



MAHONEY  
ULBRICH  
CHRISTIANSEN  
RUSS P.A.  
CERTIFIED PUBLIC ACCOUNTANTS

30 EAST PLATO BOULEVARD SAINT PAUL, MN 55107-1809  
TELEPHONE 651.227.6695 FACSIMILE 651.227.9796

January 8, 2013

Lee Lewis  
Clare Housing  
929 Central Avenue NE  
Minneapolis, MN 55413

Dear Lee:

Enclosed are copies of the 2011 Federal Form 990, Annual Registration for a Minnesota Non-profit Corporation, and State of Minnesota Charitable Organization Annual Report for the year ended June 30, 2012.

**FEDERAL FORM 990:**

This return has been prepared for electronic filing. Form 8879-EO should be signed and dated by an officer and returned to our office as soon as possible. We will then submit your electronic Form 990 to the IRS by the due date of February 15, 2013. Do not mail the paper copy of the Form 990 to the IRS.

No payment is required.

**MINNESOTA SECRETARY OF STATE ANNUAL REGISTRATION FOR A MINNESOTA NON-PROFIT CORPORATION:**

This Registration is required to be filed annually with the Office of the Secretary of State. We have electronically filed your 2012 Non-Profit Corporation Annual Registration with the Minnesota Secretary of State. Your corporation is in good standing in Minnesota through December 31, 2013.

No payment is required.

Page 2.

**STATE OF MINNESOTA OFFICE OF ATTORNEY GENERAL CHARITABLE  
ORGANIZATION ANNUAL REPORT:**

Page 6 of this report should be signed and dated by two officers, and mailed to the following address by May 15, 2013:

State of Minnesota  
Attorney General's Office  
Charities Unit  
1200 Bremer Tower  
445 Minnesota Street  
Saint Paul, Minnesota 55101-2130

Payment of \$25 is required.

A copy of the Form 990 and the audited financial statements should be included with this report.

Please be advised that you are required by law to make your exemption application (Form 1023 or 1024) and your Form 990 for the last three years available for public inspection. You must provide the entire 990, and if applicable, Schedules A and B, and 990-T. However, the names and addresses of the donors may be omitted from the Public Inspection copy. If a copy is requested, you may charge a reasonable fee for reproduction and actual postage costs. The law does not require you to provide copies of public inspection documents that are made widely available, such as by posting them on the internet.

Sincerely,

Daniel J. Flicek

Form **8879-EO****IRS e-file Signature Authorization  
for an Exempt Organization**

OMB No. 1545-1878

For calendar year 2011, or fiscal year beginning JUL 1, 2011, and ending JUN 30, 2012**2011**Department of the Treasury  
Internal Revenue Service▶ **Do not send to the IRS. Keep for your records.**▶ **See instructions.**

Name of exempt organization

Employer identification number

**CLARE HOUSING****41-1794924**

Name and title of officer

**LEE LEWIS****EXECUTIVE DIRECTOR****Part I Type of Return and Return Information** (Whole Dollars Only)

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line **1a**, **2a**, **3a**, **4a**, or **5a**, below, and the amount on that line for the return being filed with this form was blank, then leave line **1b**, **2b**, **3b**, **4b**, or **5b**, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. **Do not** complete more than 1 line in Part I.

|   |  |                          |
|---|--|--------------------------|
| <b>1a</b> Form 990 check here ▶ <input checked="" type="checkbox"/> | <b>b Total revenue</b> , if any (Form 990, Part VIII, column (A), line 12) ..... | <b>1b</b> <u>3484730</u> |
| <b>2a</b> Form 990-EZ check here ▶ <input type="checkbox"/>         | <b>b Total revenue</b> , if any (Form 990-EZ, line 9) .....                      | <b>2b</b> _____          |
| <b>3a</b> Form 1120-POL check here ▶ <input type="checkbox"/>       | <b>b Total tax</b> (Form 1120-POL, line 22) .....                                | <b>3b</b> _____          |
| <b>4a</b> Form 990-PF check here ▶ <input type="checkbox"/>         | <b>b Tax based on investment income</b> (Form 990-PF, Part VI, line 5) .....     | <b>4b</b> _____          |
| <b>5a</b> Form 8868 check here ▶ <input type="checkbox"/>           | <b>b Balance Due</b> (Form 8868, Part I, line 3c or Part II, line 8c) .....      | <b>5b</b> _____          |

**Part II Declaration and Signature Authorization of Officer**

Under penalties of perjury, I declare that I am an officer of the above organization and that I have examined a copy of the organization's 2011 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the organization's electronic return and, if applicable, the organization's consent to electronic funds withdrawal.

**Officer's PIN: check one box only**

☒ I authorize **MAHONEY, ULBRICH, CHRISTIANSEN & RUSS P.A.** to enter my PIN 12345  
ERO firm name Enter five numbers, but  
do not enter all zeros

as my signature on the organization's tax year 2011 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

☐ As an officer of the organization, I will enter my PIN as my signature on the organization's tax year 2011 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Officer's signature ▶ \_\_\_\_\_ Date ▶ \_\_\_\_\_

**Part III Certification and Authentication**

**ERO's EFIN/PIN.** Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

41291255107  
do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2011 electronically filed return for the organization indicated above. I confirm that I am submitting this return in accordance with the requirements of **Pub. 4163**, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature ▶ \_\_\_\_\_ Date ▶ 01/07/13

**ERO Must Retain This Form - See Instructions**  
**Do Not Submit This Form To the IRS Unless Requested To Do So**

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

**2011**Open to Public  
Inspection**A** For the 2011 calendar year, or tax year beginning **JUL 1, 2011** and ending **JUN 30, 2012**

|   |  |   |  |
|---|--|---|--|
| <b>B</b> Check if applicable:<br><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>C</b> Name of organization<br><br><b>CLARE HOUSING</b>                        |   | <b>D</b> Employer identification number<br><br><b>41-1794924</b> |
|   | Doing Business As  |   |  |
|   | Number and street (or P.O. box if mail is not delivered to street address)       | Room/suite  | <b>E</b> Telephone number  |
|   | <b>929 CENTRAL AVENUE NE</b>   |   | <b>612-236-9515</b>  |
|   | City or town, state or country, and ZIP + 4<br><b>MINNEAPOLIS, MN 55413-2404</b> |   | <b>G</b> Gross receipts \$ <b>3,484,730.</b>                     |
| <b>F</b> Name and address of principal officer: <b>LEE LEWIS</b><br><b>SAME AS C ABOVE</b>  |  | <b>H(a)</b> Is this a group return for affiliates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No<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) |  |
| <b>I</b> Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c)( ) (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527   |  |   |  |
| <b>J</b> Website: <b>WWW.CLAREHOUSING.ORG</b>   |  |   |  |
| <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: <b>1994</b> <b>M</b> State of legal domicile: <b>MN</b>   |  |

**Part I Summary**

|   |  |                                  |                     |
|---|--|----------------------------------|---------------------|
| <b>Activities &amp; Governance</b>                                      | <b>1</b> Briefly describe the organization's mission or most significant activities: <b>TO PROVIDE SERVICES, SHELTER AND COMPASSIONATE CARE TO PERSONS LIVING WITH AIDS AND HIV.</b> |                                  |                     |
|   | <b>2</b> Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.                                     |                                  |                     |
|   | <b>3</b> Number of voting members of the governing body (Part VI, line 1a)   | <b>3</b>                         | <b>16</b>           |
|   | <b>4</b> Number of independent voting members of the governing body (Part VI, line 1b)   | <b>4</b>                         | <b>16</b>           |
|   | <b>5</b> Total number of individuals employed in calendar year 2011 (Part V, line 2a)  | <b>5</b>                         | <b>204</b>          |
|   | <b>6</b> Total number of volunteers (estimate if necessary)  | <b>6</b>                         | <b>200</b>          |
|   | <b>7a</b> Total unrelated business revenue from Part VIII, column (C), line 12   | <b>7a</b>                        | <b>0.</b>           |
| <b>b</b> Net unrelated business taxable income from Form 990-T, line 34 | <b>7b</b>  | <b>0.</b>                        |                     |
| <b>Revenue</b>  | <b>8</b> Contributions and grants (Part VIII, line 1h)   | <b>Prior Year</b>                | <b>Current Year</b> |
|   | <b>9</b> Program service revenue (Part VIII, line 2g)  | <b>813,798.</b>                  | <b>871,129.</b>     |
|   | <b>10</b> Investment income (Part VIII, column (A), lines 3, 4, and 7d)  | <b>2,280,908.</b>                | <b>2,586,025.</b>   |
|   | <b>11</b> Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)   | <b>27,877.</b>                   | <b>27,576.</b>      |
|   | <b>12</b> Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)   | <b>104,362.</b>                  | <b>0.</b>           |
| <b>Expenses</b>   | <b>13</b> Grants and similar amounts paid (Part IX, column (A), lines 1-3)   | <b>3,226,945.</b>                | <b>3,484,730.</b>   |
|   | <b>14</b> Benefits paid to or for members (Part IX, column (A), line 4)  | <b>0.</b>                        | <b>0.</b>           |
|   | <b>15</b> Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)  | <b>0.</b>                        | <b>0.</b>           |
|   | <b>16a</b> Professional fundraising fees (Part IX, column (A), line 11e)   | <b>2,088,905.</b>                | <b>2,235,916.</b>   |
|   | <b>b</b> Total fundraising expenses (Part IX, column (D), line 25)   | <b>13,905.</b>                   | <b>0.</b>           |
|   | <b>17</b> Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)   | <b>991,122.</b>                  | <b>1,207,873.</b>   |
|   | <b>18</b> Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)  | <b>3,093,932.</b>                | <b>3,443,789.</b>   |
|   | <b>19</b> Revenue less expenses. Subtract line 18 from line 12   | <b>133,013.</b>                  | <b>40,941.</b>      |
| <b>Net Assets or Fund Balances</b>                                      | <b>20</b> Total assets (Part X, line 16)   | <b>Beginning of Current Year</b> | <b>End of Year</b>  |
|   | <b>21</b> Total liabilities (Part X, line 26)  | <b>5,064,207.</b>                | <b>5,108,082.</b>   |
|   | <b>22</b> Net assets or fund balances. Subtract line 21 from line 20   | <b>1,646,988.</b>                | <b>1,649,922.</b>   |

**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.

|                          |   |                       |                  |
|--------------------------|---|-----------------------|------------------|
| <b>Sign Here</b>         | Signature of officer                                  |                       | Date             |
|                          | <b>LEE LEWIS, EXECUTIVE DIRECTOR</b>                  |                       |                  |
| <b>Paid</b>              | Print/Type preparer's name                            | Preparer's signature  | Date             |
|                          | <b>DANIEL J. FLICEK</b>                               |                       | <b>01/07/13</b>  |
| <b>Preparer Use Only</b> | Firm's name   | Firm's EIN            | PTIN             |
|                          | <b>MAHONEY, ULBRICH, CHRISTIANSEN &amp; RUSS P.A.</b> | <b>41-1647057</b>     | <b>P00076153</b> |
|                          | Firm's address  | Phone no.             |                  |
|                          | <b>30 EAST PLATO BOULEVARD</b>                        | <b>(651) 227-6695</b> |                  |
|                          | <b>SAINT PAUL, MN 55107-1809</b>                      |                       |                  |

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

**Part III** Statement of Program Service Accomplishments

Check if Schedule O contains a response to any question in this Part III

☒ X

1 Briefly describe the organization's mission:

CLARE HOUSING PROVIDES SERVICES, SHELTER AND COMPASSIONATE CARE TO PERSONS LIVING WITH AIDS AND HIV IN THE TWIN CITIES.

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 organization's program service accomplishments for each of its three largest program services, as measured 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 \$ 1,538,990. including grants of \$ ) (Revenue \$ 1,506,904.)

