



BYTE BACK

2008 Annual Report



Letter from our Executive Director

Dear Friends,

I was hired as the new Executive Director of Byte Back in October 2008 but Byte Back is not new to me. During my tenure as a Board Member and as Executive Director of the Spring Creek Foundation, we were funders of Byte Back. Three years ago, I joined the Board of Directors, serving as Treasurer, then Vice Chair, then Chair. I have a background in nonprofit management, communications, and statistical research. And like our President Elect, I am also a former community organizer!

I am deeply committed to the future of Byte Back and our students. Our world has suddenly become so dependant on the use of computers. Card catalogues in the library have been replaced with computer searches. Applying for a job or a scholarship is often done online. Some of our students come to Byte Back having never before used a computer. They are intimidated and puzzled by the new terms which have become so commonplace in our society. Imagine how you would feel to hear others speak of the internet, email, and websites if you had never used them! Our students are so thrilled to gain access to all that computers and the internet have to offer.

This year we have begun to focus more on helping our students in the job market. I am happy to say that our Office Track program is up and running and achieving exciting results for our students. We have been awarded a second year of funding for this program from the D.C. government. We have already achieved some encouraging results, as you will see inside this report.

I am excited to report that we have just received a generous grant from the JMR Barker Foundation towards some renovations of our building. One of the exciting things we are doing is installing a wheel-chair accessible bathroom on the first floor so that we may better serve our disabled students. It is our goal to reach out to disabled veterans from the wars in Afghanistan and Iraq to help them rebuild their lives. Come on by in January and take a look!

We have many other exciting plans ahead which we will be sharing with you.

Sincerely,

Kelley Ellsworth,
Executive Director

Letter from our Board Chair

The 2007/2008 season has found us working amidst the turbulent waves of our economy. With the help of our very passionate volunteers, foundation supporters, corporate sponsors, and individual donors, our team is happy to present to our 2008 Annual Report.

As we continue to grow at Byte Back, our excellent staff, volunteers, and Board of Directors endeavor to give our students what they need in order to meet the demand of today's jobs. Due to these changes in our economy, many have lost hope looking for employment. Byte Back has seen the need to be attentive and sensitive to the economic changes in our job market today. We love taking on new challenges, creating new programs, and getting the word out to women and men in our area who need to continue to add to their job skills. Byte Back students are in the right place and at the right time.

Our Board of Directors and staff are grateful for your support this past year and as we look into a new year, we see technology as a great source of opportunity for our students. We move forward with renewed vision and hope for the students we train every day. Byte Back is making a difference in our communities and we could not have done it without you.

Jewel Scott

Chair, Byte Back Board of Directors



Student Voices

“The beginning computers class gave me so much self-confidence with the computer – touching it. Now I know what to do with it. Before, I was scared when I got on that I was going to mess something up. Now I’m comfortable with all of it, using the mouse, everything.”

Our History

Since its founding in 1997, Byte Back has provided affordable, hands-on computer training. This work enables economically disadvantaged adults to acquire marketable skills - - and thus, jobs.

Despite society's increasing reliance on computers, training for the under- and unemployed is not keeping pace with the demand for workers. So Byte Back's training opportunities are more important than ever.

Our Goals

- To provide high-quality computer courses to unemployed, underemployed and low-income residents of Washington, D.C. and the surrounding communities;
- To provide assistance with job interviews, resume writing and job searches;
- To assist unemployed and underemployed residents in obtaining employment that pays a living wage; and
- To provide meaningful volunteer opportunities for professionals, employees in the technology industry and program alumni.

Our Programs

- The Community Academy
- Office Track Job Training Program
- Community Computer Center

The **Community Academy** offers a wide variety of courses at two main locations in Ward One and Ward Five. Course offerings include Beginning Computers, Word, Excel, PowerPoint, Access, HTML, and PC Hardware. Each class of 8-12 students meets once or twice a week. To instill a sense of value and commitment, students are asked to pay a nominal fee. This fee can be waived in exchange for volunteering.

In FY08, we created a new, holistic program entitled **Office Track**. Students learn Microsoft Word, Excel and PowerPoint and receive job readiness training that includes resume preparation, training in interviewing techniques and job search assistance. All courses are designed through consultation with employers to ensure that students are learning the most marketable skills. This program is offered at Byte Back in Ward Five, and at Covenant House in Ward Eight.

In addition to classes, as a **Community Technology Center** we offer free use of computers and the Internet during our community lab hours. This gives people access to look and apply for work, as many employers only accept on-line applications. In addition, students use our lab to complete homework assignments - since many low-income families do not have computers at home.

During the past year, with your help, Byte Back has:

- Provided **433 computer training course slots to 333 students** at the Byte Back office, Covenant House and at Catholic Community Services.
- **Recruited over fifty-two highly engaged volunteers** who assisted in designing curriculum, teaching classes, providing governance, mentoring students, helping with resumes and conducting mock interviews.
- **Implemented a multi-pronged approach to tracking student progress**, including completion rates, self-assessment and objective measures of master of course material, and pre- and post-surveys to assess byte Back's medium-term and long-term impact on student income and quality of life.
- Created the **new Office Track program** and **trained 45 students** in the first three months.
- **Balanced our revenue stream** by obtaining our first revenue from the DC Government, matching two all-or-nothing new donor challenge grants, and almost doubling Events revenue.
- Held **five events**, including our Tenth Anniversary Event, our Inaugural Auction, our Second Annual Community Computer Day, our first Office Track Graduation Celebration, and a volunteer appreciation event.

