



MEXICAN INSTITUTE of Greater Houston



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By: Carlos J. López
MIGH President and
Executive Director.

Happy New Year!

being better supervisors/role models for their children.

MIGH now offers second level courses (50 classroom hours) on Microsoft Office widely used software (Word, PowerPoint and Excel), as well as a Basic Financial Literacy for the Home course and a Web Page Design and Production (HTML) course. We do it in close collaboration with school districts, community development and faith based organizations, and certain special schools. There may be one of our Community Learning Centers (CLCs) in your area, close to your work or home and this is a New Opportunity for you to get ahead in life.

MIGH is for those interested in Moving Forward with Technology, persons who still have very clear in their minds why they are in this market, seeking a possibility to prosper. They understand that the key to progress is education. MIGH is for those who have decided to invest in themselves as the solid route to prepare to be more successful.

The Mexican Institute of Greater Houston is for all, now not only all Spanish speaking adults but also other members of the workforce who prefer to learn in English (some of them are Hispanics). MIGH is the pioneer in teaching these classes in the U.S. We can proudly say that since 2002 we have already graduated more than 13,000 persons, the largest portion of them during the past 5 years. We know what it takes to really teach effectively and responsibly a person how to work with those programs

Dear friends and benefactors:

A New Year a New Opportunity

Congratulations, we have all started 2014 with new or renewed goals and indeed it represents a New Opportunity to accomplish our objectives.

At the Mexican Institute of Greater Houston (MIGH) we are glad to see that graduates from years past are coming back to this time take our Second Level courses. They have experienced the good results of having taken our Basic Computer Technology Course (100 classroom hours) and more members of the minority communities are now registering for the classes we offer all over the region, in English and of course in Spanish.

It is certainly our mission to help those who want to help themselves, those who are interested in moving to a higher stage in life for themselves and their families. We see our graduates' happy faces coming back and sharing with us about their progress and their interest in expanding their skills as members of the region's workforce to continue their upward trend, making more money at work and

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Continues from Page 1

at a level that qualifies them to get a better paying job. It is not a small/quick seminar that can provide the student the solid foundation needed to get ahead. MIGH is firmly committed to continue providing the basic training required by the employers. Every year we review and upgrade our courses content, considering our cumulative experience and the expressions of our students and graduates.

Yes, there is a New Opportunity through MIGH to make a winner out of you. Your dedication and strong willingness to study and learn can Change your Life for a Better Tomorrow.

Call us now at (713) 988-6699 and register for one or more courses. Get one or two family members or friends or co-workers to join you attending our courses to be prosperous. The future is yours, at MIGH get the Basic Computer Technology skills you need, or better your current abilities. Let us help you win.

CHANGING LIVES FOR A BETTER TOMORROW!



2013 ANNUAL REPORT

The Mexican Institute of Greater Houston Inc. (MIGH) is the pioneer in teaching Basic Computer Technology Literacy in Spanish in the U.S. MIGH is an IRS designated 501(c) (3) nonprofit based in Houston, Texas, founded in 1991.

MISSION: "Enrich the lives of Hispanics through Education"

VISION: To become the region's premier collaborator in delivering Computer Technology Educational Services for our under-served Hispanic, African American and Asian families.

GOAL: To help parents -- through education -- become effective leaders of their families and their communities, as well as better skilled members of the workforce.

EXECUTIVE SUMMARY

ENHANCING DIGITAL LITERACY AMONG MINORITIES

Parents or grandparents attending our courses can better supervise and motivate their kids to excel in school and can also effectively communicate with their children's teachers. Some of our students become volunteers for school activities, as building their technology skills increase their self-esteem and inclination to quickly integrate.

MIGH supports basic computer technology literacy. Being that very important for us, teaching computer skills using our own Educational Platform is just as vital. We also encourage our students to become active broadband users so they can purchase a home computer and perform electronic banking transactions using the internet.

“Digital literacy is the ability to use information and communication technologies to find, understand, evaluate, create, and communicate using modern devices, it is an ability that requires both cognitive and technical skills.”

MIGH is expanding the better trained pool of potential employees our private sector needs to revitalize our economy.