FOSTER CARE - THE FOSTER CARE PROGRAM PROVIDES HOUSING, CARE, AND SUPPORTIVE SERVICES FOR DISABLED INDIVIDUALS LIVING WITH HIV/AIDS IN SIX RESIDENTIAL CARE FACILITIES LOCATED IN MINNEAPOLIS AND ST. PAUL. MOST CLIENTS HAVE DIAGNOSED MEDICAL CO-FACTORS SUCH AS MENTAL ILLNESS, TBI, STROKE, AND OTHER HIGH CARE ILLNESS' THAT REQUIRE TWENTY-FOUR HOUR ON-SITE CARE AND SUPERVISION. THERE WERE TWENTY RESIDENTS IN FOSTER CARE AT JUNE 30, 2012. THE RATE OF CLIENT MEDICATION COMPLIANCE CONTINUES TO REMAIN AT OR ABOVE NINETY-FIVE PERCENT RESULTING IN LOWERED HIV VIRAL LOADS, HIGHER CD4 COUNTS AND STABILIZED PHYSICAL HEALTH. FOURTY PERCENT OF THE PROGRAM DISCHARGES MOVED INTO INDEPENDENT LIVING APARTMENTS, AND TWENTY-ONE PERCENT OF CLIENTS SERVED ARE CURRENTLY WORKING OR ACTIVELY SEEKING EMPLOYMENT.

4b (Code: ) (Expenses \$ 952,690. including grants of \$ ) (Revenue \$ 984,649.)

SUPPORTIVE HOUSING - CLARE HOUSING PROVIDES AFFORDABLE HOUSING AND SUPPORTIVE SERVICES FOR INDIVIDUALS LIVING WITH HIV/AIDS IN THE CLARE APARTMENTS AND CLARE MIDTOWN HOUSING COMPLEXES. CLARE APARTMENTS, WHICH OPENED IN SEPTEMBER 2005, HAS THIRTY-TWO APARTMENT UNITS, WITH SIXTEEN ONE BEDROOM UNITS AND SIXTEEN STUDIO UNITS. IN THE PAST YEAR, CLARE APARTMENTS PROVIDED HOUSING TO THIRTY-SIX INDIVIDUALS LIVING WITH HIV/AIDS AND ONE DISABLED INDIVIDUAL. ALL TENANTS RECEIVE SUPPORTIVE SERVICES SUCH AS CASE MANAGEMENT, REFERRALS, COUNSELING AND BENEFIT INFORMATION IN AN EFFORT TO HELP RESIDENTS RETAIN THEIR HOUSING AND INDEPENDENT LIVING. SIXTY EIGHT PERCENT OF THE TENANTS HAVE BEEN HOUSED AT CLARE APARTMENTS FOR MORE THAN TWO YEARS, AMONG THESE TWENTY-FIVE PERCENT WERE FORMERLY HOMELESS. (CONTINUED ON SCHEDULE O)

4c (Code: ) (Expenses \$ 204,177. including grants of \$ ) (Revenue \$ 94,472.)

PROJECT CORNERSTONE - CLARE HOUSING PROVIDED SCATTERED-SITE SUPPORTIVE HOUSING FOR TWENTY INDIVIDUALS/FAMILIES THROUGHOUT THE TWIN CITIES METRO AREA. HOUSING IS PROVIDED FOR HOUSEHOLDS THAT MEET THE STATE OF MINNESOTA'S DEFINITION OF LONG TERM HOMELESSNESS, WITH A TARGET POPULATION OF INDIVIDUALS AND FAMILIES THAT ARE LIVING WITH HIV/AIDS.

4d Other program services (Describe in Schedule O.)

(Expenses \$ including grants of \$ ) (Revenue \$ )

4e Total program service expenses 2,695,857.

**Part IV Checklist of Required Schedules**

|   | Yes | No |
|---|-----|----|
| 1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)?<br>If "Yes," complete Schedule A  | X   |    |
| 2 Is the organization required to complete Schedule B, Schedule of Contributors?  | X   |    |
| 3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I  |     | X  |
| 4 <b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II   | X   |    |
| 5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III   |     | X  |
| 6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I  |     | X  |
| 7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II  |     | X  |
| 8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III   |     | X  |
| 9 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? If "Yes," complete Schedule D, Part IV   |     | X  |
| 10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V   |     | X  |
| 11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.  |     |    |
| a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI   | X   |    |
| b 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? If "Yes," complete Schedule D, Part VII   |     | X  |
| c 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? If "Yes," complete Schedule D, Part VIII   | X   |    |
| d 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? If "Yes," complete Schedule D, Part IX  |     | X  |
| e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X   |     | X  |
| f 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 (ASC 740)? If "Yes," complete Schedule D, Part X  | X   |    |
| 12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI, XII, and XIII   |     | X  |
| b Was the organization included in consolidated, independent audited financial statements for the tax year?<br>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI, XII, and XIII is optional   | X   |    |
| 13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E  |     | X  |
| 14a Did the organization maintain an office, employees, or agents outside of the United States?   |     | X  |
| b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV |     | X  |
| 15 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 United States? If "Yes," complete Schedule F, Parts II and IV  |     | X  |
| 16 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 United States? If "Yes," complete Schedule F, Parts III and IV  |     | X  |
| 17 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? If "Yes," complete Schedule G, Part I   |     | X  |
| 18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II   |     | X  |
| 19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III   |     | X  |
| 20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H   |     | X  |
| b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?  |     |    |

Form 990 (2011)

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

|  | Yes | No |
|--|-----|----|
| <b>21</b> Did the organization report more than \$5,000 of grants and other assistance to any government or organization in the United States on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i> .....   |     | X  |
| <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 II</i> .....  |     | X  |
| <b>23</b> Did the organization answer "Yes" to Part VII, Section A, line 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> .....  |     | X  |
| <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 lines 24b through 24d and complete Schedule K. If "No," go to line 25</i> .....                            |     | X  |
| <b>24b</b> Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception? .....   |     |    |
| <b>24c</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? .....  |     |    |
| <b>24d</b> Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year? .....   |     |    |
| <b>25a</b> <b>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> .....   |     | X  |
| <b>25b</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> .....                                      |     | X  |
| <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> .....  |     | X  |
| <b>27</b> Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i> ..... |     | X  |
| <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):  |     |    |
| <b>28a</b> A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i> .....  |     | X  |
| <b>28b</b> A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i> .....   |     | X  |
| <b>28c</b> An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If "Yes," complete Schedule L, Part IV</i> .....   |     | X  |
| <b>29</b> Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i> .....  |     | X  |
| <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> .....  |     | X  |
| <b>31</b> Did the organization liquidate, terminate, or dissolve and cease operations?<br><i>If "Yes," complete Schedule N, Part I</i> .....   |     | X  |
| <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> .....  |     | X  |
| <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> .....  | X   |    |
| <b>34</b> Was the organization related to any tax-exempt or taxable entity?<br><i>If "Yes," complete Schedule R, Parts II, III, IV, and V, line 1</i> .....  | X   |    |
| <b>35a</b> Did the organization have a controlled entity within the meaning of section 512(b)(13)? .....   | X   |    |
| <b>35b</b> Did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i> .....  |     | X  |
| <b>36</b> <b>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> .....   |     | X  |
| <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> .....   |     | X  |
| <b>38</b> Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11 and 19?<br><b>Note.</b> All Form 990 filers are required to complete Schedule O .....  | X   |    |

**Part V** Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response to any question in this Part V ☐

|     |  | Yes | No |
|-----|--|-----|----|
| 1a  | Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable   | 10  |    |
| 1b  | Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable  | 0   |    |
| c   | Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?   | X   |    |
| 2a  | Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return  | 204 |    |
| 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 (see instructions)   | X   |    |
| 3a  | Did the organization have unrelated business gross income of \$1,000 or more during the year?  |     | X  |
| b   | If "Yes," has it filed a Form 990-T for this year? If "No," provide an explanation in Schedule O   |     |    |
| 4a  | 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)?                                   |     | X  |
| b   | If "Yes," enter the name of the foreign country:<br>See instructions for filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.   |     |    |
| 5a  | Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?  |     | X  |
| b   | Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?   |     | X  |
| c   | If "Yes," to line 5a or 5b, did the organization file Form 8886-T?   |     |    |
| 6a  | 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?  |     | X  |
| b   | If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?  |     |    |
| 7   | <b>Organizations that may receive deductible contributions under section 170(c).</b>   |     |    |
| a   | 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?  |     | X  |
| b   | If "Yes," did the organization notify the donor of the value of the goods or services provided?  |     |    |
| c   | Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?   |     | X  |
| d   | If "Yes," indicate the number of Forms 8282 filed during the year  | 7d  |    |
| e   | Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?  |     | X  |
| f   | Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?   |     | X  |
| g   | If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?   | N/A |    |
| h   | If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?   | N/A |    |
| 8   | <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? |     |    |
| 9   | <b>Sponsoring organizations maintaining donor advised funds.</b>   |     |    |
| a   | Did the organization make any taxable distributions under section 4966?  | N/A |    |
| b   | Did the organization make a distribution to a donor, donor advisor, or related person?   | N/A |    |
| 10  | <b>Section 501(c)(7) organizations.</b> Enter:   |     |    |
| a   | Initiation fees and capital contributions included on Part VIII, line 12   | N/A |    |
| b   | Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities  |     |    |
| 11  | <b>Section 501(c)(12) organizations.</b> Enter:  |     |    |
| a   | Gross income from members or shareholders  | N/A |    |
| b   | Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)   |     |    |
| 12a | <b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041?  |     |    |
| b   | If "Yes," enter the amount of tax-exempt interest received or accrued during the year  | N/A |    |
| 13  | <b>Section 501(c)(29) qualified nonprofit health insurance issuers.</b>  |     |    |
| a   | Is the organization licensed to issue qualified health plans in more than one state?<br><b>Note.</b> See the instructions for additional information the organization must report on Schedule O.   | N/A |    |
| b   | Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans  | 13b |    |
| c   | Enter the amount of reserves on hand   | 13c |    |
| 14a | Did the organization receive any payments for indoor tanning services during the tax year?   |     | X  |
| b   | If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O  |     |    |

Form 990 (2011)



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

Check if Schedule O contains a response to any question in this Part VI

☒**Section A. Governing Body and Management**

|           |  | Yes | No |
|-----------|--|-----|----|
| <b>1a</b> | Enter the number of voting members of the governing body at the end of the tax year .....<br>If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O. | 16  |    |
| <b>b</b>  | Enter the number of voting members included in line 1a, above, who are independent .....   | 16  |    |
| <b>2</b>  | 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? .....  | 2   | X  |
| <b>3</b>  | 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? .....   | 3   | X  |
| <b>4</b>  | Did the organization make any significant changes to its governing documents since the prior Form 990 was filed? .....   | 4   | X  |
| <b>5</b>  | Did the organization become aware during the year of a significant diversion of the organization's assets? .....   | 5   | X  |
| <b>6</b>  | Did the organization have members or stockholders? .....   | 6   | X  |
| <b>7a</b> | Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body? .....   | 7a  | X  |
| <b>b</b>  | Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body? .....  | 7b  | X  |
| <b>8</b>  | Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:  |     |    |
| <b>a</b>  | The governing body? .....  | 8a  | X  |
| <b>b</b>  | Each committee with authority to act on behalf of the governing body? .....  | 8b  | X  |
| <b>9</b>  | 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 .....   | 9   | X  |

