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Return of Private Foundation  
or Section 4947(a)(1) Nonexempt Charitable Trust  
Treated as a Private Foundation

2011

Department of the Treasury  
Internal Revenue Service

Note. The foundation may be able to use a copy of this return to satisfy state reporting requirements

For calendar year 2011, or tax year beginning , 2011, and ending

THE STEWART W. & WILLMA C. HOYT  
FOUNDATION, INC.  
70 FRONT STREET  
BINGHAMTON, NY 13905A Employer identification number  
22-3209342B Telephone number (see the instructions)  
607-772-0780C If exemption application is pending, check here ☐D 1 Foreign organizations, check here ☐2 Foreign organizations meeting the 85% test, check here and attach computation ☐E If private foundation status was terminated under section 507(b)(1)(A), check here ☐F If the foundation is in a 60-month termination under section 507(b)(1)(B), check here ☐G Check all that apply ☐ Initial return ☐ Initial Return of a former public charity  
☐ Final return ☐ Amended return  
☐ Address change ☐ Name changeH Check type of organization ☒ Section 501(c)(3) exempt private foundation  
☐ Section 4947(a)(1) nonexempt charitable trust ☐ Other taxable private foundationI Fair market value of all assets at end of year (from Part II, column (c), line 16)  
\$ 19,093,703.  
J Accounting method ☐ Cash ☐ Accrual  
☒ Other (specify) MODIFIED CASH  
(Part I, column (d) must be on cash basis)

## Part I Analysis of Revenue and Expenses

(The total of amounts in columns (b), (c), and (d) may not necessarily equal the amounts in column (a) (see instructions))

	(a) Revenue and expenses per books	(b) Net investment income	(c) Adjusted net income	(d) Disbursements for charitable purposes (cash basis only)
1 Contributions, gifts, grants, etc, received (att sch)				
2 Ck <input checked="" type="checkbox"/> if the foundn is not req to att Sch B				
3 Interest on savings and temporary cash investments	11.	11.		
4 Dividends and interest from securities	399,601.	399,601.		
5a Gross rents	10,800.	10,800.		
b Net rental income or (loss)	-32,148.			
6a Net gain/(loss) from sale of assets not on line 10	420,325.			
b Gross sales price for all assets on line 6a	3,579,486.			
7 Capital gain net income (from Part IV, line 2)		420,325.		
8 Net short-term capital gain				
9 Income modifications				
10a Gross sales less returns and allowances				
b Less Cost of goods sold				
c Gross profit/(loss) (att sch)				
11 Other income (attach schedule)				
SEE STATEMENT 1	12,184.	12,184.		
12 Total. Add lines 1 through 11	842,921.	842,921.	0.	
13 Compensation of officers, directors, trustees, etc	85,000.	8,500.		76,500.
14 Other employee salaries and wages	34,118.	10,015.		24,103.
15 Pension plans, employee benefits	8,500.	850.		7,650.
16a Legal fees (attach schedule) SEE ST 2	7,691.	1,923.		5,768.
b Accounting fees (attach sch) SEE ST 3	10,850.	4,340.		6,510.
c Other prof fees (attach sch) SEE ST 4	31,265.	31,265.		
17 Interest				
18 Taxes (attach schedule)(see instrs) SEE STM 5	23,374.	1,397.		6,977.
19 Depreciation (attach sch) and depletion	48,375.	8,538.		
20 Occupancy				
21 Travel, conferences, and meetings	4,912.	491.		4,421.
22 Printing and publications	489.			489.
23 Other expenses (attach schedule) SEE STATEMENT 6	103,116.	42,647.		60,469.
24 Total operating and administrative expenses. Add lines 13 through 23	357,690.	109,966.		192,887.
25 Contributions, gifts, grants paid PART XV	364,346.			364,346.
26 Total expenses and disbursements. Add lines 24 and 25	722,036.	109,966.	0.	557,233.
27 Subtract line 26 from line 12:				
a Excess of revenue over expenses and disbursements	120,885.			
b Net investment income (if negative, enter -0-)		732,955.		
c Adjusted net income (if negative, enter -0-)			0.	

SCANNED SEP 26 2012

ADMINISTRATIVE AND OPERATING EXPENSES

16-6-14

Part II Balance Sheets		Attached schedules and amounts in the description column should be for end-of-year amounts only (See instructions)		Beginning of year	End of year	
		(a) Book Value	(b) Book Value	(c) Fair Market Value		
ASSETS	1	Cash — non-interest-bearing		182,023.	215,267.	215,267.
	2	Savings and temporary cash investments		315,603.	294,991.	294,991.
	3	Accounts receivable				
		Less allowance for doubtful accounts				
	4	Pledges receivable				
		Less allowance for doubtful accounts				
	5	Grants receivable				
	6	Receivables due from officers, directors, trustees, and other disqualified persons (attach schedule) (see instructions)				
	7	Other notes and loans receivable (attach sch)				
		Less allowance for doubtful accounts				
	8	Inventories for sale or use				
	9	Prepaid expenses and deferred charges				
	10a	Investments — U.S. and state government obligations (attach schedule) STATEMENT 7	151,158.	129,921.	129,921.	
	b	Investments — corporate stock (attach schedule) STATEMENT 8	3,467,401.	3,557,423.	3,557,423.	
	c	Investments — corporate bonds (attach schedule) STATEMENT 9	93,532.	83,463.	83,463.	
	11	Investments — land, buildings, and equipment, basis				
	Less accumulated depreciation (attach schedule)					
12	Investments — mortgage loans					
13	Investments — other (attach schedule) STATEMENT 10	14,502,394.	13,840,891.	13,840,891.		
14	Land, buildings, and equipment basis 669,694.					
	Less accumulated depreciation (attach schedule) SEE STMT 11	356,264.	362,710.	313,430.	669,694.	
15	Other assets (describe SEE STATEMENT 12)	290,858.	302,053.	302,053.		
16	<b>Total assets</b> (to be completed by all filers — see the instructions. Also, see page 1, item I)	19,365,679.	18,737,439.	19,093,703.		
LIABILITIES	17	Accounts payable and accrued expenses				
	18	Grants payable				
	19	Deferred revenue				
	20	Loans from officers, directors, trustees, & other disqualified persons				
	21	Mortgages and other notes payable (attach schedule)				
	22	Other liabilities (describe SEE STATEMENT 13)	600.	600.		
	23	<b>Total liabilities</b> (add lines 17 through 22)	600.	600.		
FUND BALANCES	Foundations that follow SFAS 117, check here and complete lines 24 through 26 and lines 30 and 31. <input checked="" type="checkbox"/>					
	24	Unrestricted	19,365,079.	18,736,839.		
	25	Temporarily restricted				
	26	Permanently restricted				
	Foundations that do not follow SFAS 117, check here and complete lines 27 through 31. <input type="checkbox"/>					
	27	Capital stock, trust principal, or current funds				
	28	Paid-in or capital surplus, or land, building, and equipment fund				
	29	Retained earnings, accumulated income, endowment, or other funds				
	30	<b>Total net assets or fund balances</b> (see instructions)	19,365,079.	18,736,839.		
	31	<b>Total liabilities and net assets/fund balances</b> (see instructions)	19,365,679.	18,737,439.		

## Part III Analysis of Changes in Net Assets or Fund Balances

1	Total net assets or fund balances at beginning of year— Part II, column (a), line 30 (must agree with end-of-year figure reported on prior year's return)	1	19,365,079.
2	Enter amount from Part I, line 27a	2	120,885.
3	Other increases not included in line 2 (itemize)	3	
4	Add lines 1, 2, and 3	4	19,485,964.
5	Decreases not included in line 2 (itemize) SEE STATEMENT 14	5	749,125.
6	Total net assets or fund balances at end of year (line 4 minus line 5)— Part II, column (b), line 30	6	18,736,839.

**Part IV Capital Gains and Losses for Tax on Investment Income**

(a) List and describe the kind(s) of property sold (e.g., real estate, 2-story brick warehouse, or common stock, 200 shares MLC Company)

(b) How acquired  
P — Purchase  
D — Donation(c) Date acquired  
(month, day, year)(d) Date sold  
(month, day, year)

1a SEE STATEMENT 15

b

c

d

e

(e) Gross sales price	(f) Depreciation allowed (or allowable)	(g) Cost or other basis plus expense of sale	(h) Gain or (loss) (e) plus (f) minus (g)
a			
b			
c			
d			
e			

Complete only for assets showing gain in column (h) and owned by the foundation on 12/31/69

(i) Fair Market Value as of 12/31/69	(j) Adjusted basis as of 12/31/69	(k) Excess of column (i) over column (j), if any	(l) Gains (Column (h) gain minus column (k), but not less than -0-) or Losses (from column (h))
a			
b			
c			
d			
e			

2 Capital gain net income or (net capital loss)

If gain, also enter in Part I, line 7  
If (loss), enter -0- in Part I, line 7

2

420,325.

3 Net short-term capital gain or (loss) as defined in sections 1222(5) and (6)

If gain, also enter in Part I, line 8, column (c) (see instructions) If (loss), enter -0-  
in Part I, line 8

3

0.

**Part V Qualification Under Section 4940(e) for Reduced Tax on Net Investment Income**

(For optional use by domestic private foundations subject to the section 4940(a) tax on net investment income)

If section 4940(d)(2) applies, leave this part blank.

Was the foundation liable for the section 4942 tax on the distributable amount of any year in the base period?

