

CSR/ESG ANNUAL REPORT



2023

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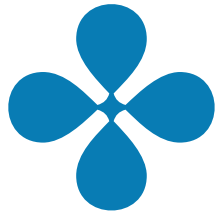
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The Future

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INTRODUCTION

In today's business landscape, the concepts of Corporate Social Responsibility (CSR) and Environmental, Social, and Governance (ESG) performance are more crucial than ever. Prelude Solutions recognizes the significance of these principles and is committed to releasing an annual CSR/ESG report to showcase our dedication to sustainable and responsible business practices.



The importance of ESG performance is increasing due to new regulatory requirements, an evolving ESG reporting landscape, shifting stakeholder expectations, and pressure from investors. Demand for ESG reporting is growing as stakeholders, including investors, seek ESG disclosures to guide their decision-making processes.

ESG reporting encompasses three main categories: Environmental, Social, and Governance. These categories address issues such as climate risks, carbon emissions, human capital, labor regulations, diversity, board diversity, corruption, and bribery. ESG metrics provide investors with an additional lens to evaluate companies and identify emerging opportunities and risks.

From a business perspective, ESG reporting is essential to demonstrate how corporate purpose is translated into action, creating long-term value and strengthening corporate reputations. Increased regulations and consistency in ESG disclosures are supported by users and preparers alike.

Similarly, CSR plays a crucial role in building trust and credibility with stakeholders. By demonstrating a commitment to social and environmental issues, companies can enhance their reputation and create a positive image in the eyes of customers, investors, and the wider community.

At Prelude Solutions, we understand the importance of CSR and ESG performance, and we are dedicated to upholding these principles to drive sustainable growth and make a positive impact on society and the environment.

MESSAGE FROM OUR CEO

Dear Colleagues and Partners,

I am honored to share our 2023 Corporate Social Responsibility and Environmental, Social, and Governance report. At Prelude Solutions, our commitment to integrity, empathy, and purpose guides everything we do.

In 2023, we welcomed new team members, launched our People Empowerment Program, invested in coaching and continuing education, implemented themed all-hands meetings around our core values and offered a self-care day, expanded our holiday donations, held weekly market update meetings, and selected partners who share our commitment to cultural alignment and development.

One of our most significant achievements was surpassing our goal of achieving a 35% diverse spend, reaching an impressive 38%!

Additionally, we have committed \$100,000 in donations to WBEC-East and other non-profits over the next four years through our membership with the Satell Institute. Prelude provided generous monetary donations, supported many non-profit organizations through our giveback program, provided in-kind donations, and sponsored numerous events.

Sincerely,

Cate Heaman

Prelude Solutions



2023

ABOUT PRELUDE



Founded in 2016.

Prelude Solutions, a leading women-owned technology consulting firm, specializes in elevating communication platforms for organizations. Our mission is to drive technology cost reduction through thorough analysis, with clients benefiting from an average savings of 33%. What sets us apart is our seamless integration as an extension of our clients' teams. We provide comprehensive inventory and market analyses, leveraging a network of over 400 partners for agnostic services and solutions. With Prelude, organizations can confidently optimize communication efficiency and make informed decisions.