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

|            |  | Yes | No |
|------------|--|-----|----|
| <b>10a</b> | Did the organization have local chapters, branches, or affiliates? .....   | 10a | X  |
| <b>b</b>   | If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes? .....   | 10b |    |
| <b>11a</b> | Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form? .....  | 11a | X  |
| <b>b</b>   | Describe in Schedule O the process, if any, used by the organization to review this Form 990. ....   |     |    |
| <b>12a</b> | Did the organization have a written conflict of interest policy? If "No," go to line 13 .....  | 12a | X  |
| <b>b</b>   | Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts? .....  | 12b | X  |
| <b>c</b>   | Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done .....   | 12c | X  |
| <b>13</b>  | Did the organization have a written whistleblower policy? .....  | 13  | X  |
| <b>14</b>  | Did the organization have a written document retention and destruction policy? .....   | 14  | X  |
| <b>15</b>  | 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?   |     |    |
| <b>a</b>   | The organization's CEO, Executive Director, or top management official .....   | 15a | X  |
| <b>b</b>   | Other officers or key employees of the organization .....  | 15b | X  |
|            | If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions). ....   |     |    |
| <b>16a</b> | Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year? .....  | 16a | X  |
| <b>b</b>   | If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements? ..... | 16b | X  |

**Section C. Disclosure**

**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 Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.  
☐ Own website ☒ Another's website ☒ Upon request

**19** Describe in Schedule O whether (and if so, how), the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

**20** State the name, physical address, and telephone number of the person who possesses the books and records of the organization: **►**  
**ALLAN COLEMAN - 612-236-9522**  
**929 CENTRAL AVENUE NE, MINNEAPOLIS, MN 55413-2404**

**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**Check if Schedule O contains a response to any question in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

| (A)<br>Name and Title                | (B)<br>Average hours per week (describe hours for related organizations in Schedule O) | (C)<br>Position<br>(do not check more than one box, unless person is both an officer and a director/trustee) |                       |         |              |                              |        | (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 |  |   |   |
| (1) MICHAEL STAUFACKER<br>PRESIDENT  | 3.00   | X  |                       | X       |              |                              |        | 0.   | 0.  | 0.  |
| (2) CHUCK PETERSON<br>VICE PRESIDENT | 2.00   | X  |                       | X       |              |                              |        | 0.   | 0.  | 0.  |
| (3) ROBERT SIEGFRIED<br>TREASURER    | 2.00   | X  |                       | X       |              |                              |        | 0.   | 0.  | 0.  |
| (4) JEFFERY FLYNN<br>SECRETARY       | 2.00   | X  |                       | X       |              |                              |        | 0.   | 0.  | 0.  |
| (5) JOHN W. ATKINSON<br>DIRECTOR     | 1.00   | X  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| (6) STEPHANIE LEE BATTLE<br>DIRECTOR | 1.00   | X  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| (7) ROBERT J. BRANDT<br>DIRECTOR     | 1.00   | X  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| (8) KAY CADY<br>DIRECTOR             | 1.00   | X  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| (9) DAN CALDWELL<br>DIRECTOR         | 1.00   | X  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| (10) SAM INGRAM<br>DIRECTOR          | 1.00   | X  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| (11) NANCY LEE<br>DIRECTOR           | 1.00   | X  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| (12) MARK LINNE<br>DIRECTOR          | 1.00   | X  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| (13) RYAN ROLLINSON<br>DIRECTOR      | 1.00   | X  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| (14) ANN RUFF<br>DIRECTOR            | 1.00   | X  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| (15) PETER SCOTT<br>DIRECTOR         | 1.00   | X  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| (16) ANNA TOCKMAN<br>DIRECTOR        | 1.00   | X  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| (17) LEE LEWIS<br>EXECUTIVE DIRECTOR | 50.00  |  |                       | X       |              |                              |        | 103,607.   | 0.  | 4,607.  |

**Part VII** Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

| (A)<br>Name and title  | (B)<br>Average hours per week (describe hours for related organizations in Schedule O) | (C)<br>Position<br>(do not check more than one box, unless person is both an officer and a director/trustee) |                       |         |              |                              |        | (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 |  |   |   |
| (18) MICHELLE BOYER<br>PROGRAM DIRECTOR                        | 40.00  |  |                       | X       |              |                              |        | 69,168.  | 0.  | 7,353.  |
| (19) ALLAN COLEMAN<br>FINANCE DIRECTOR                         | 40.00  |  |                       | X       |              |                              |        | 72,890.  | 0.  | 2,888.  |
|  |  |  |                       |         |              |                              |        |  |   |   |
|  |  |  |                       |         |              |                              |        |  |   |   |
|  |  |  |                       |         |              |                              |        |  |   |   |
|  |  |  |                       |         |              |                              |        |  |   |   |
|  |  |  |                       |         |              |                              |        |  |   |   |
|  |  |  |                       |         |              |                              |        |  |   |   |
|  |  |  |                       |         |              |                              |        |  |   |   |
| <b>1b Sub-total</b>  |  |  |                       |         |              |                              |        | 245,665.   | 0.  | 14,848.   |
| <b>c Total from continuation sheets to Part VII, Section A</b> |  |  |                       |         |              |                              |        | 0.   | 0.  | 0.  |
| <b>d Total (add lines 1b and 1c)</b>                           |  |  |                       |         |              |                              |        | 245,665.   | 0.  | 14,848.   |

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

- 3 Did the organization list any **former** officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual **3**
- 4 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? If "Yes," complete Schedule J for such individual **4**
- 5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person **5**

|          | Yes | No |
|----------|-----|----|
| <b>3</b> |     | X  |
| <b>4</b> |     | X  |
| <b>5</b> |     | X  |

**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. Report compensation for the calendar year ending with or within the organization's tax year.

| (A)<br>Name and business address | (B)<br>Description of services | (C)<br>Compensation |
|----------------------------------|--------------------------------|---------------------|
| NONE                             |                                |                     |
|                                  |                                |                     |
|                                  |                                |                     |
|                                  |                                |                     |
|                                  |                                |                     |
|                                  |                                |                     |

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

**Part VIII Statement of Revenue**

|   |  |   |   | (A)<br>Total revenue | (B)<br>Related or<br>exempt function<br>revenue | (C)<br>Unrelated<br>business<br>revenue | (D)<br>Revenue<br>excluded from<br>tax under<br>sections 512,<br>513, or 514 |         |
|---|--|---|---|----------------------|---|---|--|---------|
| Contributions, Gifts, Grants<br>and Other Similar Amounts | 1 a  | Federated campaigns .....   | 1a  |                      |   |   |  |         |
|   | b  | Membership dues .....   | 1b  |                      |   |   |  |         |
|   | c  | Fundraising events .....  | 1c  |                      |   |   |  |         |
|   | d  | Related organizations .....   | 1d  |                      |   |   |  |         |
|   | e  | Government grants (contributions) .....   | 1e  | 482,061.             |   |   |  |         |
|   | f  | All other contributions, gifts, grants, and<br>similar amounts not included above .....   | 1f  | 389,068.             |   |   |  |         |
|   | g  | Noncash contributions included in lines 1a-1f: \$ .....   |   |                      |   |   |  |         |
|   | h  | <b>Total.</b> Add lines 1a-1f .....   |   | 871,129.             |   |   |  |         |
| Program Service<br>Revenue                                | 2 a  | RESIDENT FEES   | Business Code<br>531390   | 2203404.             | 2203404.  |   |  |         |
|   | b  | DEVELOPER FEE   | 531390  | 300,000.             | 300,000.  |   |  |         |
|   | c  | INSURANCE PROCEEDS  | 531390  | 59,087.              | 59,087.   |   |  |         |
|   | d  | PARTNERSHIP MGMT FEE  | 531310  | 16,162.              | 16,162.   |   |  |         |
|   | e  | MISCELLANEOUS   | 900099  | 7,372.               | 7,372.  |   |  |         |
|   | f  | All other program service revenue .....   |   |                      |   |   |  |         |
|   | g  | <b>Total.</b> Add lines 2a-2f .....   |   | 2586025.             |   |   |  |         |
|   | Other Revenue                                | 3   | Investment income (including dividends, interest, and<br>other similar amounts) ..... |                      | 27,576.   |   |  | 27,576. |
| 4   |  | Income from investment of tax-exempt bond proceeds .....  |   |                      |   |   |  |         |
| 5   |  | Royalties .....   |   |                      |   |   |  |         |
| 6 a   |  | Gross rents .....   | (i) Real  | (ii) Personal        |   |   |  |         |
|   |  | b   | Less: rental expenses .....   |                      |   |   |  |         |
|   |  | c   | Rental income or (loss) .....   |                      |   |   |  |         |
| d   |  | Net rental income or (loss) .....   |   |                      |   |   |  |         |
| 7 a   |  | Gross amount from sales of<br>assets other than inventory .....   | (i) Securities  | (ii) Other           |   |   |  |         |
|   |  | b   | Less: cost or other basis<br>and sales expenses .....                                 |                      |   |   |  |         |
|   |  | c   | Gain or (loss) .....  |                      |   |   |  |         |
| d   |  | Net gain or (loss) .....  |   |                      |   |   |  |         |
| 8 a   |  | Gross income from fundraising events (not<br>including \$ _____ of<br>contributions reported on line 1c). See<br>Part IV, line 18 ..... | a   |                      |   |   |  |         |
|   |  | b   | Less: direct expenses .....   | b                    |   |   |  |         |
|   |  | c   | Net income or (loss) from fundraising events .....                                    |                      |   |   |  |         |
| 9 a   |  | Gross income from gaming activities. See<br>Part IV, line 19 .....  | a   |                      |   |   |  |         |
|   |  | b   | Less: direct expenses .....   | b                    |   |   |  |         |
|   |  | c   | Net income or (loss) from gaming activities .....                                     |                      |   |   |  |         |
| 10 a  |  | Gross sales of inventory, less returns<br>and allowances .....  | a   |                      |   |   |  |         |
|   |  | b   | Less: cost of goods sold .....  | b                    |   |   |  |         |
|   |  | c   | Net income or (loss) from sales of inventory .....                                    |                      |   |   |  |         |
| Miscellaneous Revenue                                     |  |   | Business Code   |                      |   |   |  |         |
| 11 a  |  |   |   |                      |   |   |  |         |
| b   |  |   |   |                      |   |   |  |         |
| c   |  |   |   |                      |   |   |  |         |
| d   | All other revenue .....                      |   |   |                      |   |   |  |         |
| e   | <b>Total.</b> Add lines 11a-11d .....        |   |   |                      |   |   |  |         |
| 12  | <b>Total revenue.</b> See instructions. .... |   |   | 3484730.             | 2586025.  | 0.                                      | 27,576.  |         |