Spotlight on Office Track

Byte Back believes that one key to escaping poverty is access to higher paying jobs through skills training. Towards that end, we designed a new program that is holistic and job-oriented.

Office Track is designed to treat each student as an individual, taking them from where they are, in terms of employment and skills, and walking them through a process which ends with a job that pays a living wage. Students are trained in Microsoft Word, Excel and PowerPoint. Depending on their initial skill level, some students begin with instruction in Beginning Computers, basic keyboarding, file management, and using the internet. Students with previous computer skills may test out of these beginning level classes. All Office Track students are encouraged to add at least one upper level class to their program, such as HTML, QuickBooks or PC Hardware.

After learning new computer programs, students have the skills needed to meet the basic computer and administrative needs of a small business, nonprofit or government office. But Office Track does not stop there. We also provide each student with their own refurbished computer for their home, soft skills training, help with resumes and job interview skills, and assistance in finding and securing employment.

In March 2008, Byte Back received a \$100,000 grant from the D.C. Office of the Deputy Mayor for Planning and Economic Development. Three months later, by the end of our FY08, we had already trained 45 students!

Student Voices

“You can just see me now, here at the library just smiling and grinning from ear to ear!!! I am elated and just so pleased. I can't explain to you how much I have gained from being a student at Byte Back. I landed just the best job with great benefits and a wonderful fit for me at this stage in my life. I still need to keep current with my computer skills and will be taking classes there at Byte Back when the new year begins. Thanks for all you've done to help all of the students succeed. "Yes We Can... and Yes I Did...at Byte Back (*smile*).”

Meet Our Students

In FY08, Byte Back provided 442 computer training course slots to 333 students. (Most students took one course, but many took more than one.) The majority of the courses were taken at the Byte Back office in Ward Five (332 course slots); the remainder (110 course slots) were taken at Catholic Community Services in Ward Two. Although in FY08 we solidified our arrangement to teach at sheltered youth at Covenant House in Ward 8, the classes did not begin until early in FY09.

Of the 442 course slots taken: **57% were basic computer literacy** classes such as PC for Beginners or Keyboarding; **12% were the complete job-focused Office Track** program, **22% were a Microsoft Office class** such as PowerPoint, Word or Excel; and **10% were an Advanced Class** such as HTML, PC Hardware or QuickBooks.



Amy Green & Breta Elliot-Meredith complete the final QuickBooks class

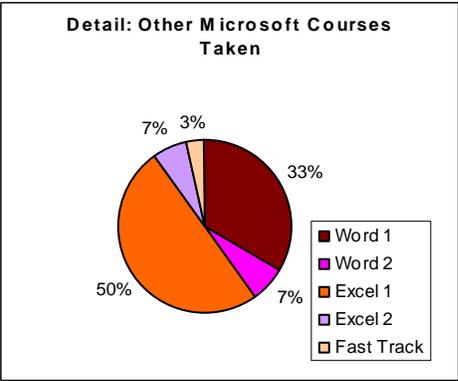
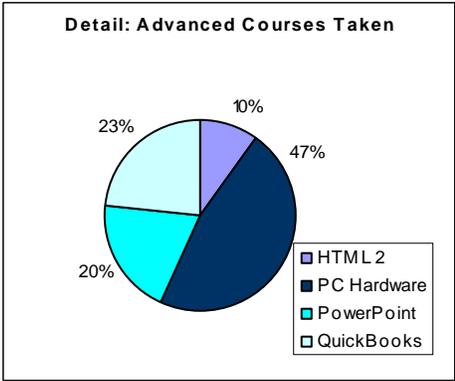
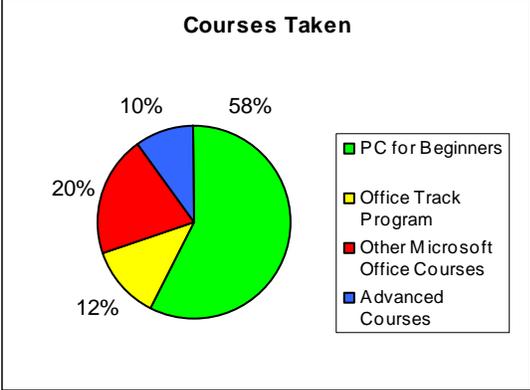


Students in one of our classes

Student Voices

“Everybody was so sweet and patient... It wasn't like they were talking down, it was like they were talking to a friend.”

