

ROUTING - REQUEST

Please



READ

To

Ralph Vinovich



HANDLE



APPROVE

and



FORWARD



RETURN



KEEP OR DISCARD



REVIEW WITH ME

I don't think we
should do this but
I would like
your thoughts.

Date

4/2/93

From

Jan Chilcote



THE DOLE FOUNDATION

FOR EMPLOYMENT OF PEOPLE WITH DISABILITIES

SDC
4/1

March 24, 1993

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MAR 25 1993

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GUY STUBBLEFIELD

Samuel D. Chilcote, Jr.
President
The Tobacco Institute
1875 Eye St. N.W., Suite 800
Washington, DC 20006

Dear Sam:

In 1965 I founded and organized The Dole Foundation for Employment of People with Disabilities. I am pleased that the Foundation was approved as a 501(c)(3) charitable non-profit, nonpolitical organization which we created solely for the purpose of supporting nationwide programs that provide employment-related services to people with disabilities.

Most foundations are started with some kind of an endowment or large financial grant from a benevolent corporation or individual, but this was not the case with The Dole Foundation. We started from "scratch," using some of my honoraria that year, but without the luxury of an endowment. This has necessitated an annual fundraising drive in which we try to raise about \$1.5 million each year. Since the beginning, we have awarded over 200 grants totalling more than \$4.5 million to organizations in 40 states that are helping people with disabilities become employed. As outlined in our latest annual report, which I am sending with this letter, I am very proud of our accomplishments thus far; but if I can count on your continuing support, we really need to plan and do much more.

Our fundraising efforts in 1992 were successful in raising about \$1.2 million. Although we fell short of our \$1.5 million goal, I want to thank you for your \$5,000 contribution which was most helpful and appreciated. However, in spite of our best efforts, we continue to find ourselves in a catch-22 situation, as the expense of our grantmaking and the general operational costs require us to expend essentially the entire Foundation corpus each year. As the responsibilities of the Foundation have increased over the past several years, so does the need to raise more money. Although we have begun a capital campaign, it will be several years before any endowment fund can support our efforts. Even in a good year such as 1991, when we raised \$1.45 million, we find our funds depleted at year's end, which means we can't provide all of the services planned.

Since you have been one of our most loyal supporters in the past, I am writing this letter to ask you for a substantial tax-deductible contribution which will enable us to carry on with our very important and worthwhile work with Americans with disabilities. I am hopeful that you are in a position to consider an increase above the \$5,000 which you so generously gave last year. In any event, Dole Foundation President, Mr. Paul Hearne, himself disabled, and I will certainly appreciate and put to good use any contribution you send us. We are planning our annual fundraising gala celebration for mid-October here in Washington DC, and I personally want to invite you and your Washington staff to attend.

Thank you for all of your past support of this very worthwhile cause and again, thank you in advance for whatever help you give us during 1993. We hope to hear from you soon.

Sincerely,

Bob Dole
Chairman

THE DOLE FOUNDATION

*We are pleased to share with you our
most recent annual report describing
the programs of the Foundation and
the many excellent organizations we
were able to support.*

TI11561058

THE DOLE FOUNDATION
for Employment of People with Disabilities

INTERIM REPORT 1991

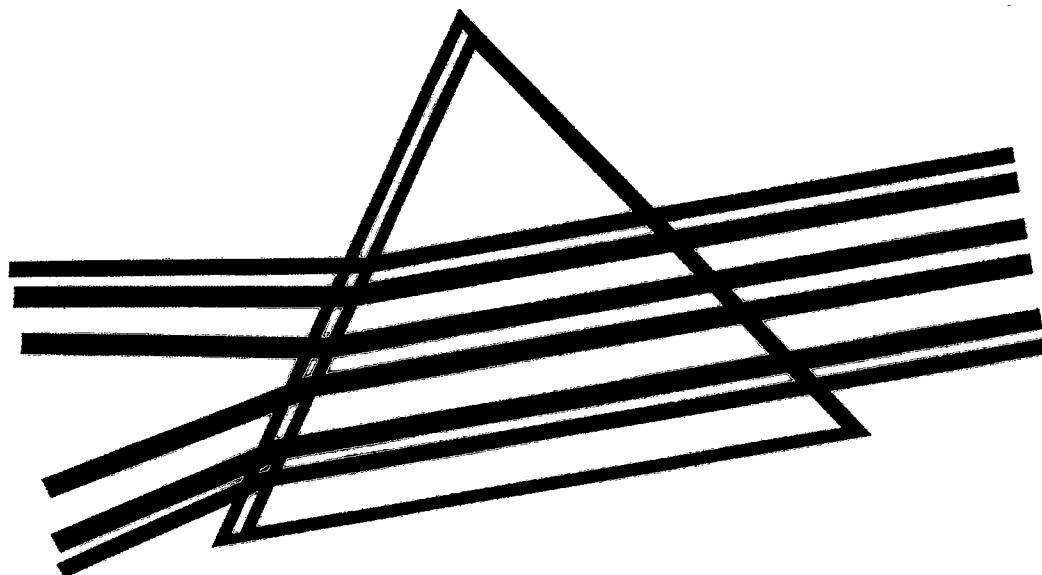


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CHAIRMAN'S MESSAGE



THE DOLE FOUNDATION was created in 1983 to help people with disabilities become independent by giving them the economic tools to do so: marketable skills, jobs, and career preparation training.