**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).

Check if Schedule O contains a response to any question in this Part IX ☐

| 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 |
|---|-----------------------|---------------------------------|--|-----------------------------|
| 1 Grants and other assistance to governments and organizations in the United States. See Part IV, line 21   |                       |                                 |  |                             |
| 2 Grants and other assistance to individuals in the United States. See Part IV, line 22   |                       |                                 |  |                             |
| 3 Grants and other assistance to governments, organizations, and individuals outside the United States. See Part IV, lines 15 and 16  |                       |                                 |  |                             |
| 4 Benefits paid to or for members   |                       |                                 |  |                             |
| 5 Compensation of current officers, directors, trustees, and key employees  | 260,515.              | 130,629.                        | 119,064.                               | 10,822.                     |
| 6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)   |                       |                                 |  |                             |
| 7 Other salaries and wages  | 1,609,817.            | 1,436,433.                      | 101,195.                               | 72,189.                     |
| 8 Pension plan accruals and contributions (include section 401(k) and section 403(b) employer contributions)  | 18,714.               | 17,187.                         | 1,324.                                 | 203.                        |
| 9 Other employee benefits   | 195,916.              | 179,303.                        | 12,489.                                | 4,124.                      |
| 10 Payroll taxes  | 150,954.              | 126,627.                        | 17,431.                                | 6,896.                      |
| 11 Fees for services (non-employees):   |                       |                                 |  |                             |
| a Management  | 9,030.                |                                 | 9,030.                                 |                             |
| b Legal   | 16,212.               | 766.                            | 15,446.                                |                             |
| c Accounting  |                       |                                 |  |                             |
| d Lobbying  |                       |                                 |  |                             |
| e Professional fundraising services. See Part IV, line 17   |                       |                                 |  |                             |
| f Investment management fees  |                       |                                 |  |                             |
| g Other   | 132,073.              | 8,086.                          | 94,276.                                | 29,711.                     |
| 12 Advertising and promotion  |                       |                                 |  |                             |
| 13 Office expenses  | 88,531.               | 34,431.                         | 20,533.                                | 33,567.                     |
| 14 Information technology   | 55,664.               | 15,669.                         | 28,327.                                | 11,668.                     |
| 15 Royalties  |                       |                                 |  |                             |
| 16 Occupancy  | 63,169.               | 45,427.                         | 17,532.                                | 210.                        |
| 17 Travel   | 25,416.               | 4,400.                          | 14,277.                                | 6,739.                      |
| 18 Payments of travel or entertainment expenses for any federal, state, or local public officials   |                       |                                 |  |                             |
| 19 Conferences, conventions, and meetings   | 11,868.               | 3,632.                          | 4,735.                                 | 3,501.                      |
| 20 Interest   | 627.                  |                                 | 627.                                   |                             |
| 21 Payments to affiliates   |                       |                                 |  |                             |
| 22 Depreciation, depletion, and amortization  | 97,261.               | 65,231.                         | 32,030.                                |                             |
| 23 Insurance  | 65,277.               | 25,644.                         | 38,109.                                | 1,524.                      |
| 24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.) |                       |                                 |  |                             |
| a APARTMENT LEASES  | 327,313.              | 327,313.                        |  |                             |
| b DIRECT PROGRAM EXPENSES   | 132,379.              | 132,379.                        |  |                             |
| c RENTAL, REPAIRS AND MAINTENANCE   | 76,989.               | 70,275.                         | 6,714.                                 |                             |
| d MISCELLANEOUS   | 55,264.               | 21,625.                         | 15,629.                                | 18,010.                     |
| e All other expenses  | 50,800.               | 50,800.                         |  |                             |
| 25 Total functional expenses. Add lines 1 through 24e   | 3,443,789.            | 2,695,857.                      | 548,768.                               | 199,164.                    |
| 26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.                                     |                       |                                 |  |                             |

Check here ☐ if following SOP 98-2 (ASC 958-720)

**Part X Balance Sheet**

|   |   | (A)<br>Beginning of year |            | (B)<br>End of year |
|---|---|--------------------------|------------|--------------------|
| <b>Assets</b>   | 1 Cash - non-interest-bearing .....   | 16,431.                  | 1          | 6,414.             |
|   | 2 Savings and temporary cash investments .....  | 506,475.                 | 2          | 613,769.           |
|   | 3 Pledges and grants receivable, net .....  | 58,532.                  | 3          | 166,779.           |
|   | 4 Accounts receivable, net .....  | 214,651.                 | 4          | 216,608.           |
|   | 5 Receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L .....   |                          | 5          |                    |
|   | 6 Receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions) ..... |                          | 6          |                    |
|   | 7 Notes and loans receivable, net .....   |                          | 7          |                    |
|   | 8 Inventories for sale or use .....   |                          | 8          |                    |
|   | 9 Prepaid expenses and deferred charges .....   | 59,785.                  | 9          | 57,257.            |
|   | 10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D .....   | 10a 2,980,663.           |            |                    |
|   | b Less: accumulated depreciation .....  | 10b 787,867.             | 10c        | 2,192,796.         |
|   | 11 Investments - publicly traded securities .....   |                          | 11         |                    |
|   | 12 Investments - other securities. See Part IV, line 11 .....   |                          | 12         |                    |
|   | 13 Investments - program-related. See Part IV, line 11 .....  | 2,015,136.               | 13         | 1,854,459.         |
|   | 14 Intangible assets .....  |                          | 14         |                    |
|   | 15 Other assets. See Part IV, line 11 .....   |                          | 15         |                    |
| 16 <b>Total assets.</b> Add lines 1 through 15 (must equal line 34) ..... | 5,064,207.  | 16                       | 5,108,082. |                    |
| <b>Liabilities</b>  | 17 Accounts payable and accrued expenses .....  | 148,018.                 | 17         | 156,952.           |
|   | 18 Grants payable .....   |                          | 18         |                    |
|   | 19 Deferred revenue .....   | 1,396,970.               | 19         | 1,396,970.         |
|   | 20 Tax-exempt bond liabilities .....  |                          | 20         |                    |
|   | 21 Escrow or custodial account liability. Complete Part IV of Schedule D .....  |                          | 21         |                    |
|   | 22 Payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L .....   |                          | 22         |                    |
|   | 23 Secured mortgages and notes payable to unrelated third parties .....   | 60,000.                  | 23         | 60,000.            |
|   | 24 Unsecured notes and loans payable to unrelated third parties .....   | 42,000.                  | 24         | 36,000.            |
|   | 25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D .....  |                          | 25         |                    |
|   | 26 <b>Total liabilities.</b> Add lines 17 through 25 .....  | 1,646,988.               | 26         | 1,649,922.         |
| <b>Net Assets or Fund Balances</b>  | <b>Organizations that follow SFAS 117, check here</b> <input checked="" type="checkbox"/> <b>and complete lines 27 through 29, and lines 33 and 34.</b>   |                          |            |                    |
|   | 27 Unrestricted net assets .....  | 2,920,064.               | 27         | 2,867,322.         |
|   | 28 Temporarily restricted net assets .....  | 497,155.                 | 28         | 590,838.           |
|   | 29 Permanently restricted net assets .....  |                          | 29         |                    |
|   | <b>Organizations that do not follow SFAS 117, check here</b> <input type="checkbox"/> <b>and complete lines 30 through 34.</b>  |                          |            |                    |
|   | 30 Capital stock or trust principal, or current funds .....   |                          | 30         |                    |
|   | 31 Paid-in or capital surplus, or land, building, or equipment fund .....   |                          | 31         |                    |
|   | 32 Retained earnings, endowment, accumulated income, or other funds .....   |                          | 32         |                    |
|   | 33 Total net assets or fund balances .....  | 3,417,219.               | 33         | 3,458,160.         |
|   | 34 <b>Total liabilities and net assets/fund balances</b> .....  | 5,064,207.               | 34         | 5,108,082.         |

**Part XI Reconciliation of Net Assets**Check if Schedule O contains a response to any question in this Part XI ☐

|          |  |          |            |
|----------|--|----------|------------|
| <b>1</b> | Total revenue (must equal Part VIII, column (A), line 12)  | <b>1</b> | 3,484,730. |
| <b>2</b> | Total expenses (must equal Part IX, column (A), line 25)   | <b>2</b> | 3,443,789. |
| <b>3</b> | Revenue less expenses. Subtract line 2 from line 1   | <b>3</b> | 40,941.    |
| <b>4</b> | Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))                      | <b>4</b> | 3,417,219. |
| <b>5</b> | Other changes in net assets or fund balances (explain in Schedule O)   | <b>5</b> | 0.         |
| <b>6</b> | Net assets or fund balances at end of year. Combine lines 3, 4, and 5 (must equal Part X, line 33, column (B)) | <b>6</b> | 3,458,160. |

**Part XII Financial Statements and Reporting**Check if Schedule O contains a response to any question in this Part XII ☒

- 1** Accounting method used to prepare the Form 990: ☐ Cash ☒ Accrual ☐ Other \_\_\_\_\_  
If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.
- 2a** Were the organization's financial statements compiled or reviewed by an independent accountant? \_\_\_\_\_
- b** Were the organization's financial statements audited by an independent accountant? \_\_\_\_\_
- c** If "Yes" to line 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? \_\_\_\_\_  
If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.
- d** If "Yes" to line 2a or 2b, check a box below to indicate whether the financial statements for the year were issued on a separate basis, consolidated basis, or both:  
☐ Separate basis ☒ Consolidated basis ☐ Both consolidated and separate basis
- 3a** 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? \_\_\_\_\_
- 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 | No |
|-----------|-----|----|
| <b>2a</b> |     | X  |
| <b>2b</b> | X   |    |
| <b>2c</b> | X   |    |
| <b>3a</b> |     | X  |
| <b>3b</b> |     |    |

Form 990 (2011)

Department of the Treasury  
Internal Revenue Service

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

OMB No. 1545-0047

2011

**Open to Public Inspection**

41-1794924

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 described in **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 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 |
|----------|-----|----|
| 11g(i)   |     |    |
| 11g(ii)  |     |    |
| 11g(iii) |     |    |

[illegible]

Schedule A (Form 990 or 990-EZ) 2011



**Part II Support Schedule for Organizations Described in Sections 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 or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

**Section A. Public Support**

| Calendar year (or fiscal year beginning in) ▶   | (a) 2007 | (b) 2008 | (c) 2009   | (d) 2010 | (e) 2011 | (f) Total  |
|---|----------|----------|------------|----------|----------|------------|
| 1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....  | 514,778. | 699,145. | 1,022,588. | 813,798. | 871,129. | 3,921,438. |
| 2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....   |          |          |            |          |          |            |
| 3 The value of services or facilities furnished by a governmental unit to the organization without charge .....   |          |          |            |          |          |            |
| 4 <b>Total.</b> Add lines 1 through 3 .....   | 514,778. | 699,145. | 1,022,588. | 813,798. | 871,129. | 3,921,438. |
| 5 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) ..... |          |          |            |          |          | 99,436.    |
| 6 <b>Public support.</b> Subtract line 5 from line 4.   |          |          |            |          |          | 3,822,002. |

**Section B. Total Support**

| Calendar year (or fiscal year beginning in) ▶  | (a) 2007 | (b) 2008 | (c) 2009   | (d) 2010 | (e) 2011 | (f) Total                |
|--|----------|----------|------------|----------|----------|--------------------------|
| 7 Amounts from line 4 .....  | 514,778. | 699,145. | 1,022,588. | 813,798. | 871,129. | 3,921,438.               |
| 8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources .....   | 42,794.  | 30,542.  | 26,381.    | 27,877.  | 27,576.  | 155,170.                 |
| 9 Net income from unrelated business activities, whether or not the business is regularly carried on .....   |          |          |            |          |          |                          |
| 10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.) .....   |          |          |            |          |          |                          |
| 11 <b>Total support.</b> Add lines 7 through 10 .....  |          |          |            |          |          | 4,076,608.               |
| 12 Gross receipts from related activities, etc. (see instructions) .....   |          |          |            |          | 12       | 10,923,826.              |
| 13 <b>First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> ..... |          |          |            |          |          | <input type="checkbox"/> |

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

|   |    |       |                                     |
|---|----|-------|-------------------------------------|
| 14 Public support percentage for 2011 (line 6, column (f) divided by line 11, column (f)) .....   | 14 | 93.75 | %                                   |
| 15 Public support percentage from 2010 Schedule A, Part II, line 14 .....   | 15 | 90.78 | %                                   |
| 16a <b>33 1/3% support test - 2011.</b> If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization .....  |    |       | <input checked="" type="checkbox"/> |
| b <b>33 1/3% support test - 2010.</b> If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and <b>stop here.</b> The organization qualifies as a publicly supported organization .....   |    |       | <input type="checkbox"/>            |
| 17a <b>10% -facts-and-circumstances test - 2011.</b> 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 <b>stop here.</b> Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization .....    |    |       | <input type="checkbox"/>            |
| b <b>10% -facts-and-circumstances test - 2010.</b> 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 <b>stop here.</b> Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization ..... |    |       | <input type="checkbox"/>            |
| 18 <b>Private foundation.</b> If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions .....  |    |       | <input type="checkbox"/>            |

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

(Complete only if you checked the box on line 9 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

**Section A. Public Support**

| Calendar year (or fiscal year beginning in) ►   | (a) 2007 | (b) 2008 | (c) 2009 | (d) 2010 | (e) 2011 | (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) 2007 | (b) 2008 | (c) 2009 | (d) 2010 | (e) 2011 | (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.) .....  |          |          |          |          |          |                          |
| <b>14 First five years.</b> If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and <b>stop here</b> ..... |          |          |          |          |          | <input type="checkbox"/> |

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

|  |           |   |
|--|-----------|---|
| <b>15</b> Public support percentage for 2011 (line 8, column (f) divided by line 13, column (f)) ..... | <b>15</b> | % |
| <b>16</b> Public support percentage from 2010 Schedule A, Part III, line 15 .....                      | <b>16</b> | % |

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

|   |           |   |
|---|-----------|---|
| <b>17</b> Investment income percentage for 2011 (line 10c, column (f) divided by line 13, column (f)) ..... | <b>17</b> | % |
| <b>18</b> Investment income percentage from 2010 Schedule A, Part III, line 17 .....                        | <b>18</b> | % |

**19a 33 1/3% support tests - 2011.** 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 - 2010.** 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 .....



