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Form **990-PF**Department of the Treasury  
Internal Revenue Service**Return of Private Foundation  
or Section 4947(a)(1) Nonexempt Charitable Trust  
Treated as a Private Foundation**

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

OMB No 1545-0052

**2011**

For calendar year 2011 or tax year beginning

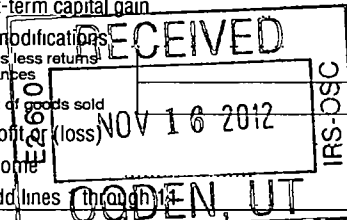
, and ending

Name of foundation <b>Leeway Foundation</b>		A Employer identification number <b>23-2727140</b>
Number and street (or P O box number if mail is not delivered to street address) <b>1315 Walnut Street</b>	Room/suite <b>832</b>	B Telephone number <b>215-545-4078</b>
City or town, state, and ZIP code <b>Philadelphia, PA 19107</b>		C If exemption application is pending, check here <input type="checkbox"/>
G Check all that apply: <input type="checkbox"/> Initial return <input type="checkbox"/> Initial return of a former public charity <input type="checkbox"/> Final return <input type="checkbox"/> Amended return <input type="checkbox"/> Address change <input type="checkbox"/> Name change		D 1. Foreign organizations, check here <input type="checkbox"/> 2. Foreign organizations meeting the 85% test, check here and attach computation <input type="checkbox"/>
H Check type of organization: <input type="checkbox"/> Section 501(c)(3) exempt private foundation <input type="checkbox"/> Section 4947(a)(1) nonexempt charitable trust <input checked="" type="checkbox"/> Other taxable private foundation		E If private foundation status was terminated under section 507(b)(1)(A), check here <input type="checkbox"/>
I Fair market value of all assets at end of year (from Part II, col. (c), line 16) <b>\$ 15,714,869.</b> (Part I, column (d) must be on cash basis)	J Accounting method: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other (specify) _____	F If the foundation is in a 60-month termination under section 507(b)(1)(B), check here <input type="checkbox"/>

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))		(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		0.		N/A	
2 Check <input checked="" type="checkbox"/> if the foundation is not required to attach Sch B					
3 Interest on savings and temporary cash investments		104.	104.		Statement 1
4 Dividends and interest from securities		229,928.	229,928.		Statement 2
5a Gross rents					
b Net rental income or (loss)					
6a Net gain or (loss) from sale of assets not on line 10		251,456.			
b Gross sales price for all assets on line 6a		2,904,210.			
7 Capital gain net income (from Part IV, line 2)			251,456.		
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 or (loss)					
11 Other income					
12 Total Add lines 1 through 11		481,488.	481,488.		
13 Compensation of officers, directors, trustees, etc		99,262.	9,962.		89,300.
14 Other employee salaries and wages		141,459.	14,146.		127,313.
15 Pension plans, employee benefits		60,882.	6,088.		54,794.
16a Legal fees Stmt 3		10,355.	0.		10,120.
b Accounting fees Stmt 4		20,284.	10,142.		10,142.
c Other professional fees Stmt 5		67,840.	0.		67,840.
17 Interest					
18 Taxes Stmt 6		-40,700.	0.		0.
19 Depreciation and depletion		17,983.	0.		
20 Occupancy		93,657.	9,366.		84,291.
21 Travel, conferences, and meetings		37,358.	0.		37,358.
22 Printing and publications		30,502.	0.		30,502.
23 Other expenses Stmt 7		40,491.	0.		13,778.
24 Total operating and administrative expenses. Add lines 13 through 23		579,373.	49,704.		525,438.
25 Contributions, gifts, grants paid		267,043.			267,043.
26 Total expenses and disbursements. Add lines 24 and 25		846,416.	49,704.		792,481.
27 Subtract line 26 from line 12:					
a Excess of revenue over expenses and disbursements		-364,928.			
b Net investment income (if negative, enter -0-)			431,784.		
c Adjusted net income (if negative, enter -0-)				N/A	

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Operating and Administrative Expenses

2  
3

**Part II Balance Sheets**

Attached schedules and amounts in the description column should be for end-of-year amounts only

			Beginning of year	End of year	
			(a) Book Value	(b) Book Value	(c) Fair Market Value
<b>Assets</b>	1	Cash - non-interest-bearing	257,444.	318,325.	318,325.
	2	Savings and temporary cash investments			
	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			
	7	Other notes and loans receivable ▶			
		Less: allowance for doubtful accounts ▶			
	8	Inventories for sale or use			
	9	Prepaid expenses and deferred charges	18,972.	16,562.	16,562.
	10a	Investments - U.S. and state government obligations			
	b	Investments - corporate stock Stmt 8	10,516,856.	9,696,535.	9,696,535.
	c	Investments - corporate bonds Stmt 9	5,443,487.	4,727,774.	4,727,774.
<b>Liabilities</b>	11	Investments - land, buildings, and equipment basis ▶			
		Less accumulated depreciation ▶			
	12	Investments - mortgage loans			
	13	Investments - other Stmt 10	533,280.	904,578.	904,578.
	14	Land, buildings, and equipment: basis ▶ 192,591.			
		Less accumulated depreciation Stmt 11 ▶ 163,096.	46,364.	29,495.	29,495.
	15	Other assets (describe ▶)	3,200.	21,600.	21,600.
	16	<b>Total assets</b> (to be completed by all filers)	16,819,603.	15,714,869.	15,714,869.
	17	Accounts payable and accrued expenses	114,415.	118,028.	
	18	Grants payable			
	19	Deferred revenue			
	20	Loans from officers, directors, trustees, and other disqualified persons			
	21	Mortgages and other notes payable			
	22	Other liabilities (describe ▶ Statement 12)	27,800.	5,500.	
	23	<b>Total liabilities</b> (add lines 17 through 22)	142,215.	123,528.	
<b>Net Assets or Fund Balances</b>		Foundations that follow SFAS 117, check here ▶ <input checked="" type="checkbox"/> and complete lines 24 through 26 and lines 30 and 31.			
	24	Unrestricted	1,805,758.	1,769,905.	
	25	Temporarily restricted	2,101,574.	1,051,380.	
	26	Permanently restricted	12,770,056.	12,770,056.	
		Foundations that do not follow SFAS 117, check here ▶ <input type="checkbox"/> and complete lines 27 through 31.			
	27	Capital stock, trust principal, or current funds			
	28	Paid-in or capital surplus, or land, bldg., and equipment fund			
	29	Retained earnings, accumulated income, endowment, or other funds			
	30	<b>Total net assets or fund balances</b>	16,677,388.	15,591,341.	
	31	<b>Total liabilities and net assets/fund balances</b>	16,819,603.	15,714,869.	

**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	16,677,388.
2	Enter amount from Part I, line 27a	2	-364,928.
3	Other increases not included in line 2 (itemize) ▶	3	0.
4	Add lines 1, 2, and 3	4	16,312,460.
5	Decreases not included in line 2 (itemize) ▶ <b>Net Unrealized Losses</b>	5	721,119.
6	<b>Total net assets or fund balances at end of year</b> (line 4 minus line 5) - Part II, column (b), line 30	6	15,591,341.

**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 shs. MLC Co.)		(b) How acquired P - Purchase D - Donation	(c) Date acquired (mo., day, yr.)	(d) Date sold (mo., day, yr.)
<b>1a</b>				
<b>b See Attached Statements</b>				
<b>c</b>				
<b>d</b>				
<b>e</b>				
(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)	
<b>a</b>				
<b>b</b>				
<b>c</b>				
<b>d</b>				
<b>e 2,904,210.</b>		<b>2,652,754.</b>	<b>251,456.</b>	
Complete only for assets showing gain in column (h) and owned by the foundation on 12/31/69			(i) Gains (Col. (h) gain minus col. (k), but not less than -0-) or Losses (from col. (h))	
(i) F.M.V. as of 12/31/69	(j) Adjusted basis as of 12/31/69	(k) Excess of col. (i) over col. (j), if any		
<b>a</b>				
<b>b</b>				
<b>c</b>				
<b>d</b>				
<b>e</b>			<b>251,456.</b>	
<b>2 Capital gain net income or (net capital loss)</b>		<div style="display: flex; align-items: center;"> <div style="border-left: 1px solid black; padding-left: 5px;">           If gain, also enter in Part I, line 7            If (loss), enter -0- in Part I, line 7         </div> <div style="margin-left: 10px;"> <b>2</b> </div> </div>		<b>251,456.</b>
<b>3 Net short-term capital gain or (loss) as defined in sections 1222(5) and (6):</b>		<div style="display: flex; align-items: center;"> <div style="border-left: 1px solid black; padding-left: 5px;">           If gain, also enter in Part I, line 8, column (c).            If (loss), enter -0- in Part I, line 8         </div> <div style="margin-left: 10px;"> <b>3</b> </div> </div>		<b>N/A</b>

**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 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 (col. (b) divided by col. (c))
2010	826,016.	15,644,993.	.052797
2009	1,002,212.	14,254,799.	.070307
2008	1,123,394.	17,715,736.	.063412
2007	892,726.	21,336,197.	.041841
2006	732,095.	20,165,281.	.036305
<b>2 Total of line 1, column (d)</b>			<b>2 .264662</b>
<b>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</b>			<b>3 .052932</b>
<b>4 Enter the net value of noncharitable-use assets for 2011 from Part X, line 5</b>			<b>4 16,362,887.</b>
<b>5 Multiply line 4 by line 3</b>			<b>5 866,120.</b>
<b>6 Enter 1% of net investment income (1% of Part I, line 27b)</b>			<b>6 4,318.</b>
<b>7 Add lines 5 and 6</b>			<b>7 870,438.</b>
<b>8 Enter qualifying distributions from Part XII, line 4</b>			<b>8 792,481.</b>