Certified Women-Owned



Small Business



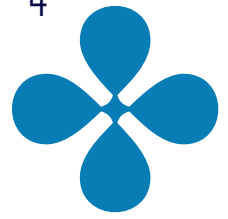
20 Team Members



400+ Partners
45+ Services



PRELUDE'S PROFILE



What We Do

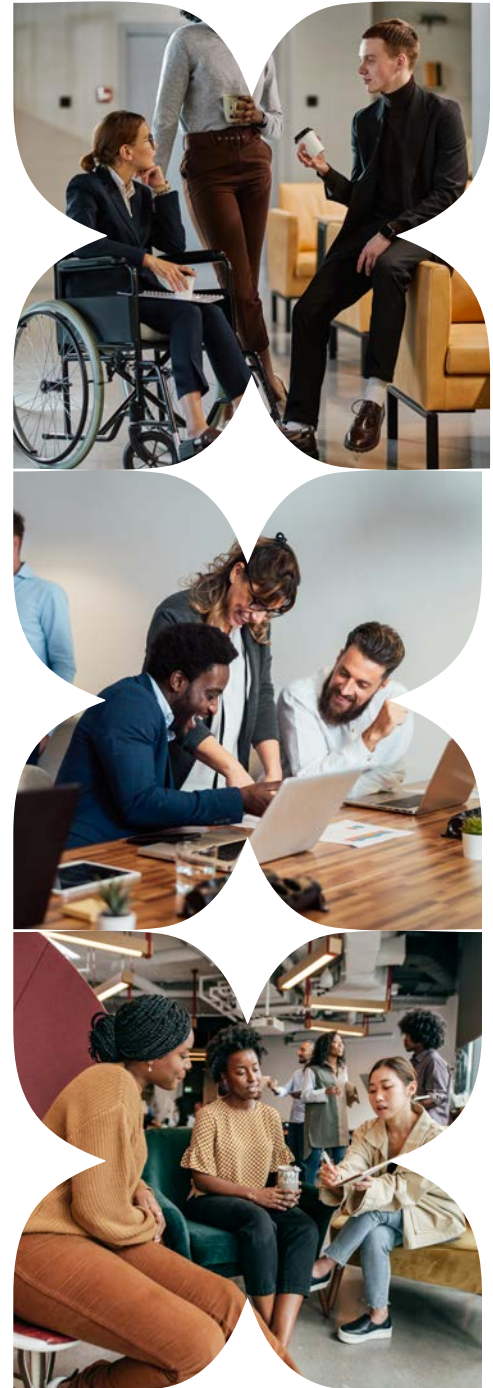
We conduct a thorough analysis of our clients' communication services and systems to identify cost-saving opportunities. Our goal is to uncover and correct issues such as erroneous charges, unnecessary services, and inefficient service plans. With a focus on delivering tangible results and maximizing ROI, we ensure that our clients get the most value from their communication investments. Through our expertise and commitment to excellence, we collaborate closely with clients to optimize their communication services and achieve their business objectives.

Our People

Our team of seasoned professionals, each with over 20 years of experience, specializes in optimizing, designing, and implementing comprehensive communication service platforms for organizations. Through our expertise, we help clients achieve their strategic objectives, streamline operations, and enhance overall performance. Committed to excellence and building lasting relationships, we strive to deliver the highest level of service and support.

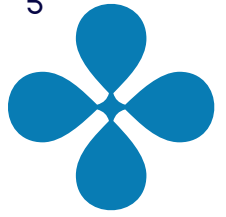
Our Mission

Our mission is to deliver innovative and effective solutions that empower clients to achieve their goals and enhance their profitability. We strive to provide exceptional value and service, utilizing cutting-edge technologies and best practices to keep clients ahead of the curve. By prioritizing long-term partnerships and fostering employee growth, we aim to make a positive impact in our communities and beyond.



OUR CORE VALUES

5



Integrity

We are committed to honesty, transparency, doing what we say we will do, and always doing the right thing.

Innovation

We innovate by finding a better way through continuous improvement, partner relationships, sharing knowledge and experiences.

Equity

We believe in equitable, fair, and impartial treatment in all business practices and relationships. We acknowledge and respect the unique perspectives we each bring to our work.

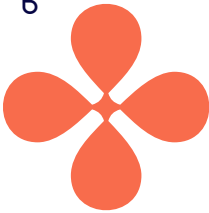
Development

We invest in each other and offer an environment with opportunities for both personal and professional development.

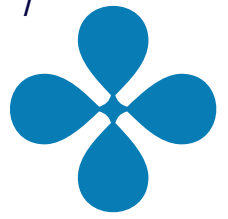
Community

We believe in the power of communities, and actively give back to those communities in which we live and work.

CERTIFICATIONS



RECOGNITION



Philadelphia100®

Prelude Solutions was named as one of the 100 fastest growing companies in the Philadelphia region with Philadelphia100® for the fourth year in a row. Only companies that are among the fastest growing, privately-held companies are awarded the Philadelphia100® designation.

Best Places to Work

Prelude Solutions was honored with the Best Places to Work award by the Philadelphia Business Journal. This recognition reflects our commitment to creating a positive work environment. We have adapted to new work models, enhanced our spaces, and improved benefits to attract and retain talent.