**Schedule B**  
(Form 990, 990-EZ,  
or 990-PF)

Department of the Treasury  
Internal Revenue Service

**Schedule of Contributors**

▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.

OMB No. 1545-0047

**2011**

Name of the organization

CLARE HOUSING

Employer identification number

41-1794924

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

☒ 501(c)( 3 ) (enter number) organization

☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation

☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation

☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation

☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

**Note.** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

**General Rule**

☐ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II.

**Special Rules**

☒ For a section 501(c)(3) organization filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi) and received from any one contributor, during the year, a contribution of the greater of (1) \$5,000 or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h, or (ii) Form 990-EZ, line 1. Complete Parts I and II.

☐ For a section 501(c)(7), (8), or (10) organization filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 for use *exclusively* for religious, charitable, scientific, literary, or educational purposes, or the prevention of cruelty to children or animals. Complete Parts I, II, and III.

☐ For a section 501(c)(7), (8), or (10) organization filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions for use *exclusively* for religious, charitable, etc., purposes, but these contributions did not total to more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Do not complete any of the parts unless the **General Rule** applies to this organization because it received nonexclusively religious, charitable, etc., contributions of \$5,000 or more during the year. ▶ \$ \_\_\_\_\_

**Caution.** An organization that is not covered by the General Rule and/or the Special Rules does not file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on Part I, line 2 of its Form 990-PF, to certify that it does not meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990, 990-EZ, or 990-PF. Schedule B (Form 990, 990-EZ, or 990-PF) (2011)

|                      |                                |
|----------------------|--------------------------------|
| Name of organization | Employer identification number |
| CLARE HOUSING        | 41-1794924                     |

**Part I Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

| (a)<br>No. | (b)<br>Name, address, and ZIP + 4   | (c)<br>Total contributions | (d)<br>Type of contribution  |
|------------|---|----------------------------|--|
| 3          | JOHN AND MEG ATKINSON<br>929 CENTRAL AVENUE NE<br>MINNEAPOLIS, MN 55413       | \$ 25,000.                 | Person <input checked="" type="checkbox"/><br>Payroll <input type="checkbox"/><br>Noncash <input type="checkbox"/><br>(Complete Part II if there is a noncash contribution.) |
| 1          | LORRAINE R. HART<br>1235 YALE PLACE #1009<br>MINNEAPOLIS, MN 55403            | \$ 25,000.                 | Person <input checked="" type="checkbox"/><br>Payroll <input type="checkbox"/><br>Noncash <input type="checkbox"/><br>(Complete Part II if there is a noncash contribution.) |
| 2          | MN FIGHTING AIDS ON BIKES<br>4457 THIRD AVENUE SOUTH<br>MINNEAPOLIS, MN 55409 | \$ 50,000.                 | Person <input checked="" type="checkbox"/><br>Payroll <input type="checkbox"/><br>Noncash <input type="checkbox"/><br>(Complete Part II if there is a noncash contribution.) |
|            |   | \$                         | Person <input type="checkbox"/><br>Payroll <input type="checkbox"/><br>Noncash <input type="checkbox"/><br>(Complete Part II if there is a noncash contribution.)            |
|            |   | \$                         | Person <input type="checkbox"/><br>Payroll <input type="checkbox"/><br>Noncash <input type="checkbox"/><br>(Complete Part II if there is a noncash contribution.)            |
|            |   | \$                         | Person <input type="checkbox"/><br>Payroll <input type="checkbox"/><br>Noncash <input type="checkbox"/><br>(Complete Part II if there is a noncash contribution.)            |



|  |   |
|--|---|
| Name of organization<br><b>CLARE HOUSING</b> | Employer identification number<br><b>41-1794924</b> |
|--|---|

**Part III** Exclusively religious, charitable, etc., individual contributions to section 501(c)(7), (8), or (10) organizations that total more than \$1,000 for the year. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this information once.) ► \$

Use duplicate copies of Part III if additional space is needed.

| (a) No.<br>from<br>Part I | (b) Purpose of gift                     | (c) Use of gift | (d) Description of how gift is held      |
|---------------------------|---|-----------------|--|
|                           |   |                 |  |
|                           |   |                 |  |
|                           |   |                 |  |
|                           | (e) Transfer of gift                    |                 |  |
|                           | Transferee's name, address, and ZIP + 4 |                 | Relationship of transferor to transferee |
|                           |   |                 |  |
|                           |   |                 |  |
|                           |   |                 |  |
|                           | (e) Transfer of gift                    |                 |  |
|                           | Transferee's name, address, and ZIP + 4 |                 | Relationship of transferor to transferee |
|                           |   |                 |  |
|                           |   |                 |  |
|                           |   |                 |  |
|                           | (e) Transfer of gift                    |                 |  |
|                           | Transferee's name, address, and ZIP + 4 |                 | Relationship of transferor to transferee |
|                           |   |                 |  |
|                           |   |                 |  |
|                           |   |                 |  |
|                           | (e) Transfer of gift                    |                 |  |
|                           | Transferee's name, address, and ZIP + 4 |                 | Relationship of transferor to transferee |
|                           |   |                 |  |
|                           |   |                 |  |
|                           |   |                 |  |
|                           | (e) Transfer of gift                    |                 |  |
|                           | Transferee's name, address, and ZIP + 4 |                 | Relationship of transferor to transferee |
|                           |   |                 |  |
|                           |   |                 |  |
|                           |   |                 |  |

**SCHEDULE C**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Political Campaign and Lobbying Activities**

For Organizations Exempt From Income Tax Under section 501(c) and section 527

OMB No. 1545-0047

**2011**

Open to Public  
Inspection

▶ **Complete if the organization is described below.** ▶ **Attach to Form 990 or Form 990-EZ.**  
▶ **See separate instructions.**

**If the organization answered "Yes" to Form 990, Part IV, line 3, or Form 990-EZ, Part V, line 46 (Political Campaign Activities), then**

- Section 501(c)(3) organizations: Complete Parts I-A and B. Do not complete Part I-C.
- Section 501(c) (other than section 501(c)(3)) organizations: Complete Parts I-A and C below. Do not complete Part I-B.
- Section 527 organizations: Complete Part I-A only.

**If the organization answered "Yes" to Form 990, Part IV, line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then**

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)): Complete Part II-A. Do not complete Part II-B.
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)): Complete Part II-B. Do not complete Part II-A.

**If the organization answered "Yes" to Form 990, Part IV, line 5 (Proxy Tax), or Form 990-EZ, Part V, line 35c (Proxy Tax), then**

- Section 501(c)(4), (5), or (6) organizations: Complete Part III.

|  |   |
|--|---|
| Name of organization<br><b>CLARE HOUSING</b> | Employer identification number<br><b>41-1794924</b> |
|--|---|

**Part I-A Complete if the organization is exempt under section 501(c) or is a section 527 organization.**

1 Provide a description of the organization's direct and indirect political campaign activities in Part IV.

2 Political expenditures ..... ▶ \$ \_\_\_\_\_

3 Volunteer hours ..... ▶ \_\_\_\_\_

**Part I-B Complete if the organization is exempt under section 501(c)(3).**

- 1 Enter the amount of any excise tax incurred by the organization under section 4955 ..... ▶ \$ \_\_\_\_\_
- 2 Enter the amount of any excise tax incurred by organization managers under section 4955 ..... ▶ \$ \_\_\_\_\_
- 3 If the organization incurred a section 4955 tax, did it file Form 4720 for this year? ..... ☐ Yes ☐ No
- 4a Was a correction made? ..... ☐ Yes ☐ No
- b If "Yes," describe in Part IV.

**Part I-C Complete if the organization is exempt under section 501(c), except section 501(c)(3).**

- 1 Enter the amount directly expended by the filing organization for section 527 exempt function activities ..... ▶ \$ \_\_\_\_\_
- 2 Enter the amount of the filing organization's funds contributed to other organizations for section 527 exempt function activities ..... ▶ \$ \_\_\_\_\_
- 3 Total exempt function expenditures. Add lines 1 and 2. Enter here and on Form 1120-POL, line 17b ..... ▶ \$ \_\_\_\_\_
- 4 Did the filing organization file **Form 1120-POL** for this year? ..... ☐ Yes ☐ No
- 5 Enter the names, addresses and employer identification number (EIN) of all section 527 political organizations to which the filing organization made payments. For each organization listed, enter the amount paid from the filing organization's funds. Also enter the amount of political contributions received that were promptly and directly delivered to a separate political organization, such as a separate segregated fund or a political action committee (PAC). If additional space is needed, provide information in Part IV.

| (a) Name | (b) Address | (c) EIN | (d) Amount paid from filing organization's funds. If none, enter -0- | (e) Amount of political contributions received and promptly and directly delivered to a separate political organization. If none, enter -0- |
|----------|-------------|---------|--|---|
|          |             |         |  |   |
|          |             |         |  |   |
|          |             |         |  |   |
|          |             |         |  |   |
|          |             |         |  |   |
|          |             |         |  |   |
|          |             |         |  |   |

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule C (Form 990 or 990-EZ) 2011

LHA

**Part II-A** Complete if the organization is exempt under section 501(c)(3) and filed Form 5768 (election under section 501(h)).