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)**

1a 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 instructions)			
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	8,636.
c All other domestic foundations enter 2% of line 27b. Exempt foreign organizations enter 4% of Part I, line 12, col. (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	8,636.
4 Subtitle A (income) tax (domestic section 4947(a)(1) trusts and taxable foundations only. Others enter -0-)		4	0.
5 Tax based on investment income. Subtract line 4 from line 3. If zero or less, enter -0-		5	8,636.
6 Credits/Payments:			
a 2011 estimated tax payments and 2010 overpayment credited to 2011	6a	615.	
b Exempt foreign organizations - tax withheld at source	6b		
c Tax paid with application for extension of time to file (Form 8868)	6c	8,021.	
d Backup withholding erroneously withheld	6d		
7 Total credits and payments. Add lines 6a through 6d	7	8,636.	
8 Enter any penalty for underpayment of estimated tax. Check here <input type="checkbox"/> if Form 2220 is attached	8	75.	
9 Tax due. If the total of lines 5 and 8 is more than line 7, enter amount owed	9	75.	
10 Overpayment. If line 7 is more than the total of lines 5 and 8, enter the amount overpaid	10		
11 Enter the amount of line 10 to be: Credited to 2012 estimated tax <input type="checkbox"/> Refunded <input type="checkbox"/>	11		

**Part VII-A Statements Regarding Activities**

	Yes	No
1a 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 instructions for definition)? 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.		X
c Did the foundation file Form 1120-POL 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. \$ 0. (2) On foundation managers. \$ 0.		
e Enter the reimbursement (if any) paid by the foundation during the year for political expenditure tax imposed on foundation managers. \$ 0.		
2 Has the foundation engaged in any activities that have not previously been reported to the IRS? If "Yes," attach a detailed description of the activities.	2	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? If "Yes," attach a conformed copy of the changes	3	X
4a Did the foundation have unrelated business gross income of \$1,000 or more during the year?	4a	X
b If "Yes," has it filed a tax return on Form 990-T for this year?	4b	
5 Was there a liquidation, termination, dissolution, or substantial contraction during the year? If "Yes," attach the statement required by General Instruction T.	5	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?	6	X
7 Did the foundation have at least \$5,000 in assets at any time during the year? If "Yes," complete Part II, col (c), and Part XV.	7	X
8a Enter the states to which the foundation reports or with which it is registered (see instructions) <u>PA</u>		
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 General Instruction G? If "No," attach explanation	8b	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)? If "Yes," complete Part XIV	9	X
10 Did any persons become substantial contributors during the tax year? If "Yes," attach a schedule listing their names and addresses	10	X

N/A

**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.leeway.org</u>	13	X	
14	The books are in care of ► <u>The Foundation</u> Telephone no. ► <u>215-545-4078</u> Located at ► <u>1315 Walnut Street, Philadelphia, PA</u> ZIP+4 ► <u>19107</u>			
15	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-PF in lieu of Form 1041 - Check here and enter the amount of tax-exempt interest received or accrued during the year ► 15 N/A			
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? See the instructions for exceptions and filing requirements for Form TD F 90-22.1. If "Yes," enter the name of the foreign country ►	16	Yes	No X

**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 type="checkbox"/> Yes <input checked="" 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? (Exception. 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	N/A	1b
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 ►	<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.)	N/A	2b
c If the provisions of section 4942(a)(2) are being applied to any of the years listed in 2a, list the years here. ►		
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.)	N/A	3b
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

**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)?

☐ 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

X

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

6b

X

**b** Did the foundation, during the year, pay premiums, directly or indirectly, on a personal benefit contract?

If "Yes" to 6b, file Form 8870

☐ Yes ☒ No

7b

**7a** At any time during the tax year, was the foundation a party to a prohibited tax shelter transaction?**b** If "Yes," did the foundation receive any proceeds or have any net income attributable to the transaction?

N/A

**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.

(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 13		99,262.	13,887.	0.

**2** Compensation of five highest-paid employees (other than those included on line 1). 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
Sham-E Ali Al-Jamil - 1315 Walnut Street, Philadelphia, PA 19107	Program Director 40.00	56,925.	11,782.	0.

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

0





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

<b>1</b>	Fair market value of assets not used (or held for use) directly in carrying out charitable, etc., purposes:		
<b>a</b>	Average monthly fair market value of securities	<b>1a</b>	16,459,615.
<b>b</b>	Average of monthly cash balances	<b>1b</b>	152,453.
<b>c</b>	Fair market value of all other assets	<b>1c</b>	
<b>d</b>	<b>Total</b> (add lines 1a, b, and c)	<b>1d</b>	16,612,068.
<b>e</b>	Reduction claimed for blockage or other factors reported on lines 1a and 1c (attach detailed explanation)	<b>1e</b>	0.
<b>2</b>	Acquisition indebtedness applicable to line 1 assets	<b>2</b>	0.
<b>3</b>	Subtract line 2 from line 1d	<b>3</b>	16,612,068.
<b>4</b>	Cash deemed held for charitable activities. Enter 1 1/2% of line 3 (for greater amount, see instructions)	<b>4</b>	249,181.
<b>5</b>	<b>Net value of noncharitable-use assets.</b> Subtract line 4 from line 3. Enter here and on Part V, line 4	<b>5</b>	16,362,887.
<b>6</b>	<b>Minimum investment return.</b> Enter 5% of line 5	<b>6</b>	818,144.

**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.)

<b>1</b>	Minimum investment return from Part X, line 6	<b>1</b>	818,144.
<b>2a</b>	Tax on investment income for 2011 from Part VI, line 5	<b>2a</b>	8,636.
<b>b</b>	Income tax for 2011. (This does not include the tax from Part VI.)	<b>2b</b>	
<b>c</b>	Add lines 2a and 2b	<b>2c</b>	8,636.
<b>3</b>	Distributable amount before adjustments. Subtract line 2c from line 1	<b>3</b>	809,508.
<b>4</b>	Recoveries of amounts treated as qualifying distributions	<b>4</b>	0.
<b>5</b>	Add lines 3 and 4	<b>5</b>	809,508.
<b>6</b>	Deduction from distributable amount (see instructions)	<b>6</b>	0.
<b>7</b>	<b>Distributable amount as adjusted.</b> Subtract line 6 from line 5. Enter here and on Part XIII, line 1	<b>7</b>	809,508.

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

<b>1</b>	Amounts paid (including administrative expenses) to accomplish charitable, etc., purposes:		
<b>a</b>	Expenses, contributions, gifts, etc. - total from Part I, column (d), line 26	<b>1a</b>	792,481.
<b>b</b>	Program-related investments - total from Part IX-B	<b>1b</b>	0.
<b>2</b>	Amounts paid to acquire assets used (or held for use) directly in carrying out charitable, etc., purposes	<b>2</b>	
<b>3</b>	Amounts set aside for specific charitable projects that satisfy the:		
<b>a</b>	Suitability test (prior IRS approval required)	<b>3a</b>	
<b>b</b>	Cash distribution test (attach the required schedule)	<b>3b</b>	
<b>4</b>	<b>Qualifying distributions.</b> Add lines 1a through 3b. Enter here and on Part V, line 8, and Part XIII, line 4	<b>4</b>	792,481.
<b>5</b>	Foundations that qualify under section 4940(e) for the reduced rate of tax on net investment income. Enter 1% of Part I, line 27b	<b>5</b>	0.
<b>6</b>	<b>Adjusted qualifying distributions.</b> Subtract line 5 from line 4	<b>6</b>	792,481.

**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
<b>1</b> Distributable amount for 2011 from Part XI, line 7				809,508.
<b>2</b> Undistributed income, if any, as of the end of 2011				
<b>a</b> Enter amount for 2010 only			292,275.	
<b>b</b> Total for prior years:		0.		
<b>3</b> Excess distributions carryover, if any, to 2011:				
<b>a</b> From 2006				
<b>b</b> From 2007				
<b>c</b> From 2008				
<b>d</b> From 2009				
<b>e</b> From 2010				
<b>f</b> Total of lines 3a through e	0.			
<b>4</b> Qualifying distributions for 2011 from Part XII, line 4: ► \$ 792,481.				
<b>a</b> Applied to 2010, but not more than line 2a			292,275.	
<b>b</b> Applied to undistributed income of prior years (Election required - see instructions)		0.		
<b>c</b> Treated as distributions out of corpus (Election required - see instructions)	0.			
<b>d</b> Applied to 2011 distributable amount				500,206.
<b>e</b> Remaining amount distributed out of corpus	0.			
<b>5</b> Excess distributions carryover applied to 2011 (If an amount appears in column (d), the same amount must be shown in column (a))	0.			0.
<b>6</b> Enter the net total of each column as indicated below:				
<b>a</b> Corpus Add lines 3f, 4c, and 4e Subtract line 5	0.			
<b>b</b> Prior years' undistributed income. Subtract line 4b from line 2b		0.		
<b>c</b> 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.		
<b>d</b> Subtract line 6c from line 6b. Taxable amount - see instructions		0.		
<b>e</b> Undistributed income for 2010. Subtract line 4a from line 2a. Taxable amount - see instr.			0.	
<b>f</b> Undistributed income for 2011. Subtract lines 4d and 5 from line 1. This amount must be distributed in 2012				309,302.
<b>7</b> Amounts treated as distributions out of corpus to satisfy requirements imposed by section 170(b)(1)(F) or 4942(g)(3)	0.			
<b>8</b> Excess distributions carryover from 2006 not applied on line 5 or line 7	0.			
<b>9</b> Excess distributions carryover to 2012. Subtract lines 7 and 8 from line 6a	0.			
<b>10</b> Analysis of line 9:				
<b>a</b> Excess from 2007				
<b>b</b> Excess from 2008				
<b>c</b> Excess from 2009				
<b>d</b> Excess from 2010				
<b>e</b> Excess from 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
<b>a Paid during the year</b>				
Anderson, Tamara 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	1,844.
Benton, Amanda 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Cabral, Nuala Frances 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Cheatham, Chrystal 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Cho, Erica 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
<b>Total</b>	<b>See continuation sheet(s)</b>			<b>267,043.</b>
<b>b Approved for future payment</b>				
<b>None</b>				
<b>Total</b>				<b>0.</b>

