

<b>No.</b> C125159	<b>Annual Report Form</b> 1999 <i>Due No Later Than November 30.</i>		<b>2. Registered Agent and Office NOT A P.O. BOX</b>  <b>SCOTT T KELLOGG</b> 2228 WEST VIEW DR  MOSCOW ID 83843	
Return to: SECRETARY OF STATE 700 WEST JEFFERSON PO BOX 83720 BOISE, ID 83720-0080  <b>NO FEE REQUIRED</b>	<b>1. Mailing Address - Please Correct, If Not Correct</b>  CELERITER INSTITUTE, INC. (T  2228 WEST VIEW DR  MOSCOW ID 83843		<b>3. Organized Under the Laws of:</b>  ID C125159	
<b>** FINAL NOTICE **</b>				
<b>4. Corporations: Enter Names and Business Addresses of President, Secretary and Directors</b> Limited Liability Companies: Enter Names and Addresses of <input type="checkbox"/> Managers or <input type="checkbox"/> Members (check one)				
<u>Office held</u>	<u>Name</u>	<u>Street or P.O. Address</u>	<u>City</u>	<u>State</u> <u>Zip</u>
Director	Scott T. Kellogg	P.O. Box 8595	Moscow	ID 83843
Trustee	Marilyn A. Levine	2228 West View Dr.	Moscow	ID 83843
Trustee	Alan Golub	10213 Strayhorn	Hayden	ID 83835
<b>5. New Registered Agent Signature</b>		<b>6.</b> Signature <u>Scott T. Kellogg</u> Date <u>Nov 20, 1999</u> Name (Typed or Printed) <u>Scott T Kellogg</u> Title <u>Director</u>		

ISSUED: 10-01-1999

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**1998-1999 Annual Report**

Celeriter Institute  
2228 West View Dr.  
Moscow, ID 83843

State of Incorporation: Idaho

County of Incorporation : Latah Co.

Description of Business: Educational Research

**Principal Officer:**

Director  
Scott T. Kellogg  
2228 West View Dr.  
Moscow, ID 83843

**Complete Board of Trustees of Corporation**

Scott T. Kellogg  
2228 West View Dr.  
Moscow, ID 83843

Alan Golub,  
10213 Strayhorn  
Hayden, ID 83835

Marilyn A. Levine  
2228 West View Dr.  
Moscow, ID 83843

By my signature below, I, an official of the above corporation, do state that I signed this report on behalf of the corporation and that the statements herein contained are true, under penalty of false swearing.

Signature: Scott T. Kellogg  
Title: Director  
Date: Nov. 22, 1999

## **1998-1999 Annual Report**

### **About Celeriter Institute**

The Celeriter Institute is a non-profit organization dedicated to performing educational research on the topic of accelerated education in our colleges and universities. These Institute activities are performed through research on existent educational databases and also by conducting new studies.

### **Year in Review**

- A significant effort was made to expand collaborative research efforts with other educational or similar research organizations. Specifically, a grant proposal was made to the Higher Educational Research Institute (HERI) located at UCLA. Also, procedures were established to obtain higher education data from the U.S. Dept. of Education which is the largest database in the U.S.
- A major part of the third and fourth quarters of 1999 were spent collecting materials and producing relevant literature for informational and fund-raising.
- In order to be able to obtain donations and non-profit funding an IRS 1023 (non-profit status) was filed in April, 1999 and a non-profit 501(c)(3) status granted in August, 1999 by the U.S. Internal Revenue Service.
- Institute Income was expanded compared to 1998 by over 300%, a trend that is expected to continue in 2000.

### **Activities and Progress Report**

A variety of activities were performed at the Celeriter Institute during the past year. In all areas, progress was excellent. The various strategies undertaken and the relevant progress are outlined below.

1. *Strategy*      Become a recognized non-profit organization.

*Progress*      In order to be capable of raising funds as a non-profit organization it was critical in 1999 to file the appropriate IRS forms and supporting material. This was done in March and April, 1999 with a final decision by the U.S. IRS in August, 1999 whereby the Celeriter Institute was granted 501(c)(3) non-profit status.

2. *Strategy*      Expand accelerated education research to encompass more U.S. educational data.

*Progress*      Although the Institute conducted student behavior surveys in 1998-1999 in collaboration with Lewis Clark State College (LCSC; Lewiston, ID) it was recognized that the data from the University of Idaho, LCSC, and Ohio State University needed to be expanded to many more colleges and universities as well as take into account differences amongst colleges, U.S. regions, etc. The two largest databases on higher education are found at the U.S. Dept. of Education and at the Higher Education Research Institute (HERI, UCLA). Both organizations maintain databases on decades of U.S. colleges. The Celeriter Institute wrote a collaborative grant for HERI to use their data and compare with new data. The Institute also initiated procedures for obtain "research access" to relevant DOE databases. Analyzing these much larger databases should reveal more about the factors responsible or least contributing to successful accelerated education in U.S. colleges and universities.

3. **Strategy**    **Increase Institute income.**

**Progress**    In order to increase Institute income it is essential to increase Institute visibility. Visibility is achieved many ways. One major way is via production of professional documentation such as brochures and pamphlets that highlight the concepts and implementation of implementation activities. Another mechanism is via an internet or World Wide Web (Web) presence.

The Institute spent considerable time working with designers, artists, copy editors, and printers in preparing documentation to support accelerated higher education. The Institute also obtained the necessary hardware/software tools to produce materials many materials via desktop publishing to reduce costs. Institute personnel also produced their first Web site ([www.celeriter.edu](http://www.celeriter.edu)).

4. **Strategy**    **Prepare more extensive business plans, especially financial planning.**

**Progress**    Guidance from the regional Small Business Development Center (Washington State Univ., Pullman, WA) along with Internet support for non-profits and small businesses was obtained with special focus on business plans and financial planning. Financial spreadsheets were developed by a local accounting firm.

5. **Strategy**    **Meet with various organizations and individuals that are potential supporters or partners in accelerated higher education.**

**Progress**    This was a relatively small part of Institute activities since the Institute is in its earliest formative phases.

### **Financial Highlights**

The Institute financial highlights are covered in this annual report; however, a detailed filing will be prepared at the end of the fiscal year (calendar 1999) and will be available to any interested parties.

Of the two major activity areas (communications and non-profit status), production of brochures will consume almost three quarters (~72%) of the Institute's 1999 income. A small design firm was recommended that is located in the Northwest (Missoula, MT) and their costs along with printing charges absorbed most of the yearly budget.

Filing for Institute non-profit 501(c)(3) status required only 2.3% of the budget but required considerable preparation time. The remainder of charges thus far are mostly found in travel (9%), office operations (11.5%) and accounting firm charges (5.4%).

Due to Institute growth in 1999 and expected continued growth the Institute accepted a three-year loan on new office equipment (capital equipment cost at \$4,400).

### **Personnel**

Since the Institute's 1999 income thus far is only slightly over \$22,000 (triple income of 1998) no paid staff or personnel were hired. The Institute continues to operate with volunteer personnel.

### **Board of Trustees**

There has been no changes in either membership or status of all Board members. This has been partly due to the small size of the organization and also its early startup phase. It is expected that the board membership numbers will increase significantly in 2000 with higher income and donations.