PROJECT DESCRIPTION

Our project is to elevate our community to higher earning levels. MIGH offers Basic Computer Technology Literacy for Adults. It is taught in English and Spanish and reaches parents through the schools attended by their children (K-12). The great majority of our students are Hispanic.

OUR PROGRAMS

The Basic Computer Course consists of an in depth 100-hours of classroom instruction provided by a trained and supervised MIGH instructor, supported by our on-line tutors for homework and testing of our students. MIGH program teaches adult students (usually parents) how to use a computer, connect/navigate the Internet, set-up and use of an e-mail account, and the use of basic elements of computer software such as: Microsoft Word, Excel, and PowerPoint. MIGH develop level-two 50-classroom hour courses on Microsoft Office Word; PowerPoint; and Excel, allow for an immersion program to learn how to take full advantage of each specialty software capabilities; Basic Financial Literacy for the Home is a 50-hour course developed to teach basic financial management for families, covering family budget, saving and checking accounts, debit cards, credit cards, credit score, credit report, loans, using personal credit, buying a home, critical mortgage information, retirement basics, etc. These programs will further improve the skills set of vulnerable populations, providing them with the tools to be better contributing members of the community and to be prosperous in the U.S.

POPULATION SERVED

MIGH successful and innovative programs are design for adult Hispanics, African-Americans and Asians. We improve the region's workforce by teaching our students (parents) new skills so that they can use computers, better supervise their children's Internet usage and help them with homework. Most of our students are members of the workforce and learning these skills are of paramount importance for a successful integration in our region. We now offer training in English and Spanish, responding to requests received from the African-American and Asian communities, and also from the English speaking Hispanic Community. MIGH targets these vulnerable populations and LEP (Limited English Proficiency) individuals, low income, unemployed, and senior citizens.

THE NEED FOR MIGH SERVICES

MIGH has been reducing the income inequality in the region by elevating the skills set of members of the workforce. We have already graduated more than 13,000 individuals, therefore positively impacting that number of families. MIGH is committed to provide excellent and practical training, while fulfilling real needs in our community as a whole:

- a) Employers: looking for better trained workers who can efficiently use computers. This is more important for employers seeking bilingual employees. The employers in the area have learned to trust that when an applicant shows an MIGH certificate it really means that the person has been well trained. MIGH has a solid positive name and we are committed to enhance it. Society at large benefits from a computer literate population. When the workforce obtains higher income, those dollars are injected into the local economy, generating more overall stability, jobs and progress for all.
- b) Workforce members: interested in higher earnings to prosper in life, and that is possible when their skills set are appropriate and well learned. These individuals are then ready to apply for better paying jobs and qualify to aspire for a secure upward mobility.



“ENCOURAGING PARENTAL INVOLVEMENT AT SCHOOL”

“Helping parents become effective leaders of their families.”

Computer Literacy Course



Our program is now very much needed because our area is receiving an influx of new comers and they also need to be computer literate to meet employers' requirements. MIGH staff possesses the academic background, experience, ethics and compromise to carry out our mission to the highest possible level.

Our trainers and online tutors are thoroughly prepared by MIGH and receive continuous education/guidance. Our long term purpose is to achieve the desired sustainability level; towards that end, currently our non-sponsored students pay 5 times more than those enjoying a school or other CLC (Community Learning Center) partner direct support.

According to the U.S. Department of Commerce, Digital Literacy Training is needed because despite the growing importance of the Internet in American life, 28 percent of Americans do not use the Internet at all. Nearly one-third of U.S. households (32 percent) lack broadband service. The two most commonly cited reasons for not having broadband Internet access at home are that it is perceived as not needed (46 percent) or too expensive (25 percent). There are notable disparities between demographic groups: people with low incomes, disabilities, seniors, minorities, the less-educated, non-family households, and the non-employed tend to lag behind other groups in home broadband use. While there is no single solution to closing the broadband adoption gap, increasing digital literacy skills among non-users is key to bringing them online and opening doors to opportunity. Hispanics continue to be the fastest growing segment of the population and MIGH is strengthening their qualifications as employees.