- A Check ☐ if the filing organization belongs to an affiliated group (and list in Part IV each affiliated group member's name, address, EIN, expenses, and share of excess lobbying expenditures).
- B Check ☐ if the filing organization checked box A and "limited control" provisions apply.

| Limits on Lobbying Expenditures<br>(The term "expenditures" means amounts paid or incurred.)  |  | (a) Filing organization's totals | (b) Affiliated group totals |
|---|--|----------------------------------|-----------------------------|
| 1a Total lobbying expenditures to influence public opinion (grass roots lobbying) .....   |  |                                  |                             |
| b Total lobbying expenditures to influence a legislative body (direct lobbying) .....   |  |                                  |                             |
| c Total lobbying expenditures (add lines 1a and 1b) .....   |  |                                  |                             |
| d Other exempt purpose expenditures .....   |  |                                  |                             |
| e Total exempt purpose expenditures (add lines 1c and 1d) .....   |  |                                  |                             |
| f Lobbying nontaxable amount. Enter the amount from the following table in both columns.  |  |                                  |                             |
| <b>If the amount on line 1e, column (a) or (b) is:</b>  | <b>The lobbying nontaxable amount is:</b>          |                                  |                             |
| Not over \$500,000  | 20% of the amount on line 1e.                      |                                  |                             |
| Over \$500,000 but not over \$1,000,000   | \$100,000 plus 15% of the excess over \$500,000.   |                                  |                             |
| Over \$1,000,000 but not over \$1,500,000   | \$175,000 plus 10% of the excess over \$1,000,000. |                                  |                             |
| Over \$1,500,000 but not over \$17,000,000  | \$225,000 plus 5% of the excess over \$1,500,000.  |                                  |                             |
| Over \$17,000,000   | \$1,000,000.                                       |                                  |                             |
| g Grassroots nontaxable amount (enter 25% of line 1f) .....   |  |                                  |                             |
| h Subtract line 1g from line 1a. If zero or less, enter -0- .....   |  |                                  |                             |
| i Subtract line 1f from line 1c. If zero or less, enter -0- .....   |  |                                  |                             |
| j If there is an amount other than zero on either line 1h or line 1i, did the organization file Form 4720 reporting section 4911 tax for this year? ..... |  | <input type="checkbox"/> Yes     | <input type="checkbox"/> No |

**4-Year Averaging Period Under Section 501(h)**

(Some organizations that made a section 501(h) election do not have to complete all of the five columns below. See the instructions for lines 2a through 2f on page 4.)

| Lobbying Expenditures During 4-Year Averaging Period         |          |          |          |          |           |
|--|----------|----------|----------|----------|-----------|
| Calendar year<br>(or fiscal year beginning in)               | (a) 2008 | (b) 2009 | (c) 2010 | (d) 2011 | (e) Total |
| 2a Lobbying nontaxable amount                                |          |          |          |          |           |
| b Lobbying ceiling amount<br>(150% of line 2a, column(e))    |          |          |          |          |           |
| c Total lobbying expenditures                                |          |          |          |          |           |
| d Grassroots nontaxable amount                               |          |          |          |          |           |
| e Grassroots ceiling amount<br>(150% of line 2d, column (e)) |          |          |          |          |           |
| f Grassroots lobbying expenditures                           |          |          |          |          |           |

Schedule C (Form 990 or 990-EZ) 2011



**Part II-B** Complete if the organization is exempt under section 501(c)(3) and has NOT filed Form 5768 (election under section 501(h)).

For each "Yes" response to lines 1a through 1i below, provide in Part IV a detailed description of the lobbying activity.

|  | (a) |    | (b)    |
|--|-----|----|--------|
|  | Yes | No | Amount |
| <b>1</b> During the year, did the filing organization attempt to influence foreign, national, state or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of: |     |    |        |
| <b>a</b> Volunteers?   |     | X  |        |
| <b>b</b> Paid staff or management (include compensation in expenses reported on lines 1c through 1i)?  | X   |    |        |
| <b>c</b> Media advertisements?   |     | X  |        |
| <b>d</b> Mailings to members, legislators, or the public?  |     | X  |        |
| <b>e</b> Publications, or published or broadcast statements?   |     | X  |        |
| <b>f</b> Grants to other organizations for lobbying purposes?  |     | X  |        |
| <b>g</b> Direct contact with legislators, their staffs, government officials, or a legislative body?   | X   |    | 5,411. |
| <b>h</b> Rallies, demonstrations, seminars, conventions, speeches, lectures, or any similar means?   |     | X  |        |
| <b>i</b> Other activities?   |     | X  |        |
| <b>j</b> Total. Add lines 1c through 1i  |     |    | 5,411. |
| <b>2a</b> Did the activities in line 1 cause the organization to be not described in section 501(c)(3)?  |     | X  |        |
| <b>b</b> If "Yes," enter the amount of any tax incurred under section 4912   |     |    |        |
| <b>c</b> If "Yes," enter the amount of any tax incurred by organization managers under section 4912  |     |    |        |
| <b>d</b> If the filing organization incurred a section 4912 tax, did it file Form 4720 for this year?  |     |    |        |

**Part III-A** Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6).

|  | Yes | No |
|--|-----|----|
| <b>1</b> Were substantially all (90% or more) dues received nondeductible by members?                      | 1   |    |
| <b>2</b> Did the organization make only in-house lobbying expenditures of \$2,000 or less?                 | 2   |    |
| <b>3</b> Did the organization agree to carry over lobbying and political expenditures from the prior year? | 3   |    |

**Part III-B** Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6) and if either (a) BOTH Part III-A, lines 1 and 2, are answered "No" OR (b) Part III-A, line 3, is answered "Yes."

|   |    |  |
|---|----|--|
| <b>1</b> Dues, assessments and similar amounts from members   | 1  |  |
| <b>2</b> Section 162(e) nondeductible lobbying and political expenditures (do not include amounts of political expenses for which the section 527(f) tax was paid).   |    |  |
| <b>a</b> Current year   | 2a |  |
| <b>b</b> Carryover from last year   | 2b |  |
| <b>c</b> Total  | 2c |  |
| <b>3</b> Aggregate amount reported in section 6033(e)(1)(A) notices of nondeductible section 162(e) dues  | 3  |  |
| <b>4</b> If notices were sent and the amount on line 2c exceeds the amount on line 3, what portion of the excess does the organization agree to carryover to the reasonable estimate of nondeductible lobbying and political expenditure next year? | 4  |  |
| <b>5</b> Taxable amount of lobbying and political expenditures (see instructions)   | 5  |  |

**Part IV** Supplemental Information

Complete this part to provide the descriptions required for Part I-A, line 1; Part I-B, line 4; Part I-C, line 5; Part II-A; and Part II-B, line 1. Also, complete this part for any additional information.

OCCASIONALLY THE EXECUTIVE DIRECTOR WILL WRITE A LETTER, MAKE A PHONE CALL AND/OR MEET WITH LEGISLATORS AND THEIR STAFF AT THE STATE AND FEDERAL LEVELS TO PROVIDE INFORMATION ABOUT ISSUES AND/OR REQUEST THEIR SUPPORT FOR A SPECIFIC PIECE OF LEGISLATION.

**SCHEDULE D**  
(Form 990)

Department of the Treasury  
Internal Revenue Service

**Supplemental Financial Statements**

► Complete if the organization answered "Yes," to Form 990,  
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.  
► Attach to Form 990. ► See separate instructions.

OMB No. 1545-0047

**2011**

Open to Public  
Inspection

Name of the organization

CLARE HOUSING

Employer identification number

41-1794924

**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.

|   | (a) Donor advised funds      | (b) Funds and other accounts |
|---|------------------------------|------------------------------|
| 1 Total number at end of year .....   |                              |                              |
| 2 Aggregate contributions to (during year) .....  |                              |                              |
| 3 Aggregate grants from (during year) .....   |                              |                              |
| 4 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? .....  | <input type="checkbox"/> Yes | <input type="checkbox"/> No  |
| 6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can 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? ..... | <input type="checkbox"/> Yes | <input type="checkbox"/> No  |

**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).

|  |  |
|--|--|
| <input type="checkbox"/> Preservation of land for public use (e.g., recreation or education) | <input type="checkbox"/> Preservation of an historically important land area |
| <input type="checkbox"/> Protection of natural habitat                                       | <input type="checkbox"/> Preservation of a certified historic structure      |
| <input type="checkbox"/> Preservation of open space  |  |

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

|  | Held at the End of the Tax Year |
|--|---------------------------------|
| a Total number of conservation easements .....   | 2a                              |
| b Total acreage restricted by conservation easements .....   | 2b                              |
| c Number of conservation easements on a certified historic structure included in (a) .....   | 2c                              |
| d Number of conservation easements included in (c) acquired after 8/17/06, and not on a historic structure listed in the National Register ..... | 2d                              |

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax 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? .....

☐ Yes ☐ No

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 section 170(h)(4)(B)(ii)? .....

☐ Yes ☐ No

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 (ASC 958), 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 (ASC 958), 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 (ASC 958) 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 acquisition, 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 |
|----------------------------------|--------|
| 1c Beginning balance             |        |
| 1d Additions during the year     |        |
| 1e Distributions during the year |        |
| 1f Ending balance                |        |

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 |
|--|------------------|----------------|--------------------|----------------------|---------------------|
| 1a Beginning of year balance                     |                  |                |                    |                      |                     |
| b Contributions                                  |                  |                |                    |                      |                     |
| c Net investment earnings, gains, and losses     |                  |                |                    |                      |                     |
| d Grants or scholarships                         |                  |                |                    |                      |                     |
| e Other expenditures for facilities and programs |                  |                |                    |                      |                     |
| f Administrative expenses                        |                  |                |                    |                      |                     |
| g End of year balance                            |                  |                |                    |                      |                     |

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment ☐ %  
 b Permanent endowment ☐ %  
 c Temporarily restricted endowment ☐ %

The percentages in lines 2a, 2b, and 2c should equal 100%.

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

- (i) unrelated organizations  
 (ii) related organizations

|        | Yes | No |
|--------|-----|----|
| 3a(i)  |     |    |
| 3a(ii) |     |    |
| 3b     |     |    |

b If "Yes" to 3a(ii), are the related organizations listed as required on Schedule R?

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

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

| Description of property  | (a) Cost or other basis (investment) | (b) Cost or other basis (other) | (c) Accumulated depreciation | (d) Book value |
|--|--------------------------------------|---------------------------------|------------------------------|----------------|
| 1a Land  |                                      | 126,100.                        |                              | 126,100.       |
| b Buildings  |                                      | 2,081,413.                      | 584,922.                     | 1,496,491.     |
| c Leasehold improvements   |                                      |                                 |                              |                |
| d Equipment  |                                      | 773,150.                        | 202,945.                     | 570,205.       |
| e Other  |                                      |                                 |                              |                |
| <b>Total.</b> Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10(c).) |                                      |                                 |                              | 2,192,796.     |

Schedule D (Form 990) 2011

**Part VII Investments - Other Securities.** See Form 990, Part X, line 12.

| (a) Description of security or category<br>(including name of security) | (b) Book value | (c) Method of valuation:<br>Cost or end-of-year market value |
|---|----------------|--|
| (1) Financial derivatives .....   |                |  |
| (2) Closely-held equity interests .....                                 |                |  |
| (3) Other .....   |                |  |
| (A) .....   |                |  |
| (B) .....   |                |  |
| (C) .....   |                |  |
| (D) .....   |                |  |
| (E) .....   |                |  |
| (F) .....   |                |  |
| (G) .....   |                |  |
| (H) .....   |                |  |
| (I) .....   |                |  |
| <b>Total.</b> (Col (b) must equal Form 990, Part X, col (B) line 12.) ▶ |                |  |

**Part VIII Investments - Program Related.** See Form 990, Part X, line 13.

| (a) Description of investment type                                      | (b) Book value | (c) Method of valuation:<br>Cost or end-of-year market value |
|---|----------------|--|
| (1) INVESTMENT IN CLARE   |                |  |
| (2) APARTMENTS LP AND CLARE   |                |  |
| (3) HIAWATHA LP   | 104,650.       | COST   |
| (4) DUE FROM CLARE APARTMENTS   |                |  |
| (5) LP AND CLARE HIAWATHA LP  | 147,848.       | COST   |
| (6) INTEREST RECEIVABLE FROM  |                |  |
| (7) CLARE APARTMENTS  | 164,991.       | COST   |
| (8) NOTES RECEIVABLE - CLARE  |                |  |
| (9) APARTMENTS AND CLARE  |                |  |
| (10) HIAWATHA   | 1,436,970.     | COST   |
| <b>Total.</b> (Col (b) must equal Form 990, Part X, col (B) line 13.) ▶ |                |  |