☐ Yes☒ No

If 'Yes,' the foundation does not qualify under section 4940(e). Do not complete this part.

1 Enter the appropriate amount in each column for each year, see the instructions before making any entries

(a) Base period years Calendar year (or tax year beginning in)	(b) Adjusted qualifying distributions	(c) Net value of noncharitable-use assets	(d) Distribution ratio (column (b) divided by column (c))
2010	709,117.	18,115,375.	0.039144
2009	700,917.	16,135,166.	0.043440
2008	1,404,818.	18,967,118.	0.074066
2007	2,263,922.	21,214,111.	0.106718
2006	866,254.	20,647,104.	0.041955

2 Total of line 1, column (d)

2

0.305323

3 Average distribution ratio for the 5-year base period— divide the total on line 2 by 5, or by the  
number of years the foundation has been in existence if less than 5 years

3

0.061065

4 Enter the net value of noncharitable-use assets for 2011 from Part X, line 5

4

18,948,779.

5 Multiply line 4 by line 3

5

1,157,107.

6 Enter 1% of net investment income (1% of Part I, line 27b)

6

7,330.

7 Add lines 5 and 6

7

1,164,437.

8 Enter qualifying distributions from Part XII, line 4

8

557,233.

If line 8 is equal to or greater than line 7, check the box in Part VI, line 1b, and complete that part using a 1% tax rate. See the  
Part VI instructions.

**Part VI Excise Tax Based on Investment Income** (Section 4940(a), 4940(b), 4940(e), or 4948— see instructions)

1 a Exempt operating foundations described in section 4940(d)(2), check here <input type="checkbox"/> and enter 'N/A' on line 1 Date of ruling or determination letter _____ (attach copy of letter if necessary— see instrs)			
b Domestic foundations that meet the section 4940(e) requirements in Part V, check here <input type="checkbox"/> and enter 1% of Part I, line 27b		1	14,659.
c All other domestic foundations enter 2% of line 27b Exempt foreign organizations enter 4% of Part I, line 12, column (b)			
2 Tax under section 511 (domestic section 4947(a)(1) trusts and taxable foundations only Others enter -0-)		2	0.
3 Add lines 1 and 2		3	14,659.
4 Subtitle A (income) tax (domestic section 4947(a)(1) trusts and taxable foundations only. Others enter -0-)		4	0.
5 <b>Tax based on investment income</b> Subtract line 4 from line 3 If zero or less, enter -0-		5	14,659.
6 Credits/Payments:			
a 2011 estimated tax pmts and 2010 overpayment credited to 2011	6a	18,945.	
b Exempt foreign organizations— tax withheld at source	6b		
c Tax paid with application for extension of time to file (Form 8868)	6c	5,000.	
d Backup withholding erroneously withheld	6d		
7 Total credits and payments Add lines 6a through 6d	7	23,945.	
8 Enter any <b>penalty</b> for underpayment of estimated tax Check here <input checked="" type="checkbox"/> if Form 2220 is attached	8		
9 <b>Tax due</b> If the total of lines 5 and 8 is more than line 7, enter <b>amount owed</b>	9	0.	
10 <b>Overpayment</b> If line 7 is more than the total of lines 5 and 8, enter the <b>amount overpaid</b>	10	9,286.	
11 Enter the amount of line 10 to be <b>Credited to 2012 estimated tax</b> <input type="checkbox"/> <b>Refunded</b> <input type="checkbox"/>	11	0.	

**Part VII-A Statements Regarding Activities**

	Yes	No
1 a During the tax year, did the foundation attempt to influence any national, state, or local legislation or did it participate or intervene in any political campaign?		X
b Did it spend more than \$100 during the year (either directly or indirectly) for political purposes (see the instructions for definition)? <i>If the answer is 'Yes' to 1a or 1b, attach a detailed description of the activities and copies of any materials published or distributed by the foundation in connection with the activities</i>		X
c Did the foundation file <b>Form 1120-POL</b> for this year?		X
d Enter the amount (if any) of tax on political expenditures (section 4955) imposed during the year: (1) On the foundation <input type="checkbox"/> \$ 0. (2) On foundation managers <input type="checkbox"/> \$ 0.		
e Enter the reimbursement (if any) paid by the foundation during the year for political expenditure tax imposed on foundation managers <input type="checkbox"/> \$ 0.		
2 Has the foundation engaged in any activities that have not previously been reported to the IRS? <i>If 'Yes,' attach a detailed description of the activities</i>		X
3 Has the foundation made any changes, not previously reported to the IRS, in its governing instrument, articles of incorporation, or bylaws, or other similar instruments? <i>If 'Yes,' attach a conformed copy of the changes</i>		X
4 a Did the foundation have unrelated business gross income of \$1,000 or more during the year?		X
b If 'Yes,' has it filed a tax return on <b>Form 990-T</b> for this year?		N/A
5 Was there a liquidation, termination, dissolution, or substantial contraction during the year? <i>If 'Yes,' attach the statement required by General Instruction T</i>		X
6 Are the requirements of section 508(e) (relating to sections 4941 through 4945) satisfied either: • By language in the governing instrument, or • By state legislation that effectively amends the governing instrument so that no mandatory directions that conflict with the state law remain in the governing instrument?	X	
7 Did the foundation have at least \$5,000 in assets at any time during the year? <i>If 'Yes,' complete Part II, column (c), and Part XV</i>	X	
8 a Enter the states to which the foundation reports or with which it is registered (see instructions) NY		
b If the answer is 'Yes' to line 7, has the foundation furnished a copy of Form 990-PF to the Attorney General (or designate) of each state as required by <i>General Instruction G</i> ? <i>If 'No,' attach explanation</i>	X	
9 Is the foundation claiming status as a private operating foundation within the meaning of section 4942(j)(3) or 4942(j)(5) for calendar year 2011 or the taxable year beginning in 2011 (see instructions for Part XIV)? <i>If 'Yes,' complete Part XIV</i>		X
10 Did any persons become substantial contributors during the tax year? <i>If 'Yes,' attach a schedule listing their names and addresses</i>		X

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Form 990-PF (2011)

**Part VII-A Statements Regarding Activities (continued)**

11	At any time during the year, did the foundation, directly or indirectly, own a controlled entity within the meaning of section 512(b)(13)? If 'Yes', attach schedule (see instructions)	11	X	
12	Did the foundation make a distribution to a donor advised fund over which the foundation or a disqualified person had advisory privileges? If 'Yes,' attach statement (see instructions)	12		X
13	Did the foundation comply with the public inspection requirements for its annual returns and exemption application? Website address <u>WWW.HOYTFUNDATION.ORG</u>	13	X	
14	The books are in care of <u>THE HOYT FOUNDATION, INC.</u> Telephone no <u>607-772-0780</u> Located at <u>70 FRONT STREET BINGHAMTON NY</u> ZIP + 4 <u>13905</u>			
15	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-PF in lieu of Form 1041 - Check here <u>N/A</u> and enter the amount of tax-exempt interest received or accrued during the year <u>15</u> <u>N/A</u>			
16	At any time during calendar year 2011, did the foundation have an interest in or a signature or other authority over a bank, securities, or other financial account in a foreign country?	16		X
See the instructions for exceptions and filing requirements for Form TD F 90-22.1 If 'Yes,' enter the name of the foreign country				

**Part VII-B Statements Regarding Activities for Which Form 4720 May Be Required**

File Form 4720 if any item is checked in the 'Yes' column, unless an exception applies.

	Yes	No
1a During the year did the foundation (either directly or indirectly)		
(1) Engage in the sale or exchange, or leasing of property with a disqualified person?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
(2) Borrow money from, lend money to, or otherwise extend credit to (or accept it from) a disqualified person?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
(3) Furnish goods, services, or facilities to (or accept them from) a disqualified person?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
(4) Pay compensation to, or pay or reimburse the expenses of, a disqualified person?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
(5) Transfer any income or assets to a disqualified person (or make any of either available for the benefit or use of a disqualified person)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
(6) Agree to pay money or property to a government official? <b>Exception.</b> Check 'No' if the foundation agreed to make a grant to or to employ the official for a period after termination of government service, if terminating within 90 days.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
b If any answer is 'Yes' to 1a(1)-(6), did any of the acts fail to qualify under the exceptions described in Regulations section 53.4941(d)-3 or in a current notice regarding disaster assistance (see instructions)? Organizations relying on a current notice regarding disaster assistance check here <input type="checkbox"/>	1b	X
c Did the foundation engage in a prior year in any of the acts described in 1a, other than excepted acts, that were not corrected before the first day of the tax year beginning in 2011?	1c	X
2 Taxes on failure to distribute income (section 4942) (does not apply for years the foundation was a private operating foundation defined in section 4942(j)(3) or 4942(j)(5))		
a At the end of tax year 2011, did the foundation have any undistributed income (lines 6d and 6e, Part XIII) for tax year(s) beginning before 2011? If 'Yes,' list the years <u>20__</u> , <u>20__</u> , <u>20__</u> , <u>20__</u>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
b Are there any years listed in 2a for which the foundation is not applying the provisions of section 4942(a)(2) (relating to incorrect valuation of assets) to the year's undistributed income? (If applying section 4942(a)(2) to all years listed, answer 'No' and attach statement - see instructions)	2b	N/A
c If the provisions of section 4942(a)(2) are being applied to any of the years listed in 2a, list the years here <u>20__</u> , <u>20__</u> , <u>20__</u> , <u>20__</u>		
3a Did the foundation hold more than a 2% direct or indirect interest in any business enterprise at any time during the year?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
b If 'Yes,' did it have excess business holdings in 2011 as a result of (1) any purchase by the foundation or disqualified persons after May 26, 1969, (2) the lapse of the 5-year period (or longer period approved by the Commissioner under section 4943(c)(7)) to dispose of holdings acquired by gift or bequest, or (3) the lapse of the 10-, 15-, or 20-year first phase holding period? (Use Schedule C, Form 4720, to determine if the foundation had excess business holdings in 2011)	3b	N/A
4a Did the foundation invest during the year any amount in a manner that would jeopardize its charitable purposes?	4a	X
b Did the foundation make any investment in a prior year (but after December 31, 1969) that could jeopardize its charitable purpose that had not been removed from jeopardy before the first day of the tax year beginning in 2011?	4b	X

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Form 990-PF (2011)

**Part VII-B Statements Regarding Activities for Which Form 4720 May Be Required** (continued)**5a** During the year did the foundation pay or incur any amount to:

(1) Carry on propaganda, or otherwise attempt to influence legislation (section 4945(e))?