**Part XV Supplementary Information****3 Grants and Contributions Paid During the Year (Continuation)**

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
Dale, Beverly 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Dale, Beverly 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Denton, Lynn Blackwell 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Denton, Lynn Blackwell 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Leeway Transformation Grant	15,000.
Devin, Tamira L. 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
DiPronio, Susan 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Duncan, Joslyn 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art and Change Grant	2,500.
Emdur, Rachel Diaz-Lansac 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art and Change Grant	2,500.
Epstein, Lisa Jo 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Fernandez, Esterlina Onalisa 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art and Change Grant	2,500.
<b>Total from continuation sheets</b>				<b>257,599.</b>

**Part XV** Supplementary Information**3 Grants and Contributions Paid During the Year (Continuation)**

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
Frohman, Denice 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Gass, Jonita 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Goldwater, Janet 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Goldwater, Janet 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Leeway Transformation Grant	15,000.
Gossett, Malcolm Che 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,000.
Green, Vivian 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Green, Vivian 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Leeway Transformation Grant	15,000.
Gucwa, Rachel 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Haigh, Alyse Rowen 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Hays-Cha, Janice 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
<b>Total from continuation sheets</b>				

**Part XV Supplementary Information****3 Grants and Contributions Paid During the Year (Continuation)**

<div>Recipient</div> <div>Name and address (home or business)</div>	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
Hoffman, Natalie Helen 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Ippolito, Jodi 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Irizarry, Lee Ann 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Kersey, Antoinette 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Knight, Nsenga A. 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Lake, Jardyn Daronn 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Leacraft, Betty Lorriane Margaret 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Leacraft, Betty Lorriane Margaret 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Leeway Transformation Grant	15,000.
Litz, Nora H. 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Lu, Chia-Fang 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
<b>Total from continuation sheets</b>				

**Part XV Supplementary Information****3 Grants and Contributions Paid During the Year (Continuation)**

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
Luna, Lilitana Teresa Herrada 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
McKenzie, Mia 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
McKenzie, Mia 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
McKenzie, Mia 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Leeway Transformation Grant	15,000.
McLean, Patricia A. 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Moeller, Marie 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Molloy, Otilia Ayala 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	908.
Mulgrew, Anne-Marie 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Murphy, Darlene Callaway 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Murphy, Genne 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
<b>Total from continuation sheets</b>				



**Part XV Supplementary Information****3 Grants and Contributions Paid During the Year (Continuation)**

<div>Recipient</div> <div>Name and address (home or business)</div>	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
Murray, Kimberly 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Myers, Michelle 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Nakonechny, Vera 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Nakonechny, Vera 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Leeway Transformation Grant	15,000.
Nickles, Elisabeth 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Nixon, Leticia Roa 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Norris, Shavon N. 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Nuritasari, Indah 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
O'Gorman, Dalia 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Palma, Ana Guissel 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
<b>Total from continuation sheets</b>				

**Part XV** Supplementary Information**3 Grants and Contributions Paid During the Year (Continuation)**

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
Pannepacker, Kathryn 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA stipend	100.
Pannepacker, Kathryn 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Leeway Transformation Grant	15,000.
Parnes, Thomasin 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Pearson, Tara 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA stipend	100.
Pearson, Tara 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Perez-heredia, Gonzalo 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Picot, Iresha 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Powell-Wright, Debra A. 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Reed, Serena L. 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Shaw, Yowei 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
<b>Total from continuation sheets</b>				

**Part XV Supplementary Information****3 Grants and Contributions Paid During the Year (Continuation)**

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
Shivarao, Kolambe/Rao, Viji 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Shivarao, Kolambe/Rao, Viji 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Leeway Transformation Grant	15,000.
Smith, Shawnta 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Sudler-Honesty, Monnette 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Sudler-Honesty, Monnette 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Leeway Transformation Grant	15,000.
Talentino, Adelaide Doris 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Thompson, Miranda M 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Tobias, Shari 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Art & Change Grant	2,500.
Velarde, Kukuli 1315 Walnut Street Philadelphia, PA 19107	None	N/A	LTA Stipend	100.
Velarde, Kukuli 1315 Walnut Street Philadelphia, PA 19107	None	N/A	Leeway Transformation Grant	15,000.
<b>Total from continuation sheets</b>				

23-2727140

### 3 Grants and Contributions Paid During the Year (Continuation)

**Total from continuation sheets**



**Information Regarding Transfers To and Transactions and Relationships With Noncharitable Exempt Organizations**

- | 1        | Did the organization directly or indirectly engage in any of the following with any other organization described in section 501(c) of the Code (other than section 501(c)(3) organizations) or in section 527, relating to political organizations?  | Yes No |   |
|----------|--|--------|---|
|          |  |        |   |
| <b>a</b> | Transfers from the reporting foundation to a noncharitable exempt organization of:   |        |   |
|          | (1) Cash   | 1a(1)  | X |
|          | (2) Other assets   | 1a(2)  | X |
| <b>b</b> | Other transactions:  |        |   |
|          | (1) Sales of assets to a noncharitable exempt organization   | 1b(1)  | X |
|          | (2) Purchases of assets from a noncharitable exempt organization   | 1b(2)  | X |
|          | (3) Rental of facilities, equipment, or other assets   | 1b(3)  | X |
|          | (4) Reimbursement arrangements   | 1b(4)  | X |
|          | (5) Loans or loan guarantees   | 1b(5)  | X |
|          | (6) Performance of services or membership or fundraising solicitations   | 1b(6)  | X |
| <b>c</b> | Sharing of facilities, equipment, mailing lists, other assets, or paid employees   | 1c     | X |
| <b>d</b> | If the answer to any of the above is "Yes," complete the following schedule. Column (b) should always show the fair market value of the goods, other assets, or services given by the reporting foundation. If the foundation received less than fair market value in any transaction or sharing arrangement, show in column (d) the value of the goods, other assets, or services received. |        |   |

[illegible]

- 2a** Is the foundation directly or indirectly affiliated with, or related to, one or more tax-exempt organizations described in section 501(c) of the Code (other than section 501(c)(3)) or in section 527? ☐ Yes ☒ No
- b** If "Yes," complete the following schedule.

(a) Name of organization	(b) Type of organization	(c) Description of relationship
N/A		

**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 taxpayer) is based on all information of which preparer has any knowledge.

Signature of officer or trustee \_\_\_\_\_ D

of which preparer has any  
**Executive**

Director

May the IRS discuss this return with the preparer shown below (see instr )?

☒ Yes    ☐ No

**Paid  
Preparer  
Use Only**

Print/Type preparer's name

Joyce Miller

Preparer's signature

Date \_\_\_\_\_

Check ☐ self-employed

PTIN
------

Firm's name ▶ J. Miller & Associates LLC

Firm's EIN ▶ 27-2001590

Firm's address ► 1221 Locust Street  
Philadelphia, PA 19107

Phone no. 215-600-1701

## Leeway Foundation

**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 shs. MLC Co.		(b) How acquired P - Purchase D - Donation	(c) Date acquired (mo., day, yr.)	(d) Date sold (mo., day, yr.)
1a	Vanguard Fixed Income Secs Fd	P	07/26/10	12/08/11
b	HC Capital Intl Equity Portfolio	P	07/26/10	12/08/11
c	HC Capital Growth Equity	P	07/26/10	12/08/11
d	HC Capital Emerging Mkts	P	07/26/10	12/08/11
e	HC Capital Value Equity	P	07/26/10	12/08/11
f	HC Capital Small Cap Equity	P	07/26/10	04/30/11
g	HC Capital Intl Equity Portfolio	P	07/26/10	04/30/11
h	HC Capital Intl Equity Portfolio	P	07/26/10	06/30/11
i	HC Capital Instl Growth Equity	P	07/26/10	03/31/11
j	HC Capital Instl Growth Equity	P	07/26/10	04/30/11
k	HC Capital Instl Growth Equity	P	07/26/10	06/30/11
l	HC Capital Instl Growth Equity	P	07/26/10	10/31/11
m	HC Capital Instl Growth Equity	P	07/26/10	11/30/11
n	HC Capital Instl Value Equity	P	07/26/10	03/31/11
o	HC Capital Instl Value Equity	P	07/26/10	04/30/11

(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 30,000.		26,895.	3,105.
b 45,000.		51,729.	-6,729.
c 108,000.		89,135.	18,865.
d 15,000.		17,135.	-2,135.
e 108,000.		103,968.	4,032.
f 50,000.		39,708.	10,292.
g 100,000.		86,543.	13,457.
h 68,000.		56,082.	11,918.
i 170,000.		139,833.	30,167.
j 33,000.		27,078.	5,922.
k 34,000.		27,738.	6,262.
l 60,000.		55,998.	4,002.
m 125,000.		109,334.	15,666.
n 150,000.		126,614.	23,386.
o 17,000.		14,267.	2,733.

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

(i) F.M.V. as of 12/31/69	(j) Adjusted basis as of 12/31/69	(k) Excess of col. (i) over col. (j), if any	(l) Losses (from col. (h)) Gains (excess of col. (h) gain over col. (k), but not less than "-0-")
a			3,105.
b			-6,729.
c			18,865.
d			-2,135.
e			4,032.
f			10,292.
g			13,457.
h			11,918.
i			30,167.
j			5,922.
k			6,262.
l			4,002.
m			15,666.
n			23,386.
o			2,733.

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

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).