The Pew Research Center confirms that nonetheless we have seen positive improvement in Broadband Adoption in the U.S., there still is a monumental task ahead of us to support our most disadvantaged individuals and communities to become more digitally aware and broadband users. For this reason the Mexican Institute of Greater Houston (MIGH) intends to continue its mission to offer computer literacy for adults, started more than a decade ago. We are the pioneer in the U.S. and our success with more than 13,000 graduates continues to evolve. We have graduates and students from all over Latin America and other parts of the world now living in the U.S.

The Pew Research Center's: Home Broadband 2013 Report of August 26, 2013 confirms that 70% of American adults ages 18 and older had a high-speed broadband connection at home in May 2013. A Survey found that this was a small but statistically significant rise from the 66% of adults who said they had home broadband in April 2012. The demographic factors most correlated with home broadband adoption continue to be education attainment, age, and household income. Among all American adults ages 18 and older, the percentage

in each group who have a high-speed broadband connection at home is: Hispanic (English and Spanish speaking) 53%; African-American 64% and White 74%. Education attainment continues to be a significant factor. Broadband Adoption for those with: No high school diploma 37%, High School grad 57%, Some College 78% and College 89% +. Another noteworthy factor is about Household income: Less than \$30K a year 54%; less than \$50K a year 70%; less than \$75K a year 84% and over \$75K a year 88% broadband adoption. MIGH is indeed helping to strengthen the backbone of America, the under-served minorities and they are needed by the employers in our region.

Our programs increase our community's educational level through the use of readily available computer technology focused on addressing their need to improve: education, awareness about opportunities to generate progress and produce wealth, training, equipment and broadband access, support to vulnerable populations, economic growth and job creation, communication with their children's teachers.

Digital illiteracy is a barrier to community participation and family progress for Hispanics, African-Americans and Asian adults across the State of Texas. The Mexican Institute of Greater Houston (MIGH) addresses this digital divide and focuses on vulnerable populations with an added barrier: English is their second language. That is why our comprehensive curriculum delivered using the appropriate amount of classroom hours has produced a solid knowledge expanded workforce in our region.

KEY ECONOMIC AND SOCIAL SUCCESSES OF YOUR PROJECT DURING 2013

In 2013 we had 57 instructors and 12 on-line tutors under contract supporting our computer literacy efforts for vulnerable minority communities; we were able to conclude the translation to English language of the three 50-hour Microsoft Office Level II courses of Word, Excel and PowerPoint; we offered 99 + non BTOP classes in Basic Computer Literacy (English and Spanish); and Microsoft Office Level II courses: Word; Excel; PowerPoint; and Basic Financial Literacy course for the Home in Spanish. We trained 2241 individuals plus non BTOP students during 2013

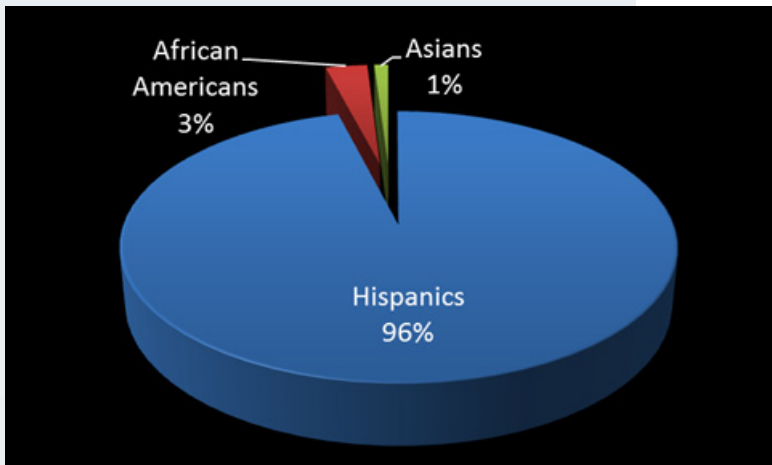
Since the inception of the BTOP Federal Grant in September 2010 MIGH continuously and successfully expanded its positive impact in the vulnerable communities served. During this period we had the very significant financial support of Houston Endowment and in other levels the backing of several companies and foundations like: Bank of America, Blue Cross Blue Shield, Chevron, Citgo, Comcast, Hersztein Foundation, Lowenstein Foundation, Marathon Oil, Mendenhall Foundation, Mercantil Commercebank, Simmons Foundation, Strake Foundation, TransCanada, and Valero.

