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Form **990**  
 Department of the Treasury  
 Internal Revenue Service

**Return of Organization Exempt From Income Tax**  
**Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)**

▶ The organization may have to use a copy of this return to satisfy state reporting requirements

OMB No 1545-0047  
**2009**  
**Open to Public Inspection**

**A For the 2009 calendar year, or tax year beginning 07-01-2009 and ending 06-30-2010**

|   |  |  |   |
|---|--|--|---|
| <b>B</b> Check if applicable:<br><input type="checkbox"/> Address change<br><input type="checkbox"/> Name change<br><input type="checkbox"/> Initial return<br><input type="checkbox"/> Terminated<br><input type="checkbox"/> Amended return<br><input type="checkbox"/> Application pending | <b>Please use IRS label or print or type. See Specific Instructions.</b> | <b>C</b> Name of organization<br>hired<br><br>Doing Business As<br><br>Number and street (or P O box if mail is not delivered to street address) Room/suite<br>1200 Plymouth avenue north<br><br>City or town, state or country, and ZIP + 4<br>minneapolis, MN 55411  | <b>D</b> Employer identification number<br>41-6078344<br><br><b>E</b> Telephone number<br>(612) 529-3342<br><br><b>G</b> Gross receipts \$ 16,222,111 |
| <b>F</b> Name and address of principal officer<br>JANE SAMARGIA<br>1200 Plymouth avenue north<br>minneapolis, MN 55411  |  | <b>H(a)</b> Is this a group return for affiliates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<br><br><b>H(b)</b> Are all affiliates included? <input type="checkbox"/> Yes <input type="checkbox"/> No<br>If "No," attach a list (see instructions)<br><br><b>H(c)</b> Group exemption number ▶ |   |
| <b>I</b> Tax-exempt status <input checked="" type="checkbox"/> 501(c) ( 3 ) ▶ (insert no ) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527  |  | <b>J</b> Website: ▶ www.hired.org  |   |
| <b>K</b> Form of organization <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶  |  |  | <b>L</b> Year of formation 1968   |
|   |  |  | <b>M</b> State of legal domicile<br>MN  |

**Part I Summary**

|                             |     |   |                                  |                    |
|-----------------------------|-----|---|----------------------------------|--------------------|
|                             | 1   | Briefly describe the organization's mission or most significant activities<br>HIRED PROVIDES PERSONALIZED AND INNOVATIVE WORK SOLUTIONS |                                  |                    |
| Activities & Governance     | 2   | Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets  |                                  |                    |
|                             | 3   | Number of voting members of the governing body (Part VI, line 1a)   | <b>3</b>                         | 20                 |
|                             | 4   | Number of independent voting members of the governing body (Part VI, line 1b)   | <b>4</b>                         | 19                 |
|                             | 5   | Total number of employees (Part V, line 2a)   | <b>5</b>                         | 619                |
|                             | 6   | Total number of volunteers (estimate if necessary)  | <b>6</b>                         | 18                 |
|                             | 7a  | Total gross unrelated business revenue from Part VIII, column (C), line 12  | <b>7a</b>                        | 0                  |
|                             | 7b  | Net unrelated business taxable income from Form 990-T, line 34  | <b>7b</b>                        | 0                  |
| Revenue                     | 8   | Contributions and grants (Part VIII, line 1h)   | 12,865,056                       | 16,178,999         |
|                             | 9   | Program service revenue (Part VIII, line 2g)  |                                  | 10,000             |
|                             | 10  | Investment income (Part VIII, column (A), lines 3, 4, and 7d)   | 950                              | 477                |
|                             | 11  | Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)  | 7,874                            | 25,619             |
|                             | 12  | Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12)  | 12,873,880                       | 16,215,095         |
| Expenses                    | 13  | Grants and similar amounts paid (Part IX, column (A), lines 1–3)  |                                  | 0                  |
|                             | 14  | Benefits paid to or for members (Part IX, column (A), line 4)   |                                  | 0                  |
|                             | 15  | Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)   | 7,397,014                        | 9,023,509          |
|                             | 16a | Professional fundraising fees (Part IX, column (A), line 11e)   |                                  | 0                  |
|                             | b   | Total fundraising expenses (Part IX, column (D), line 25) ▶ 165,901   |                                  |                    |
|                             | 17  | Other expenses (Part IX, column (A), lines 11a–11d, 11f–24f)  | 5,256,497                        | 7,020,439          |
|                             | 18  | Total expenses Add lines 13–17 (must equal Part IX, column (A), line 25)  | 12,653,511                       | 16,043,948         |
|                             | 19  | Revenue less expenses Subtract line 18 from line 12   | 220,369                          | 171,147            |
| Net Assets or Fund Balances |     |   | <b>Beginning of Current Year</b> | <b>End of Year</b> |
|                             | 20  | Total assets (Part X, line 16)  | 2,968,048                        | 2,910,566          |
|                             | 21  | Total liabilities (Part X, line 26)   | 1,805,276                        | 1,574,280          |
|                             | 22  | Net assets or fund balances Subtract line 21 from line 20   | 1,162,772                        | 1,336,286          |

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge

|                                  |            |
|----------------------------------|------------|
| *****                            | 2011-02-15 |
| Signature of officer             | Date       |
| JANE SAMARGIA EXECUTIVE DIRECTOR |            |
| Type or print name and title     |            |

|                                 |   |      |   |  |
|---------------------------------|---|------|---|--|
| <b>Paid Preparer's Use Only</b> | Preparer's signature ▶ Dianne R Hickok CPA  | Date | Check if self-employed <input type="checkbox"/> | Preparer's identifying number (see instructions) |
|                                 | Firm's name (or yours if self-employed), address, and ZIP + 4 ▶ HLB Tautges Redpath Ltd<br>4810 White Bear Parkway<br>White Bear Lake, MN 55110 |      |   | EIN ▶<br>Phone no ▶ (651) 426-7000               |

May the IRS discuss this return with the preparer shown above? (see instructions)  Yes  No

**Part III Statement of Program Service Accomplishments**

**1** Briefly describe the organization's mission

HIRED's mission is to provide personalized and innovative work solutions. Our goal is to help jobseekers, especially the low-income and disadvantaged, meet their personal and financial needs through employment. HIRED achieves this goal by helping people remove barriers to their employability, preparing them for self-sustaining jobs through innovative job training and/or skills development programs, and then connecting them to employment opportunities with the guidance of knowledgeable employment counselors. HIRED takes a proactive, market-driven approach to workforce development, working closely with business and industry to ensure workers are prepared for high-demand professions. The Organization is funded primarily through contracts from federal and state sources, as well as charitable contributions from private foundations and individuals.

**2** Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?  Yes  No

If "Yes," describe these new services on Schedule O

**3** Did the organization cease conducting, or make significant changes in how it conducts, any program services?  Yes  No

If "Yes," describe these changes on Schedule O

**4** Describe the exempt purpose achievements for each of the organization's three largest program services by expenses. Section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported

**4a** (Code ) (Expenses \$ 5,583,359 including grants of \$ ) (Revenue \$ )

Welfare to Work Through one-to-one counseling, job-skills training workshops and internship opportunities, HIRED helped more than 5,000 MFIP families PREPARE TO make the transition from public assistance to employment. In addition to helping our clients secure long-term sustainable employment, we help them overcome language barriers, unstable housing situations, mental health challenges, and other issues that would prevent them from finding or keeping jobs.

**4b** (Code ) (Expenses \$ 5,975,710 including grants of \$ ) (Revenue \$ )

Dislocated Workers HIRED helped 5,100 dislocated workers regain their footing after layoffs through reemployment and retraining assistance. Those assisted ranged from entry-level production workers to experienced corporate professionals who have been laid off from their jobs. Strengths of HIRED's program include our ability to offer customized training programs for small groups of job seekers (e.g. project management, IT certifications) and our newly redesigned job search readiness program. Job search readiness has proven particularly effective at preparing workers over the age of 40 to effectively market themselves to hiring managers. Despite the current tight job market, HIRED's dislocated worker programs continue to successfully assist job seekers.

**4c** (Code ) (Expenses \$ 1,489,164 including grants of \$ ) (Revenue \$ )

YOUTH HIRED's youth services are designed to encourage completion of high school and post-secondary training and to assist with the development of work habits and career-building skills. HIRED helps youth in foster care prepare to live independently and helps youth offenders turn their lives around through a personalized approach to career development, leadership activities, mentoring, volunteer and paid internships, service-learning, and work. HIRED assisted 995 low-income urban young people in 2010.