**Part IX Other Assets.** See Form 990, Part X, line 15.

| (a) Description  | (b) Book value |
|--|----------------|
| (1) .....  |                |
| (2) .....  |                |
| (3) .....  |                |
| (4) .....  |                |
| (5) .....  |                |
| (6) .....  |                |
| (7) .....  |                |
| (8) .....  |                |
| (9) .....  |                |
| (10) .....   |                |
| <b>Total.</b> (Column (b) must equal Form 990, Part X, col (B) line 15.) ▶ |                |

**Part X Other Liabilities.** See Form 990, Part X, line 25.

| 1. (a) Description of liability  | (b) Book value |
|--|----------------|
| (1) Federal income taxes   |                |
| (2) .....  |                |
| (3) .....  |                |
| (4) .....  |                |
| (5) .....  |                |
| (6) .....  |                |
| (7) .....  |                |
| (8) .....  |                |
| (9) .....  |                |
| (10) .....   |                |
| (11) .....   |                |
| <b>Total.</b> (Column (b) must equal Form 990, Part X, col (B) line 25.) ▶ |                |

2. FIN 48 (ASC 740) Footnote. In Part XIV, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740).

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

|    |  |    |  |
|----|--|----|--|
| 1  | Total revenue (Form 990, Part VIII, column (A), line 12)                                 | 1  |  |
| 2  | Total expenses (Form 990, Part IX, column (A), line 25)                                  | 2  |  |
| 3  | Excess or (deficit) for the year. Subtract line 2 from line 1                            | 3  |  |
| 4  | Net unrealized gains (losses) on investments   | 4  |  |
| 5  | Donated services and use of facilities   | 5  |  |
| 6  | Investment expenses  | 6  |  |
| 7  | Prior period adjustments   | 7  |  |
| 8  | Other (Describe in Part XIV.)  | 8  |  |
| 9  | Total adjustments (net). Add lines 4 through 8   | 9  |  |
| 10 | Excess or (deficit) for the year per audited financial statements. Combine lines 3 and 9 | 10 |  |

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

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

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

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

**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, line 2; 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.

**PART X, LINE 2: THE ORGANIZATION IS NOT CURRENTLY UNDER EXAMINATION BY**

**ANY TAXING JURISDICTION. FEDERAL AND STATE TAX AUTHORITIES GENERALLY HAVE**

**THE RIGHT TO EXAMINE RETURNS FOR A PERIOD OF THREE YEARS AFTER THEY ARE**

**FILED.**

**SCHEDULE O**  
**(Form 990 or 990-EZ)**

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990 or 990-EZ**

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

OMB No. 1545-0047

**2011**

Open to Public  
Inspection

Name of the organization

CLARE HOUSING

Employer identification number  
41-1794924

**FORM 990, PART III, LINE 4B, PROGRAM SERVICE ACCOMPLISHMENTS:**

AN ASSISTED LIVING PROGRAM PROVIDED TWELVE CLIENTS WITH 24 HOUR RN  
SUPERVISION, MEDICATION MANAGEMENT AND ASSISTANCE WITH HOUSEKEEPING,  
SHOPPING AND PERSONAL CARE BY RESIDENT ASSISTANTS. TWENTY PERCENT OF  
CLIENTS, FORMERLY LIVING IN FOSTER CARE HOMES, WERE ABLE TO MOVE TO  
CLARE APARTMENTS WITH THE SUPPORT OF THE ASSISTED LIVING PROGRAM, THUS  
REDUCING GOVERNMENT HEALTH CARE COSTS, AND ACHIEVING STABILIZED OR  
IMPROVED HEALTH ALONG WITH INCREASED INDEPENDENCE. CLARE MIDTOWN,  
WHICH OPENED IN MARCH 2011, PROVIDES 45 UNITS OF SAFE, AFFORDABLE  
HOUSING AND SERVICES FOR PEOPLE LIVING WITH HIV/AIDS. THE FACILITY  
INCLUDES EIGHT UNITS FOR PERSONS WHO HAVE EXPERIENCED LONG-TERM  
HOMELESSNESS AND ELEVEN UNITS FOR PERSONS AT RISK FOR HOMELESSNESS.  
THE RESIDENTS RECEIVE THE FOLLOWING SERVICES: 24/7 FRONT DESK  
SECURITY; A RESIDENT SERVICES CORDINATOR WHO PROVIDES INFORMATION,  
SUPPORT, REFERRALS AND ADVOCACY; ASSISTED LIVING AND NURSING SERVICES;  
AND SPECIAL FEATURES INCLUDING GARDENS, NATURAL LIGHT AND SPACE FOR  
LOVED ONES TO VISIT.

FORM 990, PART VI, SECTION B, LINE 11: THE 990 IS REVIEWED BY THE STAFF  
AND THE FINANCE COMMITTEE, AND THEN SUBMITTED TO THE FULL BOARD FOR THEIR  
APPROVAL PRIOR TO FILING.

FORM 990, PART VI, SECTION B, LINE 12C: THE BOARD MEMBERS ARE REQUIRED TO  
ANNUALLY SIGN CONFLICT OF INTEREST STATEMENTS WHICH ARE REVIEWED BY  
MANAGEMENT.

Name of the organization

CLARE HOUSING

Employer identification number  
41-1794924

FORM 990, PART VI, SECTION B, LINE 15: THE BOARD, WITH ASSISTANCE OF A CONSULTANT, REVIEWS THE EXECUTIVE DIRECTOR'S COMPENSATION IN CONTEXT OF THE MARKET AND PERFORMANCE. COMPARABILITY DATA IS USED IN DETERMINING THE SALARY RATES OF OTHER KEY EMPLOYEES.

FORM 990, PART VI, SECTION C, LINE 19: THE ORGANIZATION'S DOCUMENTS ARE AVAILABLE UPON REQUEST.

FORM 990, PART XII, LINE 2C:

THE ORGANIZATION HAS AN AUDIT COMMITTEE THAT ASSUMES RESPONSIBILITY FOR OVERSIGHT OF THE AUDIT OF THE FINANCIAL STATEMENTS AND SELECTION OF AN INDEPENDENT ACCOUNTANT. THE PROCESS HAS NOT CHANGED FROM THE PRIOR YEAR.







**Part V Transactions With Related Organizations** (Complete if the organization answered "Yes" to Form 990, Part IV, line 34, 35, 35a, or 36.)**Note.** Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.**1** During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts I-IV?

|   | Yes | No |
|---|-----|----|
| <b>a</b> Receipt of (i) interest (iii) royalties or (iv) rent from a controlled entity                  | X   |    |
| <b>b</b> Gift, grant, or capital contribution to related organization(s)                                |     | X  |
| <b>c</b> Gift, grant, or capital contribution from related organization(s)                              |     | X  |
| <b>d</b> Loans or loan guarantees to or for related organization(s)                                     | X   |    |
| <b>e</b> Loans or loan guarantees by related organization(s)  |     | X  |
| <b>f</b> Sale of assets to related organization(s)  |     | X  |
| <b>g</b> Purchase of assets from related organization(s)  |     | X  |
| <b>h</b> Exchange of assets with related organization(s)  |     | X  |
| <b>i</b> Lease of facilities, equipment, or other assets to related organization(s)                     |     | X  |
| <b>j</b> Lease of facilities, equipment, or other assets from related organization(s)                   |     | X  |
| <b>k</b> Performance of services or membership or fundraising solicitations for related organization(s) | X   |    |
| <b>l</b> Performance of services or membership or fundraising solicitations by related organization(s)  |     | X  |
| <b>m</b> Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)  |     | X  |
| <b>n</b> Sharing of paid employees with related organization(s)   |     | X  |
| <b>o</b> Reimbursement paid to related organization(s) for expenses                                     |     | X  |
| <b>p</b> Reimbursement paid by related organization(s) for expenses                                     |     | X  |
| <b>q</b> Other transfer of cash or property to related organization(s)                                  |     | X  |
| <b>r</b> Other transfer of cash or property from related organization(s)                                |     | X  |

**2** If the answer to any of the above is "Yes," see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

| (a)<br>Name of other organization        | (b)<br>Transaction<br>type (a-r) | (c)<br>Amount involved | (d)<br>Method of determining<br>amount involved |
|--|----------------------------------|------------------------|---|
| (1) CLARE APARTMENTS LIMITED PARTNERSHIP | A                                | 27,058.COST            |   |
| (2) CLARE APARTMENTS LIMITED PARTNERSHIP | D                                | 1,396,970.COST         |   |
| (3) CLARE HIAWATHA LIMITED PARTNERSHIP   | K                                | 310,000.COST           |   |
| (4)                                      |                                  |                        |   |
| (5)                                      |                                  |                        |   |
| (6)                                      |                                  |                        |   |



|                 |                                 |
|-----------------|---------------------------------|
| <b>Part VII</b> | <b>Supplemental Information</b> |
|-----------------|---------------------------------|

Complete this part to provide additional information for responses to questions on Schedule R (see instructions).

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

[Home \(/\)](#)[Search \(/Business/Search\)](#)[Filings \(/Business/Filings\)](#)

## Search » Business Filings

## Business Record Details »

[« Back to Search Results](#)

[File Amendment or Renewal \(/Business/Amendments?filingGuid=8b4554b2-b2d4-e011-a886-001ec94ffe7f\)](/Business/Amendments?filingGuid=8b4554b2-b2d4-e011-a886-001ec94ffe7f)

[Order Copies](#)

[Order a Certificate \(/Business/Certificates?businessMasterGuid=8b4554b2-b2d4-e011-a886-001ec94ffe7f&route=filing&productId=083dd338-fad3-e011-a886-001ec94ffe7f&originalFilingGuid=0433330c-69d5-e011-a886-001ec94ffe7f\)](/Business/Certificates?businessMasterGuid=8b4554b2-b2d4-e011-a886-001ec94ffe7f&route=filing&productId=083dd338-fad3-e011-a886-001ec94ffe7f&originalFilingGuid=0433330c-69d5-e011-a886-001ec94ffe7f)

Minnesota Business Name

**Clare Housing**

Business Type  
**Nonprofit Corporation (Domestic)**

MN Statute  
**317A**

File Number  
**1K-931**

Home Jurisdiction  
**Minnesota**

Filing Date  
**07/18/1994**

Status  
**Active / In Good Standing**

Renewal Due Date:  
**12/31/2013**

Registered Office Address  
**929 Central Ave NE  
Mpls MN 55413  
USA**

Registered Agent(s)  
**(Optional) None provided**

President  
**Lee Lewis  
Clare Housing  
929 Central Avenue NE  
Minneapolis MN 55413  
USA**

[Filing History](#)

[Renewal History](#)

**Filing History**

07/18/1994 Original Filing - Nonprofit Corporation (Domestic)

07/18/1994 Nonprofit Corporation (Domestic) Business Name

# STATE OF MINNESOTA

## CHARITABLE ORGANIZATION INITIAL REGISTRATION & ANNUAL REPORT FORM

ATTORNEY GENERAL LORI SWANSON

SUITE 1200, BREMER TOWER

445 MINNESOTA STREET

ST. PAUL, MN 55101-2130

(651) 757-1311

(651) 296-1410 (TTY)

www.ag.state.mn.us

☒ Annual Reporting

☐ Initial Registration

FEDERAL EIN NUMBER: 41-1794924

FOR YEAR ENDING: 06/30/2012

### SECTION ONE: REQUIRED INFORMATION FOR INITIAL REGISTRATION & ANNUAL REPORTING

1. Legal Name of Organization: CLARE HOUSING

If annual reporting, is this a new name since the organization's last filing?

☐ Yes

☒ No

If so, please state former name:

2. List all names under which the organization solicits contributions:

CLARE HOUSING

3. Mailing Address of Organization

Physical Address of Organization

929 CENTRAL AVENUE NE  
MINNEAPOLIS, MN 55413-2404

929 CENTRAL AVENUE NE  
MINNEAPOLIS, MN 55413-2404

4. Contact Person LEE LEWIS

Tel. No. 612-236-9515

E-mail LEE.LEWIS@CLAREHOUSING.ORG

Fax No. 612-236-9520

5. Complete the following for the most recent twelve-month accounting year. While this information should reflect the financials on the IRS Form 990, this section is required to be completed even if an IRS Form 990 is attached. Before completing this section, please refer to the Instructions.