Titan100

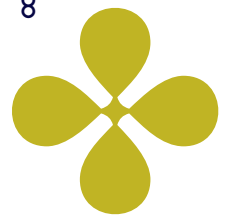
Cate Heaman was honored with the Titan 100 award, recognizing the top 100 CEOs and C-level executives in the region. The program celebrates exceptional leadership, vision, passion, and influence in both the private and public sectors.

Done Deals

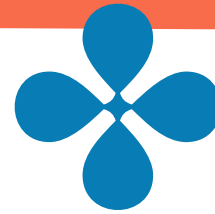
Prelude Solutions was honored to receive the Women's Business Enterprise (WBE) Done Deals Award. This award recognizes the WBE with the highest spend over the last 12-month reporting cycle and the highest number of WBENC certified WBEs.



CHARITABLE CONTRIBUTIONS



MEASURING IMPACT



Prelude Solutions is deeply committed to supporting our clients, community, and fellow diverse-owned businesses. To measure our impact, here are our 2023 statistics:

Clients	Contributions	Diverse Spend
121 Clients Supported	\$75K Contributed to Charities/Nonprofits	38% Spent with Diverse-Owned Businesses
\$4.5M In Savings Found for Clients	50 Events Sponsored	35% Spent with Local Businesses



CSR PROGRAMS

Prelude Solutions has implemented multiple CSR initiatives to demonstrate our commitment to ethical practices, sustainability, and social welfare. By engaging in CSR, we aim to enhance our reputation, attract and retain top talent, strengthen relationships with stakeholders, and differentiate ourselves in competitive markets. Our CSR initiatives also allow us to contribute positively to the communities in which we operate, aligning our business goals with broader societal needs and expectations.



People Empowerment Program

This program fosters a culture of growth and well-being among employees, focusing on health in a remote-first workplace. Led by Francesca Zampaglione of the Empowerment League, the program aims to empower employees, enhance their work-life balance, and promote a supportive and inclusive work environment.



Prelude's Compassionate Connections Program

Prelude Solutions allocates a percentage of our portion of savings fees to donate back to our nonprofit clients. For our for-profit clients, we offer them the opportunity to select a charity for us to donate to, ensuring our contributions align with the causes that matter most to them.



Volunteer Day

Prelude Solutions offers all employees a paid day off to volunteer for a cause close to their hearts. This initiative demonstrates Prelude's commitment to supporting community involvement and employee well-being.



Self-Care Day

Prelude Solutions offers employees a paid day off around their birthday, encouraging them to indulge in self-care. To enhance wellness and boost morale, employees also receive a stipend to spend on themselves.

CSR PROGRAMS



Training and Development Program

Prelude Solutions invests in its team member's growth by offering training and development programs, continuing education stipends, and a variety of courses to further their knowledge and skills. This commitment to ongoing learning helps team members stay ahead in their fields and contributes to their professional development.



Donation Matching

Prelude Solutions actively supports team member's charitable efforts by matching donations year-round. Additionally, during the holiday season, team members choose a charity for Prelude to contribute to, furthering the company's commitment to philanthropy and community impact.



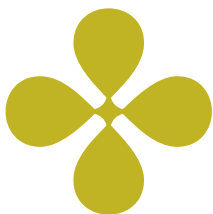
WBENC Give Back Program

Prelude Solutions demonstrates its commitment to supporting women-owned businesses by donating a percentage of savings back to WBENC from their WBE and WBENC Corporate clients. This initiative aligns with our mission to empower women entrepreneurs and foster diversity in business.

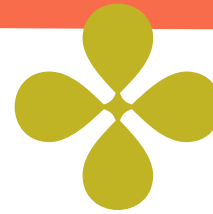


Satell Institute Membership

Prelude Solutions recently became a member of the Satell Institute, pledging to donate \$100,000 to WBEC-East over the next four years. This commitment underscores Prelude's dedication to supporting women-owned businesses and making a positive impact in their community.



BOARDS, COMMITTEES, MEMBERSHIPS



Prelude Solutions team members are deeply involved in serving on multiple boards, committees, and memberships that promote the greater good of their communities. From local charities to industry associations, Prelude team members dedicate their time and expertise to initiatives that make a positive impact. This commitment to community involvement reflects Prelude's core values and its team member's passion for giving back and making a difference in the world around them.