**4d** Other program services (Describe in Schedule O ) **See also Additional Data for Description**  
 (Expenses \$ 1,225,255 including grants of \$ ) (Revenue \$ 34,185 )

**4e Total program service expenses** \$ 14,273,488

**Part IV Checklist of Required Schedules**

|            |  | Yes | No |
|------------|--|-----|----|
| <b>1</b>   | Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i> <input checked="" type="checkbox"/>   | Yes |    |
| <b>2</b>   | Is the organization required to complete Schedule B, Schedule of Contributors? <input checked="" type="checkbox"/>   | Yes |    |
| <b>3</b>   | Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i>  |     | No |
| <b>4</b>   | <b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities? <i>If "Yes," complete Schedule C, Part II</i>  |     | No |
| <b>5</b>   | <b>Section 501(c)(4), 501(c)(5), and 501(c)(6) organizations.</b> Is the organization subject to the section 6033(e) notice and reporting requirement and proxy tax? <i>If "Yes," complete Schedule C, Part III</i>  |     |    |
| <b>6</b>   | Did the organization maintain any donor advised funds or any similar funds or accounts where donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i> <input checked="" type="checkbox"/>  |     | No |
| <b>7</b>   | Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas or historic structures? <i>If "Yes," complete Schedule D, Part II</i> <input checked="" type="checkbox"/>                                       |     | No |
| <b>8</b>   | Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i> <input checked="" type="checkbox"/>   |     | No |
| <b>9</b>   | Did the organization report an amount in Part X, line 21, serve as a custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i> <input checked="" type="checkbox"/> |     | No |
| <b>10</b>  | Did the organization, directly or through a related organization, hold assets in term, permanent, or quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i> <input checked="" type="checkbox"/>  |     | No |
| <b>11</b>  | Is the organization's answer to any of the following questions "Yes"? <i>If so, complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.</i> <input checked="" type="checkbox"/>  | Yes |    |
|            | • Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI.</i>  |     |    |
|            | • Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII.</i>  |     |    |
|            | • Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII.</i>  |     |    |
|            | • Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX.</i>   |     |    |
|            | • Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X.</i>  |     |    |
|            | • Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48? <i>If "Yes," complete Schedule D, Part X.</i>   |     |    |
| <b>12</b>  | Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI, XII, and XIII</i> <input checked="" type="checkbox"/>   | Yes |    |
| <b>12A</b> | Was the organization included in consolidated, independent audited financial statements for the tax year? <input checked="" type="checkbox"/>  | Yes | No |
|            | <i>If "Yes," completing Schedule D, Parts XI, XII, and XIII is optional</i> <input checked="" type="checkbox"/>  |     | No |
| <b>13</b>  | Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>   |     | No |
| <b>14a</b> | Did the organization maintain an office, employees, or agents outside of the United States?  |     | No |
| <b>14b</b> | Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, and program service activities outside the United States? <i>If "Yes," complete Schedule F, Part I</i> <input checked="" type="checkbox"/>                             | Yes |    |
| <b>15</b>  | Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or assistance to any organization or entity located outside the U S? <i>If "Yes," complete Schedule F, Part II</i> <input checked="" type="checkbox"/>   |     | No |
| <b>16</b>  | Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or assistance to individuals located outside the U S? <i>If "Yes," complete Schedule F, Part III</i> <input checked="" type="checkbox"/>   |     | No |
| <b>17</b>  | Did the organization report a total of more than \$15,000, of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I</i>   |     | No |
| <b>18</b>  | Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>  |     | No |
| <b>19</b>  | Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>  |     | No |
| <b>20</b>  | Did the organization operate one or more hospitals? <i>If "Yes," complete Schedule H</i>   |     | No |

**Part IV Checklist of Required Schedules** *(continued)*

|  |                   |            |           |
|--|-------------------|------------|-----------|
| <p><b>21</b> Did the organization report more than \$5,000 of grants and other assistance to governments and organizations in the United States on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i> . . . . .</p>   | <p><b>21</b></p>  | <p></p>    | <p>No</p> |
| <p><b>22</b> Did the organization report more than \$5,000 of grants and other assistance to individuals in the United States on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i> . . . . .</p>  | <p><b>22</b></p>  | <p>Yes</p> | <p></p>   |
| <p><b>23</b> Did the organization answer "Yes" to Part VII, Section A, questions 3, 4, or 5, about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i> . . . . .</p>                 | <p><b>23</b></p>  | <p>Yes</p> | <p></p>   |
| <p><b>24a</b> Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer questions 24b-24d and complete Schedule K. If "No," go to line 25</i> . . . . .</p> | <p><b>24a</b></p> | <p></p>    | <p>No</p> |
| <p><b>b</b> Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception? . . . . .</p>  | <p><b>24b</b></p> | <p></p>    | <p></p>   |
| <p><b>c</b> Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds? . . . . .</p>   | <p><b>24c</b></p> | <p></p>    | <p></p>   |
| <p><b>d</b> Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year? . . . . .</p>  | <p><b>24d</b></p> | <p></p>    | <p></p>   |
| <p><b>25a Section 501(c)(3) and 501(c)(4) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i> . . . . .</p>   | <p><b>25a</b></p> | <p></p>    | <p>No</p> |
| <p><b>b</b> Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i> . . . . .</p>         | <p><b>25b</b></p> | <p></p>    | <p>No</p> |
| <p><b>26</b> Was a loan to or by a current or former officer, director, trustee, key employee, highly compensated employee, or disqualified person outstanding as of the end of the organization's tax year? <i>If "Yes," complete Schedule L, Part II</i> . . . . .</p>                                     | <p><b>26</b></p>  | <p></p>    | <p>No</p> |
| <p><b>27</b> Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor, or a grant selection committee member, or to a person related to such an individual? <i>If "Yes," complete Schedule L, Part III</i> . . . . .</p>             | <p><b>27</b></p>  | <p></p>    | <p>No</p> |
| <p><b>28</b> Was the organization a party to a business transaction with one of the following parties? (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions)</p>   |                   |            |           |
| <p><b>a</b> A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i> . . . . .</p>   | <p><b>28a</b></p> | <p></p>    | <p>No</p> |
| <p><b>b</b> A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i> . . . . .</p>  | <p><b>28b</b></p> | <p></p>    | <p>No</p> |
| <p><b>c</b> An entity of which a current or former officer, director, trustee, or key employee of the organization (or a family member) was an officer, director, trustee, or owner? <i>If "Yes," complete Schedule L, Part IV</i> . . . . .</p>   | <p><b>28c</b></p> | <p></p>    | <p>No</p> |
| <p><b>29</b> Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i></p>   | <p><b>29</b></p>  | <p></p>    | <p>No</p> |
| <p><b>30</b> Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i> . . . . .</p>   | <p><b>30</b></p>  | <p></p>    | <p>No</p> |
| <p><b>31</b> Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i> . . . . .</p>   | <p><b>31</b></p>  | <p></p>    | <p>No</p> |
| <p><b>32</b> Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i> . . . . .</p>   | <p><b>32</b></p>  | <p></p>    | <p>No</p> |
| <p><b>33</b> Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i> . . . . .</p>   | <p><b>33</b></p>  | <p></p>    | <p>No</p> |
| <p><b>34</b> Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Parts II, III, IV, and V, line 1</i> . . . . .</p>  | <p><b>34</b></p>  | <p></p>    | <p>No</p> |
| <p><b>35</b> Is any related organization a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i> . . . . .</p>  | <p><b>35</b></p>  | <p></p>    | <p>No</p> |
| <p><b>36 Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i> . . . . .</p>   | <p><b>36</b></p>  | <p></p>    | <p>No</p> |
| <p><b>37</b> Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i></p>  | <p><b>37</b></p>  | <p></p>    | <p>No</p> |
| <p><b>38</b> Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11 and 19? <b>Note.</b> All Form 990 filers are required to complete Schedule O . . . . .</p>  | <p><b>38</b></p>  | <p>Yes</p> | <p></p>   |