☐ Yes ☒ No

(2) Influence the outcome of any specific public election (see section 4955), or to carry on, directly or indirectly, any voter registration drive?

☐ Yes ☒ No

(3) Provide a grant to an individual for travel, study, or other similar purposes?

☐ Yes ☒ No

(4) Provide a grant to an organization other than a charitable, etc., organization described in section 509(a)(1), (2), or (3), or section 4940(d)(2)? (see instructions)

☐ Yes ☒ No

(5) Provide for any purpose other than religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals?

☐ Yes ☒ No**b** If any answer is 'Yes' to 5a(1)-(5), did any of the transactions fail to qualify under the exceptions described in Regulations section 53.4945 or in a current notice regarding disaster assistance (see instructions)?

5b N/A

Organizations relying on a current notice regarding disaster assistance check here

☐**c** If the answer is 'Yes' to question 5a(4), does the foundation claim exemption from the tax because it maintained expenditure responsibility for the grant?N/A ☐ Yes ☐ No

If 'Yes,' attach the statement required by Regulations section 53.4945-5(d)

**6a** Did the foundation, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?☐ Yes ☒ No**b** Did the foundation, during the year, pay premiums, directly or indirectly, on a personal benefit contract?

6b X

If 'Yes' to 6b, file Form 8870

**7a** At any time during the tax year, was the foundation a party to a prohibited tax shelter transaction?☐ Yes ☒ No**b** If 'Yes,' did the foundation receive any proceeds or have any net income attributable to the transaction?

N/A

7b

**Part VIII Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors****1** List all officers, directors, trustees, foundation managers and their compensation (see instructions).

(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 and deferred compensation	(e) Expense account, other allowances
SEE STATEMENT 16		85,000.	13,743.	0.

**2** Compensation of five highest-paid employees (other than those included on line 1 see instructions). If none, enter 'NONE.'

(a) Name and address of each employee paid more than \$50,000	(b) Title, and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans and deferred compensation	(e) Expense account, other allowances
NONE				

Total number of other employees paid over \$50,000

☐

0

**Part VIII** Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors (continued)**3** Five highest-paid independent contractors for professional services (see instructions). If none, enter 'NONE.'

(a) Name and address of each person paid more than \$50,000	(b) Type of service	(c) Compensation
NONE		
Total number of others receiving over \$50,000 for professional services		0

**Part IX-A** Summary of Direct Charitable Activities

List the foundation's four largest direct charitable activities during the tax year. Include relevant statistical information such as the number of organizations and other beneficiaries served, conferences convened, research papers produced, etc.

	Expenses
1 N/A	
2	
3	
4	

**Part IX-B** Summary of Program-Related Investments (see instructions)

Describe the two largest program-related investments made by the foundation during the tax year on lines 1 and 2.	Amount
1 N/A	
2	
All other program-related investments See instructions	
3	
Total. Add lines 1 through 3	0.

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Form 990-PF (2011)



**Part X** Minimum Investment Return (All domestic foundations must complete this part. Foreign foundations, see instructions.)

1	Fair market value of assets not used (or held for use) directly in carrying out charitable, etc., purposes:		
a	Average monthly fair market value of securities	1a	18,557,734.
b	Average of monthly cash balances	1b	144,411.
c	Fair market value of all other assets (see instructions)	1c	535,194.
d	Total (add lines 1a, b, and c)	1d	19,237,339.
e	Reduction claimed for blockage or other factors reported on lines 1a and 1c (attach detailed explanation)	1e	0.
2	Acquisition indebtedness applicable to line 1 assets	2	0.
3	Subtract line 2 from line 1d	3	19,237,339.
4	Cash deemed held for charitable activities. Enter 1-1/2% of line 3 (for greater amount, see instructions)	4	288,560.
5	Net value of noncharitable-use assets. Subtract line 4 from line 3. Enter here and on Part V, line 4	5	18,948,779.
6	Minimum investment return. Enter 5% of line 5	6	947,439.

**Part XI** Distributable Amount (see instructions) (Section 4942(j)(3) and (j)(5) private operating foundations and certain foreign organizations check here ☐ and do not complete this part.)

1	Minimum investment return from Part X, line 6	1	947,439.
2a	Tax on investment income for 2011 from Part VI, line 5	2a	14,659.
b	Income tax for 2011 (This does not include the tax from Part VI.)	2b	
c	Add lines 2a and 2b	2c	14,659.
3	Distributable amount before adjustments. Subtract line 2c from line 1	3	932,780.
4	Recoveries of amounts treated as qualifying distributions	4	
5	Add lines 3 and 4	5	932,780.
6	Deduction from distributable amount (see instructions)	6	
7	Distributable amount as adjusted. Subtract line 6 from line 5. Enter here and on Part XIII, line 1	7	932,780.

**Part XII** Qualifying Distributions (see instructions)

1	Amounts paid (including administrative expenses) to accomplish charitable, etc., purposes:		
a	Expenses, contributions, gifts, etc.— total from Part I, column (d), line 26	1a	557,233.
b	Program-related investments — total from Part IX-B	1b	
2	Amounts paid to acquire assets used (or held for use) directly in carrying out charitable, etc., purposes	2	
3	Amounts set aside for specific charitable projects that satisfy the:		
a	Suitability test (prior IRS approval required)	3a	
b	Cash distribution test (attach the required schedule)	3b	
4	Qualifying distributions. Add lines 1a through 3b. Enter here and on Part V, line 8, and Part XIII, line 4	4	557,233.
5	Foundations that qualify under section 4940(e) for the reduced rate of tax on net investment income. Enter 1% of Part I, line 27b (see instructions)	5	
6	Adjusted qualifying distributions. Subtract line 5 from line 4	6	557,233.

**Note.** The amount on line 6 will be used in Part V, column (b), in subsequent years when calculating whether the foundation qualifies for the section 4940(e) reduction of tax in those years.

**Part XIII Undistributed Income** (see instructions)

	(a) Corpus	(b) Years prior to 2010	(c) 2010	(d) 2011
1 Distributable amount for 2011 from Part XI, line 7				932,780.
2 Undistributed income, if any, as of the end of 2011.				
a Enter amount for 2010 only			0.	
b Total for prior years 20____, 20____, 20____		0.		
3 Excess distributions carryover, if any, to 2011				
a From 2006				
b From 2007	853,030.			
c From 2008	473,742.			
d From 2009				
e From 2010				
f Total of lines 3a through e	1,326,772.			
4 Qualifying distributions for 2011 from Part XII, line 4 ▶ \$ 557,233.				
a Applied to 2010, but not more than line 2a			0.	
b Applied to undistributed income of prior years (Election required – see instructions)		0.		
c Treated as distributions out of corpus (Election required – see instructions)	0.			
d Applied to 2011 distributable amount				557,233.
e Remaining amount distributed out of corpus	0.			
5 Excess distributions carryover applied to 2011 (If an amount appears in column (d), the same amount must be shown in column (a) )	375,547.			375,547.
6 Enter the net total of each column as indicated below:				
a Corpus Add lines 3f, 4c, and 4e Subtract line 5	951,225.			
b Prior years' undistributed income. Subtract line 4b from line 2b		0.		
c Enter the amount of prior years' undistributed income for which a notice of deficiency has been issued, or on which the section 4942(a) tax has been previously assessed		0.		
d Subtract line 6c from line 6b Taxable amount – see instructions		0.		
e Undistributed income for 2010 Subtract line 4a from line 2a Taxable amount – see instructions			0.	
f Undistributed income for 2011 Subtract lines 4d and 5 from line 1 This amount must be distributed in 2012				0.
7 Amounts treated as distributions out of corpus to satisfy requirements imposed by section 170(b)(1)(F) or 4942(g)(3) (see instructions)	0.			
8 Excess distributions carryover from 2006 not applied on line 5 or line 7 (see instructions)	0.			
9 Excess distributions carryover to 2012. Subtract lines 7 and 8 from line 6a	951,225.			
10 Analysis of line 9				
a Excess from 2007	477,483.			
b Excess from 2008	473,742.			
c Excess from 2009				
d Excess from 2010				
e Excess from 2011				

BAA

Form 990-PF (2011)



**Part XV** **Supplementary Information** (continued)**3 Grants and Contributions Paid During the Year or Approved for Future Payment**

Recipient Name and address (home or business)	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
<i>a Paid during the year</i> SEE SCHEDULE ATTACHED	N/A		VARIOUS	364,346.
<b>Total</b>			<b>3a</b>	364,346.
<i>b Approved for future payment</i> SEE SCHEDULE ATTACHED	N/A		VARIOUS	505,350.
<b>Total</b>			<b>3b</b>	505,350.