If (loss), enter "-0-" in Part I, line 8

3

**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 shs. MLC Co.		(b) How acquired P - Purchase D - Donation	(c) Date acquired (mo., day, yr.)	(d) Date sold (mo., day, yr.)
1a	HC Capital Instl Value Equity	P	07/26/10	06/30/11
b	HC Capital Real Estate Sec	P	07/26/10	03/31/11
c	HC Capital Real Estate Sec	P	07/26/10	04/30/11
d	HC Capital Commodity Related	P	07/26/10	08/30/11
e	HC Capital Commodity Related	P	07/26/10	10/30/11
f	HC Capital Commodity Related	P	07/26/10	08/30/11
g	HC Capital Commodity Related	P	07/26/10	10/30/11
h	Vanguard Fixed Inc Sec	P	07/26/10	08/31/11
i	Vanguard Fixed Inc Sec	P	07/26/10	10/31/11
j	HC Capital Fixed Income	P	07/26/10	03/31/11
k	HC Capital Trust Commodity Related	P	07/26/10	08/31/11
l	HC Capital Trust Commodity Related	P	07/26/10	10/30/11
m	HC Capital Trust Fixed Income Opp	P	07/26/10	05/30/11
n	HC Capital Trust Fixed Income Opp	P	07/26/10	08/30/11
o				

(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 17,000.		14,300.	2,700.
b 177,082.		157,077.	20,005.
c 194,000.		162,086.	31,914.
d 226,200.		218,581.	7,619.
e 70,000.		66,419.	3,581.
f 221,000.		214,699.	6,301.
g 50,000.		48,962.	1,038.
h 190,000.		176,190.	13,810.
i 210,000.		192,831.	17,169.
j 213,128.		213,798.	-670.
k 102,800.		99,299.	3,501.
l 40,000.		38,917.	1,083.
m 50,000.		47,198.	2,802.
n 30,000.		30,340.	-340.
o			

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

(i) F.M.V. as of 12/31/69	(j) Adjusted basis as of 12/31/69	(k) Excess of col. (i) over col. (j), if any	(l) Losses (from col. (h)) Gains (excess of col. (h) gain over col. (k), but not less than "-0-")
a			2,700.
b			20,005.
c			31,914.
d			7,619.
e			3,581.
f			6,301.
g			1,038.
h			13,810.
i			17,169.
j			-670.
k			3,501.
l			1,083.
m			2,802.
n			-340.
o			

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	251,456.
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). If (loss), enter "-0-" in Part I, line 8	3	N/A



## 2011 DEPRECIATION AND AMORTIZATION REPORT

Form 990-PF Page 1

990-PF

Asset No	Description	Date Acquired	Method	Life	Line No	Unadjusted Cost Or Basis	Bus % Excl	Reduction In Basis	Basis For Depreciation	Accumulated Depreciation	Current Sec 179	Current Year Deduction
1	Speaker Phones	010197SL	SL	5.00	16	951.			951.	951.		0.
2	TABLES/CHAIRS/BOOKCASES	062099SL	SL	5.00	16	11,325.			11,325.	11,325.		0.
3	CABINETS/COUNTERTOPS	071697SL	SL	5.00	16	20,864.			20,864.	20,864.		0.
4	PHONE SYSTEM	071697SL	SL	5.00	16	4,412.			4,412.	4,412.		0.
5	CARPETS (9)	082597SL	SL	5.00	16	5,438.			5,438.	5,438.		0.
6	BOOKCASES	011398SL	SL	5.00	16	746.			746.	746.		0.
7	SLIDE PROJECTOR	061998SL	SL	5.00	16	1,278.			1,278.	1,278.		0.
8	CONFERENCE SPEAKER AUDIO/VIDEO	081098SL	SL	5.00	16	1,518.			1,518.	1,518.		0.
9	EQUIPMENT	121599SL	SL	5.00	16	1,284.			1,284.	1,284.		0.
10	CANON IR 2200 COPIER	032803SL	SL	5.00	16	6,355.			6,355.	6,355.		0.
11	VOICE MAIL SYSTEM/PHONE	062404SL	SL	5.00	16	3,720.			3,720.	3,720.		0.
12	OFFICE FURNITURE	012508SL	SL	5.00	16	23,930.			23,930.	14,355.		4,786.
13	TABLES/CHAIRS/LOVES	021208SL	SL	5.00	16	1,793.			1,793.	727.		359.
14	REFRIGERATOR/DISHWASHER	021208SL	SL	5.00	16	1,422.			1,422.	604.		284.
15	RECEPTION DESK	031308SL	SL	5.00	16	1,186.			1,186.	597.		237.
16	DOOR PHONE SPEAKER	032108SL	SL	5.00	16	1,866.			1,866.	910.		373.
17	AV EQUIPMENT	111408SL	SL	5.00	16	776.			776.	440.		155.
18	FURNITURE	112908SL	SL	5.00	16	1,049.			1,049.	538.		210.

## 2011 DEPRECIATION AND AMORTIZATION REPORT

Form 990-PF Page 1

990-PF

Asset No	Description	Date Acquired	Method	Life	Line No	Unadjusted Cost Or Basis	Bus % Excl	Reduction In Basis	Basis For Depreciation	Accumulated Depreciation	Current Sec 179	Current Year Deduction
19	BLACK BOOKCASE	120608SL		5.00	16	597.			597.	550.		47.
20	HANGING SYSTEM	011409SL		5.00	16	2,124.			2,124.	875.		425.
21	OFFICE FURNITURE	123008SL		5.00	16	7,349.			7,349.	2,975.		1,470.
22	HANGING SYSTEM	011409SL		5.00	16	412.			412.	165.		82.
23	HP PRINTER	123009SL		5.00	16	800.			800.	173.		160.
24	POWER MACS/MONITORS	010196SL		5.00	16	3,103.			3,103.	3,103.		0.
25	SOFTWARE (PC CONNECT)	010196SL		5.00	16	1,186.			1,186.	1,186.		0.
26	MACS/PRINTERS/MODEM	070297SL		5.00	16	10,664.			10,664.	10,664.		0.
27	MAC G3	091498SL		5.00	16	3,179.			3,179.	3,179.		0.
28	SLIDE SCANNER	061998SL		5.00	16	999.			999.	999.		0.
29	UPGRADE	081999SL		5.00	16	754.			754.	754.		0.
30	DSL-COMPUTER	082400SL		5.00	16	262.			262.	262.		0.
31	DSL-COMPUTER	101900SL		5.00	16	914.			914.	914.		0.
32	COMPUTER	101101SL		5.00	16	1,595.			1,595.	1,595.		0.
33	HP LASERJET PRINTER	031402SL		5.00	16	1,525.			1,525.	1,525.		0.
34	COMPUTER (3)	010104SL		5.00	16	6,979.			6,979.	6,979.		0.
35	IMAC (USED)	082704SL		5.00	16	5,329.			5,329.	5,329.		0.
36	MAC IBOOK G4	100804SL		5.00	16	1,883.			1,883.	1,883.		0.

## 2011 DEPRECIATION AND AMORTIZATION REPORT

Form 990-PF Page 1

990-PF

Asset No	Description	Date Acquired	Method	Life	Line No	Unadjusted Cost Or Basis	Bus % Excl	Reduction In Basis	Basis For Depreciation	Accumulated Depreciation	Current Sec 179	Current Year Deduction
37	FILEMAKER COMPUTER/SERVER	072505SL	5.00	16	3,029.				3,029.	3,029.		0.
38	QUARK SOFTWARE	100605SL	3.00	16	1,230.				1,230.	1,230.		0.
39	COMPUTER/LAPTOP	102506SL	5.00	16	1,583.				1,583.	1,346.		237.
40	COMPUTER/LAPTOP	102506SL	5.00	16	2,033.				2,033.	1,728.		305.
41	MACDESKTOP	071207SL	5.00	16	1,668.				1,668.	1,168.		334.
42	MACBOOK	071207SL	5.00	16	1,348.				1,348.	944.		270.
43	IMAC & SOFTWARE	090307SL	5.00	16	4,200.				4,200.	2,800.		840.
44	MAC COMPUTERS	121307SL	5.00	16	14,903.				14,903.	9,191.		2,981.
45	MAC COMPUTERS	091209SL	5.00	16	2,242.				2,242.	598.		448.
46	ADOBE SOFTWARE	121709SL	5.00	16	1,876.				1,876.	406.		375.
47	APPLE PRO NOTEBOOK	122309SL	5.00	16	1,179.				1,179.	255.		236.
48	MODEM & SOFTWARE	122309SL	5.00	16	3,142.				3,142.	681.		628.
49	APPLE DESKTOP	122309SL	5.00	16	1,457.				1,457.	316.		291.
50	APPLE DESKTOP	122309SL	5.00	16	3,507.				3,507.	760.		701.
51	IMPROVEMENTS	062497SL	10.00	16	1,325.				1,325.	1,325.		0.
52	IMAC	080710SL	5.00	16	1,977.				1,977.	164.		395.
53	macbook	123010SL	5.00	16	1,213.				1,213.			243.
54	vostro laptop	123010SL	5.00	16	505.				505.			101.

128102  
05-01-11

(D) - Asset disposed

\* ITC, Section 179, Salvage, Bonus, Commercial Revitalization Deduction

## 2011 DEPRECIATION AND AMORTIZATION REPORT

Form 990-PF Page 1

990-PF

Asset No	Description	Date Acquired	Method	Life	Line No	Unadjusted Cost Or Basis	Bus % Excl	* Reduction In Basis	Basis For Depreciation	Accumulated Depreciation	Current Sec 179	Current Year Deduction
55	1t usb	12/30/10	SL	5.00	16	218.			218.			44.
56	quickbooks	12/30/10	SL	5.00	16	202.			202.			40.
57	adobe SOFTWARE	12/30/10	SL	5.00	16	3,073.			3,073.			615.
58	Home-Student 2011	01/04/11	SL	4.00	16	1,114.			1,114.			279.
	* Total 990-PF Pg 1					192,591.		0.	192,591.	145,113.	0.	17,951.
	Depr											

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Form 990-PF Interest on Savings and Temporary Cash Investments Statement 1

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Source	Amount
PNC	104.
Total to Form 990-PF, Part I, line 3, Column A	104.