Over the course of our eight-year history, we have directly provided nearly \$4 million in grants to non-profit organizations with expertise in training and placing people with disabilities.

We have also worked with corporations and with the disability community to create links between employers and people with disabilities who want to enter or advance in the workforce. These bridges create benefits for employers as well as for people with disabilities looking for work.

Some of the ways that employers benefit include projects that supply qualified workers in occupations and regions suffering from labor shortages and programs that help them to accommodate people with disabilities in the workplace. Many employers find that adaptations originally designed to help workers with disabilities make the workplace more accessible and productive for all workers. In this way, Dole Foundation grants and activities benefit our entire economy, not only by opening employment opportunities for people with disabilities, but also by providing new ideas and models that can be adapted by employers and communities nationwide.

Our experience placed us in a unique position when the signing of the Americans with Disabilities Act (ADA) in 1990 gave people with disabilities the civil rights protection they had been missing for so long. The major provisions of the ADA do not go into effect until 1992 and later. During the interim between signing and implementation, while Federal agencies have been writing the regulations that will become the basis for implementing the new law, The Dole Foundation has been working with private funders to establish a consortium of foundations and corporations that will help in the process of educating, training, and otherwise assisting the people who will be most affected by the ADA: people with disabilities, employers, providers of public accommodations, and telecommunications carriers.

Dole Foundation President Paul Hearne and his staff have provided information, referrals, and educational materials to civic groups, service providers, business associations and others who have requested information on the ADA. At the same time, they have increased the Foundation's yearly grants and built its endowment.

I am proud to report that the Foundation has matured well beyond what anyone could have expected in the eight short years of its existence. Thanks to a superlative Board of Trustees, an expert group of Technical Advisors, and a committed and knowledgeable staff, The Dole Foundation is recognized as a leading force in the field of disability giving.

All of these people are deserving of thanks. Most of all, however, I would like to thank our contributors for investing their resources in America's largest and least recognized minority group.

Senator Robert J. Dole



PRESIDENT'S MESSAGE



IT IS AN UNUSUAL EXPERIENCE to be in the middle of history in the making. It is especially unusual for people with disabilities, who have been outside society looking in since the beginning of time. That is why I feel that it's such a privilege to be in the position of leading The Dole Foundation, one of the country's major funders in the disability field, at the same time as the Americans with Disabilities Act (ADA) is becoming part of the American legal fabric.

The ADA, the world's first comprehensive civil rights legislation for people with disabilities, creates the legal structure for fully assimilating people with disabilities into all aspects of social and economic life. However, while the ADA holds out enormous promise, my personal experience with disability and my professional experience in the disability field lead me to believe that it will still take years of hard work before people with disabilities are truly integrated.

The past year has been characterized by hard work for all involved in the disability field — the work of preparing for the implementation of the employment and public accommodation titles of the ADA and educating businesses, people with disabilities, and the general public about their rights and responsibilities under the Act.

For The Dole Foundation, the work has been especially rewarding. Our philosophy and mission — economic independence through competitive employment — has made us the focus of attention and the source of advice for other funders who are now becoming aware of issues relating to social and economic integration of people with disabilities.

Our work on The Funding Partnership for People with Disabilities created a consortium of funders who collectively committed over \$1 million to projects supporting the ADA and related issues. We also encouraged cooperation among our applicants by making collaboration with other organizations a requirement for receiving a Funding Partnership grant. We received over 600 proposals in response to our first request-for-proposals, and while we estimate that we will be able to provide no more than 30 to 40 grants, we have heard from organizations across the country that the cooperative work they did with other local agencies in the application process has already produced beneficial results.

I am honored to have been selected as Chair of The Funding Partnership, and I thank all the Funding Partners, especially The JM Foundation and The Milbank Memorial Fund for their commitment and vision in joining us as founding members.

The Dole Foundation has had a banner year in other ways, as well. We approved the largest amount of grants (\$900,00) and received more contributions (\$1,485,000) than at any other time in our eight-year history.

Our work now is to look to the future stability of the Foundation — to build our endowment while continuing to provide grants at the level we achieved this year. We look forward to continuing in our leadership role in the disability funding field. We are now laying the groundwork to enable us to continue in that role.