**Application for Extension of Time To File an  
Exempt Organization Return**

OMB No. 1545-1709

Department of the Treasury  
Internal Revenue Service► **File a separate application for each return.**

- If you are filing for an **Automatic 3-Month Extension**, complete only **Part I** and check this box. ☒
- If you are filing for an **Additional (Not Automatic) 3-Month Extension**, complete only **Part II** (on page 2 of this form).

**Do not complete Part II unless** you have already been granted an automatic 3-month extension on a previously filed Form 8868.

**Electronic filing (e-file).** You can electronically file Form 8868 if you need a 3-month automatic extension of time to file (6 months for a corporation required to file Form 990-T), or an additional (not automatic) 3-month extension of time. You can electronically file Form 8868 to request an extension of time to file any of the forms listed in Part I or Part II with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, which must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit [www.irs.gov/efile](http://www.irs.gov/efile) and click on *e-file for Charities & Nonprofits*.

**Part I Automatic 3-Month Extension of Time.** Only submit original (no copies needed).A corporation required to file Form 990-T and requesting an automatic 6-month extension — check this box and complete Part I only. ☐*All other corporations (including 1120-C filers), partnerships, REMICS, and trusts must use Form 7004 to request an extension of time to file income tax returns.***Enter filer's identifying number, see instructions**

<b>Type or print</b>  File by the due date for filing your return. See instructions.	Name of exempt organization or other filer, see instructions.	Employer identification number (EIN) or
	THE STEWART W. & WILLMA C. HOYT FOUNDATION, INC.	<input checked="" type="checkbox"/> 22-3209342
	Number, street, and room or suite number. If a P.O. box, see instructions.	Social security number (SSN)
	70 FRONT STREET	<input type="checkbox"/>
	City, town or post office, state, and ZIP code. For a foreign address, see instructions	
	BINGHAMTON, NY 13905	

Enter the Return code for the return that this application is for (file a separate application for each return) ... ☐ 04

Application Is For	Return Code	Application Is For	Return Code
Form 990	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 990-EZ	01	Form 4720	09
Form 990-PF	04	Form 5227	10
Form 990-T (section 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

- The books are in the care of. ► THE HOYT FOUNDATION, INC.

Telephone No. ► 607-772-0780 FAX No. ► 607-772-0747

- If the organization does not have an office or place of business in the United States, check this box. ☐
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) \_\_\_\_\_. If this is for the whole group, check this box ☐. If it is for part of the group, check this box ☐ and attach a list with the names and EINs of all members the extension is for.

- 1 I request an automatic 3-month (6 months for a corporation required to file Form 990-T) extension of time until 8/15, 20 12, to file the exempt organization return for the organization named above.  
The extension is for the organization's return for:

- ☒ calendar year 20 11 or
- tax year beginning \_\_\_\_\_, 20 \_\_\_\_\_, and ending \_\_\_\_\_, 20 \_\_\_\_\_.

- 2 If the tax year entered in line 1 is for less than 12 months, check reason: ☐ Initial return ☐ Final return  
☐ Change in accounting period

<b>3a</b> If this application is for Form 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	<b>3a</b>	\$	23,945.
<b>b</b> If this application is for Form 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	<b>3b</b>	\$	18,945.
<b>c Balance due.</b> Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	<b>3c</b>	\$	5,000.

**Caution.** If you are going to make an electronic fund withdrawal with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.**BAA For Paperwork Reduction Act Notice, see Instructions.**Form **8868** (Rev 1-2012)

- If you are filing for an **Additional (Not Automatic) 3-Month Extension**, complete only **Part II** and check this box. . . . . ☒ **X**

**Note.** Only complete Part II if you have already been granted an automatic 3-month extension on a previously filed Form 8868.

- If you are filing for an **Automatic 3-Month Extension**, complete only **Part I** (on page 1).

**Part II Additional (Not Automatic) 3-Month Extension of Time.** Only file the original (no copies needed).

Enter filer's identifying number, see instructions

Type or print  File by the extended due date for filing the return. See instructions.	Name of exempt organization or other filer, see instructions.	Employer identification number (EIN) or
	THE STEWART W. & WILLMA C. HOYT FOUNDATION, INC.	<input checked="" type="checkbox"/> 22-3209342
	Number, street, and room or suite number. If a P.O. box, see instructions.	Social security number (SSN)
	SBARRA & COMPANY CPA'S, P.C. 1701 N ST BDG 40-2 STE J34	<input type="checkbox"/>
	City, town or post office, state, and ZIP code. For a foreign address, see instructions.	
	ENDICOTT, NY 13760	

Enter the Return code for the return that this application is for (file a separate application for each return)

**04**

Application Is For	Return Code	Application Is For	Return Code
Form 990	01		
Form 990-BL	02	Form 1041-A	08
Form 990-EZ	01	Form 4720	09
Form 990-PF	04	Form 5227	10
Form 990-T (section 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

**STOP! Do not complete Part II if you were not already granted an automatic 3-month extension on a previously filed Form 8868.**

- The books are in care of **THE HOYT FOUNDATION, INC.**  
Telephone No. **607-772-0780** FAX No. **607-772-0747**
- If the organization does not have an office or place of business in the United States, check this box. . . . . ☐
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN). . . . . If this is for the whole group, check this box ☐. If it is for part of the group, check this box ☐ and attach a list with the names and EINs of all members the extension is for.

4 I request an additional 3-month extension of time until **11/15**, 20 **12**.

5 For calendar year **2011**, or other tax year beginning \_\_\_\_\_, 20\_\_\_\_, and ending \_\_\_\_\_, 20\_\_\_\_.

6 If the tax year entered in line 5 is for less than 12 months, check reason: ☐ Initial return ☐ Final return  
☐ Change in accounting period

7 State in detail why you need the extension. **ADDITIONAL TIME IS NEEDED TO GATHER INFORMATION NECESSARY TO PREPARE A COMPLETE AND ACCURATE RETURN. K-1'S FROM INVESTMENT PARTNERSHIPS ARE NOT AVAILABLE.**

<b>8a</b> If this application is for Form 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	<b>8a</b>	\$	14,659.
<b>b</b> If this application is for Form 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit and any amount paid previously with Form 8868.	<b>8b</b>	\$	23,945.
<b>c Balance due.</b> Subtract line 8b from line 8a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	<b>8c</b>	\$	0.

**Signature and Verification must be completed for Part II only.**

Under penalties of perjury, I declare that I have examined this form, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete, and that I am authorized to prepare this form.

Signature **Thomas K. Hana** Title **CPA P00169397** Date **8/9/2012**

BAA

FIFZ0502L 07/29/11

Form 8868 (Rev 1-2012)



Form **4562**Department of the Treasury  
Internal Revenue Service (99)**Depreciation and Amortization**  
(Including Information on Listed Property)

OMB No 1545-0172

**2011**Attachment  
Sequence No **179**Name(s) shown on return **THE STEWART W. & WILLMA C. HOYT  
FOUNDATION, INC.**Identifying number  
**22-3209342**

Business or activity to which this form relates

**FORM 990/990-PF****Part I Election To Expense Certain Property Under Section 179****Note:** If you have any listed property, complete Part V before you complete Part I

1	Maximum amount (see instructions)	1	
2	Total cost of section 179 property placed in service (see instructions)	2	
3	Threshold cost of section 179 property before reduction in limitation (see instructions)	3	
4	Reduction in limitation Subtract line 3 from line 2 If zero or less, enter -0-	4	
5	Dollar limitation for tax year Subtract line 4 from line 1 If zero or less, enter -0- If married filing separately, see instructions	5	
6	(a) Description of property	(b) Cost (business use only)	(c) Elected cost
7	Listed property. Enter the amount from line 29	7	
8	Total elected cost of section 179 property Add amounts in column (c), lines 6 and 7	8	
9	Tentative deduction. Enter the smaller of line 5 or line 8	9	
10	Carryover of disallowed deduction from line 13 of your 2010 Form 4562	10	
11	Business income limitation. Enter the smaller of business income (not less than zero) or line 5 (see instrs)	11	
12	Section 179 expense deduction. Add lines 9 and 10, but do not enter more than line 11	12	
13	Carryover of disallowed deduction to 2012 Add lines 9 and 10, less line 12	13	

**Note:** Do not use Part II or Part III below for listed property. Instead, use Part V**Part II Special Depreciation Allowance and Other Depreciation (Do not include listed property) (See instructions)**

14	Special depreciation allowance for qualified property (other than listed property) placed in service during the tax year (see instructions)	14	
15	Property subject to section 168(f)(1) election	15	
16	Other depreciation (including ACRS)	16	43,337.

