

SATELLITE OFFICES

Satellite programs currently involve participants attending four consecutive Saturday sessions from 10:00A.M.—4:00P.M.; where participants upgrade a computer and are introduced to various computer applications.

St. Paul's Episcopal Church

Charles W. Millar and Reverend Dr. Gordon Weller of St. Paul's Episcopal Church approached Closing The Digital Gap after attending a special graduation event held at Dart Auditorium in January of 2002. This satellite office was developed to serve Sudanese refugees and to provide an alternative session plan for Port of Entry participants.

Edgewood Village Satellite Office

Edgewood Village joined us as a satellite office to provide us with the opportunity to serve mobility challenged participants. The smaller class size allows us to provide a custom learning experience and to explore special accessibility options. This ground level facility also features an Internet Access Center.

Assistance is available for satellite office development, for more information contact Marcus Jefferson.

Closing The Digital Gap is a non-profit 501(c)3 economic development initiative funded by the City of Lansing, foundation grants, and local contributions. The AmeriCorps program provides some staffing. The program is a partnership consisting of the Black Child and Family Institute, Capital Area District Library, Capital Area Community Services Head Start Program, Lansing Community College, Lansing School District, Michigan State University, New Horizons Computer Learning Center, ACDnet, and State Employees Credit Union. *These and other area businesses are eligible for tax deductions for the donation of their computers.*



Closing the Digital Gap

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Making Internet access and computer ownership possible, for all people.

Closing The Digital Gap

Our mission is to provide low-income residents in the service area the opportunity to earn a computer, receive basic computer and Internet access and training, as well as assist them in making connections with community resources for further training that may lead to employment and/or educational enrichment for the participants and their families.

www.ctdg.org

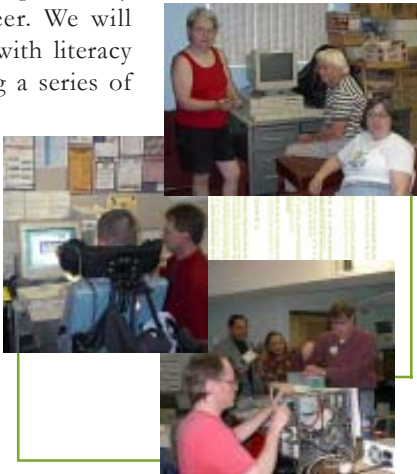
What is the Port of Entry Program (POE)?

The POE program is an multi-week computer course for qualified individuals in the Lansing area. POE participants learn how to upgrade and build a computer, install software, and receive instruction on various computer applications and the Internet. At the end of the program participants attend a graduation ceremony and receive a computer and one year free Internet service from ACDnet. In addition to the training sessions offered in the POE workshops, participants receive a coupon for one day of computer training at New Horizons Computer Learning Center (a \$225 value) and are advised of other continuing education opportunities.

To qualify for the computer the participant must attend all sessions in sequence for which they are enrolled and assist in building the computers to be used for the next group. They receive a certification of completion at the graduation ceremony, held on the fourth Friday of every month (special exceptions over holidays).

How does one qualify for the POE program?

The CTDG-POE program has a target population that consists of Head Start participants, Work-First participants, Transition Housing participants, and other low-income individuals that typically conform to the Federal income guidelines for free/reduced lunch program. The ability to read is a general requirement. You may also qualify for one of our many other programs if you are developmentally disabled, a recent refugee, or by serving as a volunteer. We will accommodate those with literacy challenges by offering a series of customized sessions, if arrangements are made in advance to purchase accessibility software and to have a personal coach (who can read) attend every session.



What other services does CTDG provide?

While the POE program is at the heart of our efforts, we are continually striving to provide computer learning opportunities and services to the entire under-served community including pilot efforts for at-risk youth, senior citizens, and people with disabilities.

- ◆ **At-Risk Youth**—In partnership with the Lansing School District, we provide training services that lead to computer ownership and Internet services for middle-school age students that qualify for the HOPE scholarship program sponsored by the City of Lansing. We are also working with the Juvenile Delinquency program in providing computer training and community service alternatives for first time youth offenders.
- ◆ **County Computers Program**—In support of a grant from the Kellogg Foundation to Ingham County, we have custom built and placed computers for use by the public at 25 community organizations that provide services to the economically challenged, troubled families, and homeless in the Lansing area. These computers provide access to Internet based information on health care, education, and other community services.
- ◆ **People with Disabilities**—We work one-on-one with individuals that have disabilities in developing computer usage skills. We build computers for and provide training to the visually challenged.
- ◆ **Work Force Development**—At the Michigan Works Cedar Street Technical Center, we provide training for up to 22 unemployed participants per week in the use of an online job talent bank and show them how to acquire /use an Internet based e-mail account.
- ◆ **Internship**—We provide hands-on technical learning experiences for Career Quest students and community volunteers. This involves analyzing; troubleshooting, and preparing donated computers that are used in our various programs. We have also begun a web site design training program and an office skills program.
- ◆ **Adult Literacy Classes**—In cooperation with Lansing Community College, we offer assistance in finding financial assistance for education and provide training that may lead to Microsoft Office User Specialist (MOUS) certification.



TRAINING

- ◆ Certification Training
- ◆ MS Office
- ◆ Networking
- ◆ Windows OS
- ◆ Web Development

Additional Services Available

Very low fees for the following services:

- ◆ Computer application training
- ◆ Computer repair
- ◆ Website design



Please help us grow and continue to provide these community programs!