— Paul G. Hearn



THE DOLE FOUNDATION issues full-scale reports every two years to communicate the scope of its

program activities and the involvement of its contributors and Board of Trustees. Interim reports, such as this one for 1991, are published to keep our contributors and applicants current on our activities between biennial reports.

The passage of the Americans with Disabilities Act (ADA) in 1990 was a monumental occasion for the 43 million people with disabilities in this country. This comprehensive civil rights legislation prohibits discrimination on the basis of disability in employment and mandates equal access to transportation, public accommodations, and telecommunications. It was the first time in U.S. history that people with disabilities were accorded the same civil rights that other minority groups have had for decades.

Nineteen ninety-one was a year of preparation for the implementation of the ADA and of gearing up for the challenges of moving from the principles behind the legislation to the practice of implementation. For The Dole Foundation, it was a confirmation of our mission to assist people with disabilities achieve independence, integration and economic security through employment. We had our most successful year to date in terms of contributions received from our supporters and the total dollars awarded to our grantees. We also expanded our efforts to educate other funders, employers, and the general public about the societal benefits of promoting the economic and social independence of people with disabilities.

THE GRANTS PROGRAM

The Dole Foundation authorized nearly \$900,000 in grants to 29 organizations acting to promote employment, placement, independent living, and other services for people with disabilities in 1991; this amount is the largest we have committed in any single year. Programs helped include:

- Projects supporting innovative training and placement programs in rural areas and programs focusing on small employers
- Projects demonstrating innovative training and placement methodologies such as natural workplace supports
- Demonstration projects in unique vocational fields: business initiatives, job training and placement in

horticultural vocations for people who are visually impaired, career advancement projects, and programs in technology-related careers

- Programs targeting underserved populations: job training and placement programs for people with hearing impairments, people with traumatic brain injuries, disabled people who are homeless, and people with multiple disabilities
- Job training and placement projects focusing on youth with disabilities

(A full listing of 1991 grant recipients is on p. 5.)

An activity complementary to our Grants Program was our support of The Search for Excellence Awards established by The JM Foundation six years ago. The Search program gives awards to rehabilitation facilities with outstanding programs and encourages the dissemination of excellence throughout the field. We were honored to have been the first co-sponsor invited by The JM Foundation to share in the provision of the awards.

THE FUNDING PARTNERSHIP FOR PEOPLE WITH DISABILITIES

The Funding Partnership, a coalition of 20 foundation and corporate funders whose members committed over \$1 million to fund programs supporting the ADA and related activities, was established in 1990 by The Dole Foundation, The JM Foundation, and The Milbank Memorial Fund. Paul Hearne, President of The Dole Foundation, chairs The Funding Partnership, which is the first major coalition of funders to focus on the disability field.

In 1991, the Partnership issued its first request-for-proposals (RFP), calling on communities across the country to create local coalitions made up of private non-profits together with other organizations like schools, business associations, community agencies, and for-profit entities. The RFP resulted in 615 proposals focusing on employment, housing, transportation, health, and other issues affecting the integration and independence of people with disabilities.

By the end of 1991, the proposals had been screened by a central reviewing committee, which then referred appropriate proposals to each funding partner. A unique feature of the Partnership from the funders' point of view is that once the central screening is completed, each funder incorporates the proposals it receives

through the screening process into its regular grants review schedule. This allows each foundation or giving program to maintain control over its own funds while also offering it the opportunity to work with other partners to provide joint support to chosen projects.

By Spring 1992, each funder will have reviewed the proposals most suitable to its mission and obtained the authorization of its Board of Trustees. The Dole Foundation expects to make over \$150,000 in grants to Funding Partnership proposals in 1992 and to work with the other founders of the Partnership to expand the consortium in 1993.

PUBLICATION PROJECTS

The Workplace Workbook, originally published in 1990, has been remarkably successful. This illustrated guide to job accommodations and assistive technology is designed to help employers adapt their work environments to meet the needs of workers with various disabilities. Employers preparing to meet the *reasonable accommodation* requirements set out in the ADA and its implementing regulations have found the workbook to be a practical and usable tool for making their workplaces more accessible. Demand has been such that we are planning to issue an updated version in 1992.

Our second publication, *Success and Innovation in Funding Assistive Technology Programs and Organizations*, is a practical guide to assist program administrators and development personnel in formulating fundraising techniques to finance rehabilitation technology programs. The publication date is Summer 1992.

CONTRIBUTORS

The Dole Foundation is a public charity which raises funds from corporations and the general public. While work has begun to establish an endowment, our first priority is to continue to provide grants to community-based organizations across the country that work with people with disabilities. Our ability to do this depends on the vision and generosity of our ongoing and new contributors. To those contributors we offer our gratitude for enabling us to expand our programs to meet the growing need created by the ADA.