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Form 990-PF Dividends and Interest from Securities Statement 2

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Source	Gross Amount	Capital Gains Dividends	Column (A) Amount
Investments	229,928.	0.	229,928.
Total to Fm 990-PF, Part I, ln 4	229,928.	0.	229,928.

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Form 990-PF Legal Fees Statement 3

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Description	(a) Expenses Per Books	(b) Net Invest- ment Income	(c) Adjusted Net Income	(d) Charitable Purposes
Legal	235.	0.		0.
Review panels	10,120.	0.		10,120.
To Fm 990-PF, Pg 1, ln 16a	10,355.	0.		10,120.

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Form 990-PF Accounting Fees Statement 4

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Description	(a) Expenses Per Books	(b) Net Invest- ment Income	(c) Adjusted Net Income	(d) Charitable Purposes
Accounting	20,284.	10,142.		10,142.
To Form 990-PF, Pg 1, ln 16b	20,284.	10,142.		10,142.

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Form 990-PF	Other Professional Fees			Statement	5
Description	(a) Expenses Per Books	(b) Net Invest- ment Income	(c) Adjusted Net Income	(d) Charitable Purposes	
Community partnerships	2,444.	0.		2,444.	
Consultants	40,093.	0.		40,093.	
Other Professional Fees	25,303.	0.		25,303.	
To Form 990-PF, Pg 1, ln 16c	67,840.	0.		67,840.	

Form 990-PF	Taxes			Statement	6
Description	(a) Expenses Per Books	(b) Net Invest- ment Income	(c) Adjusted Net Income	(d) Charitable Purposes	
Excise Tax	-40,700.	0.		0.	
To Form 990-PF, Pg 1, ln 18	-40,700.	0.		0.	

Form 990-PF	Other Expenses			Statement	7
Description	(a) Expenses Per Books	(b) Net Invest- ment Income	(c) Adjusted Net Income	(d) Charitable Purposes	
Receptions	8,590.	0.		8,590.	
Advertising	2,633.	0.		2,633.	
Bank fees	116.	0.		116.	
Memberships	2,439.	0.		2,439.	
Office supplies and expenses	25,291.	0.		0.	
D&O Insurance	1,422.	0.		0.	
To Form 990-PF, Pg 1, ln 23	40,491.	0.		13,778.	

Form 990-PF	Corporate Stock	Statement	8
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Description	Book Value	Fair Market Value
Mutual Funds - Domestic Equity	6,240,805.	6,240,805.
Mutual Funds - International Equity	3,455,730.	3,455,730.
Total to Form 990-PF, Part II, line 10b	9,696,535.	9,696,535.

Form 990-PF	Corporate Bonds	Statement	9
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Description	Book Value	Fair Market Value
Mutual Funds - Fixed Income	4,727,774.	4,727,774.
Total to Form 990-PF, Part II, line 10c	4,727,774.	4,727,774.

Form 990-PF	Other Investments	Statement	10
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Description	Valuation Method	Book Value	Fair Market Value
Money Market	FMV	904,578.	904,578.
Total to Form 990-PF, Part II, line 13		904,578.	904,578.

Form 990-PF	Depreciation of Assets Not Held for Investment	Statement	11
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Description	Cost or Other Basis	Accumulated Depreciation	Book Value
Speaker Phones	951.	951.	0.
TABLES/CHAIRS/BOOKCASES	11,325.	11,325.	0.
CABINETS/COUNTERTOPS	20,864.	20,864.	0.
PHONE SYSTEM	4,412.	4,412.	0.
CARPETS (9)	5,438.	5,438.	0.
BOOKCASES	746.	746.	0.
SLIDE PROJECTOR	1,278.	1,278.	0.
CONFERENCE SPEAKER	1,518.	1,518.	0.
AUDIO/VIDEO EQUIPMENT	1,284.	1,284.	0.
CANON IR 2200 COPIER	6,355.	6,355.	0.

VOICE MAIL SYSTEM/PHONE	3,720.	3,720.	0.
OFFICE FURNITURE	23,930.	19,141.	4,789.
TABLES/CHAIRS/LOVESEAT	1,793.	1,086.	707.
REFRIGERATOR/DISHWASHER	1,422.	888.	534.
RECEPTION DESK	1,186.	834.	352.
DOOR PHONE SPEAKER	1,866.	1,283.	583.
AV EQUIPMENT	776.	595.	181.
FURNITURE	1,049.	748.	301.
BLACK BOOKCASE	597.	597.	0.
HANGING SYSTEM	2,124.	1,300.	824.
OFFICE FURNITURE	7,349.	4,445.	2,904.
HANGING SYSTEM	412.	247.	165.
HP PRINTER	800.	333.	467.
POWER MACS/MONITORS	3,103.	3,103.	0.
SOFTWARE (PC CONNECT)	1,186.	1,186.	0.
MACS/PRINTERS/MODEMS	10,664.	10,664.	0.
MAC G3	3,179.	3,179.	0.
SLIDE SCANNER	999.	999.	0.
UPGRADE	754.	754.	0.
DSL-COMPUTER	262.	262.	0.
DSL-COMPUTER	914.	914.	0.
COMPUTER	1,595.	1,595.	0.
HP LASERJET PRINTER 2200DTN	1,525.	1,525.	0.
COMPUTER (3)	6,979.	6,979.	0.
IMAC (USED)	5,329.	5,329.	0.
MAC IBOOK G4	1,883.	1,883.	0.
FILEMAKER COMPUTER/SERVER	3,029.	3,029.	0.
QUARK SOFTWARE	1,230.	1,230.	0.
COMPUTER/LAPTOP	1,583.	1,583.	0.
COMPUTER/LAPTOP	2,033.	2,033.	0.
MACDESKTOP	1,668.	1,502.	166.
MACBOOK	1,348.	1,214.	134.
IMAC & SOFTWARE	4,200.	3,640.	560.
MAC COMPUTERS	14,903.	12,172.	2,731.
MAC COMPUTERS	2,242.	1,046.	1,196.
ADOBE SOFTWARE	1,876.	781.	1,095.
APPLE PRO NOTEBOOK	1,179.	491.	688.
MODEM & SOFTWARE	3,142.	1,309.	1,833.
APPLE DESKTOP	1,457.	607.	850.
APPLE DESKTOP	3,507.	1,461.	2,046.
IMPROVEMENTS	1,325.	1,325.	0.
IMAC	1,977.	559.	1,418.
macbook	1,213.	243.	970.
vostro laptop	505.	101.	404.
1t usb	218.	44.	174.
quickbooks	202.	40.	162.
adobe SOFTWARE	3,073.	615.	2,458.
Home-Student 2011	1,114.	279.	835.
Total To Fm 990-PF, Part II, ln 14	192,591.	163,064.	29,527.



Form 990-PF	Other Liabilities	Statement	12
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Description	BOY Amount	EOY Amount
Deferred Federal Excise Tax	27,800.	0.
Accrued Taxes Payable	0.	5,500.
Total to Form 990-PF, Part II, line 22	27,800.	5,500.

Form 990-PF	Part VIII - List of Officers, Directors Trustees and Foundation Managers	Statement	13
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Name and Address	Title and Avrg Hrs/Wk	Compensation	Employee Ben Plan Contrib	Expense Account
Naima Lowe 1315 Walnut Street Philadelphia, PA 19107	Interim President 0.50	0.	0.	0.
Gretjen Clausing 1315 Walnut Street Philadelphia, PA 19107	Treasurer 0.50	0.	0.	0.
Sabina Neem 1315 Walnut Street Philadelphia, PA 19107	Secretary 0.50	0.	0.	0.
Patience Rage 1315 Walnut Street Philadelphia, PA 19107	Board Member 0.50	250.	0.	0.
Virginia Sikes 1315 Walnut Street Philadelphia, PA 19107	Board Member 0.50	0.	0.	0.
Amandee Braxton 1315 Walnut Street Philadelphia, PA 19107	Board Member 0.50	0.	0.	0.
Denise Brown 1315 Walnut Street Philadelphia, PA 19107	Executive Director 40.00	99,012.	13,887.	0.
Totals included on 990-PF, Page 6, Part VIII		99,262.	13,887.	0.

# Transformation Award

## 2011 STAGE 1 GUIDELINES



## DESCRIPTION

The Transformation Award celebrates women and trans\* artists living in the Delaware Valley who create art and social change and have done so for the past five years or more, demonstrating a commitment to art for social change work. The Transformation Award is a \$15,000 unrestricted award (it is not project-based) open to women and trans people working in any art form.

### 2011 Application Deadlines

The Transformation Award is a two-stage process: *Stage 1 is open to all eligible applicants.* A national peer review panel will evaluate Stage 1 applications and select applicants to advance to Stage 2.

- Stage 1: May 15
- Stage 2: *by invitation only*

### Drop-off and Mail Information

Drop off or mail applications to:

Leeway Foundation  
The Philadelphia Building  
1315 Walnut Street, Suite 832  
Philadelphia, PA 19107

This is not a postmark deadline; applications must be received by 5:00pm on the deadline date. If the deadline date falls on a weekend or holiday, the application must be received by 10:00am the following business day. **We do not accept applications sent by email or fax.**

*Please note: Applications may be dropped off after hours on weekends and holidays through our mail slot.*

### Leeway's Other Grantmaking Program

In addition to the Transformation Award, Leeway offers the Art and Change Grant two times per year. These project-based grants of up to \$2,500 are awarded to women and trans artists in the Delaware Valley. **The 2011 Art and Change Grant deadlines are March 15 and September 15.**

### Contact Information

Phone: 215.545.4078  
Email: [info@leeway.org](mailto:info@leeway.org)  
Website: [www.leeway.org](http://www.leeway.org)

*\*We use the term "trans" in its most inclusive sense, as an umbrella term encompassing transsexual, transgender, gender-queer, and Two-Spirit people, and more generally, anyone whose gender identity or gender expression is nonconforming and/or different from their birth-assigned gender.*

## ART FOR SOCIAL CHANGE – WHAT WE MEAN

### Art for Social Change

Creating social change must be integral to the ideas, beliefs, and goals that are woven throughout your art and your process of creating and sharing your art. Leeway supports artists involved in art for social change that positively affects and respectfully engages communities and audiences.