Our key economic and social success has been the result of our decisive efforts founded by our donors and the encouraging response we received from many communities in Texas. They embraced MIGH purpose and mission in providing education to those challenged in the Computer Literacy area. Thanks to their backing we reached a grand total of 6,659 enrolled students during our grant period (Sept.2010-Dec.2013), surpassing our goal of 5,600 by 1,059 students.

We are very proud of our accomplishments, a successful and innovative program originally designed for adult Hispanics taught in Spanish, now being offered also in English for African-Americans and Asians with the well-founded determination to improve the region's workforce teaching new skills to our students (mostly parents).



Thank you
Mexican Institute of Greater Houston Inc.

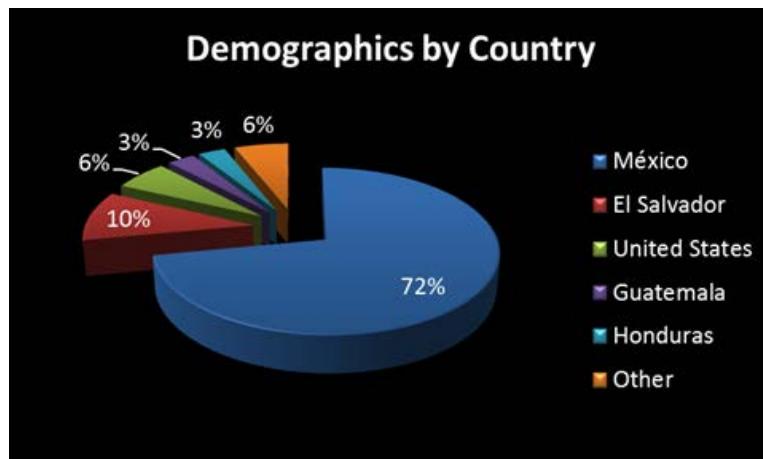


They really learn how to use computers and that is a need at home and at the work place. Our graduates can now better supervise their children's Internet usage and help them with homework, while also apt for better paying jobs.

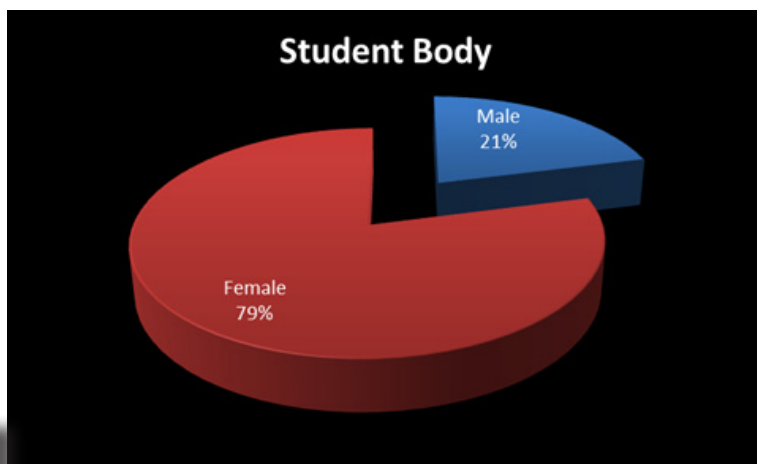
DEMOGRAPHIC DATA FOR THE PAST THREE YEARS

Student demographics: Hispanics 94%; African-Americans 3% and Asians 1%.