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

|            |  | Yes        | No |
|------------|--|------------|----|
| <b>1a</b>  | Enter the number reported in Box 3 of Form 1096, <i>Annual Summary and Transmittal of U.S. Information Returns</i> . Enter -0- if not applicable . . . . .   |            |    |
|            | <b>1a</b> 52   |            |    |
| <b>b</b>   | Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable . . . . .  |            |    |
|            | <b>1b</b> 0  |            |    |
| <b>c</b>   | Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners? . . . . .   |            |    |
|            | <b>1c</b>  |            |    |
| <b>2a</b>  | Enter the number of employees reported on Form W-3, <i>Transmittal of Wage and Tax Statements</i> filed for the calendar year ending with or within the year covered by this return . . . . .  |            |    |
|            | <b>2a</b> 619  |            |    |
| <b>b</b>   | If at least one is reported on line 2a, did the organization file all required federal employment tax returns?<br><b>Note:</b> If the sum of lines 1a and 2a is greater than 250, you may be required to e-file this return (see instructions) . . . . .                               | Yes        |    |
|            | <b>2b</b>  |            |    |
| <b>3a</b>  | Did the organization have unrelated business gross income of \$1,000 or more during the year covered by this return? . . . . .   |            | No |
|            | <b>3a</b>  |            |    |
| <b>b</b>   | If "Yes," has it filed a Form 990-T for this year? If "No," provide an explanation in Schedule O . . . . .   |            |    |
|            | <b>3b</b>  |            |    |
| <b>4a</b>  | At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)? . . . . .                                   |            | No |
|            | <b>4a</b>  |            |    |
| <b>b</b>   | If "Yes," enter the name of the foreign country: _____<br>See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts . . . . .   |            |    |
|            | <b>4b</b>  |            |    |
| <b>5a</b>  | Was the organization a party to a prohibited tax shelter transaction at any time during the tax year? . . . . .  |            | No |
|            | <b>5a</b>  |            |    |
| <b>b</b>   | Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction? . . . . .   |            | No |
|            | <b>5b</b>  |            |    |
| <b>c</b>   | If "Yes" to line 5a or 5b, did the organization file Form 8886-T, Disclosure by Tax-Exempt Entity Regarding Prohibited Tax Shelter Transaction? . . . . .  |            |    |
|            | <b>5c</b>  |            |    |
| <b>6a</b>  | Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible? . . . . .  |            | No |
|            | <b>6a</b>  |            |    |
| <b>b</b>   | If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible? . . . . .  |            |    |
|            | <b>6b</b>  |            |    |
| <b>7</b>   | <b>Organizations that may receive deductible contributions under section 170(c).</b>   |            |    |
| <b>a</b>   | Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor? . . . . .  | Yes        |    |
|            | <b>7a</b>  |            |    |
| <b>b</b>   | If "Yes," did the organization notify the donor of the value of the goods or services provided? . . . . .  | Yes        |    |
|            | <b>7b</b>  |            |    |
| <b>c</b>   | Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282? . . . . .   |            | No |
|            | <b>7c</b>  |            |    |
| <b>d</b>   | If "Yes," indicate the number of Forms 8282 filed during the year . . . . .  |            |    |
|            | <b>7d</b>  |            |    |
| <b>e</b>   | Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? . . . . .  |            | No |
|            | <b>7e</b>  |            |    |
| <b>f</b>   | Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? . . . . .   |            | No |
|            | <b>7f</b>  |            |    |
| <b>g</b>   | For all contributions of qualified intellectual property, did the organization file Form 8899 as required? . . . . .   |            |    |
|            | <b>7g</b>  |            |    |
| <b>h</b>   | For contributions of cars, boats, airplanes, and other vehicles, did the organization file a Form 1098-C as required? . . . . .  |            |    |
|            | <b>7h</b>  |            |    |
| <b>8</b>   | <b>Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations.</b> Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year? . . . . . |            |    |
|            | <b>8</b>   |            |    |
| <b>9</b>   | <b>Sponsoring organizations maintaining donor advised funds.</b>   |            |    |
| <b>a</b>   | Did the organization make any taxable distributions under section 4966? . . . . .  |            |    |
|            | <b>9a</b>  |            |    |
| <b>b</b>   | Did the organization make a distribution to a donor, donor advisor, or related person? . . . . .   |            |    |
|            | <b>9b</b>  |            |    |
| <b>10</b>  | <b>Section 501(c)(7) organizations.</b> Enter  |            |    |
| <b>a</b>   | Initiation fees and capital contributions included on Part VIII, line 12 . . . . .   | <b>10a</b> |    |
| <b>b</b>   | Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities . . . . .  | <b>10b</b> |    |
| <b>11</b>  | <b>Section 501(c)(12) organizations.</b> Enter   |            |    |
| <b>a</b>   | Gross income from members or shareholders . . . . .  | <b>11a</b> |    |
| <b>b</b>   | Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them) . . . . .  | <b>11b</b> |    |
| <b>12a</b> | <b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041? . . . . .  | <b>12a</b> |    |
| <b>b</b>   | If "Yes," enter the amount of tax-exempt interest received or accrued during the year . . . . .  | <b>12b</b> |    |

Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to lines 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Section A. Governing Body and Management

Table with 3 columns: Question, Yes, No. Rows include: 1a Enter the number of voting members of the governing body (20); 1b Enter the number of voting members that are independent (19); 2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee? (No); 3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors or trustees, or key employees to a management company or other person? (No); 4 Did the organization make any significant changes to its organizational documents since the prior Form 990 was filed? (No); 5 Did the organization become aware during the year of a material diversion of the organization's assets? (No); 6 Does the organization have members or stockholders? (No); 7a Does the organization have members, stockholders, or other persons who may elect one or more members of the governing body? (No); 7b Are any decisions of the governing body subject to approval by members, stockholders, or other persons? (No); 8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following: 8a The governing body? (Yes); 8b Each committee with authority to act on behalf of the governing body? (No); 9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O (No).

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

Table with 3 columns: Question, Yes, No. Rows include: 10a Does the organization have local chapters, branches, or affiliates? (No); 10b If "Yes," does the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with those of the organization? (No); 11 Has the organization provided a copy of this Form 990 to all members of its governing body before filing the form? (Yes); 11A Describe in Schedule O the process, if any, used by the organization to review the Form 990; 12a Does the organization have a written conflict of interest policy? If "No," go to line 13 (Yes); 12b Are officers, directors or trustees, and key employees required to disclose annually interests that could give rise to conflicts? (Yes); 12c Does the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this is done (Yes); 13 Does the organization have a written whistleblower policy? (Yes); 14 Does the organization have a written document retention and destruction policy? (Yes); 15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision? 15a The organization's CEO, Executive Director, or top management official (Yes); 15b Other officers or key employees of the organization (No); 16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year? (No); 16b If "Yes," has the organization adopted a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and taken steps to safeguard the organization's exempt status with respect to such arrangements?

Section C. Disclosure

Table with 2 columns: Question, Answer. Rows include: 17 List the States with which a copy of this Form 990 is required to be filed (MN); 18 Section 6104 requires an organization to make its Form 1023 (or 1024 if applicable), 990, and 990-T (501(c)(3)s only) available for public inspection. Indicate how you make these available. Check all that apply: [X] Own website, [ ] Another's website, [X] Upon request; 19 Describe in Schedule O whether (and if so, how), the organization makes its governing documents, conflict of interest policy, and financial statements available to the public. See Additional Data Table; 20 State the name, physical address, and telephone number of the person who possesses the books and records of the organization: The Organization, 1200 Plymouth avenue north, Minneapolis, MN 55411, (612) 529-3342.



|                           |         |   |        |
|---------------------------|---------|---|--------|
| <b>1b Total</b> . . . . . | 240,766 | 0 | 30,494 |
|---------------------------|---------|---|--------|

**2** Total number of individuals (including but not limited to those listed above) who received more than \$100,000 in reportable compensation from the organization **▶**1

|  |          |            |           |
|--|----------|------------|-----------|
|  |          | <b>Yes</b> | <b>No</b> |
| <b>3</b> Did the organization list any <b>former</b> officer, director or trustee, key employee, or highest compensated employee on line 1a? <i>If "Yes," complete Schedule J for such individual</i> . . . . .  | <b>3</b> |            | No        |
| <b>4</b> For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If "Yes," complete Schedule J for such individual</i> . . . . . | <b>4</b> | Yes        |           |
| <b>5</b> Did any person listed on line 1a receive or accrue compensation from any unrelated organization for services rendered to the organization? <i>If "Yes," complete Schedule J for such person</i> . . . . .                                     | <b>5</b> |            | No        |

**Section B. Independent Contractors**

**1** Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization

| (A)<br>Name and business address | (B)<br>Description of services | (C)<br>Compensation |
|----------------------------------|--------------------------------|---------------------|
|                                  |                                |                     |
|                                  |                                |                     |
|                                  |                                |                     |
|                                  |                                |                     |
|                                  |                                |                     |

