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Short Form
Return of Organization Exempt From Income Tax

Form **990-EZ**

Department of the Treasury
Internal Revenue Service

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

▶ Sponsoring organizations of donor advised funds and controlling organizations as defined in section 512(b)(13) must file Form 990 All other organizations with gross receipts less than $500 000 and total assets less than $1,250,000 at the end of the year may use this form

▶ *The organization may have to use a copy of this return to satisfy state reporting requirements*

OMB No 1545-1150

2009

Open to Public Inspection

A **For the 2009 calendar year, or tax year beginning** **and ending**

B Check if applicable: ☐ Address change ☐ Name change ☐ Initial return ☐ Terminated ☐ Amended return ☐ Application pending

Please use IRS label or print or type See Specific Instructions

C Name of organization

WEST VIRGINIA HOUSING INSTITUTE, INC.

Number and street (or P.O. box, if mail is not delivered to street address) Room/suite

P.O. BOX 2182

City or town, state or country, and ZIP + 4

CHARLESTON, WV 25328

D Employer identification number

34-2024444

E Telephone number

304-346-8985

F Group Exemption Number ▶

• **Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ)**

G Accounting method: [X] Cash ☐ Accrual Other (specify) ▶

I **Website:** ▶ WWW.WVHI.ORG

H Check ▶ [X] if the organization is **not** required to attach Schedule B (Form 990 990-EZ, or 990-PF)

J **Tax-exempt status** (check only one) — [X] 501(c)(6) ◀ (insert no.) ☐ 4947(a)(1) or ☐ 527

K Check ▶ ☐ if the organization is not a section 509(a)(3) supporting organization **and** its gross receipts are normally **not** more than $25,000. A Form 990-EZ or Form 990 return is not required, but if the organization chooses to file a return, be sure to file a complete return.

L Add lines 5b, 6b, and 7b, to line 9 to determine gross receipts; if $500,000 or more, file Form 990 instead of Form 990-EZ ▶ $ 156,671.

Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (See the instructions for Part I.)

Revenue	1	Contributions, gifts, grants, and similar amounts received	1	
	2	Program service revenue including government fees and contracts	2	
	3	Membership dues and assessments	3	125,550.
	4	Investment income	4	2,856.
	5a	Gross amount from sale of assets other than inventory — 5a		
	b	Less: cost or other basis and sales expenses — 5b		
	c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)	5c	
	6	Special events and activities (complete applicable parts of Schedule G). If any amount is from **gaming**, check here ▶ ☐		
	a	Gross revenue (not including $ _____ of contributions reported on line 1) — 6a		
	b	Less: direct expenses other than fundraising expenses — 6b		
	c	Net income or (loss) from special events and activities (Subtract line 6b from line 6a)	6c	
	7a	Gross sales of inventory, less returns and allowances — 7a		
	b	Less: cost of goods sold — 7b		
	c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)	7c	
	8	Other revenue (describe ▶ CONVENTION INCOME)	8	28,265.
	9	**Total revenue.** Add lines 1, 2, 3, 4, 5c, 6c, 7c, and 8 ▶	9	156,671.
Expenses	10	Grants and similar amounts paid (attach schedule)	10	
	11	Benefits paid to or for members	11	
	12	Salaries, other compensation, and employee benefits	12	103,063.
	13	Professional fees and other payments to independent contractors	13	17,208.
	14	Occupancy, rent, utilities, and maintenance SEE STATEMENT 4	14	18,242.
	15	Printing, publications, postage, and shipping	15	3,491.
	16	Other expenses (describe ▶ SEE STATEMENT 1)	16	62,518.
	17	**Total expenses.** Add lines 10 through 16 ▶	17	204,522.
Net Assets	18	Excess or (deficit) for the year (Subtract line 17 from line 9)	18	-47,851.
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)	19	151,337.
	20	Other changes in net assets or fund balances (attach explanation)	20	
	21	Net assets or fund balances at end of year. Combine lines 18 through 20 ▶	21	103,486.

Part II Balance Sheets. If Total assets on line 25, column (B) are $1,250,000 or more, file Form 990 instead of Form 990-EZ.