Our supporters met the challenge of an expanded need in 1991 by contributing more than they had in any previous year: \$1,485,000. Over 190 contributors — including corporations, foundations, and individuals — made contributions from \$30 to \$200,000. Many of these donors support our programs year after year, and to them we give our special thanks.

The Sixth Annual Contributors Reception was held on July 28, 1991 at the National Museum of Women in the Arts in Washington, D.C. President Bush made a special videotaped address to the 454 guests, and Senator Dole presented The Dole Foundation's Leadership Award to NYNEX Corporation of White Plains, N.Y. and Kreonite, Inc. of Wichita, Kansas for their policies and practices in employing and promoting people with disabilities.

Comediennes Geri Jewell and Kathy Buckley, both of whom incorporate disability into their comedy routines, acted as Emcees. The Dole Foundation Media awards were presented to Ms Jewell, Ms Buckley, and to Teddy Pendergrass, a well-known musician and singer who was disabled in an automobile accident. A special service award was given to Dr. Sheila Akabas for her seven years of service on the Foundation's Technical Advisory Committee.

FUTURE GOALS AND PLANS

In order to insure its future ability to provide grants and support our educational and other programs, The Dole Foundation began building an endowment in 1990. During the past year, long-range planning for an endowment was accelerated, and the endowment fund almost doubled to reach \$1 million. A feasibility study and formal endowment campaign are planned for 1992.

Our goal over the next few years is to stabilize our grants at \$1 million annually and to expand our fundraising both for the grants program and for the endowment. In addition, the establishment of The Funding Partnership for People with Disabilities will extend the impact of the grants we make in a variety of direct and indirect ways. First, we will be able to join with other funders to support large-scale projects which we could not fund on our own. Second, the Partnership has brought a number of funders into the disability field who have not previously made grants in this arena and has drawn the attention of yet other funders who we hope will join us in the future. Third, we encouraged cooperation among our applicants by making coordination with other organizations an application requirement for The Funding Partnership. Such cooperation is the key to addressing the problems and challenges of the future; through such activities as these, The Dole Foundation is setting an example of cooperative activity for the disability community, the service community, and the donor community.

GRANT RECIPIENTS 1991 (\$500 OR MORE)

ALABAMA

Epilepsy Foundation of Mobile and Gulf Coast, Mobile, \$49,800

Job training for 250 and supported employment for 110 people with epilepsy in rural Alabama

ARKANSAS

Lions World Services for the Blind, Little Rock, \$21,488

Job training of blind people for various positions in the horticulture industry

CALIFORNIA

Mark Wellman, Yosemite, \$1,000

An honorary award recognizing mountaineering accomplishments enhancing the image of people with disabilities

Center for Independent Living, Berkeley, \$49,880

A project to replicate and disseminate a successful job training and placement program for homeless disabled people

Sensory Access Foundation, Palo Alto, \$50,024

To provide computer skills and computer-based training in English skills to 30 people with hearing impairments

DISTRICT OF COLUMBIA

Operation Job Match, \$5,500

To establish a coordinated effort with The Dole Foundation to address the ADA and related concerns

St. John's Child Development Center, \$60,000

Transition 63 adults with developmental disabilities from enclave employment settings to community worksites utilizing natural supports

WCOT Fund/World Congress on Technology, \$1,000

Scholarship for a person with a disability from Europe, Asia or the Third World to attend the 1991 Technology Conference

IDAHO

Idaho Easter Seal Society/Goodwill Industries of So. Idaho, Boise, \$51,296

A demonstration project to assist young deaf adults to transition from the State School for the Deaf to independent living and working

KANSAS

Episcopal Social Services, Inc., Wichita, \$32,834

Expansion of a successful transitional employment program for people with mental illness to include 45 permanent jobs in competitive settings

MARYLAND

Self Help for Hard of Hearing People, Inc., Bethesda, \$50,000

Job skills training, adaptive technologies and technical assistance for people with hearing impairments

MASSACHUSETTS

The Harbor Schools, Inc., Newbury, \$11,500

Support for student internships at local community nonprofit worksites as part of an educational/job training program for severely emotionally impaired adolescents

Vision House, Andover, \$48,000

Adaptation of a successful employment training model for developmentally disabled people in a program for people who have had traumatic brain injuries

National Spinal Cord Injury Association, Woburn, \$1,500

To support awards ceremony expenses for honoring Elmer C. Bartels, Massachusetts Commissioner of Rehabilitation, and highlighting the Commission's history

MINNESOTA

Courage Center, Golden Valley, \$1,800

Matching funds for ham radio equipment for use in the education and training of people with severe physical, sight, hearing or speech disabilities

Multi Resource Center, Inc., Minneapolis, \$52,750

Job training in office support positions for more than 100 people with various disabilities

NEW HAMPSHIRE

Easter Seal Society of New Hampshire, Inc., Manchester, \$49,985

Comprehensive vocational training and employment by small employers for 35 people with disabilities