**2** Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 in compensation from the organization **▶**0

**Part VIII Statement of Revenue**

|   |  |  | (A)<br>Total revenue  | (B)<br>Related or<br>exempt<br>function<br>revenue | (C)<br>Unrelated<br>business<br>revenue | (D)<br>Revenue<br>excluded from<br>tax under<br>sections<br>512, 513, or<br>514 |  |  |
|---|--|--|---|--|---|---|--|--|
| <b>Contributions, gifts, grants and other similar amounts</b> | <b>1a</b>  | Federated campaigns . . . . . <b>1a</b> 251,000  |   |  |   |   |  |  |
|   | <b>b</b>   | Membership dues . . . . . <b>1b</b>  |   |  |   |   |  |  |
|   | <b>c</b>   | Fundraising events . . . . . <b>1c</b>   |   |  |   |   |  |  |
|   | <b>d</b>   | Related organizations . . . . . <b>1d</b>  |   |  |   |   |  |  |
|   | <b>e</b>   | Government grants (contributions) <b>1e</b> 15,643,171   |   |  |   |   |  |  |
|   | <b>f</b>   | All other contributions, gifts, grants, and similar amounts not included above <b>1f</b> 284,828   |   |  |   |   |  |  |
|   | <b>g</b>   | Noncash contributions included in lines 1a-1f \$ _____   |   |  |   |   |  |  |
|   | <b>h</b>   | <b>Total.</b> Add lines 1a-1f . . . . . <b>▶</b> 16,178,999  |   |  |   |   |  |  |
| <b>Program Service Revenue</b>                                | <b>2a</b>  | TECHNICAL CONSULTING Business Code 541,900 10,000 10,000   |   |  |   |   |  |  |
|   | <b>b</b>   | _____  |   |  |   |   |  |  |
|   | <b>c</b>   | _____  |   |  |   |   |  |  |
|   | <b>d</b>   | _____  |   |  |   |   |  |  |
|   | <b>e</b>   | _____  |   |  |   |   |  |  |
|   | <b>f</b>   | All other program service revenue  |   |  |   |   |  |  |
|   | <b>g</b>   | <b>Total.</b> Add lines 2a-2f . . . . . <b>▶</b> 10,000  |   |  |   |   |  |  |
| <b>Other Revenue</b>  | <b>3</b>   | Investment income (including dividends, interest and other similar amounts) . . . . . <b>▶</b> 477 |   |  |   | 477   |  |  |
|   | <b>4</b>   | Income from investment of tax-exempt bond proceeds . . . . . <b>▶</b>                              |   |  |   |   |  |  |
|   | <b>5</b>   | Royalties . . . . . <b>▶</b>   |   |  |   |   |  |  |
|   | <b>6a</b>  | Gross Rents  | (i) Real  |  |   |   |  |  |
|   |  |  | (ii) Personal   |  |   |   |  |  |
|   |  |  | <b>b</b>  | Less rental expenses                               |   |   |  |  |
|   |  |  | <b>c</b>  | Rental income or (loss)                            |   |   |  |  |
|   | <b>d</b>   | Net rental income or (loss) . . . . . <b>▶</b>   |   |  |   |   |  |  |
|   | <b>7a</b>  | Gross amount from sales of assets other than inventory   | (i) Securities  |  |   |   |  |  |
|   |  |  | (ii) Other  |  |   |   |  |  |
|   |  |  | <b>b</b>  | Less cost or other basis and sales expenses        |   |   |  |  |
|   |  |  | <b>c</b>  | Gain or (loss)                                     |   |   |  |  |
| <b>d</b>  | Net gain or (loss) . . . . . <b>▶</b>  |  |   |  |   |   |  |  |
| <b>8a</b>   | Gross income from fundraising events (not including \$ _____ of contributions reported on line 1c) See Part IV, line 18 . . . . . <b>a</b> 8,450 |  |   |  |   |   |  |  |
|   |  | <b>b</b>   | Less direct expenses . . . . . <b>b</b> 7,016                         |  |   |   |  |  |
|   |  | <b>c</b>   | Net income or (loss) from fundraising events . . . . . <b>▶</b> 1,434 |  |   | 1,434   |  |  |
| <b>9a</b>   | Gross income from gaming activities See Part IV, line 19 . . . . . <b>a</b>  |  |   |  |   |   |  |  |
|   |  | <b>b</b>   | Less direct expenses . . . . . <b>b</b>                               |  |   |   |  |  |
|   |  | <b>c</b>   | Net income or (loss) from gaming activities . . . . . <b>▶</b>        |  |   |   |  |  |
| <b>10a</b>  | Gross sales of inventory, less returns and allowances . . . . . <b>a</b>   |  |   |  |   |   |  |  |
|   |  | <b>b</b>   | Less cost of goods sold . . . . . <b>b</b>                            |  |   |   |  |  |
|   |  | <b>c</b>   | Net income or (loss) from sales of inventory . . . . . <b>▶</b>       |  |   |   |  |  |
| Miscellaneous Revenue   |  | Business Code  |   |  |   |   |  |  |
| <b>11a</b>  | miscellaneous 900,099 24,185 24,185  |  |   |  |   |   |  |  |
| <b>b</b>  | _____  |  |   |  |   |   |  |  |
| <b>c</b>  | _____  |  |   |  |   |   |  |  |
| <b>d</b>  | All other revenue . . . . .  |  |   |  |   |   |  |  |
| <b>e</b>  | <b>Total.</b> Add lines 11a-11d . . . . . <b>▶</b> 24,185  |  |   |  |   |   |  |  |
| <b>12</b>   | <b>Total revenue.</b> See Instructions . . . . . <b>▶</b> 16,215,095 34,185 0 1,911  |  |   |  |   |   |  |  |

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns.

All other organizations must complete column (A) but are not required to complete columns (B), (C), and (D).

| Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII. |  | (A)<br>Total expenses | (B)<br>Program service expenses | (C)<br>Management and general expenses | (D)<br>Fundraising expenses |
|--|--|-----------------------|---------------------------------|--|-----------------------------|
| <b>1</b>   | Grants and other assistance to governments and organizations in the U S See Part IV, line 21   |                       |                                 |  |                             |
| <b>2</b>   | Grants and other assistance to individuals in the U S See Part IV, line 22   |                       |                                 |  |                             |
| <b>3</b>   | Grants and other assistance to governments, organizations, and individuals outside the U S See Part IV, lines 15 and 16  |                       |                                 |  |                             |
| <b>4</b>   | Benefits paid to or for members  |                       |                                 |  |                             |
| <b>5</b>   | Compensation of current officers, directors, trustees, and key employees . . . . .   | 275,962               |                                 | 258,785                                | 17,177                      |
| <b>6</b>   | Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) . . . . .  |                       |                                 |  |                             |
| <b>7</b>   | Other salaries and wages   | 7,085,338             | 6,265,221                       | 732,224                                | 87,893                      |
| <b>8</b>   | Pension plan contributions (include section 401(k) and section 403(b) employer contributions) . . . . .  | 215,391               | 176,166                         | 35,739                                 | 3,486                       |
| <b>9</b>   | Other employee benefits . . . . .  | 748,286               | 672,710                         | 64,970                                 | 10,606                      |
| <b>10</b>  | Payroll taxes . . . . .  | 698,532               | 598,925                         | 90,311                                 | 9,296                       |
| <b>11</b>  | Fees for services (non-employees)  |                       |                                 |  |                             |
| <b>a</b>   | Management . . . . .   |                       |                                 |  |                             |
| <b>b</b>   | Legal . . . . .  |                       |                                 |  |                             |
| <b>c</b>   | Accounting . . . . .   | 33,050                |                                 | 33,050                                 |                             |
| <b>d</b>   | Lobbying . . . . .   |                       |                                 |  |                             |
| <b>e</b>   | Professional fundraising See Part IV, line 17 . . . . .  |                       |                                 |  |                             |
| <b>f</b>   | Investment management fees . . . . .   |                       |                                 |  |                             |
| <b>g</b>   | Other . . . . .  | 310,724               | 161,761                         | 148,838                                | 125                         |
| <b>12</b>  | Advertising and promotion . . . . .  |                       |                                 |  |                             |
| <b>13</b>  | Office expenses . . . . .  | 512,373               | 455,216                         | 53,521                                 | 3,636                       |
| <b>14</b>  | Information technology . . . . .   |                       |                                 |  |                             |
| <b>15</b>  | Royalties . . . . .  |                       |                                 |  |                             |
| <b>16</b>  | Occupancy . . . . .  | 736,782               | 676,306                         | 56,440                                 | 4,036                       |
| <b>17</b>  | Travel . . . . .   | 68,696                | 65,964                          | 2,528                                  | 204                         |
| <b>18</b>  | Payments of travel or entertainment expenses for any federal, state, or local public officials . . . . .   |                       |                                 |  |                             |
| <b>19</b>  | Conferences, conventions, and meetings . . . . .   | 16,350                | 5,906                           | 10,259                                 | 185                         |
| <b>20</b>  | Interest . . . . .   | 10,196                |                                 | 10,196                                 |                             |
| <b>21</b>  | Payments to affiliates . . . . .   |                       |                                 |  |                             |
| <b>22</b>  | Depreciation, depletion, and amortization . . . . .  | 90,403                | 28,523                          | 56,616                                 | 5,264                       |
| <b>23</b>  | Insurance . . . . .  | 23,337                | 16,819                          | 6,355                                  | 163                         |
| <b>24</b>  | Other expenses Itemize expenses not covered above (Expenses grouped together and labeled miscellaneous may not exceed 5% of total expenses shown on line 25 below )  |                       |                                 |  |                             |
| <b>a</b>   | participant services   | 5,041,152             | 5,041,152                       | 0                                      | 0                           |
| <b>b</b>   | SMALL EQUIPMENT  | 109,398               | 98,495                          | 8,020                                  | 2,883                       |
| <b>c</b>   | miscellaneous  | 39,281                | 8,597                           | 11,528                                 | 19,156                      |
| <b>d</b>   | DUES, FEES, LICENSES   | 28,697                | 1,727                           | 25,179                                 | 1,791                       |
| <b>e</b>   |  |                       |                                 |  |                             |
| <b>f</b>   | All other expenses   |                       |                                 |  |                             |
| <b>25</b>  | <b>Total functional expenses.</b> Add lines 1 through 24f  | 16,043,948            | 14,273,488                      | 1,604,559                              | 165,901                     |
| <b>26</b>  | <b>Joint costs.</b> Check here <input type="checkbox"/> if following SOP 98-2 Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation |                       |                                 |  |                             |