Meet Our Students *continued*

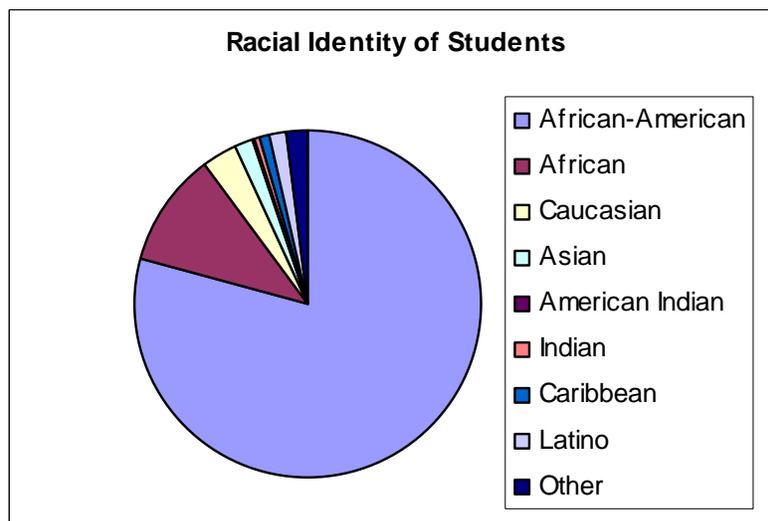
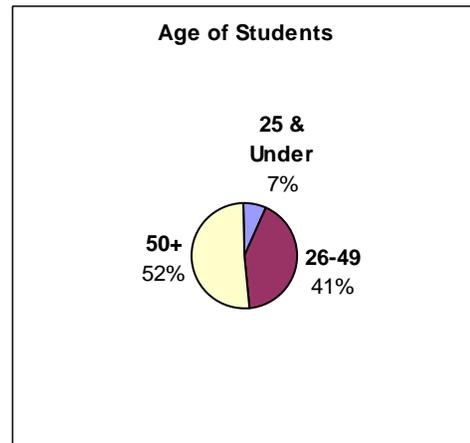
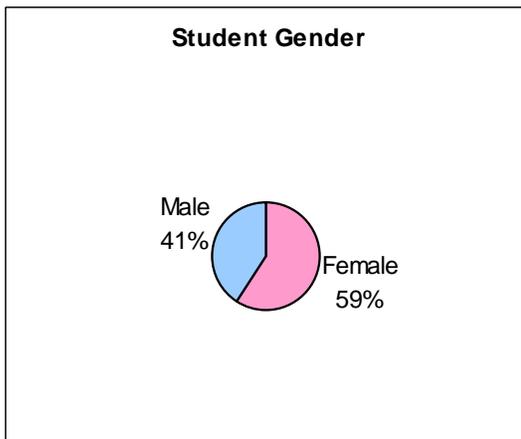


Student Voices

“If I’d known it was so interesting, I’d have been in a class a long time ago!”

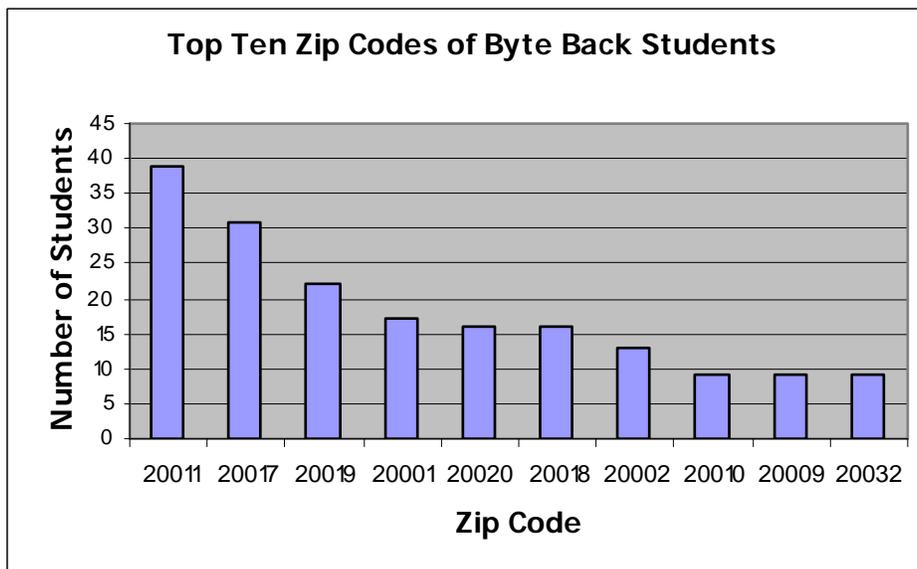
Meet Our Students *continued*

The majority of the Byte Back students in FY08 were female (59%). Seven percent of our students were age 25 and under, 41% were age 26-49, and 52% were age 50 or older. Of those students who shared their race/ethnic origin, 79% identified themselves as African American and 11% as African. The remaining students identified themselves as Caucasian (3%), Asian (2%), Latino (2%), Caribbean (2%), Native American (.4%), East Indian (.4%) or "Other" (3%).



Meet Our Students *continued*

Byte Back students came from all over the city, but the most common zip codes of our students were: 20011, 20017, 20019, 20001, 20020, and 20018 which are **predominantly in Wards 5, 6, 7 and 8**. The average **income of our students in FY08 was \$13,543/year** and 29% of our students were single parents. (The 2008 Federal Poverty Level is \$17,600 for a family of three.)