The Satell Institute

In 2023, Prelude Solutions joined the Satell Institute, a pivotal moment signifying our deep-rooted commitment to corporate social responsibility and community impact. Our pledge of \$100K to WBEC-East and the introduction of initiatives like Help Hope Live, Philadelphia Rowing, and HealthWorks Academies to potential investors underscore our dedication to supporting charitable causes. The Satell Institute is renowned for fostering collaboration between businesses and nonprofits to address pressing societal challenges through sustainable corporate philanthropy, aligning perfectly with Prelude Solutions' values. As a member, we actively contribute to Satell's vision of creating meaningful and lasting change in local communities, reflecting our holistic approach to corporate citizenship beyond mere profitability.



ENVIRONMENTAL IMPACT

In our supplier selection process, we place a strong emphasis on partnering with companies that demonstrate a clear dedication to sustainable practices. This commitment encompasses various aspects, such as reducing their environmental impact through efficient resource management, promoting ethical labor standards within their operations and supply chain, and engaging in transparent and responsible business practices.

We engage proactively with our partners to gain a comprehensive understanding of their operations, ensuring that they align with our sustainability values and commitments. This collaborative approach enables us to build strong, mutually beneficial relationships with suppliers who share our vision for a more sustainable future.

At Prelude Solutions, we firmly believe that sustainability should not be treated as a mere checkbox item or a passing trend. Instead, it should be deeply ingrained in the core of our business philosophy. As such, we have implemented a range of initiatives to reduce our own environmental impact and promote sustainability throughout our operations.

By prioritizing sustainability in our supplier relationships and internal operations, we aim to set a positive example for our industry and contribute to a more sustainable future for all.



Utilizing shared office space to reduce carbon footprint



Employees powering down at night to save energy



Carpooling or using public transportation for all events



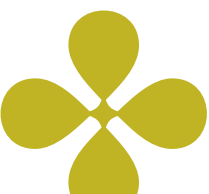
Encouraging employees to participate in sustainability events



Waste reduction from use of digital only documents



Help clients migrate to cloud to reduce carbon/copper footprint



DIVERSITY, EQUITY & INCLUSION

At Prelude Solutions, we are deeply committed to creating and maintaining a workplace that is inclusive, equitable, and welcoming to all team members. We understand and appreciate the value of diversity, recognizing that each member of our team brings a unique perspective, background, and set of skills to the table. This diversity not only enriches our workplace culture but also enhances our ability to understand the world around us, identify challenges, and develop innovative solutions.

In our efforts to promote diversity and inclusion, we believe that fostering a sense of belonging and empowerment is essential. We strive to create an environment where every individual feels valued, respected, and supported in their professional growth and personal well-being. This includes actively listening to the voices and experiences of our diverse workforce and implementing initiatives that promote inclusivity and equality.

Furthermore, we recognize the importance of extending our commitment to diversity and inclusion beyond our own organization. We value the relationships we have with our diverse suppliers and actively seek out partnerships with businesses and organizations that share our commitment to these principles. By working together with our suppliers and community partners, we aim to create a more inclusive and equitable business ecosystem that benefits everyone involved.

At Prelude Solutions, we are passionate about creating a workplace where diversity is celebrated, inclusion is championed, and everyone has the opportunity to thrive. We believe that by embracing our differences and fostering a culture of openness and respect, we can create a stronger, more innovative, and more resilient organization for the future.



WE CAN DO IT

INVESTING IN WOMEN

Cate Heaman's visionary approach at Prelude Solutions has fundamentally transformed the company's perspective on employee potential, particularly for those re-entering the workforce after extended breaks. Her recognition of the profound value inherent in diverse life experiences and skills honed outside traditional roles has reshaped Prelude into a beacon for individuals seeking to reignite their careers. This inclusive and forward-thinking approach has not only fueled Prelude's remarkable growth and success but has also empowered team members like Shannon Doran, Susan Widen, and Kim Campbell to thrive and excel in their respective careers.

Under Heaman's visionary leadership, Prelude Solutions has evolved into a workplace where team members are not merely judged by their resumes but are valued for the rich tapestry of experiences and skills they bring. This ethos has not only enriched the company's culture but has also empowered team members to reach their full potential, demonstrating that careers can indeed flourish beyond the confines of a traditional resume. By embracing diversity and championing individuality, Prelude has created a dynamic and inclusive environment where all team members can thrive and contribute meaningfully to the company's success.



