## Form 990

## 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)

2011 Open to Public

OMB No. 1545-0047

Department of the Treasury

► The organization may have to use a copy of this return to satisfy state reporting requirements. Inspection For the 2011 calendar year, or tax year beginning 2011, and ending 20 Check if applicable: C Name of organization Vine Maple Place D Employer identification number Doing Business As 91-2082308 Address change  $\Box$ Number and street (or P.O. box if mail is not delivered to street address) Boom/suite E Telephone number Name change PO Box 1092 Initial return 425-432-2119 City or town, state or country, and ZIP + 4 Terminated Maple Valley, WA 98038 Amended return G Gross receipts \$ 764,719 Application pending F Name and address of principal officer: Colleen Starr H(a) Is this a group return for affiliates? Yes No PO Box 1092, Maple Valley, WA 98038 H(b) Are all affiliates included? Yes No. √ 501(c)(3) 501(c) ( If "No," attach a list. (see instructions) ) ◀ (insert no.) ☐ 4947(a)(1) or Tax-exempt status: Website: ▶ www.vinernapleplace.org H(c) Group exemption number ▶ 7 Other ▶ M State of legal domicile: Form of organization: Corporation Trust Association L Year of formation: 2000 WA Part I Summary Briefly describe the organization's mission or most significant activities: Vine Maple Place helps homeless single-parent families break the cycle of homelessness by providing them with transitional housing and support services as they work to Activities & Governance build lives of hope, stability, and greater self-sufficiency. Our vision is for a safe, stable home for every child and parent. Check this box ▶☐ if the organization discontinued its operations or disposed of more than 25% of its net assets. Number of voting members of the governing body (Part VI, line 1a) . . . . 3 13 13 4 Number of independent voting members of the governing body (Part VI, line 1b) Total number of individuals employed in calendar year 2011 (Part V, line 2a) 13 5 Total number of volunteers (estimate if necessary) . . . . 339 6 6 -0-Total unrelated business revenue from Part VIII, column (C), line 12 7a 7a Net unrelated business taxable income from Form 990-T, line 34 -0-7b Current Year 8 Contributions and grants (Part VIII, line 1h). 593,067 736,084 Revenue 9 Program service revenue (Part VIII. line 2g) 31,164 27,070 10 Investment income (Part VIII, column (A), lines 3, 4, and 7d) . . . . 2,999 1,565 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e) . . . -O--0-11 Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12) 627,230 764,719 12 Grants and similar amounts paid (Part IX, column (A), lines 1-3) . . . . . 6.300 13.714 13 -n. -0-14 Benefits paid to or for members (Part IX, column (A), line 4) 443,652 15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10) 349,882 16a Professional fundraising fees (Part IX, column (A), line 11e) . . . . . . 86 1,162 Total fundraising expenses (Part IX, column (D), line 25) ▶ b 17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e) 211,568 194,057 18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25) 567.836 652,585 Revenue less expenses. Subtract line 18 from line 12 59.394 112,134 19 **Beginning of Current Year** End of Year 2,509,779 2,880,882 20 Total assets (Part X. line 16) 21 Total liabilities (Part X, line 26) . 464,854 723,823 2.044,925 2,157,059 22 Net assets or fund balances. Subtract line 21 from line 20 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 ate. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge Sign Executive Here Type or print name and title Date Print/Type preparer's name Preparer's signature Check [ if Paid Preparer Firm's EIN ▶ Firm's name Use Only Firm's address ▶

May the IRS discuss this return with the preparer shown above? (see instructions)