**Part III MACRS Depreciation (Do not include listed property) (See instructions)****Section A**

17	MACRS deductions for assets placed in service in tax years beginning before 2011	17	
18	If you are electing to group any assets placed in service during the tax year into one or more general asset accounts, check here <input type="checkbox"/>		

**Section B - Assets Placed in Service During 2011 Tax Year Using the General Depreciation System**

(a) Classification of property	(b) Month and year placed in service	(c) Basis for depreciation (business/investment use only - see instructions)	(d) Recovery period	(e) Convention	(f) Method	(g) Depreciation deduction
19a 3-year property						
b 5-year property						
c 7-year property						
d 10-year property						
e 15-year property						
f 20-year property						
g 25-year property			25 yrs		S/L	
h Residential rental property			27.5 yrs	MM	S/L	
i Nonresidential real property			39 yrs	MM	S/L	

**Section C - Assets Placed in Service During 2011 Tax Year Using the Alternative Depreciation System**

20a Class life				S/L	
b 12-year		12 yrs		S/L	
c 40-year		40 yrs	MM	S/L	

**Part IV Summary (See instructions)**

21	Listed property Enter amount from line 28	21	
22	Total Add amounts from line 12, lines 14 through 17, lines 19 and 20 in column (g), and line 21 Enter here and on the appropriate lines of your return Partnerships and S corporations- see instructions	22	43,337.
23	For assets shown above and placed in service during the current year, enter the portion of the basis attributable to section 263A costs	23	

Form **4562**Department of the Treasury  
Internal Revenue Service (99)**Depreciation and Amortization**  
**(Including Information on Listed Property)**

OMB No 1545-0172

**2011**Attachment  
Sequence No **179**Name(s) shown on return **THE STEWART W. & WILLMA C. HOYT  
FOUNDATION, INC.**Identifying number  
**22-3209342**

Business or activity to which this form relates

**RENTAL ACTIVITY - COMMERCIAL RENTAL 70 FRONT STREET****Part I Election To Expense Certain Property Under Section 179****Note:** If you have any listed property, complete Part V before you complete Part I

1	Maximum amount (see instructions)	1	
2	Total cost of section 179 property placed in service (see instructions)	2	
3	Threshold cost of section 179 property before reduction in limitation (see instructions)	3	
4	Reduction in limitation. Subtract line 3 from line 2. If zero or less, enter -0-	4	
5	Dollar limitation for tax year. Subtract line 4 from line 1. If zero or less, enter -0-. If married filing separately, see instructions	5	
6	(a) Description of property	(b) Cost (business use only)	(c) Elected cost
7	Listed property. Enter the amount from line 29	7	
8	Total elected cost of section 179 property. Add amounts in column (c), lines 6 and 7	8	
9	Tentative deduction. Enter the smaller of line 5 or line 8	9	
10	Carryover of disallowed deduction from line 13 of your 2010 Form 4562	10	
11	Business income limitation. Enter the smaller of business income (not less than zero) or line 5 (see instrs)	11	
12	Section 179 expense deduction. Add lines 9 and 10, but do not enter more than line 11	12	
13	Carryover of disallowed deduction to 2012. Add lines 9 and 10, less line 12	13	

**Note:** Do not use Part II or Part III below for listed property. Instead, use Part V**Part II Special Depreciation Allowance and Other Depreciation (Do not include listed property) (See instructions)**

14	Special depreciation allowance for qualified property (other than listed property) placed in service during the tax year (see instructions)	14	
15	Property subject to section 168(f)(1) election	15	
16	Other depreciation (including ACRS)	16	5,038.

**Part III MACRS Depreciation (Do not include listed property) (See instructions.)****Section A**

17	MACRS deductions for assets placed in service in tax years beginning before 2011	17	
18	If you are electing to group any assets placed in service during the tax year into one or more general asset accounts, check here <input type="checkbox"/>		

**Section B - Assets Placed in Service During 2011 Tax Year Using the General Depreciation System**

(a) Classification of property	(b) Month and year placed in service	(c) Basis for depreciation (business/investment use only - see instructions)	(d) Recovery period	(e) Convention	(f) Method	(g) Depreciation deduction
19a 3-year property						
b 5-year property						
c 7-year property						
d 10-year property						
e 15-year property						
f 20-year property						
g 25-year property			25 yrs		S/L	
h Residential rental property			27.5 yrs	MM	S/L	
i Nonresidential real property			39 yrs	MM	S/L	

**Section C - Assets Placed in Service During 2011 Tax Year Using the Alternative Depreciation System**

20a Class life					S/L	
b 12-year			12 yrs		S/L	
c 40-year			40 yrs	MM	S/L	

**Part IV Summary (See instructions)**

21	Listed property. Enter amount from line 28	21	
22	Total. Add amounts from line 12, lines 14 through 17, lines 19 and 20 in column (g), and line 21. Enter here and on the appropriate lines of your return. Partnerships and S corporations - see instructions	22	5,038.
23	For assets shown above and placed in service during the current year, enter the portion of the basis attributable to section 263A costs	23	

2011

**FEDERAL STATEMENTS**  
**THE STEWART W. & WILLMA C. HOYT**  
**FOUNDATION, INC.**

PAGE 1

22-3209342

**STATEMENT 1**  
**FORM 990-PF, PART I, LINE 11**  
**OTHER INCOME**

	(A) REVENUE PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME
INC IN CASH SURR VAL INS	\$ 11,195.	\$ 11,195.	
OTHER INCOME	989.	989.	
<b>TOTAL</b>	<b>\$ 12,184.</b>	<b>\$ 12,184.</b>	<b>0.</b>

**STATEMENT 2**  
**FORM 990-PF, PART I, LINE 16A**  
**LEGAL FEES**

	(A) EXPENSES PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
LEGAL FEES	\$ 7,691.	\$ 1,923.		\$ 5,768.
<b>TOTAL</b>	<b>\$ 7,691.</b>	<b>\$ 1,923.</b>	<b>\$ 0.</b>	<b>\$ 5,768.</b>

**STATEMENT 3**  
**FORM 990-PF, PART I, LINE 16B**  
**ACCOUNTING FEES**

	(A) EXPENSES PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
ACCOUNTING FEES	\$ 10,850.	\$ 4,340.		\$ 6,510.
<b>TOTAL</b>	<b>\$ 10,850.</b>	<b>\$ 4,340.</b>	<b>\$ 0.</b>	<b>\$ 6,510.</b>

**STATEMENT 4**  
**FORM 990-PF, PART I, LINE 16C**  
**OTHER PROFESSIONAL FEES**

	(A) EXPENSES PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
INVESTMENT MANAGEMENT FEES	\$ 31,265.	\$ 31,265.		
<b>TOTAL</b>	<b>\$ 31,265.</b>	<b>\$ 31,265.</b>	<b>\$ 0.</b>	<b>\$ 0.</b>

**FEDERAL STATEMENTS**  
**THE STEWART W. & WILLMA C. HOYT**  
**FOUNDATION, INC.**

**STATEMENT 5**  
**FORM 990-PF, PART I, LINE 18**  
**TAXES**

	(A) EXPENSES PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
FEDERAL EXCISE TAX	\$ 15,000.			
FOREIGN TAXES	113.	\$ 113.		
PAYROLL TAXES	8,261.	1,284.		\$ 6,977.
<b>TOTAL</b>	<b>\$ 23,374.</b>	<b>\$ 1,397.</b>	<b>\$ 0.</b>	<b>\$ 6,977.</b>

**STATEMENT 6**  
**FORM 990-PF, PART I, LINE 23**  
**OTHER EXPENSES**

	(A) EXPENSES PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
ADVERTISING	\$ 10.			\$ 10.
BANK FEES	30.			30.
BOARD FUNCTIONS	858.	\$ 86.		772.
BOOKS/SUBSCRIPTIONS	317.			317.
CLEANING	4,160.	416.		3,744.
COMPUTER SUPPORT	1,852.	185.		1,667.
CONSULTANT FEES	29,273.	27,880.		1,393.
DUES & MEMBERSHIPS	6,491.			6,491.
FILING FEES	750.			750.
INSURANCE-GENERAL	4,211.	421.		3,790.
INSURANCE-HEALTH	5,243.	524.		4,719.
MISCELLANEOUS	1,085.			1,085.
OFFICE FURNITURE & EQ	1,497.	150.		1,347.
OFFICE SUPPLIES	2,481.	248.		2,233.
PARKING	341.	34.		307.
PAYROLL SERVICE	1,104.	172.		932.
POSTAGE & MAILING	537.	54.		483.
RENTAL EXPENSES	37,910.	11,980.		25,930.
REPAIRS & MAINTENANCE	436.	44.		392.
TELEPHONE	4,530.	453.		4,077.
<b>TOTAL</b>	<b>\$ 103,116.</b>	<b>\$ 42,647.</b>	<b>\$ 0.</b>	<b>\$ 60,469.</b>

**STATEMENT 7**  
**FORM 990-PF, PART II, LINE 10A**  
**INVESTMENTS - U.S. AND STATE GOVERNMENT OBLIGATIONS**

U.S. GOVERNMENT OBLIGATIONS	VALUATION METHOD	BOOK VALUE	FAIR MARKET VALUE
M&T FIXED INCOME-U.S. & STATE GOVT BONDS	MKT VAL	\$ 129,921.	\$ 129,921.
		\$ 129,921.	\$ 129,921.
<b>TOTAL</b>		<b>\$ 129,921.</b>	<b>\$ 129,921.</b>

**STATEMENT 8**  
**FORM 990-PF, PART II, LINE 10B**  
**INVESTMENTS - CORPORATE STOCKS**

<u>CORPORATE STOCKS</u>	<u>VALUATION METHOD</u>	<u>BOOK VALUE</u>	<u>FAIR MARKET VALUE</u>
M&T EQUITIES	MKT VAL	\$ 3,557,423.	\$ 3,557,423.
	TOTAL	<u>\$ 3,557,423.</u>	<u>\$ 3,557,423.</u>