**Part X Balance Sheet**

|   |  | (A)               |           | (B)                |
|---|--|-------------------|-----------|--------------------|
|   |  | Beginning of year |           | End of year        |
| <b>Assets</b>   | <b>1</b> Cash—non-interest-bearing . . . . .   | 197,509           | <b>1</b>  | 257,454            |
|   | <b>2</b> Savings and temporary cash investments . . . . .  | 231,272           | <b>2</b>  | 38,729             |
|   | <b>3</b> Pledges and grants receivable, net . . . . .  | 1,991,613         | <b>3</b>  | 2,224,040          |
|   | <b>4</b> Accounts receivable, net . . . . .  | 6,196             | <b>4</b>  | 8,175              |
|   | <b>5</b> Receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L . . . . .                   |                   | <b>5</b>  |                    |
|   | <b>6</b> Receivables from other disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B). Complete Part II of Schedule L . . . . .      |                   | <b>6</b>  |                    |
|   | <b>7</b> Notes and loans receivable, net . . . . .   |                   | <b>7</b>  |                    |
|   | <b>8</b> Inventories for sale or use . . . . .   |                   | <b>8</b>  |                    |
|   | <b>9</b> Prepaid expenses and deferred charges . . . . .   | 265,070           | <b>9</b>  | 130,133            |
|   | <b>10a</b> Land, buildings, and equipment cost or other basis. Complete Part VI of Schedule D . . . . .  | 522,559           |           |                    |
|   | <b>b</b> Less accumulated depreciation . . . . .   | 303,275           | 258,908   | <b>10c</b> 219,284 |
|   | <b>11</b> Investments—publicly traded securities . . . . .   |                   | <b>11</b> |                    |
|   | <b>12</b> Investments—other securities. See Part IV, line 11 . . . . .   |                   | <b>12</b> |                    |
|   | <b>13</b> Investments—program-related. See Part IV, line 11 . . . . .  |                   | <b>13</b> |                    |
|   | <b>14</b> Intangible assets . . . . .  |                   | <b>14</b> |                    |
|   | <b>15</b> Other assets. See Part IV, line 11 . . . . .   | 17,480            | <b>15</b> | 32,751             |
| <b>16 Total assets.</b> Add lines 1 through 15 (must equal line 34) . . . . . | 2,968,048  | <b>16</b>         | 2,910,566 |                    |
| <b>Liabilities</b>  | <b>17</b> Accounts payable and accrued expenses . . . . .  | 1,160,828         | <b>17</b> | 1,161,934          |
|   | <b>18</b> Grants payable . . . . .   |                   | <b>18</b> |                    |
|   | <b>19</b> Deferred revenue . . . . .   | 514,348           | <b>19</b> | 298,069            |
|   | <b>20</b> Tax-exempt bond liabilities . . . . .  |                   | <b>20</b> |                    |
|   | <b>21</b> Escrow or custodial account liability. Complete Part IV of Schedule D . . . . .  |                   | <b>21</b> |                    |
|   | <b>22</b> Payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L . . . . . |                   | <b>22</b> |                    |
|   | <b>23</b> Secured mortgages and notes payable to unrelated third parties . . . . .   |                   | <b>23</b> |                    |
|   | <b>24</b> Unsecured notes and loans payable to unrelated third parties . . . . .   |                   | <b>24</b> |                    |
|   | <b>25</b> Other liabilities. Complete Part X of Schedule D . . . . .   | 130,100           | <b>25</b> | 114,277            |
|   | <b>26 Total liabilities.</b> Add lines 17 through 25 . . . . .   | 1,805,276         | <b>26</b> | 1,574,280          |
| <b>Net Assets or Fund Balances</b>  | <b>Organizations that follow SFAS 117, check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.</b>   |                   |           |                    |
|   | <b>27</b> Unrestricted net assets . . . . .  | 928,726           | <b>27</b> | 1,121,983          |
|   | <b>28</b> Temporarily restricted net assets . . . . .  | 234,046           | <b>28</b> | 214,303            |
|   | <b>29</b> Permanently restricted net assets . . . . .  |                   | <b>29</b> |                    |
|   | <b>Organizations that do not follow SFAS 117, check here <input type="checkbox"/> and complete lines 30 through 34.</b>  |                   |           |                    |
|   | <b>30</b> Capital stock or trust principal, or current funds . . . . .   |                   | <b>30</b> |                    |
|   | <b>31</b> Paid-in or capital surplus, or land, building or equipment fund . . . . .  |                   | <b>31</b> |                    |
|   | <b>32</b> Retained earnings, endowment, accumulated income, or other funds . . . . .   |                   | <b>32</b> |                    |
| <b>33</b> Total net assets or fund balances . . . . .                         | 1,162,772  | <b>33</b>         | 1,336,286 |                    |
| <b>34</b> Total liabilities and net assets/fund balances . . . . .            | 2,968,048  | <b>34</b>         | 2,910,566 |                    |

**Part XI Financial Statements and Reporting**

|           |  | Yes | No |
|-----------|--|-----|----|
| <b>1</b>  | Accounting method used to prepare the Form 990 <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____<br>If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O  |     |    |
| <b>2a</b> | Were the organization's financial statements compiled or reviewed by an independent accountant? . . .  |     | No |
| <b>2b</b> | Were the organization's financial statements audited by an independent accountant? . . . . .   | Yes |    |
| <b>2c</b> | If "Yes," to 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?<br>If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O . . . . | Yes |    |
| <b>2d</b> | If "Yes" to line 2a or 2b, check a box below to indicate whether the financial statements for the year were issued on a consolidated basis, separate basis, or both<br><input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separated basis                     |     |    |
| <b>3a</b> | As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133? . . . . .   | Yes |    |
| <b>3b</b> | If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits . . .   | Yes |    |

**SCHEDULE A**  
(Form 990 or 990EZ)

**Public Charity Status and Public Support**

OMB No 1545-0047

**2009**

**Open to Public Inspection**

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.

▶ Attach to Form 990 or Form 990-EZ. ▶ See separate instructions.

Department of the Treasury  
Internal Revenue Service

Name of the organization  
hired

Employer identification number

41-6078344

**Part I Reason for Public Charity Status** (All organizations must complete this part.) See instructions

The organization is not a private foundation because it is (For lines 1 through 11, check only one box )

- 1  A church, convention of churches, or association of churches **section 170(b)(1)(A)(i).**
- 2  A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E )
- 3  A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4  A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state
  
- 5  An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II )
- 6  A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7  An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi)** (Complete Part II )
- 8  A community trust described in **section 170(b)(1)(A)(vi)** (Complete Part II )
- 9  An organization that normally receives (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions—subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975 See **section 509(a)(2).** (Complete Part III )
- 10  An organization organized and operated exclusively to test for public safety See **section 509(a)(4).**
- 11  An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2) See **section 509(a)(3).** Check the box that describes the type of supporting organization and complete lines 11e through 11h  
 a  Type I      b  Type II      c  Type III - Functionally integrated      d  Type III - Other
- e  By checking this box, I certify that the organization is not controlled directly or indirectly by one or more disqualified persons other than foundation managers and other than one or more publicly supported organizations described in section 509(a)(1) or section 509(a)(2)
- f  If the organization received a written determination from the IRS that it is a Type I, Type II or Type III supporting organization, check this box
- g Since August 17, 2006, has the organization accepted any gift or contribution from any of the following persons?  
 (i) a person who directly or indirectly controls, either alone or together with persons described in (ii) and (iii) below, the governing body of the the supported organization?  
 (ii) a family member of a person described in (i) above?  
 (iii) a 35% controlled entity of a person described in (i) or (ii) above?
- h Provide the following information about the supported organization(s)

|                 | Yes | No |
|-----------------|-----|----|
| <b>11g(i)</b>   |     |    |
| <b>11g(ii)</b>  |     |    |
| <b>11g(iii)</b> |     |    |

| (i)<br>Name of supported organization | (ii)<br>EIN | (iii)<br>Type of organization (described on lines 1- 9 above or IRC section (see instructions)) | (iv)<br>Is the organization in col (i) listed in your governing document? |    | (v)<br>Did you notify the organization in col (i) of your support? |    | (vi)<br>Is the organization in col (i) organized in the U S ? |    | (vii)<br>Amount of support? |
|---------------------------------------|-------------|---|---|----|--|----|---|----|-----------------------------|
|                                       |             |   | Yes   | No | Yes  | No | Yes   | No |                             |
|                                       |             |   |   |    |  |    |   |    |                             |
|                                       |             |   |   |    |  |    |   |    |                             |
|                                       |             |   |   |    |  |    |   |    |                             |
|                                       |             |   |   |    |  |    |   |    |                             |
|                                       |             |   |   |    |  |    |   |    |                             |
| <b>Total</b>                          |             |   |   |    |  |    |   |    |                             |

**Part II Support Schedule for Organizations Described in IRC 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I.)

**Section A. Public Support**

| Calendar year (or fiscal year beginning in)  | (a) 2005   | (b) 2006  | (c) 2007   | (d) 2008   | (e) 2009   | (f) Total  |
|--|------------|-----------|------------|------------|------------|------------|
| <b>1</b> Gifts, grants, contributions, and membership fees received (Do not include any "unusual grants.")   | 10,270,534 | 9,600,750 | 10,042,912 | 12,865,056 | 16,178,999 | 58,958,251 |
| <b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf   |            |           |            |            |            |            |
| <b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge   |            |           |            |            |            |            |
| <b>4 Total.</b> Add lines 1 through 3  | 10,270,534 | 9,600,750 | 10,042,912 | 12,865,056 | 16,178,999 | 58,958,251 |
| <b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) |            |           |            |            |            |            |
| <b>6 Public Support.</b> Subtract line 5 from line 4   |            |           |            |            |            | 58,958,251 |

**Section B. Total Support**

| Calendar year (or fiscal year beginning in)   | (a) 2005   | (b) 2006 | (c) 2007   | (d) 2008   | (e) 2009   | (f) Total  |
|---|------------|----------|------------|------------|------------|------------|
| <b>7</b> Amounts from line 4  | 10,270,534 | 9,259    | 10,042,912 | 12,865,056 | 16,178,999 | 58,958,251 |
| <b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources | 7,121      | 9,259    | 4,953      | 950        | 477        | 22,760     |
| <b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on                             |            |          |            |            |            |            |
| <b>10</b> Other income (Explain in Part IV ) Do not include gain or loss from the sale of capital assets                                |            |          |            |            |            |            |
| <b>11 Total support</b> (Add lines 7 through 10)  |            |          |            |            |            | 58,981,011 |
| <b>12</b> Gross receipts from related activities, etc (See instructions )   |            |          |            |            | <b>12</b>  | 80,366     |