(See the instructions for Part II.)

		(A) Beginning of year		(B) End of year
22	Cash, savings, and investments	153,593.	22	121,956.
23	Land and buildings		23	
24	Other assets (describe ▶ SEE STATEMENT 2)	4,925.	24	4,879.
25	**Total assets**	158,518.	25	126,835.
26	**Total liabilities** (describe ▶ SEE STATEMENT 3)	7,181.	26	23,349.
27	**Net assets or fund balances** (line 27 of column (B) **must** agree with line 21)	151,337.	27	103,486.

Part III Statement of Program Service Accomplishments (See the instructions for Part III.)

What is the organization's primary exempt purpose? SEE STATEMENT 7

Describe what was achieved in carrying out the organization's exempt purposes In a clear and concise manner, describe the services provided, the number of persons benefited, and other relevant information for each program title

Expenses (Required for section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts optional for others)

28 SEE STATEMENT 6

(Grants $) If this amount includes foreign grants, check here ▶ ☐ 28a

29

(Grants $) If this amount includes foreign grants, check here ▶ ☐ 29a

30

(Grants $) If this amount includes foreign grants, check here ▶ ☐ 30a

31 Other program services (attach schedule)

(Grants $) If this amount includes foreign grants, check here ▶ ☐ 31a

32 **Total program service expenses** (add lines 28a through 31a) ▶ 32

Part IV List of Officers, Directors, Trustees, and Key Employees. List each one even if not compensated (See the instructions for Part IV)

(a) Name and address	(b) Title and average hours per week devoted to position	(c) Compensation (If not paid, enter -0-)	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
ANDREW GALLAGHER, P.O. BOX 2182, CHARLESTON, WV 25328-2182	EXECUTIVE DIRECTOR 40.00	103,063.	0.	0.
STEVE BROWN 23 CHASE DRIVE, HURRICANE, WV 25526	CO-PRESIDENT 1.00	0.	0.	0.
KEVIN WILFONG, 53 MIDDLETOWN ROAD, WHITE HALL, WV 26554	CO-PRESIDENT 1.00	0.	0.	0.
KAREN BAILEY P.O. BOX 439, PINEVILLE, WV 24874	VICE PRESIDENT 1.00	0.	0.	0.
GEORGE GUNNELL 23 CHASE DRIVE, HURRICANE, WV 25526	TREASURER 1.00	0.	0.	0.
ROGER ROY P.O. BOX 146, HARMAN, WV 26270	SECRETARY 1.00	0.	0.	0.
RALPH BALL 417 FIRST AVENUE, NITRO, WV 25143	BOARD MEMBER 1.00	0.	0.	0.
TOM BELASCO II, 1201 MAIN STREET, BRIDGEPORT, WV 26330	BOARD MEMBER 1.00	0.	0.	0.
PHIL FOGLEMAN, 412 MAIN STREET, SUMMERSVILLE, WV 26651	BOARD MEMBER 1.00	0.	0.	0.
GREGG DIES, 1160 HIGHWAY 11W, BEAN STATION, TN 37708	BOARD MEMBER 1.00	0.	0.	0.
GREG JANES P.O. BOX 1003, MARTINSBURG, WV 25402	BOARD MEMBER 1.00	0.	0.	0.
JACK JONES, 632 WEST WEBSTER ROAD, SUMMERSVILLE, WV 26651	BOARD MEMBER 1.00	0.	0.	0.
SHANE MASTERS 411 KOA COURT, BEREA, KY 40403	BOARD MEMBER 1.00	0.	0.	0.
MARVIN STANLEY, 5000 CLAYTON ROAD, MARYVILLE, TN 37804	BOARD MEMBER 1.00	0.	0.	0.
TOM PISZCZOR, 91 E. MAIN STREET, NEW SALEM, PA 15468	BOARD MEMBER 1.00	0.	0.	0.