**STATEMENT 9**  
**FORM 990-PF, PART II, LINE 10C**  
**INVESTMENTS - CORPORATE BONDS**

<u>CORPORATE BONDS</u>	<u>VALUATION METHOD</u>	<u>BOOK VALUE</u>	<u>FAIR MARKET VALUE</u>
M&T FIXED INCOME-CORPORATE BONDS	MKT VAL	\$ 83,463.	\$ 83,463.
	TOTAL	<u>\$ 83,463.</u>	<u>\$ 83,463.</u>

**STATEMENT 10**  
**FORM 990-PF, PART II, LINE 13**  
**INVESTMENTS - OTHER**

<u>OTHER INVESTMENTS</u>	<u>VALUATION METHOD</u>	<u>BOOK VALUE</u>	<u>FAIR MARKET VALUE</u>
TIFF PARTNERS I & II	MKT VAL	\$ 21,994.	\$ 21,994.
TIFF MULTI ASSET FUND	MKT VAL	3,295,193.	3,295,193.
TIFF SHORT TERM FUND	MKT VAL	5,728.	5,728.
TIFF ABSOLUTE RETURN POOLS A&B	MKT VAL	2,476,801.	2,476,801.
TOTAL OTHER INVESTMENTS		<u>\$ 5,799,716.</u>	<u>\$ 5,799,716.</u>
<u>OTHER PUBLICLY TRADED SECURITIES</u>			
VANGUARD STAR FUND	MKT VAL	2,595,813.	2,595,813.
VANGUARD HIGH YIELD	MKT VAL	690,397.	690,397.
VANGUARD INTL STOCK	MKT VAL	357,016.	357,016.
MASTERS SELECT INTL	MKT VAL	472,710.	472,710.
VANGUARD PRIMECAP	MKT VAL	446,724.	446,724.
VANGUARD ST INV GR BONDS	MKT VAL	1,022,680.	1,022,680.
VANGUARD INTER-MED STOCK	MKT VAL	2,057,757.	2,057,757.
CALAMOS GROWTH	MKT VAL	398,078.	398,078.
TOTAL OTHER PUBLICLY TRADED SECURITIES		<u>\$ 8,041,175.</u>	<u>\$ 8,041,175.</u>
	TOTAL	<u>\$ 13,840,891.</u>	<u>\$ 13,840,891.</u>

2011

**FEDERAL STATEMENTS**  
**THE STEWART W. & WILLMA C. HOYT**  
**FOUNDATION, INC.**

PAGE 4

22-3209342

**STATEMENT 11**  
**FORM 990-PF, PART II, LINE 14**  
**LAND, BUILDINGS, AND EQUIPMENT**

CATEGORY	BASIS	ACCUM. DEPREC.	BOOK VALUE	FAIR MARKET VALUE
FURNITURE AND FIXTURES	\$ 29,321.	\$ 24,801.	\$ 4,520.	\$ 29,321.
BUILDINGS	112,152.	29,208.	82,944.	112,152.
IMPROVEMENTS	458,721.	302,255.	156,466.	458,721.
LAND	69,500.		69,500.	69,500.
<b>TOTAL</b>	<b>\$ 669,694.</b>	<b>\$ 356,264.</b>	<b>\$ 313,430.</b>	<b>\$ 669,694.</b>

**STATEMENT 12**  
**FORM 990-PF, PART II, LINE 15**  
**OTHER ASSETS**

	BOOK VALUE	FAIR MARKET VALUE
CASH SURRENDER VALUE LIFE INSURANCE	\$ 302,053.	\$ 302,053.
<b>TOTAL</b>	<b>\$ 302,053.</b>	<b>\$ 302,053.</b>

**STATEMENT 13**  
**FORM 990-PF, PART II, LINE 22**  
**OTHER LIABILITIES**

SECURITY DEPOSIT	\$ 600.
<b>TOTAL</b>	<b>\$ 600.</b>

**STATEMENT 14**  
**FORM 990-PF, PART III, LINE 5**  
**OTHER DECREASES**

UNREALIZED LOSS ON INVESTMENTS	\$ 749,125.
<b>TOTAL</b>	<b>\$ 749,125.</b>

**STATEMENT 15**  
**FORM 990-PF, PART IV, LINE 1**  
**CAPITAL GAINS AND LOSSES FOR TAX ON INVESTMENT INCOME**

ITEM	(A) DESCRIPTION	(B) HOW ACQUIRED	(C) DATE ACQUIRED	(D) DATE SOLD
1	13198.259 SHS VANGUARD INTER TERM	PURCHASED	VARIOUS	VARIOUS
2	10090.817 SHS TIFF SHORT TERM FUND	PURCHASED	VARIOUS	11/10/2011
3	M & T PUBLICALLY TRADED SALES	PURCHASED	VARIOUS	VARIOUS
4	NEW SIGN	PURCHASED	1/27/2005	1/01/2011
5	NEW SIGN	PURCHASED	1/01/2007	9/30/2011
6	CAPITAL GAIN DIVIDENDS			

**STATEMENT 15 (CONTINUED)**  
**FORM 990-PF, PART IV, LINE 1**  
**CAPITAL GAINS AND LOSSES FOR TAX ON INVESTMENT INCOME**

ITEM	(E) GROSS SALES	(F) DEPREC. ALLOWED	(G) COST BASIS	(H) GAIN (LOSS)	(I) FMV 12/31/69	(J) ADJ. BAS. 12/31/69	(K) EXCESS (I) - (J)	(L) GAIN (LOSS)
1	132,000.		130,981.	1,019.				\$ 1,019.
2	100,000.		99,906.	94.				94.
3	3192268.		2925491.	266,777.				266,777.
4	0.	633.	1,600.	-967.				-967.
5	2,760.	1,644.	3,460.	944.				944.
6								152,458.
							TOTAL	\$ 420,325.

**STATEMENT 16**  
**FORM 990-PF, PART VIII, LINE 1**  
**LIST OF OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES**

NAME AND ADDRESS	TITLE AND AVERAGE HOURS PER WEEK DEVOTED	COMPEN- SATION	CONTRI- BUTION TO EBP & DC	EXPENSE ACCOUNT/ OTHER
MICHAEL J. GAVIN 70 FRONT STREET BINGHAMTON, NY 13905	BOARD MEMBER 1.00	\$ 0.	\$ 0.	\$ 0.
CAROLE PEDUTO 70 FRONT STREET BINGHAMTON, NY 13905	BOARD MEMBER 1.00	0.	0.	0.
DAVID M. GOULDIN 70 FRONT STREET BINGHAMTON, NY 13905	BOARD MEMBER 1.00	0.	0.	0.
MARENA GONZ 70 FRONT STREET BINGHAMTON, NY 13905	VICE CHAIR 1.00	0.	0.	0.
WILLIAM H. RINCKER 70 FRONT STREET BINGHAMTON, NY 13905	BOARD MEMBER 1.00	0.	0.	0.
CATHERINE SCHWOEFFERMANN 70 FRONT STREET BINGHAMTON, NY 13905	EXECUTIVE DIREC 36.00	85,000.	13,743.	0.
AUBREY CLARK 70 FRONT STREET BINGHAMTON, NY 13905	CHAIR 2.00	0.	0.	0.
EUGENE BANICK 70 FRONT ST BINGHAMTON, NY 13905	SECRETARY-TREAS 1.00	0.	0.	0.
	TOTAL	\$ 85,000.	\$ 13,743.	\$ 0.

STATEMENT 17  
FORM 990-PF, PART XV, LINE 2A-D  
APPLICATION SUBMISSION INFORMATION

NAME OF GRANT PROGRAM:

NAME:

CARE OF:

STREET ADDRESS:

CITY, STATE, ZIP CODE:

TELEPHONE:

FORM AND CONTENT:

SUBMISSION DEADLINES:

RESTRICTIONS ON AWARDS:

CATHERINE SCHWOEFFERMANN, EXEC. DIRECTOR

THE STEWART W &amp; WILLIAM HOYT FOUNDATION

70 FRONT STREET

BINGHAMTON, NY 13905

607 772-0780

SEE ATTACHED APPLICATION FORM

SEE ATTACHED APPLICATION INSTRUCTIONS

SEE ATTACHED APPLICATION INSTRUCTIONS



THE STEWART W. & WILLMA C. HOYT  
FOUNDATION, INC.

22-3209342

## PART VII-A QUESTION 11

THE HOYT FOUNDATION IS THE 100% OWNER OF A SINGLE MEMBER LLC BY THE NAME OF, 70 FRONT STREET, LLC. WHICH OWNS THE OFFICE BUILDING OCCUPIED BY HOYT AND OTHERS. SINCE IT IS 100% OWNED IT IS CONSIDERED A DISREGARDED ENTITY FOR TAX REPORTING PURPOSES. THEREFORE, ALL FINANCIAL TRANSACTIONS OF THE LLC ARE INCLUDED IN THE REPORTING OF THE FOUNDATION AFTER APPROPRIATE ELIMINATIONS OF INTERCOMPANY TRANSACTIONS. THERE IS NO DEBT ON THE BUILDING, THEREFORE THERE IS NO DEBT-FINANCED UNRELATED BUSINESS INCOME.

The Stewart W. & Willma C. Hoyt Foundation, Inc.