In FY08, Byte Back recruited over 52 highly engaged volunteers who assisted in designing curriculum, teaching classes, providing governance, mentoring students, helping with resumes and conducting mock interviews. **Thirty four of these volunteers were instructors.**

Second Annual Student Survey

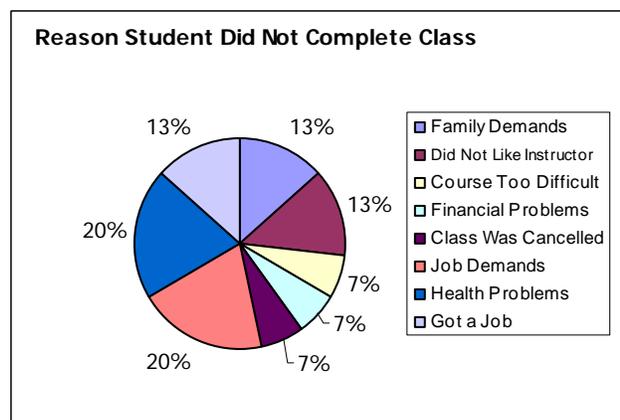
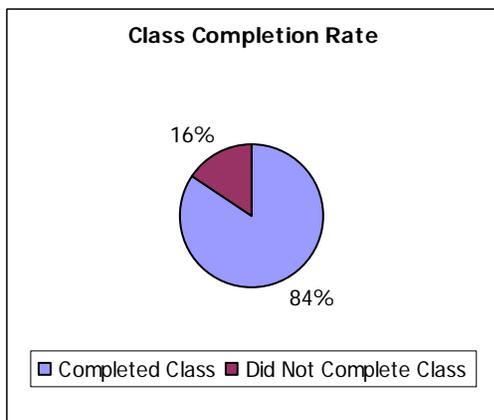
Each year our Board of Directors reaches out to our students to inquire about their experience at Byte Back and about their current circumstances. This is also an opportunity to give the students additional information and to seek their opinion about future changes in the organization. From October and November 2008, the board endeavored to survey all 333 FY08 Byte Back students. Of the 333 students, 11 surveys were completed via an electronically and 61 were completed via telephone. Thus, 72 students, or **22% of the Byte Back students in FY08 were surveyed.**

The survey was a three page survey with questions concerning courses taken, courses completed, and reasons for not completing a class; employment, work hours, salary and job satisfaction before and after taking classes at Byte Back; and the students' assessment of what effect Byte Back had on their lives.

Enrollment and Completion Rates

The 72 survey respondents enrolled in a total of 83 courses at Byte Back during FY07, averaging 1.2 courses per student. Of the 83 courses that students enrolled in, 70 courses **(84%) were completed.**

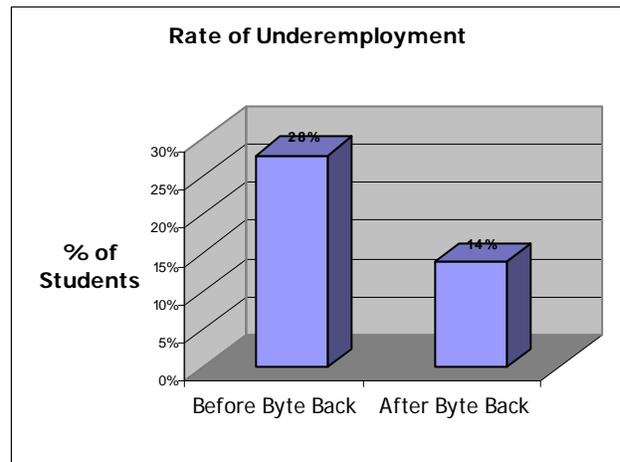
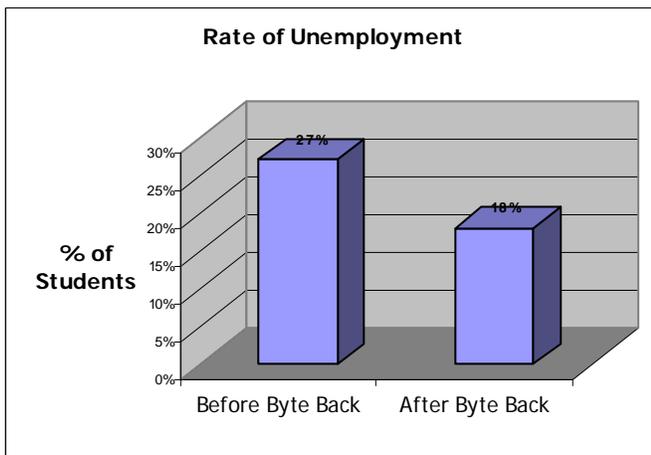
Of those students who were unable to complete a class, 20% each said the primary reason was due to job demands or health problems, 13.3% each said was due to family demands or an inadequate teacher; 6.7% each said was due to the difficulty of the course, financial



Second Annual Student Survey *continued*

Employment and Underemployment

Of the students surveyed who answered the question about employment, 27% were unemployed before taking classes and 18% were unemployed after Byte Back. Before taking classes at Byte Back, 27.8% were underemployed (working 30 hours per week or less) After taking classes at Byte Back, only 13.9% were working 30 hours per week or less.



Effects of Byte Back

- 1 Increased self-confidence
- 2 Using email and the internet
- 3 Able to assist children and find services
- 4 Able to use new computer skills for budgeting, banking and business
- 5 Obtained employment
- 6 Moved from underemployment to full employment

As stated previously, the majority of classes taken are basic computer literacy classes. Many of our students have never touched a computer before coming to Byte Back. They are intimidated, afraid, and disconnected. In terms of quality of life issues, of the 72 students surveyed, 60% felt their self-confidence had increased due to their experiences at Byte Back. Students stated that because of their courses at Byte Back, they now use email (35%), research topics on the internet (38%), and use their new skills to help with budgeting and/or banking (17%). Ten percent stated that because of their training at Byte Back, they are now able to help their child with homework.