Part V Other Information (Note the statement requirements in the instructions for Part V)

			Yes	No
33	Did the organization engage in any activity not previously reported to the IRS? If "Yes," attach a detailed description of each activity	33		X
34	Were any changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the changes	34		X
35	If the organization had income from business activities, such as those reported on lines 2, 6a, and 7a (among others), but **not** reported on Form 990-T, attach a statement explaining why the organization did not report the income on Form 990-T.			
a	Did the organization have unrelated business gross income of $1,000 or more or was it subject to section 6033(e) notice, reporting, and proxy tax requirements?	35a		X
b	If "Yes," has it filed a tax return on **Form 990-T** for this year?	35b	N/A	
36	Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Sch. N	36		X
37a	Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ 37a 0.			
b	Did the organization file **Form 1120-POL** for this year?	37b		X
38a	Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee **or** were any such loans made in a prior year and still outstanding at the end of the period covered by this return?	38a		X
b	If "Yes," complete Schedule L, Part II and enter the total amount involved 38b N/A			
39	Section 501(c)(7) organizations. Enter:			
a	Initiation fees and capital contributions included on line 9 39a N/A			
b	Gross receipts, included on line 9, for public use of club facilities 39b N/A			
40a	Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under: section 4911 ▶ N/A ; section 4912 ▶ N/A ; section 4955 ▶ N/A			
b	Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in any section 4958 excess benefit transaction during the year or is it 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	40b	N/A	
c	Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958 ▶ N/A			
d	Section 501(c)(3) and 501(c)(4) organizations. Enter amount of tax on line 40c reimbursed by the organization ▶ N/A			
e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T	40e		X

41 List the states with which a copy of this return is filed. ▶ WV

42a The organization's books are in care of ▶ ANDREW GALLAGHER, EXEC. DIR. Telephone no. ▶ 304-346-8985
Located at ▶ 2214 WASHINGTON STREET, EAST, CHARLESTON, WV ZIP + 4 ▶ 25328

			Yes	No
b	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)?	42b		X
	If "Yes," enter the name of the foreign country: ▶			
	See the instructions for exceptions and filing requirements for **Form TD F 90-22 1, Report of Foreign Bank and Financial Accounts**			
c	At any time during the calendar year, did the organization maintain an office outside of the U.S.?	42c		X
	If "Yes," enter the name of the foreign country: ▶			

43 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of **Form 1041** - Check here ▶ ☐
and enter the amount of tax-exempt interest received or accrued during the tax year ▶ 43 N/A

			Yes	No
44	Did the organization maintain any donor advised funds? If "Yes," Form 990 must be completed instead of Form 990-EZ	44		X
45	Is any related organization a controlled entity of the organization within the meaning of section 512(b)(13)? If "Yes," Form 990 must be completed instead of Form 990-EZ	45		X

Part VI **Section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts only.** All section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts must answer questions 46-49b and complete the tables for lines 50 and 51

			Yes	No
46	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	46		
47	Did the organization engage in lobbying activities? If "Yes," complete Schedule C, Part II	47		
48	Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	48		
49a	Did the organization make any transfers to an exempt non-charitable related organization?	49a		
b	If "Yes," was the related organization a section 527 organization?	49b		

50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than $100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each employee paid more than $100,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
N/A				

f Total number of other employees paid over $100,000 ▶

51 Complete this table for the organization's five highest compensated independent contractors who each received more than $100,000 of compensation from the organization. If there is none, enter "None."

N/A

(a) Name and address of each independent contractor paid more than $100,000	(b) Type of service	(c) Compensation

d Total number of other independent contractors each receiving over $100,000 ▶

Sign Here

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

▶ Signature of officer — Date 5/19/10

▶ ANDREW V. GALLAGHER, EXECUTIVE DIRECTOR
Type or print name and title

Paid Preparer's Use Only

Preparer's signature ▶ — Date 5/4/10 — Check if self-employed ▶ ☐ — Preparer's identifying number (See instr.)