Form 990-PF Part II  
Investments - Securities & Other  
ID # 22-3209342  
2011

Description	Cost 12/31/2011	Valuation Method	Book Value 12/31/2011	Market Value 12/31/2011
M&T Fixed Income - US Govt Bonds	110,252	Mkt Value	129,921	129,921
M&T Fixed Income - State Bonds	-	Mkt Value	-	-
Subtotal	110,252		129,921 Pg. 2, Line 10a Column b	129,921 Pg. 2, Line 10a Column c
M&T Equities	3,262,730	Mkt Value	3,557,423 Pg. 2, Line 10b Column b	3,557,423 Pg. 2, Line 10b Column c
M&T Fixed Income - Corporate Bonds	97,106	Mkt Value	83,463 Pg. 2, Line 10c Column b	83,463 Pg. 2, Line 10c Column c

**The Value of Your Portfolio Investments**

2011

ID # 22-3209342

Investment	Federal Tax Cost	Units	Value/ Unit	Market Value
<b>Equities 92%</b>				<b>\$3,557,422.80</b>
Advanced Micro Devices Inc Com	41,666.39	5,900.000	5.400	31,860.00
Allstate Corp	90,833.19	3,075.000	27.410	84,285.75
AT&T Inc	124,056.28	4,200.000	30.240	127,008.00
Barrick Gold Corp	70,174.60	1,475.000	45.250	66,743.75
Boeing Co Com	100,383.13	1,525.000	73.350	111,858.75
Broadridge Financial Solutions Inc	50,877.73	2,350.000	22.550	52,992.50
Brocade Communications System	44,600.69	8,350.000	5.190	43,336.50
Carefusion Corp	52,951.44	2,175.000	25.410	55,266.75
CenterPoint Energy Inc	71,138.27	3,800.000	20.090	76,342.00
Chevron Corp	77,797.60	925.000	106.400	98,420.00
ConocoPhillips	105,099.75	1,500.000	72.870	109,305.00
Cvs/Caremark Corp	91,289.85	2,750.000	40.780	112,145.00
CMS Energy Corp Com	73,014.88	4,500.000	22.080	99,360.00
DuPont EI DE Nemours & Co Com	37,196.43	1,075.000	45.780	49,213.50
Emerson Electric Co	75,884.94	1,700.000	46.590	79,203.00
Energen Corp	77,607.84	1,200.000	50.000	60,000.00
Energizer Hldgs Inc Com	47,013.05	765.000	77.480	59,272.20
Energy Xxi Bermuda Ltd	99,779.78	2,925.000	31.880	93,249.00
EMC Corp Mass Com	23,091.40	2,050.000	21.540	44,157.00
Fifth Third Bancorp Com	58,104.46	4,000.000	12.720	50,880.00
FirstEnergy Corp	48,648.48	1,100.000	44.300	48,730.00
General Electric Company	59,748.07	4,500.000	17.910	80,595.00
Gilead Sciences Inc Com	94,854.07	2,300.000	40.930	94,139.00
Health Care REIT Inc	66,281.25	1,515.000	54.530	82,612.95
Heinz H J Co Com	49,221.56	1,250.000	54.040	67,550.00
Jack In The Box Inc	47,790.09	2,300.000	20.900	48,070.00
JPMorgan Chase & Co	90,314.86	2,075.000	33.250	68,993.75
Knight Capital Group Inc-A	103,884.66	7,175.000	11.820	84,808.50
Kraft Foods Inc CL A	102,540.38	3,375.000	37.360	126,090.00
Liberty Interactive Corp - A	18,693.77	4,200.000	16.215	68,103.00
Medtronic Inc	55,306.01	1,400.000	38.250	53,550.00
Merck & Co Inc	74,329.59	2,050.000	37.700	77,285.00
Metlife Inc	78,230.53	1,925.000	31.180	60,021.50
Microsoft Corp	59,693.04	2,400.000	25.960	62,304.00
Mosaic Co W/ The	56,195.95	815.000	50.430	41,100.45
National-Oilwell Varco Inc	42,266.68	875.000	67.990	59,491.25
Pfizer Inc	72,073.17	4,250.000	21.640	91,970.00
Renaissancere Holdings Ltd	74,653.01	1,050.000	74.370	78,088.50
Sirius Xm Radio Inc	50,654.40	48,000.000	1.820	87,360.00
Time Warner Inc	116,608.46	3,500.000	36.140	126,490.00
U S Bancorp DEL Com New	160,268.95	5,925.000	27.050	160,271.25
Union Pacific Corp Com	56,209.39	570.000	105.940	60,385.80
UnitedHealth Group Inc	48,932.17	1,550.000	50.680	78,554.00

**The Value of Your Portfolio Investments** 2011 ID # 22-3209342

Investment	Federal Tax Cost	Units	Value/ Unit	Market Value
Equities 92% (continued)				\$3,557,422.80
Verizon Communications Com	36,304.64	1,125.000	40.120	45,135.00
Walgreen Co	31,046.44	1,150.000	33.060	38,019.00
Wells Fargo & Co	98,000.20	3,265.000	27.560	89,983.40
Wyndham Worldwide Corp	57,418.90	1,925.000	37.830	72,822.75
TOTALS	\$3,262,730.42			\$3,557,422.80

Page 2, line 10c,  
columns b & c

The Stewart W. & Willma C. Hoyt Foundation, Inc.

Form 990-PF Part II  
Investments - Fixed Income - Corporate Bonds  
ID # 22-3209342  
2011

Description	Federal Tax Cost 12/31/2011	Units	Value / Unit	Market Value
Countrywide 05-57cb 5.500% 12/25/35	17,001	17,918.88	5.454	977
MrlI Lyn CMO 98-C1 A 6.720% 11/15/26	33,200	29,618.65	110.792	32,815
Wachovia Bk 03-C5-B 4.107% 6/15/35	46,906	50,000.00	99.341	49,671
Total	<u>97,106</u>			<u>83,463</u>

Pg. 2, Line 10c  
Columns b & c

**STEWART W. & WILLMA C. HOYT FOUNDATION**  
**ID #22-3209342**  
**CALENDAR YEAR ENDED 2011**  
**FORM 990, PART XV, LINE 3A**

**FORM 990**

NAME/ADDRESS		STATUS	PURPOSE	GRANTS PAID DURING THE YEAR
Binghamton Philharmonic		Public Charity	Redesign the Website	\$5,400.00
Berkshire Farm/LifeHouse (D)		Public Charity	Life House Runaway Program	\$1,720.00
Boys & Girls Club Foundation - Binghamton		Public Charity	New Headquarters Building	\$50,000.00
Broome Community College Foundation		Public Charity	Grants-In-Aid Program	\$25,000.00
Broome County Arts Council		Public Charity	United Cultural Fund Campaign	\$100,000.00
Broome County Arts Council (D)		Public Charity	Susan Starnberg Presentation	\$5,000.00
Broome County (through Council of Churches)		Public Charity	Special Recognition - Bill Rincker	\$5,000.00
Chenango County Council of the Arts		Public Charity	Decentralization Grant Program	\$10,000.00
Community Foundation of South Central New York		Public Charity	Part-Time Community Investment Assistant	\$12,500.00
Empire State College Foundation		Public Charity	Scholarships for Broome County Students	\$6,000.00
Family Enrichment Network		Public Charity	Parking Lot Renovation	\$10,700.00
First Ward Action Council		Public Charity	Renovation of Office Space	\$5,000.00
Great Binghamton Education Outreach		Public Charity	Junior Achievement Program Funding	\$7,740.00
Ken Johnson Broadcasting (grant to NYCON)		Public Charity	Assessment	\$3,000.00
Lourdes Hospital Foundation		Public Charity	Renovation, Expansion and Construction	\$75,000.00
NYCON		Public Charity	Southern Tier Capacity Building Program	\$9,000.00
Planned Parenthood of South Central New York		Public Charity	Electronic Health Records System	\$10,000.00
Rescue Mission Alliance		Public Charity	Life Skills Vocation Center	\$5,800.00
Tri Cities Opera		Public Charity	Artist Fees Madame Butterfly	\$10,000.00
Tri Cities Opera		Public Charity	Assessment Grant	\$5,000.00
YMCA		Public Charity	Short-Term Affiliation with the Urban League	\$2,486.00
<b>TOTAL GRANTS PAID DURING YEAR 2011</b>				<b>\$364,346.00</b>

\\Hoytfoundation\hoyt shared documents\GRANTS\PAYMENTS\Form 990 for 2011 - Grants pd during year

**STEWART W. & WILLMA C. HOYT FOUNDATION**  
**ID #22-3209342**  
**CALENDAR YEAR ENDED 2011**  
**FORM 990, PART XV, LINE 3B**