OIIII 93	Page <b>Z</b>
Part	•
	Check if Schedule O contains a response to any question in this Part III
1	Briefly describe the organization's mission:
	Vine Maple Place helps homeless single-parent families break the cycle of homelessness by providing them with transitional housing and support services as they work to build lives of hope, stability, and greater self-sufficiency. Our vision is for a safe,
	Stable home for every child and parent.
	Stable notice for every clinic and parent.
2	Did the organization undertake any significant program services during the year which were not listed on the
	prior Form 990 or 990-EZ?
	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?
	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.
40	(Code: ) (Expenses \$ 398,775 including grants of \$ 13,714 ) (Revenue \$ 27,070 )
4a	(Code: ) (Expenses \$ 398,775 including grants of \$ 13,714 ) (Revenue \$ 27,070 ) In 2011 the program provided housing and services to 22 parents and 42 children. The families at Vine Maple Place arrive without
	the resources and skills required to achieve stability and self-sufficiency in their lives. We define our success by how well our
	families achieve self-sufficiency and their ability to obtain and move into stable permanent housing. Our services to homeless
	families include: 1. Transitional housing: 2-bedroom apartments where families live for up to 24 months. 2. Case Management:
-	assisting each family with a Family Transition Plan that focuses on achieving permanent housing along with stable
	employment in living wage jobs. 3. Life-Skills Training: to build self-sufficiency, including Financial Literacy, Employment and
	Education counseling, goal-setting, job readiness, parenting skills, time management, building healthy relationships in family and
	community. 4. Family Support Teams: car mechanics, childcare helpers, job-skills trainers, tutors, hair stylists, computer trainers,
	and more. Mentoring trained mentors who encourage and work with the families. 5. Child Advocacy: Each child is assessed for
	age/grade appropriate development in behavior and academics. Deficiencies are addressed by providing services such as tutoring,
	counseling, therapeutic intervention and life skills training. Our goal is to provide a safe, nurturing environment where children can
	heal, grow and thrive. In 2011 we received calls representing 3,340 homeless parents and children seeking help and housing.
4b	(Code:) (Expenses \$including grants of \$) (Revenue \$)
<del></del> -	
4c	(Code:) (Expenses \$including grants of \$) (Revenue \$)
4d	Other program services (Describe in Schedule O.)
40	(Expenses \$ including grants of \$ ) (Revenue \$ )  Total program service expenses ▶ 398,775
4e	Total program service expenses ► 398,775

Part I	V Checklist of Required Schedules			
			Yes	No
	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes,"			
	complete Schedule A	1	✓	
2	Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?	2	<b>✓</b>	
	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	3		1
4	Section 501(c)(3) organizations. 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	4		✓
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,			١.
	Part III	5		✓
6	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors	- <u>`</u>		
	have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If			1
	"Yes," complete Schedule D, Part I	6		1
7	Did the organization receive or hold a conservation easement, including easements to preserve open space,	- <u>`</u> -	<del>                                      </del>	
	the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II	7		1
	Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes,"	<b>-</b>		<del>                                     </del>
	complete Schedule D, Part III	8		1
	Did the organization report an amount in Part X, line 21; serve as a custodian for amounts not listed in Part	- <del>-</del> -		<u> </u>
	X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes,"			ĺ
	complete Schedule D, Part IV	9		1
	Did the organization, directly or through a related organization, hold assets in temporarily restricted	<u> </u>		<u> </u>
	endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V	10		1
	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI,	775.2		10000
	VII, VIII, IX, or X as applicable.			
	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes,"	Section Control of the control of th		
	complete Schedule D, Part VI	11a	1	ł
	Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more		<u> </u>	<del>                                     </del>
	of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII	11b	ļ	1
	Did the organization report an amount for investments – program related in Part X, line 13 that is 5% or more			<u> </u>
	of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII	11c		1
	Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets			<u> </u>
	reported in Part X, line 16? If "Yes," complete Schedule D, Part IX	11d		1
e	Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X	11e	1	<u> </u>
	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 .	11f	ļ	✓
12 a	Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete			f —
	Schedule D, Parts XI, XII, and XIII	12a		1
b	Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if			
	the organization answered "No" to line 12a, then completing Schedule D, Parts XI, XII, and XIII is optional	12b		<b>√</b>
13	Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	13		1
	Did the organization maintain an office, employees, or agents outside of the United States?	14a		1
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	14b	1	1
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	15		1
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	16		1
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 (see instructions)	17		1
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	18	<b>✓</b>	ļ
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	19	<u> </u>	1
-	Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H	20a		1
b	If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b	L	<u>Ļ</u>
		For	m <b>99</b> (	(2011)