### Impact of Art With Vision

Art for social change is art with a vision. It is an artistic or creative cultural practice that may operate in traditional or nontraditional mediums, modes, or disciplines. Art with a vision impacts people in many ways. It can:

- Raise consciousness
- Alter how we think about ourselves, our society, or our culture
- Create a vision of a more just world
- Be a tool or strategy for organizing and movement building
- Preserve or reclaim traditional cultural practices using one's artistic practice as a form of resistance or empowerment
- Create space for expression and build a sense of community
- Challenge racism, classism, sexism, homophobia, transphobia, ageism, ableism, or other oppressions
- Question mainstream culture and beliefs
- Shift or transform the perception of power and/or privilege and the dynamics associated with justice, equality, and/or accountability
- Engage and utilize a reciprocal process—where there is teaching and learning simultaneously and the consent for engagement is mutual as is the benefit for yourself as an artist and the community you are engaging

## HOW TO APPLY

The Transformation Award is open to women and trans artists creating art for social change in any medium of art, including traditional and nontraditional as well as multimedia and experimental forms.

### Eligibility

You are eligible to apply if you:

- Have lived for the past two or more years in the Delaware Valley: Bucks, Camden, Chester, Delaware, Montgomery, or Philadelphia County
- Are a woman or trans person
- Are at least 18 years old
- Have been creating art for social change for the past five years or more

You may not apply if you:

- Are a full-time student in an arts degree program
- Have previously received a Transformation Award
- Have not turned in all reports due from previous Leeway grants

Things to note:

- All Art and Change Grant applicants and grantees may apply for the Leeway Transformation Award in the same year.
- If you receive the Transformation Award, you may not apply for the Art and Change Grant for the next two years.

## Age and Residency Documentation

This documentation is confidential and will not be shared with anyone other than Leeway staff. You may mask any financial or sensitive information in these documents. *Please note that you need to submit documentation for both age **and** residency.*

**Age:** For proof of age, include a clear photocopy of one of the following: driver's license, passport, birth certificate, non-driver's identification card, voter registration card, or immigration registration card or papers.

**Residency:** For proof of current residency, include a clear photocopy of one of the following: utility bill, rental agreement, mortgage agreement or payment, house deed, tax return, or other documentation of residency.

If you do not have any of the above documents or have concerns about submitting them, please call 215.545.4078 to discuss the matter with Leeway staff.

## Award Period

The 2011 Leeway Transformation Award period is from January 2012 to December 2012.

## Award Period Residency Requirements

Applicants for the Transformation Award must have lived continuously in Bucks, Camden, Chester, Delaware, Montgomery or Philadelphia counties since at least April 2009. Awardees must maintain residency in one of these six counties through the Award Period ending December 31, 2012.

## Collaboration: Applying With Other Artists

You may apply collaboratively with one or more artists for the Transformation Award. However, applicants may only apply once per year, whether submitting as part of a collaboration or as an individual.

- Each co-applicant must meet Leeway's basic eligibility requirements (guidelines page 2).
- You must have worked with each other for the past five years or more creating art for social change work.
- Please indicate in the Artist Information section (application page 1) that your project is a collaboration and whether you are the main contact person.
- Each co-applicant must submit separate Artist Information and Experience sections (make sure to detail any collaborative experience you have together).
- Each co-applicant must provide age and residency documentation.
- Co-applicants must submit one form for each of the following: Experience and Description of Your Art for Social Change Work. Make sure to describe the experience and work of the collaboration not your individual practices.
- All application materials must be submitted in one envelope.
- Should you receive the award, the amount will be split as requested by the main contact for the collaboration.

## AWARD REVIEW PROCESS

### Applicant Support Sessions

Applicant support sessions are an opportunity to meet one-on-one with a Leeway representative to get direct feedback on your application. To make the most of your session, it's advised that you read the guidelines thoroughly beforehand. You may also bring a draft of your application for specific feedback.

You are strongly encouraged to attend an applicant support session before calling to set up an individual appointment. If you are unable to come to a support session, please call 215.545.4078 to schedule a phone consultation or an in-person meeting with Leeway staff.

The following drop-in sessions do not require an appointment and will be held from 2:00pm to 7:00pm on the following dates:

- **February 8:** West Philadelphia, Philadelphia Folklore Project – 735 S. 50th Street
- **April 5:** Center City East, William Way Community Center – 1315 Spruce Street
- **April 22:** Center City West, Attic Youth Center – 255 S. 16th Street
- **May 3:** North Philadelphia, Taller Puertorriqueño – 2721 N. 5th Street
- **August 16:** South Philadelphia, Fleisher Art Memorial – 719 Catharine Street

### Award Status Notification

Award notification letters are mailed six to eight weeks after the application deadline. Prior to receiving the award check, awardees must fill out a W-9 tax form and provide their legal name. Please contact Leeway staff if this presents any difficulties for you.

Applicants who do not receive an award may contact Leeway staff for review panel feedback.

### Peer Review Panel

An independent peer review panel will evaluate applications based on the following criteria:

- Breadth and depth of your experience creating art for social change
- Whether or not social change is an intentional part of your practice
- Your relationship to the communities you work in
- Audience and/or community engagement

## ARTISTIC DISCIPLINES

We ask you to choose the primary category that best represents your art for social change work because it will allow us to group applicants by discipline for the purpose of evaluating our programs.

We recognize these disciplines may feel narrow, but they are not meant to force you into a box. They are intended to enable us to organize awardees within a set of “high-level” disciplines, to help us analyze and evaluate the effectiveness and impact of our outreach and grantmaking. Should you feel constrained by these categories, the application provides an opportunity for you to talk more about the multi-disciplinary or hybrid nature of your work.

On the application you have the option of choosing one primary category as well as a secondary category. Below is a list of categories and examples of disciplines that fall within them. **If your disciplines are not on the list or you have questions about which to choose, please call the Leeway staff at 215.545.4078.**

### CRAFTS & TEXTILES

Book Art  
Costume Design  
Crocheting  
Doll Making  
Fashion Design  
Furniture Making  
Knitting  
Puppetry  
Quilting  
Scenic Design  
Sex Toys  
Weaving

### FOLK ART

Capoeira  
Culinary Art  
Hair Braiding  
Heritage Gardening  
Storytelling  
Traditional Dance  
Traditional Music

### LITERARY ARTS

Creative Nonfiction  
Creative Writing  
Playwriting  
Poetry  
Prose  
Short Stories

### MEDIA ARTS

Animation  
Audio Documentary  
Documentary  
Film  
Interactive Design  
Multimedia  
New Media  
Podcast  
Video  
Web-Based Work

### MUSIC

Composition  
Deejaying  
Hip-hop  
Instrumental Performance  
Jazz  
Opera  
Producing  
Rapping  
Singing  
Songwriting  
Vocal Performance

### PERFORMANCE

Acting  
Dance  
Movement  
Musical Theater  
Oral History  
Performance Art  
Spoken Word  
Theater

### VISUAL ARTS

Cartoon/Comic Illustration  
Digital Art  
Drawing  
Graphic Design  
Illustration  
Installation  
Mixed Media  
Murals  
Painting  
Photography  
Printmaking  
Screenprinting  
Sculpture

### MULTI-DISCIPLINARY \*\*

All of the above or undefined

*If you choose multi-disciplinary, do not choose a secondary discipline.*

**\*\*Multi-Disciplinary.** Please be advised that this category is for applicants for whom multiple disciplines are key to the execution and integral to the success of the work. You have to have been working as a multi-disciplinary artist for five years or more.

## THINGS TO REMEMBER WHEN FILLING OUT YOUR APPLICATION

- You must answer all questions. Incomplete applications will not be considered for funding.
- An application is considered incomplete without residency and age documentation.
- Your final application must have your original signature. No photocopied signature pages will be accepted.
- If you prefer to use your own paper instead of the application, make sure to use standard-size letter paper (8.5" x 11") with a minimum of .75"-inch margins. Use 11-point font or larger, use one side of each page, and make sure your name is on each page.
- Space on the application is limited, so be clear and concise in all your answers.
- It is recommended for you to ask someone unfamiliar with your work to read your application for clarity.
- If you have questions, need help with translation, or want feedback on your project idea or application, please call or email the Leeway staff.

## HELPFUL HINTS

### Artist Information Section (application pages 1-2)

- You must fill out this section completely, including your neighborhood, county, artistic discipline(s), previous address, and residency dates. If you are not applying as a collaborator, you may leave this space blank.
- Please provide your artist name or preferred name as well as your legal name. Please note: These may be the same name.
- Your preferred name will be used in all publicity or public materials should you receive an award.
- Your legal name refers to the name by which you are legally recognized and may be the name associated with your Social Security number or bank account. This name will be kept strictly confidential among the Leeway staff and will not be shared or associated publicly with your preferred name.

### Experience Form (application page 3)

- The panel will look at this section to get a sense of your past art and social change work, your approach to your work, and its impact.
- You must include a minimum of five and no more than 10 experiences, as well as the dates of each experience (dates may be approximate).
- Experiences can be artistic, personal, political, or professional in nature. The review panel values experiences that are often not included in traditional resumes and knows that these experiences can be defining moments for an artist.
- Your highlighted experience should be the most compelling to you in terms of its relationship to your art and social change work.

### Description of Your Art for Social Change Work (pages 4-5)

The review panel will look at this section to get a sense of the following:

- Why you make art for social change
- Whether a vision for social change is an integral part of your art practice
- How your identity connects you to the audiences or communities you work with
- What role audience or community plays in your work
- What your art for social change work has been over the past five years (or more)

Keep in mind that the review panel may not be familiar with your particular artistic practice, so please describe it clearly.

### Examples of Previous Transformation Awardees

Please refer to our website for examples of previous Leeway Transformation Award recipients. If you have trouble accessing the website, we will send you a list of examples of past awardees.