**13 First Five Years** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a 501(c)(3) organization, check this box and **stop here**

**Section C. Computation of Public Support Percentage**

|  |           |          |
|--|-----------|----------|
| <b>14</b> Public Support Percentage for 2009 (line 6 column (f) divided by line 11 column (f)) | <b>14</b> | 99.960 % |
| <b>15</b> Public Support Percentage for 2008 Schedule A, Part II, line 14                      | <b>15</b> | 99.950 % |

**16a 33 1/3% support test—2009.** If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and **stop here.** The organization qualifies as a publicly supported organization

**b 33 1/3% support test—2008.** If the organization did not check the box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and **stop here.** The organization qualifies as a publicly supported organization

**17a 10%-facts-and-circumstances test—2009.** If the organization did not check a box on line 13, 16a, or 16b and line 14 is 10% or more, and if the organization meets the "facts and circumstances" test, check this box and **stop here.** Explain in Part IV how the organization meets the "facts and circumstances" test. The organization qualifies as a publicly supported organization

**b 10%-facts-and-circumstances test—2008.** If the organization did not check a box on line 13, 16a, 16b, or 17a and line 15 is 10% or more, and if the organization meets the "facts and circumstances" test, check this box and **stop here.** Explain in Part IV how the organization meets the "facts and circumstances" test. The organization qualifies as a publicly supported organization

**18 Private Foundation** If the organization did not check a box on line 13, 16a, 16b, 17a or 17b, check this box and see instructions

**Part III Support Schedule for Organizations Described in IRC 509(a)(2)**

(Complete only if you checked the box on line 9 of Part I.)

**Section A. Public Support**

| Calendar year (or fiscal year beginning in)   | (a) 2005 | (b) 2006 | (c) 2007 | (d) 2008 | (e) 2009 | (f) Total |
|---|----------|----------|----------|----------|----------|-----------|
| <b>1</b> Gifts, grants, contributions, and membership fees received (Do not include any "unusual grants.")  |          |          |          |          |          |           |
| <b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose |          |          |          |          |          |           |
| <b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513   |          |          |          |          |          |           |
| <b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf  |          |          |          |          |          |           |
| <b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge  |          |          |          |          |          |           |
| <b>6 Total.</b> Add lines 1 through 5   |          |          |          |          |          |           |
| <b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons  |          |          |          |          |          |           |
| <b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year           |          |          |          |          |          |           |
| <b>c</b> Add lines 7a and 7b  |          |          |          |          |          |           |
| <b>8 Public Support</b> (Subtract line 7c from line 6)  |          |          |          |          |          |           |

**Section B. Total Support**

| Calendar year (or fiscal year beginning in)   | (a) 2005 | (b) 2006 | (c) 2007 | (d) 2008 | (e) 2009 | (f) Total |
|---|----------|----------|----------|----------|----------|-----------|
| <b>9</b> Amounts from line 6  |          |          |          |          |          |           |
| <b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources |          |          |          |          |          |           |
| <b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975                          |          |          |          |          |          |           |
| <b>c</b> Add lines 10a and 10b  |          |          |          |          |          |           |
| <b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on     |          |          |          |          |          |           |
| <b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)                                 |          |          |          |          |          |           |
| <b>13 Total support</b> (Add lines 9, 10c, 11 and 12)   |          |          |          |          |          |           |

**14 First Five Years** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a 501(c)(3) organization, check this box and **stop here**

**Section C. Computation of Public Support Percentage**

|  |           |  |
|--|-----------|--|
| <b>15</b> Public Support Percentage for 2009 (line 8 column (f) divided by line 13 column (f)) | <b>15</b> |  |
| <b>16</b> Public support percentage from 2008 Schedule A, Part III, line 15                    | <b>16</b> |  |

**Section D. Computation of Investment Income Percentage**

|  |           |  |
|--|-----------|--|
| <b>17</b> Investment income percentage for <b>2009</b> (line 10c column (f) divided by line 13 column (f)) | <b>17</b> |  |
| <b>18</b> Investment income percentage from <b>2008</b> Schedule A, Part III, line 17                      | <b>18</b> |  |

**19a 33 1/3% support tests—2009.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3% and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

**b 33 1/3% support tests—2008.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3% and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization

**20 Private Foundation** If the organization did not check a box on line 14, 19a or 19b, check this box and see instructions

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**Part IV** **Supplemental Information.** Supplemental Information. Complete this part to provide the explanation required by Part II, line 10; Part II, line 17a or 17b; or Part III, line 12. Provide any other additional information. See instructions

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# Additional Data

**Software ID:**  
**Software Version:**  
**EIN:** 41-6078344  
**Name:** hired

## Form 990, Part III - 4 Program Service Accomplishments (See the Instructions)

### 4d. Other program services

(Code ) (Expenses \$ 1,225,255 including grants of \$ ) (Revenue \$ 34,185 )

Adult HIRED's programs for disadvantaged adults provide individual job seekers with career counseling, labor market information, training assistance, and job-search skills HIRED helped 1,300 adults prepare for work in fiscal year 2010 through extensive individualized assistance SECTOR INITIATIVES HIRED provided career training for more than 200 individuals last year in manufacturing, business services, health care and green careers The objective of each initiative is to improve the employability and earnings of low-wage workers by meeting the workforce needs of the local marketplace Upon graduation, participants receive occupational certificates and industry-specific credentials

**Form 990, Part VII - Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

| (A)<br>Name and Title            | (B)<br>Average hours per week | (C)<br>Position (check all that apply) |                       |         |              |                              |        | (D)<br>Reportable compensation from the organization (W-2/1099-MISC) | (E)<br>Reportable compensation from related organizations (W-2/1099-MISC) | (F)<br>Estimated amount of other compensation from the organization and related organizations |
|----------------------------------|-------------------------------|--|-----------------------|---------|--------------|------------------------------|--------|--|---|---|
|                                  |                               | Individual trustee or director         | Institutional Trustee | Officer | Key employee | Highest compensated employee | Former |  |   |   |
| charles squires chair            | 1 00                          | X                                      |                       | X       |              |                              |        | 0  | 0   | 0   |
| EDmund j kelley TREAsurer        | 1 00                          | X                                      |                       | X       |              |                              |        | 0  | 0   | 0   |
| ARTHUR ALEXANDER III DIRECTor    | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| JENNIFER ALLEN DIRECTor          | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| DAN ARRELL director              | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| CYNTHIA A BREMER VICE CHAIR      | 1 00                          | X                                      |                       | X       |              |                              |        | 0  | 0   | 0   |
| CAROLINE M CHAMBERS DIRECTor     | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| RANDY DOROFF director            | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| MIKE FELMLEE director            | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| LAWRENCE HOOKS DIRECTor          | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| TOM LEHMAN director              | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| BRUCE MALLORY part year DIRECTor | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| STEVEN P MARINO Director         | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| joanne kosciolk Director         | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| DAVID MITCHELL Director          | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| MIKE OVERLINE Director           | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| JAMES WILSON DIRECTor            | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| christopher krusmark DIRECTOR    | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| warren sheaffer DIRECTOR         | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| mary wheeler DIRECTOR            | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| MELVIN TENNANT part yea DIRECTor | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| TIMOTHY N TRACEY part DIRECTor   | 1 00                          | X                                      |                       |         |              |                              |        | 0  | 0   | 0   |
| JANE SAMARGIA EXECUTIVE DIRECTOR | 40 00                         |  |                       | X       |              |                              |        | 146,502  | 0   | 21,291  |
| ANNE SWEET FINANCE DIRECTOR      | 40 00                         |  |                       | X       |              |                              |        | 94,264   | 0   | 9,203   |

SCHEDULE D (Form 990)

OMB No 1545-0047

Supplemental Financial Statements

2009

Open to Public Inspection

Complete if the organization answered "Yes," to Form 990, Part IV, line 6, 7, 8, 9, 10, 11, or 12. Attach to Form 990. See separate instructions.

Department of the Treasury Internal Revenue Service

Name of the organization hired

Employer identification number

41-6078344

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" to Form 990, Part IV, line 6.

Table with 2 columns: (a) Donor advised funds, (b) Funds and other accounts. Rows 1-4: Total number at end of year, Aggregate contributions to (during year), Aggregate grants from (during year), Aggregate value at end of year.

- 5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds may be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?

Part II Conservation Easements. Complete if the organization answered "Yes" to Form 990, Part IV, line 7.

- 1 Purpose(s) of conservation easements held by the organization (check all that apply): Preservation of land for public use, Protection of natural habitat, Preservation of open space, Preservation of an historically important land area, Preservation of a certified historic structure.

2 Complete lines 2a-2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year

- a Total number of conservation easements
b Total acreage restricted by conservation easements
c Number of conservation easements on a certified historic structure included in (a)
d Number of conservation easements included in (c) acquired after 8/17/06

Table with 2 columns: Held at the End of the Year. Rows 2a, 2b, 2c, 2d.

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the taxable year

4 Number of states where property subject to conservation easement is located

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds?

6 Staff and volunteer hours devoted to monitoring, inspecting and enforcing conservation easements during the year

7 Amount of expenses incurred in monitoring, inspecting, and enforcing conservation easements during the year \$

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and 170(h)(4)(B)(ii)?