21				
21			Yes	No
	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? If "Yes," complete Schedule I, Parts I and II	21		✓
	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? If "Yes," complete Schedule I, Parts I and III	22	<b>✓</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? If "Yes," complete Schedule J	23		1
	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? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25	24a		<b>√</b>
С	Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception? Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24b 24c		<b>√</b>
25a	Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year? Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I	24d 25a		1
	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? If "Yes," complete Schedule L, Part I	25b		<b>√</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? If "Yes," complete Schedule L, Part II	26		<b>√</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? If "Yes," complete Schedule L, Part III	27		1
	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	A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV	28a 28b		1
	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? If "Yes," complete Schedule L, Part IV	28c		1
30	Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M	30		1
	Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I	31		1
32	Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II	32		1
	Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I	33		1
	Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Parts II, III, IV, and V, line 1	34		1
	Did the organization have a controlled entity within the meaning of section 512(b)(13)?	35a 35b		<b>√</b>
	Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2	36		1
	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? If "Yes," complete Schedule R,	"		
38	Part VI	37		1
	19? <b>Note.</b> All Form 990 filers are required to complete Schedule O	38 For	√ 990	(2011)

Part				
	Check if Schedule O contains a response to any question in this Part V		<u> </u>	
			Yes	No
1a	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable 1a 11	107		
b	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable			
С	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	4 -	The same	
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax	1c	74 3	Mary Sales
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? .	2b	J	
	<b>Note.</b> If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	Tellar and	E DAY	The same
За	Did the organization have unrelated business gross income of \$1,000 or more during the year?	3a		<b>\</b>
b	If "Yes," has it filed a Form 990-T for this year? If "No," provide an explanation in Schedule O	3b		
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)?	4a	- Aller	<b>√</b>
þ	If "Yes," enter the name of the foreign country: ►	MET NE	325	1000
_	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?	5a		<b>√</b>
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction? If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	5b 5c		<del>-</del>
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the	30		
- Cu	organization solicit any contributions that were not tax deductible?	6a		1
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or	- Ju		Ť
	gifts were not tax deductible?	6b		
7	Organizations that may receive deductible contributions under section 170(c).	MEZ MANUEL STANCE STANCE MANUEL STANCE MANUEL STANCE MANUE		
а	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?	7a		<b>✓</b>
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	7b		
С	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was	_		,
	required to file Form 8282?	7c		<b>V</b>
d e	If "Yes," indicate the number of Forms 8282 filed during the year	7e		_/
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?.	7f		7
g g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	7g		<u> </u>
ħ	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	7h	✓	
8	Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting			
	organizations. Did the supporting organization, or a donor advised fund maintained by a sponsoring			Section 1
	organization, have excess business holdings at any time during the year?	8		799
9	Sponsoring organizations maintaining donor advised funds.			
a	Did the organization make any taxable distributions under section 4966?	9a 9b		
10	Section 501(c)(7) organizations. Enter:	30		
а	Initiation fees and capital contributions included on Part VIII, line 12			
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities . 10b			THE THE PERSON NAMED IN
11	Section 501(c)(12) organizations. Enter:		NO.	
а	Gross income from members or shareholders			ender out
b	Gross income from other sources (Do not net amounts due or paid to other sources			- I
	against amounts due or received from them.)		1.00	200
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a	san sing	752 19
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year 12b			
13	Section 501(c)(29) qualified nonprofit health insurance issuers.	100		and the second second
а	Is the organization licensed to issue qualified health plans in more than one state?	13a		35, 36,
b	Enter the amount of reserves the organization is required to maintain by the states in which			
b	the organization is licensed to issue qualified health plans			
C	Enter the amount of reserves on hand			
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a		1
_b	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O.	14b		
		Forr	n <b>99</b> 0	(2011)