#### INCOME

Contributions from the public

Government Grants

Other revenue

**TOTAL REVENUE**

For Year Ending: 06/30/2012

\$ 389,068.

\$ 482,061.

\$ 2,613,601.

\$ 3,484,730.

#### EXPENSES

Amount spent for program or charitable purposes

Management/general expense

Fund-raising expense

**TOTAL EXPENSES**

\$ 2,695,857.

\$ 548,768.

\$ 199,164.

\$ 3,443,789.

EXCESS or DEFICIT

\$ 40,941.

TOTAL Assets

\$ 5,108,082.

TOTAL Liabilities

\$ 1,649,922.

END OF YEAR FUND BALANCE/NET WORTH (Assets minus Liabilities)

\$ 3,458,160.

For Office Use Only: ☐ ARF ☐ \$25 ☐ \$50 ☐ \$75 ☐ N (e-Postcard) ☐ 990 ☐ EZ ☐ PF ☐ FES ☐ SIG ☐ BD  
☐ SAL ☐ Audit

6/11

Upon request this material can be made available in alternate formats.

6. Does the organization use the services of a professional fund-raiser (outside solicitor or consultant)?  
☐ Yes ☒ No

If so, provide name and address of any outside professional fund-raiser employed by the organization and state the total amount of compensation each outside fund-raiser received from the filing organization during the year. *Attach schedule if more than one.*

Name \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ Compensation \_\_\_\_\_

7. Does this professional fund-raiser solicit or consult in Minnesota? ☐ Yes ☐ No
8. Month and day accounting year ends: 06/30
9. Has the organization included the filing fee, late fee (if any) and all attachments required by the instructions? ☒ Yes ☐ No

## **SECTION TWO: REQUIRED FOR INITIAL REGISTRATION ONLY**

1. Address of registered agent in the State of Minnesota or the address of the person who has custody of the organization's books and records if not kept at the organization's office.  
Name \_\_\_\_\_  
Street and Number \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ Telephone # \_\_\_\_\_
2. Type of legal entity (**Attach** the creating document):  
☐ Nonprofit corporation ☐ Trust ☐ Unincorporated association
3. Place and date the organization was incorporated: \_\_\_\_\_  
(state) (date)
4. Is the organization exempt from federal income taxes?  
☐ Yes (**Attach** a copy of the IRS determination letter) Status: 501(c)(\_\_\_\_\_)  
☐ No Date organization submitted Form 1023 to the IRS \_\_\_\_\_
5. If the organization is not exempt from federal income taxes and uses a fiscal agent, state the fiscal agent's name, address and federal EIN:  
\_\_\_\_\_  
\_\_\_\_\_
6. Has the organization been denied the right to solicit contributions?  
a. By any government agency? ☐ Yes ☐ No If yes, attach explanation.  
b. By any court? ☐ Yes ☐ No If yes, attach explanation.

7. Explain in detail the charitable purposes of the organization, including major program activities.

---

---

---

8. Please mark all items that describe the organization's charitable mission:

☐ Arts & Culture    ☐ Human Services    ☐ Civic/Lobbying    ☐ International    ☐ Health  
☐ Environment    ☐ Mental Health    ☐ Education    ☐ Religious    ☐ Other \_\_\_\_\_

Or: List the NTEE code(s) that describe the organization's purpose: \_\_\_\_\_

9. Which of the above two best describes the organization's primary purpose(s)?

1. \_\_\_\_\_ 2. \_\_\_\_\_

10. Check one or more methods of solicitation the organization anticipates using:

☐ Telephone appeals    ☐ Grant writing    ☐ Sweep    ☐ Other \_\_\_\_\_  
☐ Direct mail    ☐ Internet    ☐ Media

11. State the total contributions the organization received during the accounting year last ended:

\$ \_\_\_\_\_

12. **Attach** a list of organization's officers, directors, trustees, and chief executive officer, including their titles, addresses, and total annual compensation paid to each. ☐ Attached

### **SECTION THREE: REQUIRED FOR ANNUAL REPORTING ONLY**

*ALL organizations MUST complete questions 1-6.*

1. Has the organization's accounting year changed since the last report was filed? ☐ Yes ☒ No

If yes, provide the new year-end date: \_\_\_\_\_

2. **Attach** an explanation if there has been any change in the organization's tax status with the Internal Revenue Service; a significant change in the purposes of the organization; or if the organization's right to solicit funds has been denied, suspended, revoked or enjoined by any state agency or court in any state, or if there are proceedings pending. ☒ None ☐ Attached



3. List the **five** highest paid directors, officers and employees of the organization and its related organization(s) who receive total compensation of **\$50,000** or more, indicating their titles and total compensation paid to each. Total compensation includes salaries, fees, bonuses, fringe benefits, severance payments and deferred compensation paid by the organization and all related organizations. A "related organization" is an organization that controls, is controlled by or is under common control with another corporation. "Control" can exist through stock ownership or membership interests, the authority to appoint members, or the ability to direct the policies and management of other corporations. See Minn. Stat. § 317A.011, subd. 18. **Due to changes in the law, for annual reports due after August 1, 2011, the compensation reporting threshold is \$100,000 and total compensation is defined as total amount reported on W2 (box 5) and/or Form 1099 MISC (box 7) issued by the organization and its related organizations.**

|   | Name/Title                      | Compensation | Deferred Compensation | Fringe Benefits |
|---|---------------------------------|--------------|-----------------------|-----------------|
| 1 | LEE LEWIS<br>EXECUTIVE DIRECTOR | 103,607.     | 0.                    | 4,607.          |
| 2 |                                 |              |                       |                 |
| 3 |                                 |              |                       |                 |
| 4 |                                 |              |                       |                 |
| 5 |                                 |              |                       |                 |

4. **Attach** a list of organization's board of directors. ☐ Attached ☒ Included in IRS return
5. **Attach a GAAP audit** if total revenue exceeds \$750,000. ☒ Attached  
☐ Audit not included under the Food Shelf Exemption (excluding from total revenue the value of food donated to a nonprofit food shelf for redistribution at no cost). ☐ Audit not required
6. Minnesota law requires that an organization file a copy of any IRS Form 990-N (e-Postcard), 990, 990-EZ, or 990-PF informational return that was filed with the IRS. Has the organization included with this annual report a copy of all IRS Form 990-N (e-Postcard), 990, 990-EZ or 990-PF informational returns that it filed with the IRS (excluding Schedule B or any other donor list required by the IRS)? ☒ Yes ☐ No (Not required to file a return with IRS or files with National Chapter).

**NOTE:** By answering YES to the above question, you are attesting that the IRS informational return filed with this office is an exact copy, including all schedules and attachments, of the IRS informational return filed with the IRS (excluding Schedule B or any other donor list the IRS may require).

7. The following organizations must complete and return the statement of functional expenses below: 1) organizations that file a 990-N (e-Postcard), 990-EZ or 990-PF; and 2) organizations that file an IRS Form 990 that does not contain a completed functional expenses statement within the IRS Form 990.

| <b>Statement of Functional Expenses</b>  |                              |  |   |                                    |
|--|------------------------------|--|---|------------------------------------|
|  | <b>(A)</b><br>Total expenses | <b>(B)</b><br>Program service expenses | <b>(C)</b><br>Management and general expenses | <b>(D)</b><br>Fundraising expenses |
| <b>1</b> Grants and other assistance to governments and organizations in the U.S.  |                              |  |   |                                    |
| <b>2</b> Grants and other assistance to individuals in the U.S.  |                              |  |   |                                    |
| <b>3</b> Grants and other assistance to governments, organizations, and individuals outside the U.S.   |                              |  |   |                                    |
| <b>4</b> Benefits paid to or for members   |                              |  |   |                                    |
| <b>5</b> Compensation of current officers, directors, trustees, and key employees  |                              |  |   |                                    |
| <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  |                              |  |   |                                    |
| <b>8</b> Pension plan contributions (include section 401(k) and section 403(b) employer contributions)   |                              |  |   |                                    |
| <b>9</b> Other employee benefits   |                              |  |   |                                    |
| <b>10</b> Payroll taxes  |                              |  |   |                                    |
| <b>11</b> Fees for services (non-employees):   |                              |  |   |                                    |
| <b>a</b> Management  |                              |  |   |                                    |
| <b>b</b> Legal   |                              |  |   |                                    |
| <b>c</b> Accounting  |                              |  |   |                                    |
| <b>d</b> Lobbying  |                              |  |   |                                    |
| <b>e</b> Professional fundraising services   |                              |  |   |                                    |
| <b>f</b> Investment management fees  |                              |  |   |                                    |
| <b>g</b> Other   |                              |  |   |                                    |
| <b>12</b> Advertising and promotion  |                              |  |   |                                    |
| <b>13</b> Office expenses  |                              |  |   |                                    |
| <b>14</b> Information technology   |                              |  |   |                                    |
| <b>15</b> Royalties  |                              |  |   |                                    |
| <b>16</b> Occupancy  |                              |  |   |                                    |
| <b>17</b> Travel   |                              |  |   |                                    |
| <b>18</b> Payments of travel or entertainment expenses for any federal, state, or local public officials   |                              |  |   |                                    |
| <b>19</b> Conferences, conventions, and meetings   |                              |  |   |                                    |
| <b>20</b> Interest   |                              |  |   |                                    |
| <b>21</b> Payments to affiliates   |                              |  |   |                                    |
| <b>22</b> Depreciation, depletion, and amortization  |                              |  |   |                                    |
| <b>23</b> Insurance  |                              |  |   |                                    |
| <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> _____   |                              |  |   |                                    |
| <b>b</b> _____   |                              |  |   |                                    |
| <b>c</b> _____   |                              |  |   |                                    |
| <b>d</b> All other expenses  |                              |  |   |                                    |
| <b>25</b> Total functional expenses. Add lines 1 through 24d   |                              |  |   |                                    |
| <b>26</b> Joint costs. 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 |                              |  |   |                                    |

Must be prepared in accordance with generally accepted accounting principles.

**SECTION FOUR: REQUIRED FOR INITIAL REGISTRATION & ANNUAL REPORTING**

**BOARD OF DIRECTORS**  
**SIGNATURES AND ACKNOWLEDGMENT**

We, the undersigned, state and acknowledge that we are duly constituted officers of this organization, being the

**EXECUTIVE DIRECTOR** \_\_\_\_\_ (Title) and \_\_\_\_\_ (Title) respectively, and

that we execute this document on behalf of the organization pursuant to the resolution of the

\_\_\_\_\_ (Board of Directors, Trustees, or Managing Group) adopted on the \_\_\_\_\_

day of \_\_\_\_\_, 20\_\_\_\_, approving the contents of the document, and do hereby certify that the

\_\_\_\_\_ (Board of Directors, Trustees, or Managing Group) has assumed, and will continue

to assume, responsibility for determining matters of policy, and have supervised, and will continue to supervise, the finances of the organization. We

further state that the information supplied is true, correct and complete to the best of our knowledge.

**LEE LEWIS**

Name (Print)

Signature

**EXECUTIVE DIRECTOR**

Title

Date

Name (Print)

Signature

Title

Date

**\* NOTICE \***

Documents required to be filed are public records. Please do not include social security numbers, driver's license numbers or bank account numbers on the documents filed with this Office as they are not required, but could become part of the public records. A charitable organization is not required to file a list of its donors. If it is included, it may become part of the public file.

AG: #2757541-v1