NEW YORK

Computer Center for the Visually Impaired, Baruch College, New York, \$49,028

Comprehensive training in computer skills for people with visual impairments, including software training, adaptive technologies and mentoring

En Garde Arts, Inc., New York, \$4,000

To support transportation expenses to performance locations for developmentally disabled and visually impaired musicians

Fountain House, New York, \$100,000

A program to integrate deaf people with mental illness into job training and employment programs for people with psychiatric disabilities

Hospital Audiences, Inc., New York, \$5,000

To support activities associated with youth with disabilities enrolled in a 1991 summer youth employment program

Joseph Bulova School, Woodside, \$7,705

A tuition scholarship for training in watch making and repair

The National Foundation for Teaching Entrepreneurship, New York, \$33,800

To provide intensive career/business-initiative planning for 20 young adults with disabilities

Self Initiated Living Options, New York, \$5,000

Support for a personal attendant who enables various staff members to increase their productivity.

Women and Foundation/Corporate Philanthropy, New York, \$2,500

To support a quarterly newsletter supplement focusing on women with disabilities

NORTH DAKOTA

Vocational Training Center, Inc., Fargo, \$49,340

Support of the state's first program providing job training and placement services to people with traumatic brain injuries

VIRGINIA

Horatio Alger Association, Alexandria, \$10,000

A National Scholars Conference scholarship for a high school student with a disability and contributing support for the conference

National Rehabilitation Association, Reston, \$4,500

Printing costs for the 15th Annual Mary Switzer Memorial Seminar Report on Aging, Disability and the Nation's Productivity

1991 CONTRIBUTORS LIST

Peter Ackerman	Cereal Food Processors, Inc.	General Electric Company
Amax Foundation, Inc.	Cessna Foundation, Inc.	Glaxo Inc.
American Advertising Federation	Chevron Corporation	Government Employees Hospital Association
American Cement Alliance, Inc.	Chicago Board of Trade	The BFGoodrich Company
American Council of Life Insurance	Chicago Mercantile Exchange	The Goodyear Tire & Rubber Company
American Express Foundation	CIGNA Foundation	Slade Gorton & Company, Inc.
American Farm Bureau Federation	Vern Clark & Associates	Grace Foundation, Inc.
American Home Products Corporation	The Coca-Cola Company	Great Western Financial Corporation
American Medical Association	The Coleman Company, Inc.	Grocery Manufacturers of America, Inc.
American Petroleum Institute	ConAgra, Inc.	GTE Corporation
American Stock Exchange	Contran Corporation	The Guardian Life Insurance Company of America
American Trucking Associations, Inc.	Coordination Council for North American Affairs	H.J. Heinz Company Foundation
AMERITECH	Council for Better Corporate Citizenship	The Henley Group/Chatam, Inc.
Amoco Foundation, Inc.	Justin Dart, Jr.	The Hershey Foods Corporation Fund
Anheuser-Busch Companies	Ira W. DeCamp Foundation	Hoechst Celanese Corporation
The Anschutz Foundation	Lorah D. Dorn	Hoffman-La Roche, Inc.
Archer Daniels Midland Company	Dow Corning Corporation	Holland & Knight
ARCO Foundation	The Dun & Bradstreet Corporation	Honeywell, Inc.
Armenian Society of America	John M. Dunn	Geo. A. Hormel & Company
Ashland Oil, Inc.	E.I. du Pont de Nemours	ITT Corporation
AT&T Foundation	Enron Oil & Gas Company	The J.M. Foundation
Avon Products, Inc.	Ernst & Young	Jostens
Becton Dickinson and Company	EXXON Corporation	Kansas Gas & Electric Company
BellSouth Corporation	Family Research Council	The Kettering Family Foundation
Berkshire Life Insurance Company	Farmland Industries, Inc.	F.M. Kirby Foundation, Inc.
Black, Manafort, Stone & Kelly	Federal Express Corporation	Honorable Henry Kissinger
The Boeing Company	Federal National Mortgage Association (FANNIE MAE) Foundation	Kraft General Foods, Inc.
The Burton Borman Foundation	Flue-cured Tobacco Cooperative Stabilization Corporation	Esther H. Levens
Bristol-Myers Squibb Company	Fluor Corporation	Lockheed Corporation
Brown & Williamson Tobacco Corporation	Forbes Foundation	Loews Foundation
Burlington Northern Railroad Company	Freeport McMoran, Inc.	John D. and Catherine T. MacArthur Foundation
Cable & Wireless Communications, Inc.	The Gallo Foundation	Margaret E. Mahoney
Cargill, Incorporated	Lawrence M. Gelb Foundation, Inc.	Manufacturers Hanover Corporation
Centel Corporation		