Part	Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. S. Check if Schedule O contains a response to any question in this Part VI	See ins	truct	ions.
Section	on A. Governing Body and Management	<del></del>		<u> </u>
			Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year 1a 13			
	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.		C COLUMN	
b	Enter the number of voting members included in line 1a, above, who are independent . 1b 13			
2	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		<b>√</b>
3	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		1
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4		<b>✓</b>
5	Did the organization become aware during the year of a significant diversion of the organization's assets?	5		<b>✓</b>
6	Did the organization have members or stockholders?	6		<b>√</b>
7a	Did the organization have members, stockholders, or other persons who had the power to elect or appoint	1_		,
	one or more members of the governing body?	7a		<b>✓</b>
þ	stockholders, or persons other than the governing body?	7b		✓
8	Did the organization contemporaneously document the meetings held or written actions undertaken during			
	the year by the following:			
а	The governing body?	8a	√ 	1000000 T 2776000
b	Each committee with authority to act on behalf of the governing body?	8b	<b>√</b>	
9	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		<b>✓</b>
Secti	on B. Policies (This Section B requests information about policies not required by the Internal Reven	iue Co		
			Yes	No
10a	Did the organization have local chapters, branches, or affiliates?	10a		<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		
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a	1	
b	Describe in Schedule O the process, if any, used by the organization to review this Form 990.			A. Salake
12a	Did the organization have a written conflict of interest policy? If "No," go to line 13	12a	<b>√</b>	and the State of t
b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b	1	
С	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	12c	1	
13	Did the organization have a written whistleblower policy?	13	✓	
14	Did the organization have a written document retention and destruction policy?	14	1	
15	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?			
а	The organization's CEO, Executive Director, or top management official	15a	<b>√</b>	
b	Other officers or key employees of the organization	15b		1
	If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).			
16a	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		<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		
Secti	on C. Disclosure	1.00		<del>'</del>
17	List the states with which a copy of this Form 990 is required to be filed ▶ WA			
18	Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section	n 501(	(c)(3)	s only)
	available for public inspection. Indicate how you made these available. Check all that apply.			
40	Own website Another's website Upon request  Describe in Schedule O whether (and if so, how), the organization made its governing documents, conflict organization made its governing documents.	of inte	rest i	ooliev
19	and financial statements available to the public during the tax year.		. 551	- ccy,
20	State the name, physical address, and telephone number of the person who possesses the books and records	of the	3	
	organization: ► Colleen Starr, 22815 SE 216th Way, Maple Valley, WA 98038, 425-432-2119			

Form	990	(201	1)

## Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

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 no	or any relate	d org	aniz	atio	n c	ompe	nsa	ted any curren	t officer, director	, or trustee.
	(C)									
(A)	(B)	ĺ ,.		Posi				(D)	(E)	(F)
Name and Title	Average		not check more to t, unless person is					Reportable	Reportable	Estimated
	hours per					or/trustee)		compensation	compensation from	amount of
	week (describe	۹ <del>ک</del>	3	Q	Ž	9 ∓	F	from the	related organizations	other compensation
	hours for	Individual trustee or director	#	Officer	Key employee	np ghe	Former	organization	(W-2/1099-MISC)	from the
·	related	cto	g	~	힐	ye c	1	(W-2/1099-MISC)		organization
	organizations in Schedule	1 7	합		ye	ğ				and related organizations
	O)	tee	Institutional trustee			Highest compensated employee				v
J			ď			ted	_			
(1) Mark Clawson										
Board Member	- 5	1				ĺ		-0-	-0-	-0-
(2) Mark Howell										
Board Member	- 5	1				!		-0-	-0-	-0-
(3) Kevin Kalberg				-						
Board Member	5	1						-0-	-0-	-0-
(4) Marie Leaf	<del>                                     </del>									
Board Member	5	1						-0-	-0-	-0-
(5) Benton Melbourne										
Board Member	5	1						-0-	-0-	-0-
(6) Amber Molen										
Board Member	5	1			Ì		ļ	-0-	-0-	-0-
(7) Marty Schillaci										
Board Member	5	1			_			0-	-0-	-0-
(8) Rita Wellons					1			ł		
Board Member	5	✓						-0-	-0-	-0-
(9) Ben Bicknell										
Board Member	5	✓					<u> </u>	-0-	-0-	-0-
(10) Colleen Starr				!		l	ŀ			
Executive Director	50			✓				64,923	-0-	-0-
(11) Scott Ridge										
Board Chair	6	<u></u>		✓				-0-	-0-	-0-
(12) David Kulp		_								
Board Co-Vice Chair	6	<u> </u>		1			<u>L</u>	-0-	-0-	-0-
(13) Daniel Wilton										
Board Co-Vice Chair and Treasurer	6	L		1	L		<u> </u>	-0-	-0-	-0-
(14) Monica Haines-Bavendam									_	_
Board Secretary	5			<b>√</b>		<u> </u>	乚	-0-	-0-	-0-

Part	VII Section A. Office	ers, Directors, Trus	ees, Key E	mploy	/ees	s <u>, ar</u> ((		lighes	st C	ompensated E	mployees (	continu	ed)
			(=)			Pos	•						·
	<b>(A)</b> Name and titl		(B) Average			eck	more	than c		(D) Reportable	<b>(E)</b> Reportab	ما	<b>(F)</b> Estimated
	rano ano ao		hours per					is both or/trust		compensation	compensation		amount of
			week (describe	or a	Ins	Officer	ξ <sub>e</sub>	em Hig	For	from the	related organizatio	ins	other compensation
			hours for related	Individual trustee or director	Institutional trustee	icer	Key employee	Highest compensated employee	Former	organization (W-2/1099-MISC)	(W-2/1099-N	IISC)	from the
			organizations	for tr	onal		ploy	con		(00-271099-01130)			organization and related
			in Schedule O)	uste	trus		e	pen				1	organizations
			,	o o	tee			sate					
(15)	<del></del>						_	- 0	-				
110/											· .		
(16)						-	-		H				
			· 									}	
(17)													
									_				
(18)									•	}			
(40)					_		_		<u> </u>				
(19)													
(20)							-		-				
(20)				}			}					)	
(21)			<b>_</b>						-				
35			•										
(22)													
										<u> </u>			
(23)												.	
				<b> </b>		<u> </u>	<u> </u>		<u> </u>				
(24)			}										
(05)			<del> </del> -		-		-		-			-+	
(25)			-										
1b	Sub-total					<u> </u>		L	<b></b>	64,923		-0-	-0-
C	Total from continuat	ion sheets to Part	VII, Sectio	n A					<b>&gt;</b>	-0-		-0-	-0-
d	Total (add lines 1b a								<b>&gt;</b>	64,923		-0-	-0-
2	Total number of indivi								=) w	ho received m	ore than \$1	00,000	of
	reportable compensa	tion from the organ	ization ►	-0-									
_												1 -	Yes No
3	Did the organization employee on line 1a?								emp	oloyee, or high	est compe	nsated	
A	• •	•							.n c	nd other comm	oncation fr	om the	3 /
4	For any individual list organization and rela												
	individual												4
- 5	Did any person listed	on line 1a receive of	or accrue co	ompe	nsa	tion	fro	m any	/ ur	related organiz	zation or inc	dividua	
•	for services rendered										. <u></u>		5 🗸
Section	on B. Independent Co												
1	Complete this table for	or your five highest	compensat	ed in	dep	end	ent	contr	act	ors that receive	ed more tha	ın \$100	0,000 of
	compensation from the	ne organization. Rep	oort compe	nsatio	on f	or th	ne c	alenc	iar y	year ending wit	h or within	the org	ganization's tax
	year.								_				
		(A) Name and business add	iress							(B) Description of s	ervices		(C) Compensation
		Tamb and publicas add							+				
	· · · · · · · · · · · · · · · · · · ·								$\vdash$		<del></del>		
			<del></del>						+-				
									+				
2	Total number of ind	ependent contracto	ors (includi	ng bi	ut n	ot	limi	ed to	o th	nose listed ab	ove) who		4.3
	received more than \$	100,000 of compen	sation from	the c	rga	niza	tion	<b>&gt;</b>					