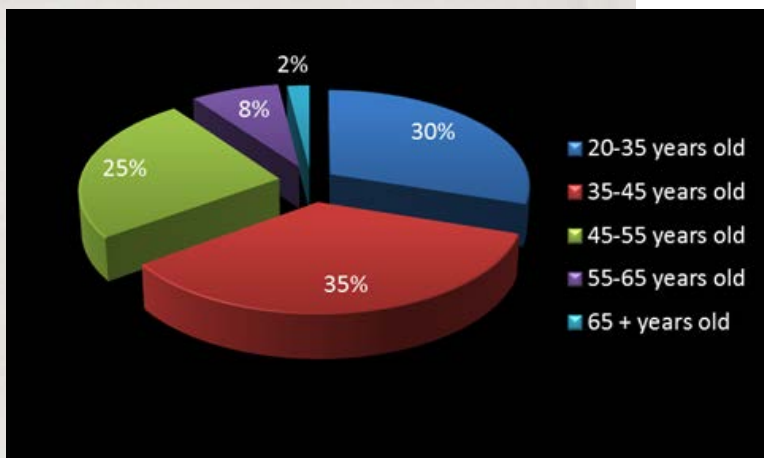
By origin: México 72%; El Salvador 10%; U.S. 6%, Other 6%; Honduras 3%; and Guatemala 3%.



By gender: Female 79%-Male 21%.

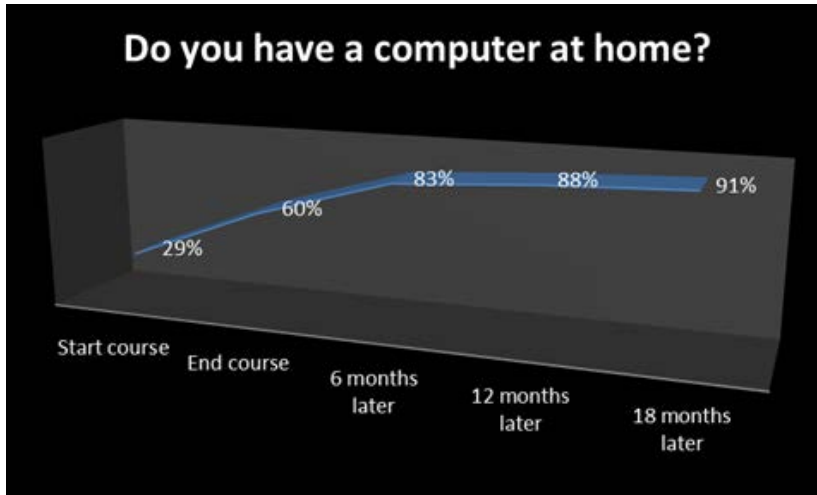


Age: 25-35 years 30%; 36-45 years 35%; 46-55 years 25%; 56-64 years 8% and 65 + 2%.



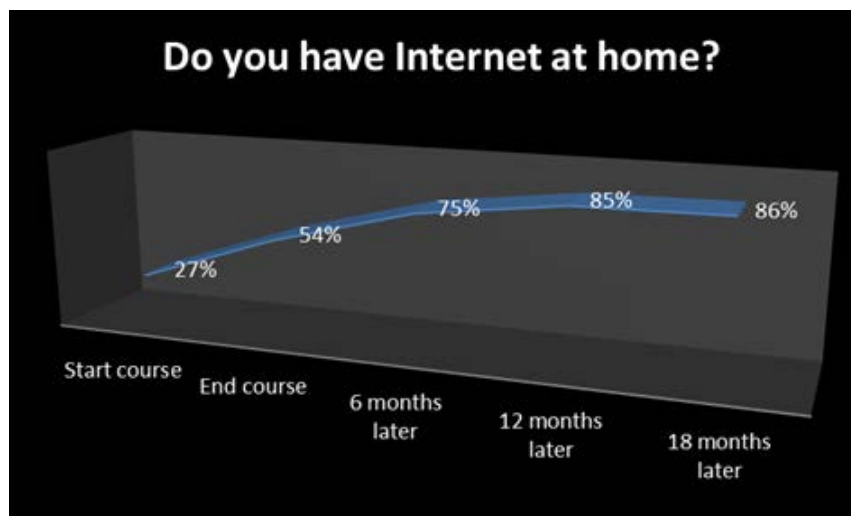
Do you have computer at home? MIGH student body Surveys shows:

At Entrance Survey that 29% have a computer at home; at the conclusion of the course, it increase to 60%. MIGH Follow up Surveys at 6 months shows an increase to 83%; 12 months later grows to 88%; & finally at the 18 month survey a 91%.