If you have questions about any part of the application, please call 215.545.4078.

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## APPLICATION CHECKLIST

Please review the application and guidelines to make sure your application is complete. The review panel will not consider incomplete applications.

All applications **must** include the following:

- ☐ Pages 1-2: Artist Information with signature and date
- ☐ Page 3: Experience
- ☐ Pages 4-5: Description of Your Art for Social Change Work
- ☐ Age documentation (see guidelines page 3 for list of acceptable items)
- ☐ Residency documentation (see guidelines page 3 for list of acceptable items)

Please note the following:

- Incomplete applications will not be considered for funding.
- Do not staple your application.
- All pages must be one-sided only.
- All application pages must include your preferred name at the top of the page.
- We recommend you keep a copy of your application for your records.



# Transformation Award

## 2011 STAGE 1 APPLICATION



Before you begin, please review the **Leeway Transformation Award Guidelines**. If you have any further questions, contact the Leeway staff at 215.545.4078 or [info@leeway.org](mailto:info@leeway.org).

**Instructions.** Please type or print neatly in blue or black ink. Do not write in cursive or all capital letters. Do not staple any page. All sections must be completed in order for this application to be considered for a award.

### ARTIST INFORMATION

Artist Name or Preferred Name (to be shared publicly if you are awarded a grant)

Your Legal Name

*If different from your artist/preferred name, your legal name will not be shared or associated publicly with your artist/preferred name and will be kept confidential among Leeway staff.*

Check the box next to the name to which your correspondence should be addressed: ☐ Artist/Preferred ☐ Legal

**Collaborator(s).** Please list the name(s) of any other artist(s) with whom you are applying. Please note that each applicant needs to complete separate Artist Information and Experience sections (pages 1-3).

Are you the main contact for this collaboration? ☐ Yes ☐ No

Street Address

City

State

ZIP

Your Neighborhood

County

(choose one):

☐ Bucks

☐ Delaware

☐ Camden

☐ Montgomery

☐ Chester

☐ Philadelphia

How long have you lived at this address?

month/year

to

month/year

*Please list your previous residence if you have lived at your current address for less than two years.*

Street Address

City

State

ZIP

Your Neighborhood

County

(choose one):

☐ Bucks

☐ Delaware

☐ Camden

☐ Montgomery

☐ Chester

☐ Philadelphia

How long have you lived at this address?

month/year

to

month/year

Email Address

Date of Birth (MM-DD-YYYY)

Phone Number(s)

*In an effort to be trans-inclusive, we offer applicants the opportunity to indicate their preferred pronouns. Providing this information is completely optional, but if you do not provide your preferred pronouns you will be referred to by your name or the gender-neutral "they" or "them" in all Leeway materials.*

I wish to be addressed as: ☐ She/her ☐ He/him ☐ They/them ☐

Have you ever received funding from Leeway? ☐ Yes ☐ No

If yes, list grant/award and year:

Have you turned in your final report(s)? ☐ Yes ☐ No

How did you hear about this award? (Please check the appropriate box below and fill in a name for an organization if applicable.)

☐ Email ☐ Mailing list ☐ Website ☐ Word of mouth ☐ Friend ☐ Past recipient ☐ Staff member ☐ Facebook

☐ Organization:

☐ Other:

**Age and Residency Documentation.** Please choose an item from each list and submit a clear photocopy with your application.

#### AGE

- ☐ Driver's license
- ☐ Passport
- ☐ Birth certificate
- ☐ Non-driver's identification card
- ☐ Voter registration card
- ☐ Immigration registration card or papers

#### RESIDENCY

- ☐ Utility bill
- ☐ Rental agreement
- ☐ Mortgage agreement or payment coupon
- ☐ House deed
- ☐ Tax return
- ☐ Other:

**Artistic Discipline.** Please choose a discipline from the choices below that best represents the nature of your work. You may also select a secondary discipline if needed. The multi-disciplinary category should only be used if multiple disciplines are integral to the work. For more information and examples please refer to the Transformation Award Guidelines. If you select multi-disciplinary, do not choose a secondary discipline.

#### Primary Artistic Discipline:

- ☐ Crafts & Textiles ☐ Folk Art ☐ Literary Arts ☐ Media Arts ☐ Music ☐ Performance ☐ Visual Arts ☐ Multi-disciplinary

#### Secondary Artistic Discipline (optional):

- ☐ Crafts & Textiles ☐ Folk Art ☐ Literary Arts ☐ Media Arts ☐ Music ☐ Performance ☐ Visual Arts ☐ Multi-disciplinary

**Confirm and Sign.** I certify that I am a Delaware Valley resident and have lived continuously in New Jersey's Camden County or Pennsylvania's Bucks, Chester, Delaware, Montgomery, or Philadelphia County from April 2009 to the present. I am applying for the award with the intention that I will continue to be a resident of the Delaware Valley region throughout the award year, ending December 31, 2012. I meet all of the requirements of the award application and, to the best of my knowledge, this application and the attached supporting materials are complete and accurate. I authorize Leeway to use my preferred name and submitted materials for publicity purposes.

Signature (Legal Name)

Date

## EXPERIENCE

Provide a brief description and date for 5-10 artistic, personal, political, professional, or social change-based experiences that have been important to your art over the past five years or more. Review the Transformation Award Guidelines for helpful hints and tips for completing this page.

Use this side only **OR** share your experiences and highlighted experience on one side of a separate sheet of paper (8.5" x 11", minimum .75" margins, 11-point font or larger). If using a separate sheet of paper, please make sure your name is on it.

Description of Experience

Date(s) of Experience

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

**Highlighted Experience.** Describe in more detail one of the experiences listed above.

## DESCRIPTION OF YOUR ART FOR SOCIAL CHANGE WORK

**Please answer the following questions.** To answer the six questions, you may use either this application form or two separate sheets of paper (8.5" x 11", minimum .75" margins, 11-point font or larger). Do not exceed two pages of typed text for the six questions. If using a separate sheet of paper, pages cannot be double-sided. Please make sure your name is on every page. The review panel will not consider incomplete applications. Please answer all six questions thoroughly. Review the Transformation Award Guidelines for helpful hints and tips.

1. Describe your art for social change, giving a sense of what your artistic practice or discipline has been for at least the past five years. How has it evolved over time?
2. Describe your art for social change work. Please give examples of work you have done in the past five years (or prior to that).
3. How is social change a part of your art? Is it in the process of creating it, in the finished product, in how you share it, etc? Please provide at least one example.

4. Define your community. What factors (ability, education, geography, gender, race, religion, etc.) have led to your being a part of this community? How does it influence your work?

5. What is your relationship to the audience or community you are working with? How does who you are play a role in this?

6. What is the impact of your art for social change work? (On the audiences who experience it? On the community?) How do you (or others) measure this impact?

## DESCRIPTION

The Art and Change Grant provides project-based grants of up to \$2,500 to women and trans\* artists living in the Delaware Valley, to fund art for social change projects.

### 2011 Application Deadlines

Please select a deadline that precedes the dates of your project. Leeway will not fund projects completed prior to the grant deadline.

March 15 • September 15

### Drop-off and Mail Information

Drop-off or mail applications to:

Leeway Foundation  
The Philadelphia Building  
1315 Walnut Street, Suite 832  
Philadelphia, PA 19107

These are not postmark deadlines; applications must be received by 5:00pm on the deadline date. If the deadline date falls on a weekend or holiday, the application must be received by 10:00am the following business day. We do not accept applications sent by email or fax.

*Please note: Applications may be dropped off after hours on weekends and holidays through our mail slot.*

### Leeway's Other Grantmaking Program

In addition to the Art and Change Grant, Leeway offers the Transformation Award, a \$15,000 award to women and trans artists in the Delaware Valley who have created art for social change for five years or more. The Transformation Award Stage 1 deadline is May 15, 2011.

### Contact Information

Phone: 215.545.4078  
Email: [info@leeway.org](mailto:info@leeway.org)  
Website: [www.leeway.org](http://www.leeway.org)

*\*We use the term "trans" in its most inclusive sense, as an umbrella term encompassing transsexual, transgender, gender-queer, and Two-Spirit people, and more generally, anyone whose gender identity or gender expression is nonconforming and/or different from their birth-assigned gender.*

## ART FOR SOCIAL CHANGE – WHAT WE MEAN

### Art for Social Change

Creating social change must be integral to the ideas, beliefs, and goals that are woven throughout your art and your process of creating and sharing your art. Leeway supports artists involved in art for social change that positively affects and respectfully engages communities and audiences.

### Impact of Art With Vision

Art for social change is art with a vision. It is an artistic or creative cultural practice that may operate in traditional or nontraditional mediums, modes, or disciplines. Art with a vision impacts people in many ways. It can:

- Raise consciousness
- Alter how we think about ourselves, our society, or our culture
- Create a vision of a more just world
- Be a tool or strategy for organizing and movement building
- Preserve or reclaim traditional cultural practices using one's artistic practice as a form of resistance or empowerment
- Create space for expression and build a sense of community
- Challenge racism, classism, sexism, homophobia, transphobia, ageism, ableism, or other oppressions
- Question mainstream culture and beliefs
- Shift or transform the perception of power and/or privilege and the dynamics associated with justice, equality, and/or accountability
- Engage and utilize a reciprocal process—where there is teaching and learning simultaneously and the consent for engagement is mutual as is the benefit for yourself as an artist and the community you are engaging

## HOW TO APPLY

The Art and Change Grant is open to artists working in any medium, including traditional and nontraditional as well as multimedia and experimental forms. The grant may be used for any project-related expenses (e.g., documentation, artist stipends, or the purchase of equipment or materials).

### Eligibility

Applicants are only allowed to submit one application per grant cycle.

The Art and Change Grant is *not* intended for organizations, corporations, or fundraising activities.

The Art and Change Grant cannot be used for activities completed prior to the application deadline.