9 In Part XIV, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets. Complete if the organization answered "Yes" to Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education or research in furtherance of public service, provide, in Part XIV, the text of the footnote to its financial statements that describes these items

b If the organization elected, as permitted under SFAS 116, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items

(i) Revenues included in Form 990, Part VIII, line 1 \$

(ii) Assets included in Form 990, Part X \$

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 relating to these items

a Revenues included in Form 990, Part VIII, line 1 \$

b Assets included in Form 990, Part X \$

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** *(continued)*

**3** Using the organization's accession and other records, check any of the following that are a significant use of its collection items (check all that apply)

- a**  Public exhibition
- b**  Scholarly research
- c**  Preservation for future generations
- d**  Loan or exchange programs
- e**  Other

**4** Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIV

**5** During the year, did the organization solicit or receive donations of art, historical treasures or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?  Yes  No

**Part IV Escrow and Custodial Arrangements.** Complete if the organization answered "Yes" to Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

**1a** Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X?  Yes  No

**b** If "Yes," explain the arrangement in Part XIV and complete the following table

|           | Amount |
|-----------|--------|
| <b>1c</b> |        |
| <b>1d</b> |        |
| <b>1e</b> |        |
| <b>1f</b> |        |

**2a** Did the organization include an amount on Form 990, Part X, line 21?  Yes  No

**b** If "Yes," explain the arrangement in Part XIV

**Part V Endowment Funds.** Complete if the organization answered "Yes" to Form 990, Part IV, line 10.

|   | (a) Current Year | (b) Prior Year | (c) Two Years Back | (d) Three Years Back | (e) Four Years Back |
|---|------------------|----------------|--------------------|----------------------|---------------------|
| <b>1a</b> Beginning of year balance . . . . .                     |                  |                |                    |                      |                     |
| <b>b</b> Contributions . . . . .                                  |                  |                |                    |                      |                     |
| <b>c</b> Investment earnings or losses . . . . .                  |                  |                |                    |                      |                     |
| <b>d</b> Grants or scholarships . . . . .                         |                  |                |                    |                      |                     |
| <b>e</b> Other expenditures for facilities and programs . . . . . |                  |                |                    |                      |                     |
| <b>f</b> Administrative expenses . . . . .                        |                  |                |                    |                      |                     |
| <b>g</b> End of year balance . . . . .                            |                  |                |                    |                      |                     |

**2** Provide the estimated percentage of the year end balance held as

- a** Board designated or quasi-endowment %
- b** Permanent endowment %
- c** Term endowment %

**3a** Are there endowment funds not in the possession of the organization that are held and administered for the organization by

|  | Yes           | No |
|--|---------------|----|
| <b>(i)</b> unrelated organizations . . . . .   | <b>3a(i)</b>  |    |
| <b>(ii)</b> related organizations . . . . .  | <b>3a(ii)</b> |    |
| <b>b</b> If "Yes" to 3a(ii), are the related organizations listed as required on Schedule R? . . . . . | <b>3b</b>     |    |

**4** Describe in Part XIV the intended uses of the organization's endowment funds

**Part VI Investments—Land, Buildings, and Equipment.** See Form 990, Part X, line 10.

| Description of investment   | (a) Cost or other basis (investment) | (b) Cost or other basis (other) | (c) Accumulated depreciation | (d) Book value |
|---|--------------------------------------|---------------------------------|------------------------------|----------------|
| <b>1a</b> Land . . . . .  |                                      |                                 |                              |                |
| <b>b</b> Buildings . . . . .  |                                      |                                 |                              |                |
| <b>c</b> Leasehold improvements . . . . .   |                                      | 12,160                          | 8,126                        | 4,034          |
| <b>d</b> Equipment . . . . .  |                                      | 509,949                         | 295,149                      | 214,800        |
| <b>e</b> Other . . . . .  |                                      | 450                             |                              | 450            |
| <b>Total.</b> Add lines 1a-1e (Column (d) should equal Form 990, Part X, column (B), line 10(c).) |                                      |                                 |                              | 219,284        |



**Part XI Reconciliation of Change in Net Assets from Form 990 to Financial Statements**

|           |   |           |            |
|-----------|---|-----------|------------|
| <b>1</b>  | Total revenue (Form 990, Part VIII, column (A), line 12)                        | <b>1</b>  | 16,215,095 |
| <b>2</b>  | Total expenses (Form 990, Part IX, column (A), line 25)                         | <b>2</b>  | 16,043,948 |
| <b>3</b>  | Excess or (deficit) for the year Subtract line 2 from line 1                    | <b>3</b>  | 171,147    |
| <b>4</b>  | Net unrealized gains (losses) on investments                                    | <b>4</b>  | 2,367      |
| <b>5</b>  | Donated services and use of facilities  | <b>5</b>  |            |
| <b>6</b>  | Investment expenses   | <b>6</b>  |            |
| <b>7</b>  | Prior period adjustments  | <b>7</b>  |            |
| <b>8</b>  | Other (Describe in Part XIV)  | <b>8</b>  |            |
| <b>9</b>  | Total adjustments (net) Add lines 4 - 8   | <b>9</b>  | 2,367      |
| <b>10</b> | Excess or (deficit) for the year per financial statements Combine lines 3 and 9 | <b>10</b> | 173,514    |

**Part XII Reconciliation of Revenue per Audited Financial Statements With Revenue per Return**

|          |   |           |            |
|----------|---|-----------|------------|
| <b>1</b> | Total revenue, gains, and other support per audited financial statements . . . . .                        | <b>1</b>  | 16,222,462 |
| <b>2</b> | Amounts included on line 1 but not on Form 990, Part VIII, line 12  |           |            |
| <b>a</b> | Net unrealized gains on investments . . . . .   | <b>2a</b> | 2,367      |
| <b>b</b> | Donated services and use of facilities . . . . .  | <b>2b</b> | 5,000      |
| <b>c</b> | Recoveries of prior year grants . . . . .   | <b>2c</b> |            |
| <b>d</b> | Other (Describe in Part XIV) . . . . .  | <b>2d</b> |            |
| <b>e</b> | Add lines <b>2a</b> through <b>2d</b> . . . . .   | <b>2e</b> | 7,367      |
| <b>3</b> | Subtract line <b>2e</b> from line <b>1</b> . . . . .  | <b>3</b>  | 16,215,095 |
| <b>4</b> | Amounts included on Form 990, Part VIII, line 12, but not on line <b>1</b>                                |           |            |
| <b>a</b> | Investment expenses not included on Form 990, Part VIII, line 7b . . . . .                                | <b>4a</b> |            |
| <b>b</b> | Other (Describe in Part XIV) . . . . .  | <b>4b</b> |            |
| <b>c</b> | Add lines <b>4a</b> and <b>4b</b> . . . . .   | <b>4c</b> | 0          |
| <b>5</b> | Total Revenue Add lines <b>3</b> and <b>4c</b> . (This should equal Form 990, Part I, line 12 ) . . . . . | <b>5</b>  | 16,215,095 |

**Part XIII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return**

|          |  |           |            |
|----------|--|-----------|------------|
| <b>1</b> | Total expenses and losses per audited financial statements . . . . .                                       | <b>1</b>  | 16,048,948 |
| <b>2</b> | Amounts included on line 1 but not on Form 990, Part IX, line 25   |           |            |
| <b>a</b> | Donated services and use of facilities . . . . .   | <b>2a</b> | 5,000      |
| <b>b</b> | Prior year adjustments . . . . .   | <b>2b</b> |            |
| <b>c</b> | Other losses . . . . .   | <b>2c</b> |            |
| <b>d</b> | Other (Describe in Part XIV) . . . . .   | <b>2d</b> |            |
| <b>e</b> | Add lines <b>2a</b> through <b>2d</b> . . . . .  | <b>2e</b> | 5,000      |
| <b>3</b> | Subtract line <b>2e</b> from line <b>1</b> . . . . .   | <b>3</b>  | 16,043,948 |
| <b>4</b> | Amounts included on Form 990, Part IX, line 25, but not on line <b>1</b> :                                 |           |            |
| <b>a</b> | Investment expenses not included on Form 990, Part VIII, line 7b . . . . .                                 | <b>4a</b> |            |
| <b>b</b> | Other (Describe in Part XIV) . . . . .   | <b>4b</b> |            |
| <b>c</b> | Add lines <b>4a</b> and <b>4b</b> . . . . .  | <b>4c</b> | 0          |
| <b>5</b> | Total expenses Add lines <b>3</b> and <b>4c</b> . (This should equal Form 990, Part I, line 18 ) . . . . . | <b>5</b>  | 16,043,948 |

**Part XIV Supplemental Information**

Complete this part to provide the descriptions required for Part II, lines 3, 5, and 9, Part III, lines 1a and 4, Part IV, lines 1b and 2b, Part V, line 4, Part X, Part XI, line 8, Part XII, lines 2d and 4b, and Part XIII, lines 2d and 4b. Also complete this part to provide any additional information.

| Identifier | Return Reference | Explanation |
|------------|------------------|-------------|
|------------|------------------|-------------|

SCHEDULE F (Form 990)

Statement of Activities Outside the United States

OMB No 1545-0047

2009

Open to Public Inspection

Complete if the organization answered "Yes" to Form 990, Part IV, line 14b, 15, or 16. Attach to Form 990. See separate instructions.