Part	VIII	Statement of Reve	nue						
		15 (15 (15 (15 (15 (15 (15 (15 (15 (15 (				(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512, 513, or 514
ıts	1a	Federated campaigns	·	1a	7 (1975) - 1 (1975) -				
Grants	b	Membership dues .		1b					
s, G	С	Fundraising events .		1c	181,373				
Gifts, ilar An	d	Related organizations		1d					
ıs, ( imi	е	Government grants (con	tributions)	1e					
Contributions, Gifts, Grants and Other Similar Amounts	f	All other contributions, gi and similar amounts not inc		1f	554,711				
ntri d O	g	Noncash contributions include	ded in lines 1a	-1f: \$	7,952				
	h	Total. Add lines 1a-1	f	<u> </u>	. <u>.</u> <b>&gt;</b>	736,084			
ne.				_	Business Code	and the same and			5 34 Sec. 14
ver	2a	Program Service Fees		<b></b>	531110	27,070	27,070		
ice Re	b								
ζį	С		· <b></b>						
Program Service Revenue	d								
	е							:	
G	f	All other program serv			L				
	9	Total. Add lines 2a-2				27,070			
	3	Investment income and other similar amo				4.505	1		4 505
			-			1,565			1,565
	4 5	Income from investment		-	•				
	3	Royalties	(i) Real	<del></del>	(ii) Personal				
	6a	Gross rents	()		(1) 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		$\mathcal{F}_{-} = \mathcal{F}_{-}$		
	b	Less: rental expenses	ļ						
	c	Rental income or (loss)	<del> </del>						
	d	Net rental income or (							
	7a	Gross amount from sales of	(i) Securit	ies	(ii) Other	and the same of th			
		assets other than inventory	<u>`</u>						
	b	Less: cost or other basis							
		and sales expenses .	1			Grand Control			
	С	Gain or (loss)							
	d	Net gain or (loss) .			<b>&gt;</b>		<u> </u>		
4)							(4) (B)		
venue	8a	Gross income from fu	ındraising				A		
ě		events (not including \$	181,37						
æ		of contributions reporte		•					
Other Re		See Part IV, line 18 .		· a	0				
₹	b	Less: direct expenses		. b		7.7.			
	С	Net income or (loss) f			events . ►		200		
	9a	Gross income from ga	amıng actıvı		}				
	_	Less: direct expenses		-			7.5		
	b	Net income or (loss) f							
	10a	Gross sales of in	_		VIII.00		14-74-34-5 J		
		returns and allowance					274-276-276		
	b	Less: cost of goods s		_					
	C	Net income or (loss) f							
	-	Miscellaneous F		2. IIIV	Business Code				S-10-2
	11a								
	b					1	,		
	c								
	d	All other revenue .							
	е	Total. Add lines 11a-	-11d		>				
	12	Total revenue. See in	nstructions	S	▶	764,719	27,070		1,565

