



18. Who should I contact if I cannot attend the event?

If you cannot attend and do not have an approved alternate pickup person, you should contact ADOPTProgram@greysnow.com or **Anthony Fee** to arrange a later pickup.