Do you have Internet at home? MIGH Surveys shows the Broadband Adoption of our student body during the last three years as follows:

At Entrance Survey that 27% have a computer at home; at the conclusion of the course, it increase to 54%. MIGH Follow up Surveys at 6 months shows an increase to 75%; 12 months later grows to 85%; & finally at the 18 month survey a 86%.



COMMUNITY DEVELOPMENT ORGANIZATIONS MIGH WORKS WITH:

1. Adult Reading Center;
2. Aldine Community Transformation Center;
3. Aldine Youth;
4. Association for the Advancement of Mexican Americans (AAMA);
5. AVANCE;
6. Bob & Jeanne Billa Learning Center-San Antonio;
7. Centro Familiar Cristiano;
8. Christian Chaplan Force;
9. Community Family Centers;
10. First United Methodist Church;
11. Fundación Latino Americana contra el SIDA (Flas);
12. Hispanic Ministry Office, Catholic Diocese of Beaumont;
13. Life in Focus Education;
14. Memorial Assistance Ministries;
15. Neighborhood Centers Inc.;
16. North Pasadena Community Outreach Center;
17. Wesley Community Center;
18. SER-Jobs for Progress; and
19. St. Mary's Learning Center.

INDEPENDENT SCHOOL DISTRICTS MIGH PARTNERS WITH:

1. Aldine;
2. Alvin;
3. Channelview;
4. Cypress-Fairbanks;
5. Dallas;
6. Fort Bend;
7. Galena Park;
8. Garland;
9. Grand Prairie;
10. Houston;
11. Humble;
12. Irving;
13. Katy;
14. Mesquite;
15. Northside;
16. Spring Branch;
17. Pasadena;
18. Port Arthur;
19. Quinlan;
20. Richardson; and
21. Waco.



“CHANGING LIVES, FOR A BETTER TOMORROW”

“Enriching the lives of Hispanics through Education.”

Computer Literacy Course



EDUCATIONAL PLATFORM:

MIGH staff installed on our servers PHP 5.4.17; 5.4.19; and 5.4.20; designed and developed training modules using Captivate 5.0.0.596 of “How to Upgrade”: Apache from 2.4.2 to 2.4.6; PHP from 5.4.17 to 5.4.20; MySQL from 5.6.12 to 5.6.14; Moodle Database from 2.5.1 to 2.5.2; PHPMyAdmin from 4.0.7 to 4.0.8. Upgraded the masters’ classes: Basic computer skills, Word II, Excel II, PowerPoint II, and Basic Financial; Created MySQL queries for: demographics, LEP, Hispanic, poverty level, and launched a new MIGH Website.

MIGH is pleased and proud of the successful history built, especially during the past 3 to 5 years. We have empowered minorities via adult education, positively impacting the lives of thousands.

MEDIA EFFORTS:

During 2013 we had many interviews with Univision TV-45 and Telefutera. Also with the HISD TV station, many guest appearances at Univision Radio, and Enterate Radio show/Magazine to encourage adults to enroll in our courses.

PROJECT MILESTONES ACCOMPLISHED:

- MIGH has been providing educational services to the Greater Houston area for more than 12 years.
- More than 7 years in Beaumont, Port Arthur and San Antonio.
- Expanded to the Dallas County area and Waco in 2011.
- Since 2002 when we started our educational program we have graduated more than 13,000 adults.
- In 2009 we initiated our association with the University of Houston -- Texas Learning and Computation Center (TLC2) to develop our own web-based educational platform and updated Website.
- We started offering our courses also in English.
- We updated and strengthened the existing curriculum and courses.
- Developed job readiness 50-hour courses: Level II Excel, PowerPoint and Word; and Basic Financial Literacy for the Home.
- We have developed partnerships with 21 Independent School Districts and 19 Non-Profit Community Learning Organizations.
- Developed our own Educational Platform and parallel technology framework.