**FORM 990**

**GRANTS  
AWARDED FOR  
FUTURE  
PAYMENT**

NAME/ADDRESS	STATUS	PURPOSE	PAYMENT
Achieve	Public Charity	Rehabilitation/Expansion Cutler Pond Road Facility	\$87,500
American Civic Association Memorial Fund (D)	Public Charity	Memorial Park and Monument	\$4,000
Binghamton University Foundation	Public Charity	Partnership Program in Aging Education	\$27,000
Broome Community College Foundation	Public Charity	Grants-In-Aid Program	\$25,000
Broome County Arts Council	Public Charity	United Cultural Fund Campaign	\$100,000
Broome County Gang Prevention	Public Charity	Growing Connection Project	\$5,000
Chenango County Council of the Arts	Public Charity	Decentralization Grant Program	\$10,000
Community Foundation of South Central New York	Public Charity	Part-Time Community Investment Assistant	\$6,200
Danielle House	Public Charity	Construction of Guest Suites and Apartment	\$10,000
Discover Center	Public Charity	Special Recognition - Gary Rein	\$5,000
Empire State College Foundation	Public Charity	Scholarships for Broome County Students	\$18,000
Ken Johnson Broadcasting	Public Charity	Assessment	\$2,000
Liberty Partnership (through BU)	Public Charity	Liberty Community Involvement through Youth (CITY) Program	\$5,000
Lourdes Hospital Foundation	Public Charity	Renovation, Expansion and Construction	\$25,000
Mothers and Babies Perinatal Network	Public Charity	Worth the Wait Program	\$10,000
NYCON	Public Charity	Southern Tier Capacity Building Program	\$10,000
Southern Tier Independence Center	Public Charity	Heating System Replacement	\$15,000
Tri Cities Opera	Public Charity	Assessment Grant	\$5,000
United Health Services	Public Charity	Renovation of Intensive Care Unit	\$125,000
WSKG	Public Charity	"Frack You" Documentary	\$10,650
<b>GRANTS AWARDED FOR FUTURE PAYMENT</b>			<b>\$505,350</b>

The Stewart W. & Willma C.  
HOYT FOUNDATION, Inc.  
70 Front Street  
Binghamton, NY 13905

2011

ID # 22-3209342

## Proposal Summary Cover Sheet

Agency: \_\_\_\_\_ Executive Director: \_\_\_\_\_

Address: \_\_\_\_\_ Yrs. In Operation: \_\_\_\_\_

Contact Person for Proposal: \_\_\_\_\_ Telephone: \_\_\_\_\_

E-mail: \_\_\_\_\_ Fax: \_\_\_\_\_

Board Chair/President: \_\_\_\_\_

Board Chair's Home or Work Address: \_\_\_\_\_

During the last 5 years has the agency had any deficit? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please explain: \_\_\_\_\_

**Mission Statement:** \_\_\_\_\_

List other organizations in Broome County providing similar or related services: \_\_\_\_\_

### ***PROPOSAL SUMMARY***

Brief statement of need: *(What lack are you seeking to address?)*

Brief statement of project planned to address this need: *(What is the agency proposing to do?)*

**Total** proposed cost for the project: \$ \_\_\_\_\_

Amount of request to Hoyt: \$ \_\_\_\_\_

Funds requested primarily for: Special Project/Seed Money \_\_\_\_\_ Capital/Equipment \_\_\_\_\_  
Technical Assistance \_\_\_\_\_

Timeline proposed for the project: *From:* \_\_\_\_\_ *To:* \_\_\_\_\_

Date: \_\_\_\_\_



2011  
**THE STEWART W. & WILLMA C. HOYT FOUNDATION, INC.**  
70 Front St., Binghamton, New York 13905  
(607) 772-0780

FO # 22-3209342  
**GUIDELINES FOR GRANTS**

## **POLICIES**

Grants are made upon the direction and approval of the Hoyt Foundation Board of Directors.

The Foundation Board may award a grant on a challenge basis, if it appears that such an award would assist an organization in raising other funds. A grant may also be awarded as matching funds.

The Hoyt Foundation values and promotes diversity within the board and staff of all nonprofit organizations.

## **AREAS OF INTEREST**

The Hoyt Foundation focuses broadly in the following areas:

- Arts
- Humanities
- Education
- Health
- Human Services

Organizations may submit proposals for special projects, capital needs, or technical assistance. The Foundation is particularly interested in assisting programs which meet an urgent community need, that do not unnecessarily duplicate the work of other organizations, that have explored alternative funding sources, and that have some reasonable assurance of ongoing support.

## **FUNDING RESTRICTIONS**

***Grants are limited to qualified nonprofit organizations with 501(c)(3) designation from the IRS. Organizations must be located in, or directly serving residents of, Broome County, New York. The benefits of a Hoyt grant must accrue primarily to Broome County residents.***

Please note the following:

- An organization may submit only one proposal during the calendar year.
- If an organization currently has an open or active grant awarded in a previous grant cycle, it cannot apply, regardless of whether all grant payments have been made. The determination of whether a grant is "open" or "closed" is made by the Hoyt Foundation.
- Generally, if an organization received an award in one grant cycle, it must skip two (2) years (3 grant cycles) before it can apply again for another project (and the grant for which it previously received funding must be closed). Example: An agency that received a grant in Spring 2009 will be ineligible to apply until Spring 2011, and then only if the Spring 2009 grant is closed as determined by the Hoyt Foundation.
- Organizations may not resubmit a proposal for a project or program which has been previously declined by the Hoyt Foundation.

The Hoyt Foundation does not make grants to individuals, endowments, or for general operating support. It does not make grants for economic development projects, nor for repair/ongoing maintenance projects. It does not make grants to organizations that have so many counterparts that to consider one would open a floodgate (examples include: individual scout troops,

ambulance squads, volunteer fire departments, churches for capital/historic preservation, schools, PTA's, and health related organizations with local chapters). Other limitations may apply.

## **PROCEDURES FOR SUBMITTING GRANT PROPOSALS**

### **Inquiries**

Letters or calls of inquiry are encouraged to determine eligibility. A meeting with the Executive Director must precede submission of a full proposal to the Hoyt Foundation. Direct inquiries to Catherine A. Schwoeffermann, Executive Director, at the Foundation office, or call (607) 772-0780.

### **Schedule**

Grants will be considered at the June and November board meetings. Application deadlines are April 1st and September 2nd. Please contact the Foundation office for more information.

### **Content**

Proposals should include the following information about the applicant organization, the project, and the finances for the project:

#### **Proposal Summary Form \***

##### **Applicant Organization**

- Copy letter from Internal Revenue Service recognizing charitable tax exempt status
- Copy of most recent audited financial statements (including management letter)
- Copy of YTD budget
- Current list of Board of Directors and/or Advisory Board showing affiliations of members
- Copy of most recent Form 990 filed

##### **Project Narrative**

- One to three page narrative explaining need to be met by project and plans for implementation and evaluation
- Job descriptions and qualifications for personnel responsible for project
- Completion of the Hoyt Program Logic Model\* (if applicable)

##### **Finances for Project**

- One page budget for project showing
  - Breakdown of expenses
  - Both earned and contributed income
  - List of all sources from whom funds have been or will be sought and responses to date

#### **Additional Information as Requested**

*If applying for project support, an organization should be able to demonstrate the probability of future ongoing funding from other sources to replace whatever funding the Foundation might provide in the current year.*

\* Available from Foundation office

***FINAL REPORT FORM FOR THE HOYT FOUNDATION***

*(Please attach this cover sheet to the narrative and return to Catherine Schwoeffermann, Executive Director)*

GRANTEE: \_\_\_\_\_ DATE: \_\_\_\_\_

GRANT NUMBER: \_\_\_\_\_

NAME & TITLE OF PERSON REPORTING: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ E-MAIL ADDRESS: \_\_\_\_\_

**Purpose of Report:** Your final report to the Foundation on a grant serves a twofold purpose: accountability and evaluation.

The Foundation, under its tax-exempt status, must be able to account to the Internal Revenue Service for grant monies being spent in accordance with the charitable purpose for which they were granted; and to its Board, that the grant recipient adhered to any special grant conditions as stipulated in the contract.

Beyond this, the Foundation seeks to have some measure of how successful its grants are in helping to meet urgent Broome County needs. It also seeks to know what problems the grantee organization may have encountered in carrying out its proposed project. Such information is particularly helpful in advising various organizations who may consider similar projects and in setting forth conditions of future grants.

Reports are shared with staff and the Board of Directors of the Foundation and, from time to time, may be shared with other organizations.

#### **Instructions:**

**Content and Format of Report:** Your final report will consist of **two parts**: a narrative report relating to the project itself and a final financial report.

- **Narrative project report:** No particular format is required. However, the report should be typed, with the first page on your organization's letterhead. Appropriate supporting data may be attached. The person preparing the report should review the original grant contract letter. Indicate the date of the report, the name and number of the grant, and the dates covered by the entire grant period. *Please see below for questions that should be answered in your narrative.* Feel free to add any other information that you believe is pertinent and that will help the Foundation to understand and assess the outcomes of your project.
- **Final financial report:** For comparison purposes, the final budget should be in the same format as the budget originally submitted (or the budget as revised, if revisions occurred at some point during the project; such revisions should have been previously submitted to the Foundation for approval). It should reflect actual income and expenditures for the period of the grant. *This financial report page must be signed and dated by the Finance Officer of your agency.* Submission of this report is generally required before a final grant payment is made.

**Please answer the following questions in your project narrative**, along with any additional questions you wish to pose. Where appropriate, support answers with quantitative data. **Relate your answers to the original evaluation criteria as laid out in the grant proposal.**

1. What have been the project's primary accomplishments? How were they achieved? How do they compare/relate to the *original objectives and outcomes projected in your grant proposal*?
2. What have been the project's shortfalls?
3. What factors affecting the project have changed since the beginning of the grant period, and how have any such changes affected the project?

4. What unanticipated problems have you encountered in carrying out the project, and how did you manage these problems?
5. If your project is continuing, what are the ongoing plans and how will it be financed?
6. If another organization were to consider undertaking a similar project, what advice would you offer based on your experience with the project?
7. Do you have any suggestions for the Hoyt Foundation which might be helpful in making any future grants similar to yours?

**Please send your report to:** Catherine Schwoeffermann  
Executive Director  
The Hoyt Foundation  
70 Front Street  
Binghamton, NY 13905