Marion Merrell Dow, Inc.
The J. Willard Marriott Foundation
Massachusetts Mutual Life Insurance
Company
McDonald's Corporation
The Mead Corporation Foundation
Medusa Corporation
Mercedes-Benz of North America, Inc.
Merck & Company, Inc.
Merrill Lynch & Company, Inc.
Dr. Edward L. & Marie Meyen
Mobil Corporation
Motorola, Inc.
Multimedia Cablevision Company
National Association of Chain Drug
Stores
National Association of Home Builders
National Association of Letter Carriers of
the United States
The National Association of Life
Underwriters
The NFIB Foundation
New York Stock Exchange
NYNEX-Corporation
Occidental Petroleum Corporation
Oki America, Inc.
Pacific Telesis Foundation
Lisa M. Paquette
Paralyzed Veterans of America
Payless Cashways, Inc.
The Perot Group/Perot Foundation
Milton Petrie
Joseph C. Petrone
Pfizer Inc.
Pharmaceutical Manufacturers
Association
Philip Morris Companies, Inc.

Pitney Bowes
The Principal Financial Group
Foundation, Inc.
The Procter & Gamble Manufacturing
Company
Ralston Purina Company
Raytheon Company
Revlon Foundation, Inc.
RJR Nabisco, Inc.
David Rockefeller
Edward & Ellen Roche Relief Foundation,
U.S. Trust of New York
The Rouse Company Foundation
The Ross Family Charitable Foundation
John Ruan Foundation Trust
Samuel and May Rudin Foundation, Inc.
The Ryland Group, Inc.
Safeway, Inc.
Sandoz Corporation
Sara Lee Corporation
Benno C. Schmidt
Joseph E. Seagram & Sons, Inc.
Sears, Roebuck and Co.
Security Benefit Group, Inc.
Shell Oil Company Foundation
Michael E. Simon
SmithKline Beecham
Smokeless Tobacco Council, Inc.
Southern California Edison Company
Southwestern Bell Corporation
Seth Sprague Educational & Charitable
Foundation, U.S. Trust of New York
The Starr Foundation
State Farm Companies Foundation
Sterling Winthrop, Inc.
The Strouffer Corporation Fund

Jackie A. Strange
Subaru of America Foundation
Sun Company, Inc.
Technology Applications, Inc.
Texaco USA
Tiffany & Co.
Time Warner Inc.
Timmons and Company, Incorporated
The Tobacco Institute
Torchmark Corporation
Charles H. Tower
Toyota Motor Sales, U.S.A., Inc.
The Travelers Companies Foundation,
Inc.
TRW Foundation
Fred L. Turner
Union Pacific Foundation
United Air Lines, Inc.
United States Sugar Corporation
United Transportation Union
UST
Utilicorp United Inc.
Vinson & Elkins
Charls E. Walker Associates, Inc.
Warner-Lambert Company
Wasserman Foundation
Webster, Chamberlain & Bean
Malcomb Hewitt Wiener Foundation,
Inc.
Western Publishing Group, Inc.
The Williams Companies, Inc.

REPORT OF ERNST & YOUNG, INDEPENDENT AUDITORS

The Board of Trustees
The Dole Foundation
for Employment of
People with Disabilities

We have audited the accompanying statements of assets, liabilities and fund balances of The Dole Foundation for Employment of People with Disabilities as of December 31, 1991 and 1990, and the related statements of public support and revenue, expenses and changes in fund balances and of functional expenses for the years then ended. These financial statements are the responsibility of the Foundation's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of The Dole Foundation for Employment of People with Disabilities at December 31, 1991 and 1990, and the results of its operations for the years then ended in conformity with generally accepted accounting principles.

Ernst & Young

June 26, 1992

STATEMENTS OF ASSETS, LIABILITIES AND FUND BALANCES

NOTES TO FINANCIAL STATEMENTS

	December 31			
	1991		1990	
	Current Funds	Endowment Fund	Current Funds	Endowment Fund
ASSETS				
Current Assets				
Cash and cash equivalents (interest-earning)	\$653,957	\$651,069	\$1,012,850	\$136,400
Pledges receivable	49,471		32,359	
Prepaid expenses and other current assets	6,787	4,549	5,450	
Publication revenue receivable	9,313			
Total Current Assets	719,528	655,618	1,050,659	136,400
Office Furniture and Equipment, net of accumulated depreciation of \$90,165 and \$64,414 at December 31, 1991 and 1990	42,327		68,078	
	\$761,855	\$655,618	\$1,118,737	\$136,400
LIABILITIES AND FUND BALANCES				
Current Liabilities				
Payroll and withholding taxes payable			\$ 313	
Accounts payable and accrued liabilities	\$ 23,080		18,288	
Grants payable	753,102		431,394	
Deferred public support	132,947		29,178	
Total Current Liabilities	909,129		479,173	
FUND BALANCES				
(deficit)	(147,274)	655,618	639,564	136,400
	\$761,855	\$655,618	\$1,118,737	\$136,400

See notes to financial statements.