Firm's name (or yours if self-employed), address, and ZIP + 4 ▶ WOOMER, NISTENDIRK & ASSOCIATES, PLLC
231 CAPITOL STREET, SUITE 400
CHARLESTON, WV 25301

EIN ▶

Phone no ▶ 304-342-2006

May the IRS discuss this return with the preparer shown above? See instructions ▶ [X] Yes ☐ No

FORM 990-EZ OTHER EXPENSES STATEMENT 1

DESCRIPTION	AMOUNT
TRAVEL	1,151.
BANK FEES	84.
CONFERENCES, CONVENTION & MEETINGS	46,629.
DUES & SUBSCRIPTIONS	3,634.
INSURANCE	397.
INTERNET	580.
LOBBYING EXPENSES	83.
MISCELLANEOUS	141.
SUPPLIES	2,553.
PENALTY EXPENSE	839.
TAXES	3,304.
TELEPHONE	3,023.
CONTRIBUTION	100.
TOTAL TO FORM 990-EZ, LINE 16	62,518.

FORM 990-EZ OTHER ASSETS STATEMENT 2

DESCRIPTION	BEG. OF YEAR	END OF YEAR
RECEIVABLE - ANDY	0.	409.
OTHER DEPRECIABLE ASSETS	4,925.	4,470.
TOTAL TO FORM 990-EZ, LINE 24	4,925.	4,879.

FORM 990-EZ OTHER LIABILITIES STATEMENT 3

DESCRIPTION	BEG. OF YEAR	END OF YEAR
ACCOUNTS PAYABLE AND ACCRUED EXPENSES	6,331.	22,514.
PAYROLL LIABILITIES	850.	835.
TOTAL TO FORM 990-EZ, LINE 26	7,181.	23,349.

FORM 990-EZ OCCUPANCY, RENT, UTILITIES AND MAINTENANCE STATEMENT 4

DESCRIPTION	AMOUNT
DEPRECIATION	1,892.
OTHER EXPENSES	16,350.
TOTAL TO FORM 990-EZ, LINE 14	18,242.

FORM 990-EZ INFORMATION REGARDING TRANSFERS ASSOCIATED WITH PERSONAL BENEFIT CONTRACTS STATEMENT 5

A) DID THE ORGANIZATION, DURING THE YEAR, RECEIVE ANY FUNDS, DIRECTLY OR INDIRECTLY, TO PAY PREMIUMS ON A PERSONAL BENEFIT CONTRACT? . . . . . [ ] YES [X] NO

B) DID THE ORGANIZATION, DURING THE YEAR, PAY PREMIUMS, DIRECTLY OR INDIRECTLY, ON A PERSONAL BENEFIT CONTRACT? . . [ ] YES [X] NO

OUR MEMBERS' PRODUCTS ARE MARKED PRIMARILY TO YOUNG FAMILIES STARTING OUT AND TO ELDERLY SEEKING TO DOWNSIZE INTO AFFORDABLE HOUSING THAT IS USUALLY ON ONE LEVEL. THE ORGANIZATION'S MISSION IS TO IMPROVE THE MANUFACTURED HOUSING MARKET THROUGH INFORMATION AND EDUCATIONAL CAMPAIGNS AIMED AT THE GENERAL PUBLIC, LENDING INSTITUTIONS AND REGULATORY BOARDS THAT ARE INTEGRAL TO OUR INDUSTRY. THE ORGANIZATION PROMOTES THE OVERALL GOAL OF SAFE AND AFFORDABLE HOUSING. THE ORGANIZATION PROMOTES A BROAD BASE OF ECONOMIC DEVELOPMENT GOALS THROUGH THE WV MANUFACTURED HOUSING INDUSTRY. THERE WERE 186 MEMBERS AT THE END OF 2009.

TO FACILITATE DEVELOPMENT OF SAFE AND AFFORDABLE HOUSING TO LOW/MODERATE INCOME WEST VIRGINIANS

WEST VIRGINIA HOUSING INSTITUTE, INC.
34-2024444
ATTACHMENT TO FORM 990-T
TAX YEAR 2009

Page 2, Part III, Line 37 - Proxy Tax

In-House Allocated Salaries	$	5,153
In-House Proportional Costs of Indirect Expenses Going Toward Lobbying Effects (Supplies, Postage, Misc, Overhead)	$	83
Total In-House Allocated Costs	$	5,236
Amounts Paid to Outside Lobbyist or Legislative Action Consultants	$	-
Total	$	5,236
Tax		35.00%
Proxy Tax	$	1,833