Second Annual Student Survey *continued*

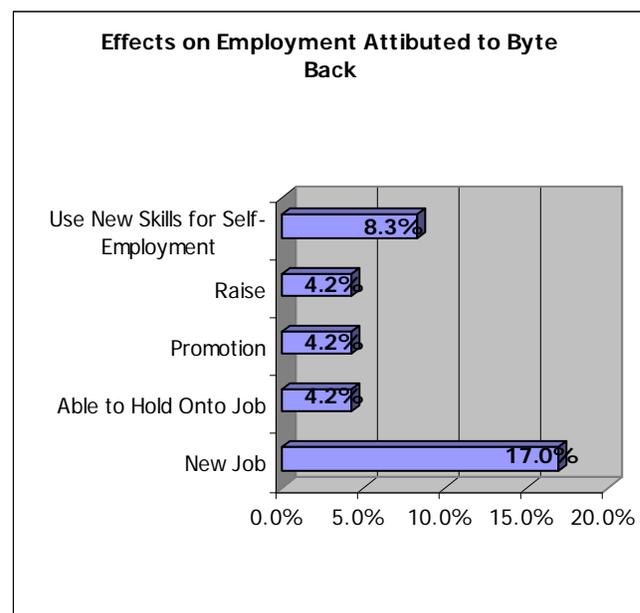
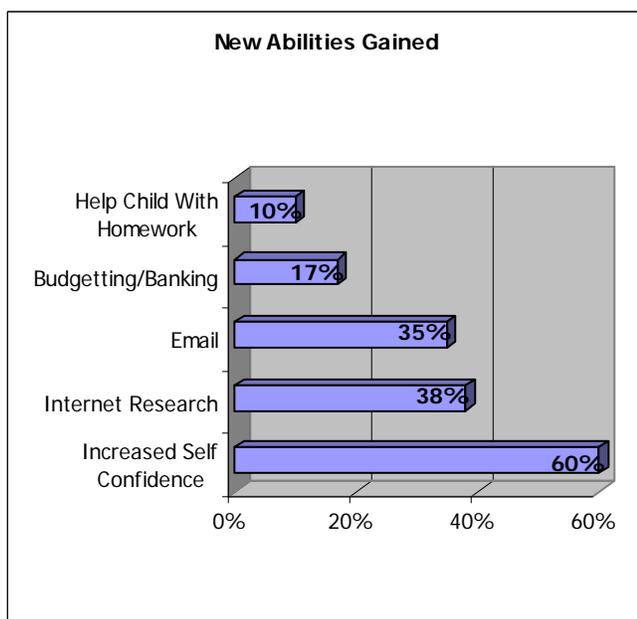
In March 2008, Byte Back received funding from the Office of the Deputy Mayor on Planning and Economic Development to begin a new holistic program called Office Track. This program provides courses on Microsoft Word, Excel and PowerPoint, as well as job-readiness training. As mentioned above, by the end of our fiscal year, 12% of our students had enrolled in the Office Track program.

Of the 72 students surveyed, 17% stated they got a new job as a direct result of their training at Byte Back; 4.2% said they were able to hold onto their current job due to their training; 4.2% said they received a promotion and 4.2% said they received a raise. Of those surveyed, 8.3% said they had used their training at Byte Back either to start their own business, or to run their own business more effectively.

Conclusions:

Most importantly, survey results show that Byte Back is meeting the need for entry level computer classes which help close the “digital divide.” Low income, particularly adult students, whose age or occupation has not provided the opportunity to learn about computers, are working hard to improve their lives.

Overall, respondents reported increased employment and decreased underemployment. However, in FY08, we did not yet obtain the employment results we are seeking. This is due to the fact that our employment-oriented program, Office Track, did not receive funding until March 2008, only three months before the end of our fiscal year. This did not allow for adequate time to assist students in obtaining employment. Despite the discouraging economy, we are working hard in FY09 to make a substantial impact on the economic lives of our students.





Barbara Flint, right, Byte Back Volunteer of the Year, with Kelley Ellsworth, current Executive Director



Ceremony



Reception

Barbara Flint Named Volunteer of the Year at Gala Event at Strathmore

On Monday, November 12, 2007, Byte Back held an elegant event in honor of our 53 dedicated volunteers, who teach, write curriculum, work in the office and mentor our students. Each volunteer that was present at the event was given a certificate of appreciation. Barbara Flint was named Volunteer of the Year and was presented with a beautiful ceramic bowl. Boardmembers Jewel Scott and Kelley Ellsworth, as well as Program Director Debonny Heart addressed the crowd, thanking our students, teachers and donors. Strathmore greatly reduced their fee and allowed Byte Back to use the entire mansion, which was beautifully decorated in Christmas lights.

The event featured music by Tom Puwalski, flowers by Nicole Turner and wine from Addy Bassin's MacArthur Beverage, all donated. Thanks to videographer Phil Shapiro, students and volunteers were able share the experiences they have had at Byte Back. These testimonials create a visual and oral history of Byte Back's inspirations and successes. These interviews are available for viewing in our office, and will be uploaded to our website soon.