Prelude Solutions

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PHILADELPHIA
BUSINESS JOURNAL

2023

Our Focus For 2024

In 2024, Prelude Solutions is embarking on an inspiring journey to achieve several key goals that will shape our future. We are implementing a unique second-person all-hands meeting format to enhance our remote business model, fostering a culture of inclusivity and engagement among our team members. As we strive to improve work-life balance, we are expanding our automated systems to streamline processes and empower our employees.

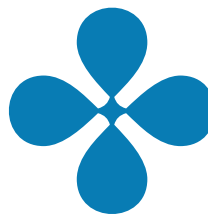
Our commitment to growth extends to our People Empowerment Program, where we are investing in SEO management growth and leveraging Zoom Info with intent data for targeted marketing. These efforts will not only drive our business forward but also empower our team to reach new heights of success.

Cate Heaman is deeply honored to represent WBEC-East as a 2024 WBE Star award recipient and to lead at the WBENC conference, having been selected as 1 of only 14 out of over 19,000 WBEs. Maintaining our status as a Philadelphia Business Journal Best Place to Work for the second year in a row is a testament to our commitment to creating a supportive and inspiring work environment. We are also dedicated to achieving recognition in the Philadelphia 100 Fastest Growing Companies Hall of Fame, Inc 5000 Fastest Growing Companies list, and securing the Most Admired CEO award with the Philadelphia Business Journal. We eagerly anticipate striving towards becoming a Titan 100 2nd Year Honoree and other CXO Awards for our team members.

Community engagement is at the heart of everything we do. We are increasing our focus on team volunteering events to benefit our community, as we believe that together, we can make a meaningful impact. By expanding our advisory board and participating in other boards and committees, we are strengthening our commitment to driving positive change in our community and beyond. Developing an ESG subcommittee and continuing our security compliance committee are essential steps in our journey towards sustainability and responsible business practices.

As we expand our partnership with over 400 diverse partners and grow our team with diverse talent, we remain steadfast in our support of WBENC and our commitment to promoting diversity and inclusion in everything we do. We are excited to share our journey with you and invite you to join us as we continue to inspire, innovate, and make a difference in the world.

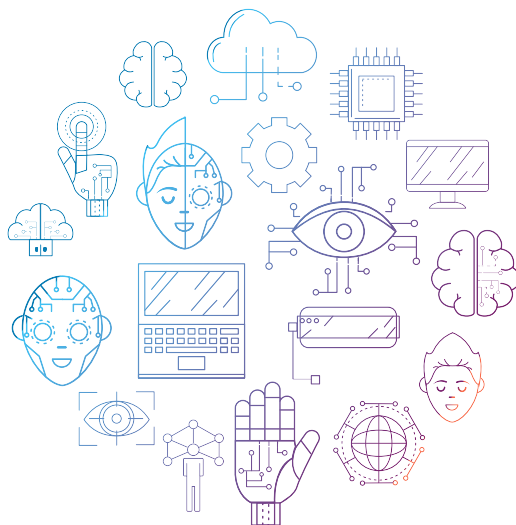
THE FUTURE



In 2024, we at Prelude Solutions are deeply committed to advancing diversity and inclusion across our business operations. We actively seek out partnerships with minority, women-owned, and veteran-owned businesses, with a specific goal of allocating 40% of our spending to support these communities. By fostering a diverse supplier network, we aim not only to create a more equitable marketplace but also to deliver exceptional products and services that cater to diverse customer needs.

Moreover, we are unwavering in our support for Women's Business Enterprises (WBEs), investing in their growth and empowerment to foster a more inclusive economy. We plan to broaden our partnerships to include minority, women-owned, LGBTQ+, and veteran-owned businesses, further enriching diversity and inclusion within our operations. Additionally, we are committed to providing services to at least five new WBENC Corporates, reinforcing our dedication to supporting women-owned businesses.

Through these strategic initiatives, we seek to elevate diversity and inclusion as core values, not only within our organization but also within the broader business community. By creating a more equitable marketplace and empowering underrepresented communities, we aim to drive positive change and foster a thriving, inclusive economy for all.



THANK YOU!



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We appreciate your ongoing support as we strive to be a sustainable and impactful organization.