1 – Organizational Data

The Dole Foundation for Employment of People with Disabilities ("the Foundation") is a nonprofit, publicly supported foundation incorporated in Kansas in June 1983. The purpose of the Foundation is to establish and operate scholarship, job training, job placement, and transportation assistance programs for the benefit of disabled or handicapped citizens; and to sponsor programs, seminars, fellowships, and research activities relating to issues of public policy. The organization is exempt from Federal income taxes under Section 501(c)(3) of the Internal Revenue Code.

2 – Summary of Significant Accounting Policies

Fund Accounting

To ensure observance of limitations and restrictions placed on the use of resources available to the Foundation, the accounts of the Foundation are maintained in accordance with the principles of fund accounting. This is the procedure by which resources for various purposes are classified for accounting and reporting purposes into funds established according to their nature and purposes. Separate accounts are maintained for each fund; however, in the accompanying financial statements, funds that have similar characteristics have been combined into fund groups. Accordingly, all financial transactions have been recorded and reported by fund group.

STATEMENTS OF PUBLIC SUPPORT AND
REVENUE, EXPENSES AND CHANGES
IN FUND BALANCES

	Year Ended December 31			
	1991		1990	
	Current Funds	Endowment Fund	Current Funds	Endowment Fund
PUBLIC SUPPORT AND REVENUE				
Public Support				
Contributions	\$1,185,396	\$ 26,000	\$1,262,085	
Revenue				
Interest	51,944	29,015	66,743	\$ 9,515
Publications	46,752		19,303	
	1,284,092	55,015	1,348,131	9,515
EXPENSES				
Program Services				
Public information	203,103		143,096	
Grants	1,172,706		681,943	
	1,375,809		825,039	
Support Services				
Development/fundraising	108,933		178,965	
General and administrative	121,985		97,281	
	230,918		276,246	
	\$1,606,727		\$1,101,285	
(Deficiency) Excess of Public Support and Revenue over Expenses	(322,635)	55,015	246,846	9,515
Fund balances at beginning of year	639,564	136,400	492,718	26,885
Interfund transfer	(464,203)	464,203	(100,000)	100,000
FUND BALANCES AT END OF YEAR	\$ (147,274)	\$655,618	\$ 639,564	\$136,400

See notes to financial statements.

The assets, liabilities, and fund balances are reported in two self-balancing fund groups as follows:

Current funds, which include unrestricted and restricted resources, represent the portion of expendable funds that are available for support of Foundation operations.

The Endowment Fund represents funds that are subject to restrictions of gift instruments requiring in perpetuity that the principal be invested and the income only be used. It also includes funds designated by the Foundation's Board of Trustees for long-term investment. It is the Foundation's intent presently that investment earnings on Board designated endowment funds will be accumulated in the Endowment Fund. Withdrawals of amounts previously transferred from current funds are subject to Board of Trustee authorization.

Contributions

Contributions are recorded as support in the period designated by the donor. Uncollected pledges for the current period are recorded as receivables at their estimated realizable values.

Costs related to special events in which the donor receives a direct benefit are applied against contributions. These costs, primarily funded by donors, were approximately \$94,946 and \$109,773 for the years ended December 31, 1991 and 1990.

STATEMENT OF FUNCTIONAL EXPENSES

	Year Ended December 31, 1991				
	Public Information	Grants	Development/ Fund-raising	General & Administrative	Total
Grants awarded		\$ 895,379		\$	895,379
Salaries	\$ 71,560	105,386	\$ 36,946	\$ 50,947	264,839
Payroll taxes	5,724	8,222	2,968	4,569	21,483
Life and health insurance	7,783	10,090	4,208	8,447	30,528
Retirement contribution	5,656	7,808	2,933	4,609	21,006
Technical advisory		33,934			33,934
Temporary help	262	383	26,910	210	27,765
Professional services	5,736	8,030	4,589	4,589	22,944
Occupancy	15,843	22,424	13,308	12,776	64,351
Equipment rent/maintenance	2,310	3,234	1,847	1,870	9,261
Telephone	2,669	3,575	1,776	933	8,953
Dues, subscriptions and books	3,537	2,524	1,658	1,367	9,086
Delivery and messenger	513	732	411	530	2,186
Printing	843	480	274	274	1,871
Supplies	2,316	3,251	1,853	1,992	9,412
Postage	2,292	4,457	1,381	1,747	9,877
Travel expense	17,585	23,426	719	979	42,709
Depreciation and amortization	6,439	9,012	5,150	5,150	25,751
Conferences	1,133	6,504	651	1,415	9,703
Press services	49,215				49,215
Endowment planning expenses				12,711	12,711
Funding partnership		21,231			21,231
Other expenses	1,687	2,624	1,351	6,870	12,532
Totals	\$203,103	\$1,172,706	\$108,933	\$121,985	\$1,606,727

See notes to financial statements.