Verizon Presents Byte Back With a Check for \$15,000

On Sunday, December 9, at a fundraising House Party, Byte Back was awarded a check for \$15,000 by Verizon. Joseph Askew, Vice President of Verizon Washington, DC, presented the check to Byte Back Board Chair, Steve Seiden. Councilmembers Harry "Tommy" Thomas (Ward 5) and Yvette Alexander (Ward 7) also attended the event and spoke to the crowd about the good work that Byte Back is doing. Also in attendance were Maria Olivas, from Verizon; Sharlene Kranz, representing Kwame Brown; and Byte Back Boardmembers Larry Brown, Julius Ware, Jerryl Guy, Jewel Scott, and Rick Drom. The party was held at the home of Boardmember Kelley Ellsworth.



Left to right: Steve Seiden, Harry Thomas, Yvette Alexander, and Joseph Askew



Left to right: Boardmembers Rick Drom; Larry Brown and Steve Seiden; Councilmembers Harry Thomas and Yvette Alexander; Joseph Askew from Verizon; Boardmembers Jewel Scott and Jerryl Guy; Maria Olivas from Verizon; Boardmembers Julius Ware and Kelley Ellsworth; Sharlene Kranz from Councilman Kwame Brown's office

Byte Back Graduates First Office Track Class

On May 31, the very first class of Office Track graduated and received their certificates of completion. Eight students attended the graduation ceremony with their families, while another fourteen also completed the program but were not able to attend graduation. Board Chair Steve Seiden addressed the students. Two graduates, David Edwards and Alexandra Marynowych spoke to the group about their experiences at Byte Back. Each of these students and all Office Track participants who need them, will receive a free refurbished computer and help finding a new job.



Byte Back Board Chair Steve Seiden addresses the graduates



Seated, left to right: Patricia Burton, Getachew Ayele, Diedre Wood, Roxanne Carter; standing, left to right: Program Director Debony Heart, Sadie Boone, Shay Lynch, Alexandra Marynowych, and David Edwards

Second Annual Community Computer Day

Byte Back students, volunteers, teachers and donors came together on Saturday, May 31 for a day-long event of free computer workshops, refreshments and family activities. Workshops offered included *Buying a Home Computer*, *Your Child's Safety on the Internet*, *Office Track Sampler*, *Online Job Hunting*, and *Do-It-Yourself Computer Troubleshooting*. This outreach event is designed to bring together the Byte Back community in a celebration of learning.



Kathryn Canary, Jewel Scott and Helen Mulkeen enjoy refreshments and fellowship



Richard Salmon enjoys a workshop taught by Jerryl Guy

Byte Back Celebrates Steve Seiden

On Friday, June 6, Byte Back headquarters came alive as the organization celebrated Board Chair Steve Seiden, who is stepping down from the Board after serving for 8 years. Mr. Seiden, CEO of Acquired Data Solutions, assumed leadership of the Board of Directors in July 2006, during a time when Byte Back was experiencing severe financial difficulties due to staff turnover. Since then, he has skillfully stewarded the organization out of financial crisis, brought on new board members, strengthened governance policies, overseen the initiation of a new, government funded Office Track program, and hired our new Executive Director. We are so very grateful for his loyal and devoted service to Byte Back, its students and its goals. Steve's leadership will be greatly missed, although Steve himself plans to remain active at Byte Back as a volunteer.

In addition to celebrating Steve Seiden, this event featured a silent auction fundraiser, which successfully raised over \$9,000 for the organization. Items auctioned off had been donated by area businesses and individuals, and included a Mexico Getaway vacation, a DVD player, dinner for two at La Fourchette, a month of Martial Arts Training, a week in Martha's Vineyard, and much much more.



Board Chair Steve Seiden addresses the crowd after receiving a gift for his eight years of service to Byte Back



The Spring Creek Foundation

In June 2007, we were informed that one of our long-time funders, the Spring Creek Foundation, would be closing down at the end of that year. Fortunately, they selected Byte Back as one of ten organizations to receive yearly “automatic” grants, to be administered by the Community Foundation for the National Capital Region. Each June, Byte Back receives a check for approximately \$10,000. We are honored and deeply grateful to be one of the selected organizations. Thank you, Spring Creek!

The Jovid Foundation

Byte Back received a \$7,500 all-or-nothing, matching grant from our long-time friend, the Jovid Foundation. This grant served as an important tool to reach out to new donors and to urge our loyal donors to increase their donations. Thank you Jovid!

Greater DC Cares

Byte Back is an official Partner Organization with Greater DC Cares. This gives Byte Back access to GDCC’s vast supply of volunteers.

First Time Computers

Through a new partnership, First Time Computers provides computers to the graduates of our Office Track program. Each graduate receives a free, refurbished Pentium 4 computer with a monitor, keyboard and mouse, a network card for high speed internet access, Microsoft Office software, Internet Explorer and Anti-virus software. Our students are so thrilled with their new computers. Thank you, First Time Computers!

Catholic Charities

Byte Back is again partnering with Catholic Community Services to teach classes at their downtown location at 924 G St. NW. In FY08, 25% of Byte Back classes took place at this Catholic Charities site.

Covenant House

At the end of FY08, Byte Back received a grant from the Commonwealth Foundation to provide the Office Track program to sheltered youth at Covenant House, located in THEARC in Ward 8. This programming begins in FY09.