## 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 respon	ise to any question i	<u>n this Part IX</u>	<u></u>	. <i>. <u>.</u></i> 🔲
	t include amounts reported on lines 6b, 7b, , and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	<b>(D)</b> Fundraising expenses
1	Grants and other assistance to governments and organizations in the United States. See Part IV, line 21	-0-			
2	Grants and other assistance to individuals in the United States. See Part IV, line 22				
_		13714	13714		
3	Grants and other assistance to governments,				
	organizations, and individuals outside the				
	United States. See Part IV, lines 15 and 16	-0-			
4	Benefits paid to or for members	-0-			100
5	Compensation of current officers, directors,				
	trustees, and key employees	64923	25969	12985	25969
6	Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and				
_	persons described in section 4958(c)(3)(B)	-0-			
7	Other salaries and wages	318635	191204	60732	66699
8	Pension plan accruals and contributions (include				
	section 401(k) and 403(b) employer contributions)	-0-			
9	Other employee benefits	24473	18671	3060	2742
10	Payroll taxes	35621	19794	6998	8829
11	Fees for services (non-employees):			ļ	
а	Management	-0-			
b	Legal	-0-			
C	Accounting	7019		7019	
d	Lobbying	-0-			4400
e	Professional fundraising services. See Part IV, line 17	1162			1162
f	Investment management fees	-0-			
g	Other	-0-		<del>}</del>	7042
12	Advertising and promotion	7043	44544	0704	7043
13	Office expenses	21260	11544	6794	2922
14	Information technology	15773	11699		4074
15	Royalties	-0-	44457	1043	1165
16	Occupancy	46665	3832	241	670
17 18	Travel	4743	3832	241	
10	for any federal, state, or local public officials	-0-			
19	Conferences, conventions, and meetings .	25108	6199	2683	16226
20	Interest	23.00	0100		
21	Payments to affiliates				
22	Depreciation, depletion, and amortization	64737	51692	4912	8133
23	Insurance	1709		1709	
24	Other expenses, Itemize expenses not covered			APP APPL -	74 P.
	above. (List miscellaneous expenses in line 24e. If			and the second	**
	line 24e amount exceeds 10% of line 25, column	and the second s		The state of	
	(A) amount, list line 24e expenses on Schedule O.)	Total Control			
а	,		The second secon	The second secon	Company Company
b					
C					
d					
e	All other expenses				
25	Total functional expenses. Add lines 1 through 24e	652585	398775	108176	145634
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)				

		Balance Sheet	(A)		(B)
			Beginning of year	İ	<b>(B)</b> End of year
1	1	Cash – non-interest-bearing	299378	1	353103
	2	Savings and temporary cash investments	446931	2	453530
	3	Pledges and grants receivable, net	420297	3	667633
	4	Accounts receivable, net	1691	4	10453
ļ	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	Company Compan	LICENSES	
		4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing	Section 1992	-	
		employers and sponsoring organizations of section 501(c)(9) voluntary			
İ		employees' beneficiary organizations (see instructions)	The second section of the section of the sect	6	
	7	Notes and loans receivable, net		7	
	8	Inventories for sale or use		8	
	9	Prepaid expenses and deferred charges	7370	9	6319
1	10a	Land, buildings, and equipment: cost or	and the same		
ł		other basis. Complete Part VI of Schedule D 10a 1686456		25 cm	
	b	Less: accumulated depreciation 10b 297952	1324078	10c	1388504
-	11	Investments—publicly traded securities	5137	11	-0-
-	12	Investments—other securities. See Part IV, line 11		12	
	13	Investments—program-related. See Part IV, line 11		13	
	14	Intangible assets		14	
1	15	Other assets. See Part IV, line 11	4897	15	1340
1	16	Total assets. Add lines 1 through 15 (must equal line 34)	2509779	16	2880882
٦	17	Accounts payable and accrued expenses	42307	17	53435
1	18	Grants payable		18	
1	19	Deferred revenue	420297	19	667633
ł	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	AND THE RES		
		employees, highest compensated employees, and disqualified persons.  Complete Part II of Schedule L		22	
	23	Secured mortgages and notes payable to unrelated third parties		23	
	24	Unsecured notes and loans payable to unrelated third parties		24	
İ	25	Other liabilities (including federal income tax, payables to related third			· · · · · · · · · · · · · · · · · · ·
1		parties, and other liabilities not included on lines 17-24). Complete Part X	2250		2755
		of Schedule D		25	
-	26	Total liabilities. Add lines 17 through 25	464854	26	723823
٦		Organizations that follow SFAS 117, check here ▶ ☑ and complete			
		lines 27 through 29, and lines 33 and 34.			
	27	Unrestricted net assets	2003192	27	2128378
	28	Temporarily restricted net assets	41733	28	28681
	29	Permanently restricted net assets		29	
	-	Organizations that do not follow SFAS 117, check here ▶ ☐ and			
		complete lines 30 through 34.			
١	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	
To Cooper of Figure College	33	Total net assets or fund balances	2044925	33	2157059
.	34	Total liabilities and net assets/fund balances	2509779	34	2880882