Grants

Grants are recorded as expenses and liabilities when the grants are approved by the Board and the grantees are notified.

Office Furniture and Equipment

Fixed assets are recorded at cost or, if donated, at fair value. Depreciation is computed using the straight-line method over the estimated lives of the assets.

Contributed Services

Objectively measurable contributed services are reflected in the financial statements as both a contribution and expense. Donated services of \$7,500 and \$8,500 were received for the years ended December 31, 1991 and 1990.

Cash Equivalents

The Foundation considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

Deferred Public Support

Current funds restricted by the donor, grantor, or other outside party for particular purposes are deemed to be earned and reported as public support when the Foundation has incurred expenditures in compliance with the specific restrictions. Such amounts received, but not yet earned, are reported as deferred public support.

REPORT OF ERNST & YOUNG, INDEPENDENT AUDITORS, (Cont'd.)

STATEMENT OF FUNCTIONAL EXPENSES

	Year Ended December 31, 1990				
	Public Information	Grants	Development/ Fund-raising	General & Administrative	Total
Grants awarded		\$ 471,443		\$	471,443
Salaries	\$ 53,851	87,441	\$ 96,532	\$ 45,347	283,171
Payroll taxes	4,174	6,887	6,261	3,699	21,021
Life and health insurance	7,813	12,815	11,748	6,723	39,099
Retirement contri- bution	3,838	6,376	5,759	3,262	19,235
Technical advisory		19,500			19,500
Temporary help	260	1,198	127	461	2,046
Professional services	7,656	7,032	10,662	4,195	29,545
Occupancy	12,141	20,033	18,212	10,320	60,706
Equipment rent/ maintenance	2,658	4,385	3,987	2,580	13,610
Telephone	2,117	3,244	2,168	893	8,422
Dues, subscriptions and books	1,448	1,984	3,068	1,072	7,572
Delivery and messenger	1,157	1,136	656	736	3,685
Printing	2,107	2,444	1,533	2,107	8,191
Supplies	2,089	3,177	2,575	2,457	10,298
Postage	700	1,250	1,072	645	3,667
Travel expense	8,923	16,814	5,250	4,535	35,522
Depreciation an amortization	4,860	10,936	4,375	4,132	24,303
Conferences	1,671	2,955	4,167	1,324	10,117
Press services	25,092				25,092
Other expenses	541	893	813	2,793	5,040
Totals	\$143,096	\$681,943	\$178,965	\$97,281	\$1,101,285

See notes to financial statements.

3 — Retirement Plan

The Foundation participates in a contributory defined contribution retirement plan. All full-time employees with at least one year of service are eligible to participate in the plan. Employees who elect to participate contribute 5% of their annual salary, and the Foundation contributes an amount equivalent to 10% of the participants annual salary. The Foundation's expense for the years ended December 31, 1991 and 1990 totaled \$21,006 and \$19,235.

4 — Lease Commitments

The Foundation has a lease for office space that expires in 1993. The minimum annual base rentals under the lease are as follows:

1992	\$62,964
1993	5,247
	<u>\$68,211</u>

Arthur M. Weiss, Secretary, President, The Little Foundation
Massachusetts General Hospital, Boston

James W. Duff, Jr., Chairman
President's Committee on Employment
of People with Disabilities

William G. Freund
Vice President and General Counsel
Mercedes-Benz of North America, Inc.

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Chairman of the Board
American Stock Exchange

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Vice Chairman of the Board
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Cessna Aircraft Co.

Sharon Percy Rockefeller
President and Chief Operating Officer
WETA

David Stanley
Chairman and CEO
Payless Cashways, Inc.

Technical Advisory Committee

Henry Viscardi, Jr., Ph.D.
President Emeritus
National Center for Disability Services

Sheila H. Akabas, Ph.D.
Professor and Director
The Columbia University School of Social Work
Center for Social Policy and Practice in the Workplace

Jack G. Duncan
Attorney at Law
Duncan and Associates

Edward L. Meyen, Ph.D.
Executive Vice Chancellor
University of Kansas

Lawrence Scadden, Ph.D.
Director, Rehabilitation Engineering Center
Electronic Industries Foundation

Neal W. Nathanson
President and Chief Executive Officer
National Rural Development and Finance Corporation

Jay F. Rochlin
Former Executive Director
President's Committee on Employment of People with
Disabilities

Guy Stubblefield
Area Director
Rockford Area Projects with Industry

Professional Staff

Paul G. Heame
President

Jeanne Argoff, Ph.D.
Associate Director

Randy D. Davis
Program Officer

Linda F. Tolson
Executive Secretary

Lori A. Enfield
Receptionist/Secretary

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Ann Deschamps, and Marilyn Deemer
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