Conductor Andrés Franco

The Mexican Institute of Greater Houston (MIGH) had the honor to have Mr. Andrés Franco as guest conductor with the Houston Symphony, at our annual Lunada at the Miller Outdoor Theatre last October.

We would like to share in this month's issue a note received from our friend Conductor Andrés Franco:

"It was a great honor for me to conduct the Houston Symphony and the Sphinx Virtuosi during the MIGH Lunada 2013. Music lets us share experiences that go beyond time and distance and brings us together as human beings. It was very pleasant to conduct in one concert pieces arranged by an English (Britten), an African American (Perkinson) and an Argentinean (Piazzolla) and to do it in a group where professionals with a lot of years of experience were seated next to young talented individuals starting their professional life. It was a beautiful meeting of cultures, ages and traditions united by music".

Mr. Franco was recently promoted to Resident Conductor of the Fort Worth Symphony Orchestra and Artistic Director of its summer festival, Concerts in the Garden and Principal Conductor at Caminos del Inka.



Andrés Franco - Guest Conductor, 9th LUNADA



Andrés Franco - Guest Conductor 9th LUNADA



Andrés Franco - Guest Conductor 9th LUNADA



Houston Symphony & Sphinx Virtuosi



Houston Symphony & Sphinx Virtuosi



SUPPORT US



Dear Friends: We invite you to consider a Donation to your Mexican Institute of Greater Houston (MIGH).

Any financial contribution you make will generate an MIGH Certificate of Donation for your use when preparing your Tax Return.

As you know being a 501 (c) (3) not-for-profit organization, MIGH can receive tax deductible donations from individuals as well as corporations. Please remember us and send your donations to help us continue offering our computer literacy courses to the Hispanic community and other minorities.

Your Support will allow us to continue Changing Lives for a Better Tomorrow!

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone Number: _____

Email: _____

Credit Card Number: _____

Card Expiration Date: _____ CSC _____

Amount of your donation: _____

Link: <http://mexicaninstitute.org/include/donate/donation.html>



MIGH Team

For our CLCs at schools and other organizations:

Class registration:

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OTHER MIGH SERVICES

Attorney: Lic. Patricia Urbiola Aspuru

The following special services are available at MIGH, Monday through Friday, **7:30 a.m to 3:00 p.m.**

For an appointment please call: **(713) 541-4558**

- **Photocopies and passport pictures**
- **Carta Poder (Power of Attorney)** to legally authorize an individual or company to represent you in Mexico.

Different possible uses of a Power of Attorney:

- **Compra o Venta de Propiedades (Buy/ Sell Property)**
- **Escrituración de Propiedades (Property Ownership)**
- **Administración de Bienes (Property Administration)**
- **Préstamos Hipotecarios (Home Mortgage Loans)**
- **Donación de Propiedades (Property Donations)**
- **Demandas (Lawsuits)**
- **Divorcios (Divorces) Adopciones (Adoptions)**
- **Reconocimiento de Hijos (To Acknowledge a Child)**
- **Corrección de Actas de Nacimiento (Birth Certificate Corrections)**
- **Juicios de Intestado y Testamentario (Probate- Intestate or with a Last Will)**
- **Renuncia a Derechos Hereditarios o Repudia de Herencia (Relinquishing Inheritance Rights)**
- **Cesión de Derechos (Ceding Legal Rights) Pensión Alimenticia (Alimony)**
- **Retiro o Cancelación de Cuenta Bancaria (Bank Account Closing)**
- **Programa Pro Campo (Procampo Program)**
- **Concesión de Servicio Público (General Rights Concession)**
- **Firma de Contratos (Contract Signing)**
- **Trámites de Título Profesional (Professional Title Validation Process)**
- **Apertura de Testamentos (Last Will/ Testament Reading)**
- **Testamentos, etc. (Preparation of Last Will & Testament)**

All Cartas Poder (Power of Attorney) need the "Apostille". This procedure legally validates the document prepared by our Public Notary before the Texas Secretary of State. **Without the "Apostille" your documents will not be considered legal in Mexico.**