Revenue Sources

During FY08, Byte Back had a healthy balance of funding, including foundation grants (34%), government grants (26%), earned revenue (12%), individual donations (9%), and corporate grants (8%). It is notable that 9% of our “revenue” came from volunteer labor and 4% came from in-kind donations. Earned revenue consisted of student tuition and site fees.

Government

Office of the Deputy Mayor for Planning and Economic Development

Foundations

Richard and Nancy Marriott Foundation
 Jovid Foundation
 Jerry Taylor & Nancy Bryant Foundation
 Max and Victoria Dreyfus Foundation, Inc
 J Willard & Alice S Marriott Foundation
 Clark-Winchole Foundation
 Community Foundation for the National Capital Region
 Miller & Chevalier Charitable Foundation

Corporations

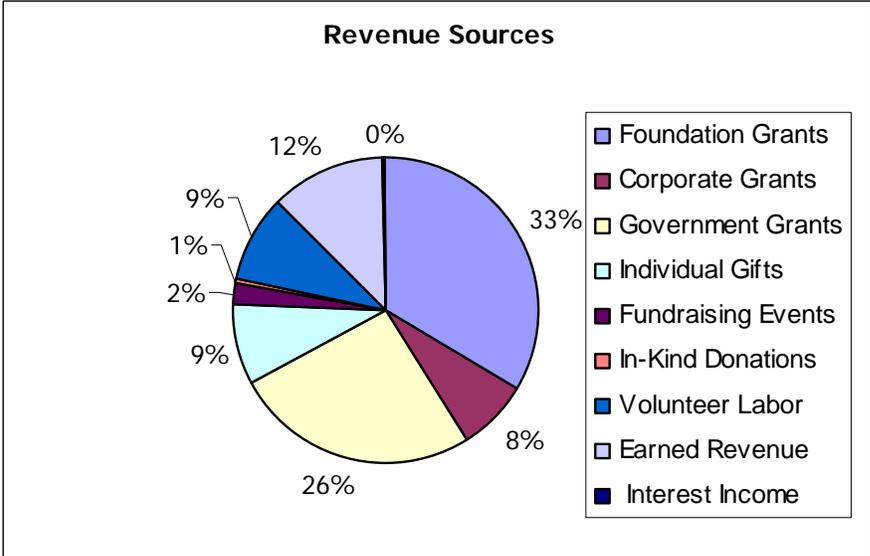
Verizon Washington
 Powell Goldstein LLP
 International Monetary Fund

Businesses

Quadel Consulting Corporation
 Flax, Book & Co

Student Voices

“My self esteem took a tremendous boost with the things I learned to do in class.”



Donors

\$1,000+

Anonymous
Kelley Ellsworth
Maryann and Samuel Ellsworth
John Nicholson
Steven Seiden

\$500-\$999

Anonymous
Kathryn Barker
Cecilio Morales

\$250-\$499

Peter Balazy
Larry Brown
Richard Drom
Robert and Ursula Jaeger
Annette Polan
Deborah Wallace
Jerrly Guy/Curl Williams

Up to \$250

Anonymous
William Anderson
Jessica Anghelone
Andre Audette
Thomas Aylesworth
Moses Babatunde
Katherine Balazy
Kristi Balazy
Pauline Balazy
Meccia Ballard
Brian Bean
Jeffrey Bender
Marjorie Bender
Michael and Constance Bignell
Elizabeth Bingham
Ellen and Ross Byington
Larry Brown
Joanne Capper
Stella Cannata
John Colonese

Your donations
provide a pathway
from poverty.

Thank you!

Up to \$250 *continued*

Daniel Corbin
Janet Cyphers
Adrienne Dale
Yolanda Darricarrere
Shiela Dawson
Carol Dickson
Shirley Dumas
Joan Fuessel
Chuck Fishman
Linda Feldmann
Mary and Timothy Gorman
Evelyn T. Gray
Brad Greenfield
Michael and Mary Ellen Hines
Andrea Hull
Sharlene Kranz
Micah Krichevsky
Cecile Labore
Terrance Lynch
Shirley Marshall
Anne Masters
Kenyon McAfee
Marcia McDonnell
Mary M Melchior
Sam Michael
Michael Mikus
Helen Mulkeen
Benjamin Neumann
Franklin Nicholson
Catherine and Leslie Nickerson

Donors continued

Up to \$250 continued

Judith Penski
David and Penny Perlman
Linda Price
Oscar Pulido
Candace Saint
Keith Sambur
Joyce Sargent
Eliza Savage
Jean and Lou Seiden
Richard Seiden
Howard Smiga
Charles Snow
Andrew and Mary Carol Stevens
Marjorie Dick Stuart
Edward Symes III
Terrell Waller
Franklin and Victoria Wassmer
Thomas Wells
Agnes Williams

Auction Supporters

Eric Adbuhlateef
Peter Balazy
Kathryn Barker
Larry Brown
Campbell Communications
Roxanne Carter
Kelley Ellsworth
Barbara Flint
Jason Ingram
Sharlene Kranz
Gary Lewis
Alexandra Marynowych
Mary Melchior
Ngozi Mesam
Lisa Pollard
Camille Ramsay
Steve Seiden
Charlie Snow
Tasha Tillman

Student Voices

"I like the very helpful staff and people at byte back. Whenever I needed extra help, I could come in and they would help me."