Form	990	/201	4١

Page 12

Check if Schedule O contains a response to any question in this Part XI	Dart	XI Reconciliation of Net Assets				<del></del>	
1 Total revenue (must equal Part VIII, column (A), line 12)	rail						
Total expenses (must equal Part IX, column (A), line 25)		Check if Schedule O contains a response to any question in this Part XI	• • • •	• • •	• •		
Total expenses (must equal Part IX, column (A), line 25)		T 1-1 ( 1 - 1 - 1 - 1 - 1 - 1 -	. 1				
Revenue less expenses. Subtract line 2 from line 1  Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))  Net assets or fund balances at end of year. Combine lines 3, 4, and 5 (must equal Part X, line 33, column (B))  Net assets or fund balances at end of year. Combine lines 3, 4, and 5 (must equal Part X, line 33, column (B))  Part XII Financial Statements and Reporting  Check if Schedule O contains a response to any question in this Part XII  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.  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:  Yes No  2a V  2b   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  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?  If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the	-						
A Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))							
Solumn (B)	_	·					
Net assets or fund balances at end of year. Combine lines 3, 4, and 5 (must equal Part X, line 33, column (B))					204	4925	
Part XII Financial Statements and Reporting  Check if Schedule O contains a response to any question in this Part XII	_		5				
Check if Schedule O contains a response to any question in this Part XII	6						
Check if Schedule O contains a response to any question in this Part XII			6		215	7059	
Accounting method used to prepare the Form 990:  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?							
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?		Check if Schedule O contains a response to any question in this Part XII	<u></u> .	<u>.</u>			
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?					Yes	No	
Schedule O.  2a Were the organization's financial statements compiled or reviewed by an independent accountant?	1	Accounting method used to prepare the Form 990: ☐ Cash ☑ Accrual ☐ Other		o in a little			
Were the organization's financial statements compiled or reviewed by an independent accountant?			olain in				
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?		Schedule O.		3 10 10 10 10 10 10 10 10 10 10 10 10 10			
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?	2a	Were the organization's financial statements compiled or reviewed by an independent accountant?			✓		
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.  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	Were the organization's financial statements audited by an independent accountant?				<b>√</b>	
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?	С	If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight					
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?		of the audit, review, or compilation of its financial statements and selection of an independent accountant?			✓ [		
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?		If the organization changed either its oversight process or selection process during the tax year, explain in					
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?							
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?	d	If "Yes" to line 2a or 2b, check a box below to indicate whether the financial statements for the ve	ar were				
<ul> <li>✓ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis</li> <li>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?</li></ul>	_						
<ul> <li>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?</li></ul>							
the Single Audit Act and OMB Circular A-133?	3a		forth in				
b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the				За		1	
	h		rao the				
required audit of audits, explain why in Schequie O and describe any steps taken to undergo such audits 1 3 <b>h</b> 1 1		required audit or audits, explain why in Schedule O and describe any steps taken to undergo such a	-	3b			
Form <b>990</b> (2011)		(2011)					