Department of the Treasury Internal Revenue Service

Name of the organization hired

Employer identification number 41-6078344

Part I General Information on Activities Outside the United States. Complete if the organization answered "Yes" to Form 990, Part IV, line 14b.

1 For grantmakers. Does the organization maintain records to substantiate the amount of the grants or assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance? Yes No

2 For grantmakers. Describe in Part IV the organization's procedures for monitoring the use of grant funds outside the United States

3 Activities per Region (Use Schedule F-1 (Form 990) if additional space is needed)

Table with 6 columns: (a) Region, (b) Number of offices in the region, (c) Number of employees or agents in region, (d) Activities conducted in region, (e) If activity listed in (d) is a program service, describe specific type of service(s) in region, (f) Total expenditures for region. Includes entry for south africa with 28,925 in expenditures.







Schedule I (Form 990)

OMB No 1545-0047

Grants and Other Assistance to Organizations, Governments and Individuals in the United States

2009

Complete if the organization answered "Yes," to Form 990, Part IV, line 21 or 22. Attach to Form 990

Open to Public Inspection

Department of the Treasury Internal Revenue Service

Name of the organization hired

Employer identification number 41-6078344

Part I General Information on Grants and Assistance

- 1 Does the organization maintain records to substantiate the amount of the grants or assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance?
2 Describe in Part IV the organization's procedures for monitoring the use of grant funds in the United States

Part II Grants and Other Assistance to Governments and Organizations in the United States. Complete if the organization answered "Yes" to Form 990, Part IV, line 21 for any recipient that received more than \$5,000. Check this box if no one recipient received more than \$5,000. Use Part IV and Schedule I-1 (Form 990) if additional space is needed.

Table with 8 columns: (a) Name and address of organization or government, (b) EIN, (c) IRC Code section if applicable, (d) Amount of cash grant, (e) Amount of non-cash assistance, (f) Method of valuation (book, FMV, appraisal, other), (g) Description of non-cash assistance, (h) Purpose of grant or assistance.

2 Enter total number of section 501(c)(3) and government organizations
3 Enter total number of other organizations



**Schedule J**  
**(Form 990)**

**Compensation Information**

OMB No 1545-0047

**2009**

**Open to Public Inspection**

**For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

**▶ Complete if the organization answered "Yes" to Form 990, Part IV, question 23.**

**▶ Attach to Form 990. ▶ See separate instructions.**

Department of the Treasury  
Internal Revenue Service

**Name of the organization**  
hired

**Employer identification number**

41-6078344

**Part I Questions Regarding Compensation**

- 1a** Check the appropriate box(es) if the organization provided any of the following to or for a person listed in Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.
- |   |  |
|---|--|
| <input type="checkbox"/> First-class or charter travel            | <input type="checkbox"/> Housing allowance or residence for personal use |
| <input type="checkbox"/> Travel for companions                    | <input type="checkbox"/> Payments for business use of personal residence |
| <input type="checkbox"/> Tax idemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees   |
| <input type="checkbox"/> Discretionary spending account           | <input type="checkbox"/> Personal services (e.g., maid, chauffeur, chef) |

**b** If any of the boxes in line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all the expenses described above? If "No," complete Part III to explain

**2** Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all officers, directors, trustees, and the CEO/Executive Director, regarding the items checked in line 1a?

**3** Indicate which, if any, of the following the organization uses to establish the compensation of the organization's CEO/Executive Director. Check all that apply.

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Compensation committee   | <input type="checkbox"/> Written employment contract                                |
| <input type="checkbox"/> Independent compensation consultant | <input checked="" type="checkbox"/> Compensation survey or study                    |
| <input type="checkbox"/> Form 990 of other organizations     | <input checked="" type="checkbox"/> Approval by the board or compensation committee |

**4** During the year, did any person listed in Form 990, Part VII, Section A, line 1a with respect to the filing organization or a related organization:

- a** Receive a severance payment or change-of-control payment?
- b** Participate in, or receive payment from, a supplemental nonqualified retirement plan?
- c** Participate in, or receive payment from, an equity-based compensation arrangement?  
If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III

**Only 501(c)(3) and 501(c)(4) organizations only must complete lines 5-9.**

**5** For persons listed in form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

- a** The organization?
- b** Any related organization?  
If "Yes," to line 5a or 5b, describe in Part III

**6** For persons listed in form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

- a** The organization?
- b** Any related organization?  
If "Yes," to line 6a or 6b, describe in Part III

**7** For persons listed in Form 990, Part VII, Section A, line 1a, did the organization provide any non-fixed payments not described in lines 5 and 6? If "Yes," describe in Part III

**8** Were any amounts reported in Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regs. section 53.4958-4(a)(3)? If "Yes," describe in Part III

**9** If "Yes" to line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

|           | Yes | No |
|-----------|-----|----|
| <b>1b</b> |     |    |
| <b>2</b>  | Yes |    |
| <b>4a</b> |     | No |
| <b>4b</b> |     | No |
| <b>4c</b> |     | No |
| <b>5a</b> |     | No |
| <b>5b</b> |     | No |
| <b>6a</b> |     | No |
| <b>6b</b> |     | No |
| <b>7</b>  |     | No |
| <b>8</b>  |     | No |
| <b>9</b>  |     |    |

**Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees.** Use Schedule J-1 if additional space needed.

For each individual whose compensation must be reported in Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions on row (ii) Do not list any individuals that are not listed on Form 990, Part VII

**Note.** The sum of columns (B)(i)-(iii) must equal the applicable column (D) or column (E) amounts on Form 990, Part VII, line 1a

| (A) Name      |      | (B) Breakdown of W-2 and/or 1099-MISC compensation |                                     |                                     | (C) Retirement and other deferred compensation | (D) Nontaxable benefits | (E) Total of columns (B)(i)-(D) | (F) Compensation reported in prior Form 990 or Form 990-EZ |
|---------------|------|--|-------------------------------------|-------------------------------------|--|-------------------------|---------------------------------|--|
|               |      | (i) Base compensation                              | (ii) Bonus & incentive compensation | (iii) Other reportable compensation |  |                         |                                 |  |
| JANE SAMARGIA | (i)  | 141,562  | 0                                   | 4,940                               | 5,763  | 15,528                  | 167,793                         | 0  |
|               | (ii) | 0  | 0                                   | 0                                   | 0  | 0                       | 0                               | 0  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |
|               |      |  |                                     |                                     |  |                         |                                 |  |

**Part III Supplemental Information**

Complete this part to provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 4c, 5a, 5b, 6a, 6b, 7, and 8. Also complete this part for any additional information.

| Identifier | Return Reference | Explanation |
|------------|------------------|-------------|
|------------|------------------|-------------|

**SCHEDULE O**  
(Form 990)

**Supplemental Information to Form 990**

**2009**

**Open to Public Inspection**

**Complete to provide information for responses to specific questions on Form 990 or to provide any additional information.**  
**▶ Attach to Form 990.**

Department of the Treasury  
Internal Revenue Service

**Name of the organization**  
hired

**Employer identification number**

41-6078344

| Identifier                             | Return Reference    | Explanation  |
|--|---------------------|--|
| Form 990, Part VI, Section A, line 8b  |                     | The Board has delegated some decisions to the Executive Committee which keeps the Board informed of any significant decisions between quarterly Board meetings, but contemporaneous notes are not taken  |
| Form 990, Part VI, Section B, line 11  |                     | The Executive Director and Finance Director review drafts of the 990 and provide feedback to the tax preparer who provides a filing copy. A copy is sent to the Finance Committee. After the committee's review, it provides an updated copy to the voting Board members and recommends approval from them. The members can also comment if they like. Prior to filing, the final Form 990, as well as related filings for the MN Attorney General's office, is approved by the Board of Directors   |
| Form 990, Part VI, Section B, line 12c |                     | Each year, Directors are furnished with a copy of the Conflict of Interest Policy and a disclosure questionnaire requesting information about related persons and business interests and any transactions with HIRED. The organization reviews the statements and cross-checks any listed individuals or organizations with its funder, contractor, and vendor records. The organization identified no conflicts of interest during fiscal year 2010   |
| Form 990, Part VI, Section B, line 15a |                     | It is hired's goal to ensure that the Executive Director is compensated fairly and competitively, considering both performance and market salaries. To this end, the board determines salary that keeps within 93-100% of the average salary for an Executive Director at a large non-profit. The board uses competitive salary survey information to determine this average salary. Performance is evaluated annually by the Board members in relation to corporate goals set for the prior year. Other key officers and employees are compensated based on a performance evaluation and the annual compensation plan set by the Board each year for all employees. The plan is based on salary surveys conducted every two years and budget availability |
| Form 990, Part VI, Section C, line 19  |                     | We provide copies of our audited financial statements on our web site and upon request. Other public documents are available upon request  |
| FORM 990, PART I, LINE 16B             | FUNDRAISING EXPENSE | FUNDRAISING EXPENSE REPORTED ON FORM 990 RELATES TO EXPENSES TO GENERATE NON-GOVERNMENTAL CONTRIBUTIONS. AMOUNTS REPORTED AS GOVERNMENTAL CONTRIBUTIONS (PART V III, LINE 1E) ARE CONTRACTS FOR WHICH THE RELATED EXPENSES DO NOT MEET THE DEFINITION OF "FUNDRAISING" PER GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)   |