In Kind Donations

The 3610 Shoppe
Acquire Data Solutions
Anita Bonds
Artfully Chocolate
Bread and Chocolate
Brenda Barry, RDH
Brookland Shoe Repair
Cactus Cantina
Capitol Hill Exxon
Casey Langer Tesfaye of Little Queen
Charlie Snow
Cleo's Brothers
Councilmember Kwame Brown
Councilmember Harry Thomas
Dr. Cheryle Baptiste, DDS
Design Studios
Fort Dupont Ice Arena
Friendship Heights Chiropractic
Full of Beans
Gary and Laurie Lewis
Ginny Collins
Home Rule
Jean and Louis Seiden
Jerryl Guy
Katherine Ellsworth
Kathryn Canary
Kelley Ellsworth
Kellogg Collection
Kristi Balazy
La Fourchette
Lilvenquist & Beckstead Jewelers
Lisa Raymond
McCormick & Schmick's
Northeast Taekwondo Martial Arts Center
P Street Pictures
Peter Balazy
Pizza Boli's
Pulp
Roxanne's
Sheba's Shop
Shenandoah Brewing Company
Solar Planet
Somafit

Student Voices

"I liked that if you missed a day class, you could come to the evening class, or even if you didn't understand the material.... The instructor made sure we all understood the material and was patient."

In Kind Donations *continued*

Steven H. Weinberger of Electric Strathmore Mansion
TG Cigar
Troika Theater



Our Volunteers Teachers

- Tonya Brooks
- Kris Burgette
- Kathryn B. Canary
- Kristen Carson-Owens
- Cali Chen
- Manley Collins
- Leslie Cooper
- Neil Curameng
- Jeff Dehn
- Tricia Easley
- Barbara Flint
- Steven Garwood
- Sherry Hopkins
- Roneal Josephs
- Jeanose Lexima
- Mimi Meheret Mellese
- Diana Miles
- Jean Mondejar
- Philip Mondon
- Cecilio Morales
- Sharon Morris
- Helen Mulkeen
- Angela Ng
- Cheryl Paysinger
- Awura Phillips
- Linda Price
- Mark Root-Whiley
- Patrick Ruhanga
- Dahlia Shaewitz
- Tanisha Townsend
- Zachary Vaughn
- Lauresa Washington
- Barbara Wilkinson

**Thank you,
dear volunteers.**

**We could not do
this work without
you!**



Ways you can help!

Volunteer

- Teach a class and share what you know, whether it is PC for Beginners or an advanced course
- Be a teacher's assistant
- Mentor a student and guide them along a new career path
- Conduct mock interviews
- Lead resume workshops
- Help design curriculum
- Help get our online courses up and running
- Help with Byte Back's marketing
- Help with our communications
- Conduct survey follow-up calls

Donate Funds

- Online or mailed donations
- Student Scholarships
- Workplace Giving with United Way
- Planned gifts (wills, charitable trusts)
- Employer matched gifts
- Gifts of stock

Provide In-Kind Donations

- Have your company donated new computers for our classrooms
- Donate used computers for our Office Track students
- Donate items from our Wish List
- Donate items for our auction and raffle

Audited Financials

As of June 30, 2008

	<u>2008</u>
ASSETS	
Current Assets	
Cash and cash equivalents	\$85,968
Prepaid expenses	<u>500</u>
Total current assets	<u>86,468</u>
Property and equipment	
Building	234,316
Furniture and equipment	93,173
Less: accumulated depreciation	<u>(115,508)</u>
	211,981
Land	<u>23,345</u>
Net property and equipment	<u>235,326</u>
Other assets	
Deposit	<u>100</u>
Total assets	<u><u>\$321,894</u></u>
LIABILITIES	
Current liabilities	
Accounts payable and accrued expenses	\$9,579
Mortgage loan payable - current portion	<u>11,150</u>
Total current liabilities	<u>20,729</u>
Long-term liabilities	
Mortgage loan payable - noncurrent portion	<u>258,579</u>
Total long-term liabilities	<u>258,579</u>
NET ASSETS	
Unrestricted	(55,950)
Temporarily restricted	<u>98,536</u>
Total net assets	<u>42,586</u>
Total liabilities and net assets	<u><u>\$321,894</u></u>

Statement of Activities and Changes in Net Assets

Year Ended June 30, 2008

	2008		
	Unrestricted	Temporarily Restricted	Total
SUPPORT AND REVENUE			
Contributions and Grants	\$38,154	\$17,521	\$213,175
Earned Revenue	26,243	-	26,243
In-Kind Contributions	20,120	-	20,120
Other Income	551	-	551
Net assets released from restrictions	138,985	(138,985)	-
Total support and revenue	224,053	36,036	260,089
EXPENSES			
Program services	148,402	-	148,402
Supporting services			
General and administrative	72,400	-	72,400
Fundraising	25,503	-	25,503
Total supporting services	97,903		97,903
Total Expenses	246,305	-	246,305
CHANGES IN NET ASSETS	(22,252)	36,036	13,784
NET ASSETS, BEGINNING OF YEAR	(33,698)	62,500	28,802
NET ASSETS, END OF YEAR	(\$55,950)	\$98,536	\$42,586

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Byte Back
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Located across the street
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Area.



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