### You are eligible to apply if you:

- Live in the Delaware Valley: Bucks, Camden, Chester, Delaware, Montgomery, or Philadelphia County
- Are a woman or trans person
- Are at least 18 years old
- Have an artistic project for social change
- Have a Change Partner

You may *not* apply if you:

- Are a full-time student in an arts degree program
- Do not have a Change Partner
- Have been granted \$2,500 in Art and Change Grant(s) in the current year
- Have received a 2009 or 2010 Leeway Transformation Award
- Have not turned in all reports due from previous Leeway grants and awards

### Your Change Partner

Most art and social change work happens through relationships and working with other people or organizations. A Change Partner is either: *1) a person, organization, or business that is part of the project in some way; or 2) a member of the community the project seeks to engage or in which it takes place.* Eligible Change Partners include mentors, editors, collectives, art spaces, theaters, nonprofit organizations, dance studios, radio stations, and production companies.

Change Partners should *not* benefit financially from the grant.

Your application must include a Change Partner Form (signed by your change partner), addressed to the review panel, detailing:

- The Change Partner's relationship to you or your project/opportunity and the community in which you are working
- Why this project is important, and why and how the Change Partner is involved
- The dates of the project
- The Change Partner's contact information

*Change Partner Forms are available online at [www.leeway.org](http://www.leeway.org).*

### Age and Residency Documentation

This documentation is confidential and will not be shared with anyone other than Leeway staff. You may mask any financial or sensitive information in these documents. *Please note that you need to submit documentation for both age and residency.*

**Age:** For proof of age, include a clear photocopy of one of the following: driver's license, passport, birth certificate, non-driver's identification card, voter registration card, or immigration registration card or papers.

**Residency:** For proof of current residency, include a clear photocopy of one of the following: utility bill, rental agreement, mortgage agreement or payment, house deed, tax return, or other documentation of residency.

If you do not have any of the above documents or have concerns about submitting them, please call 215.545.4078 to discuss the matter with Leeway staff.

### If you have been supported by Leeway in the past, please note the following:

- The Art and Change Grant limit per individual artist per year is \$2,500. For example, if you are granted \$1,000 in one cycle, you may apply for another grant of up to \$1,500 in a later cycle that same year.
- You may apply for and receive both an Art and Change grant and the Transformation Award in the same year.
- To be eligible you must turn in any missing reports for past grants or awards. Your report should outline what you were able to accomplish with the grant, even if the project changed or you were not able to complete it.
- Art and Change Grants are not intended to fund the same project for which you received a prior grant. However, you are encouraged to apply for different phases of a project. If you have any questions, please call Leeway.



### Collaboration: Applying With Other Artists

You may apply collaboratively with one or more artists for the Art and Change Grant. However, applicants may only apply once per cycle, whether submitting as a part of a collaboration or as an individual.

- Each co-applicant must meet Leeway's basic eligibility requirements. (Refer to pages 2-3)
- Please indicate in the Artist Information section (application page 1) that your project is a collaboration and whether you are the main contact person.
- Each co-applicant must submit separate Artist Information and Experience Forms (make sure to detail any collaborative experience you have together):
- Each co-applicant must provide age and residency documentation.
- Co-applicants must submit one joint form for each of the following: Project Description, Project Budget, and Change Partner.
- All application materials must be submitted in one envelope.
- If you receive the grant, the grant amount will be split as requested by the collaboration's main contact.

## GRANT REVIEW PROCESS

### Applicant Support Sessions

Applicant support sessions are an opportunity to meet one-on-one with a Leeway representative to get direct feedback on your application. To make the most of your session, it's advised that you read the guidelines thoroughly beforehand. You may also bring a draft of your application for specific feedback.

You are strongly encouraged to attend an applicant support session before calling to set up an individual appointment. If you are unable to come to a support session, please call 215.545.4078 to schedule a phone consultation or an in-person meeting with Leeway staff.

The following drop-in sessions do not require an appointment and will be held from 2:00pm to 7:00pm on the following dates:

- **February 8:** West Philadelphia, Philadelphia Folklore Project – 735 S. 50th Street
- **April 5:** Center City East, William Way Community Center – 1315 Spruce Street
- **April 22:** Center City West, Attic Youth Center – 255 S. 16th Street
- **May 3:** North Philadelphia, Taller Puertorriqueño – 2721 N. 5th Street
- **August 16:** South Philadelphia, Fleisher Art Memorial – 719 Catharine Street

### Grant Status Notification

Grant notification letters are mailed six to eight weeks after the application deadline. Prior to receiving the grant check, grantees must fill out a W-9 tax form and provide their legal name. Please contact Leeway staff if this presents any difficulties for you.

Applicants who do not receive a grant may contact Leeway staff for review panel feedback.

### Reporting Requirements

- Please notify Leeway immediately of any major changes to your project.
- Within 60 days of completing your project you must submit a final report to Leeway that includes a brief description of your project's impact on you as an artist as well as on the community or audience involved.
- Report forms are mailed to you with your award letter. They are also available online.

## ARTISTIC DISCIPLINES

We ask you to choose the primary category that best represents your project because it will allow us to group applicants by discipline for the purpose of evaluating our programs.

We recognize these disciplines may feel narrow, but they are not meant to force you into a box. They are intended to enable us to organize grantees within a set of "high-level" disciplines, to help us analyze and evaluate the effectiveness and impact of our outreach and grantmaking. Should you feel constrained by these categories, the application provides an opportunity for you to talk more about the multi-disciplinary or hybrid nature of your work.

On the application you have the option of choosing one primary category as well as a secondary category. Below is a list of categories and examples of disciplines that fall within them. **If your disciplines are not on the list or you have questions about which to choose, please call the Leeway staff at 215.545.4078.**

### CRAFTS & TEXTILES

Book Art  
Costume Design  
Crocheting  
Doll Making  
Fashion Design  
Furniture Making  
Knitting  
Puppetry  
Quilting  
Scenic Design  
Sex Toys  
Weaving

### MEDIA ARTS

Animation  
Audio Documentary  
Documentary  
Film  
Interactive Design  
Multimedia  
New Media  
Podcast  
Video  
Web-Based Work

### PERFORMANCE

Acting  
Dance  
Movement  
Musical Theater  
Oral History  
Performance Art  
Spoken Word  
Theater

### FOLK ART

Capoeira  
Culinary Art  
Hair Braiding  
Heritage Gardening  
Storytelling  
Traditional Dance  
Traditional Music

### MUSIC

Composition  
Deejaying  
Hip-hop  
Instrumental Performance  
Jazz  
Opera  
Producing  
Rapping  
Singing  
Songwriting  
Vocal Performance

### VISUAL ARTS

Cartoon/Comic Illustration  
Digital Art  
Drawing  
Graphic Design  
Illustration  
Installation  
Mixed Media  
Murals  
Painting  
Photography  
Printmaking  
Screenprinting  
Sculpture

### LITERARY ARTS

Creative Nonfiction  
Creative Writing  
Playwriting  
Poetry  
Prose  
Short Stories

### MULTI-DISCIPLINARY \*\*

All of the above or undefined

*If you choose multi-disciplinary, do not choose a secondary discipline.*

**\*\*Multi-Disciplinary.** Please be advised this category is for artists/projects where multiple disciplines are key to the execution and integral to the success of the work.

## THINGS TO REMEMBER WHEN FILLING OUT YOUR APPLICATION

- You must answer all questions. Incomplete applications will not be considered for funding.
- An application is considered incomplete without residency and age documentation.
- Your final application must have your original signature and contain a Change Partner Form with an original signature. No photocopied signature pages will be accepted.
- If you prefer to use your own paper instead of the application, make sure to use standard-size letter paper (8.5" x 11") with a minimum of .75"-inch margins. Use 11-point font or larger, use one side of each page, and make sure your name is on each page.
- Space on the application is limited, so be clear and concise in all your answers.
- It is recommended for you to ask someone unfamiliar with your work to read your application for clarity.
- If you have questions, need help with translation, or want feedback on your project idea or application, please call or email the Leeway staff.

## HELPFUL HINTS

### Artist Information Section (application page 1)

- You must fill out this section completely, including your neighborhood, county, artistic discipline(s) of your project, start and end date(s) of your project, and the project's location (i.e., a particular neighborhood, county, or institution). If you are not applying as a collaborator, you may leave this space blank.
- Please provide your artist name or preferred name as well as your legal name. Please note: These may be the same name.
- Your preferred name will be used in all publicity or public materials should you receive a grant.
- Your legal name refers to the name by which you are legally recognized and may be the name associated with your Social Security number or bank account. This name will be kept strictly confidential among the Leeway staff and will not be shared or associated publicly with your preferred name.
- If your project involves significant collaboration with another artist, please follow the instructions for collaborations on page 4.

### Experience Section (application page 3)

- The panel will look at this section to get a sense of your past art and social change work, your approach to your work, and its impact.
- Share information about your art and social change work that is relevant to your project. If you do not have direct experience, share information that shows how your work has led you to this project.
- You must include a minimum of four and no more than 10 experiences, as well as the dates of each experience (dates may be approximate). Experiences can be artistic, personal, political, or professional in nature. The review panel values experiences that are often not included in traditional resumes and knows that these experiences can be defining moments for an artist.
- Your highlighted experience should be the most compelling to you in terms of its relationship to the project you are proposing in this application.

### Project Description (application pages 4-5)

The review panel will look at this section to get a sense of the following:

- The project's potential to have a social change impact (how this project will create social change or how it is one step toward long-term change)
- Whether from inception, a vision for social change was central to your project
- Your motivation for wanting to do this art for social change project
- Why you decided to work with this particular audience, group, or community
- What role that audience or community plays in the project

The review panel may not be familiar with your particular artistic practice, so please describe it clearly.

### Examples of Previous Art and Change Grantees

Please refer to our website for examples of previous Leeway Art and Change grantees. If you have trouble accessing the website, we will send you a list of examples of past grantees.

If you have questions about any part of the application, please call 215.545.4078.

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## APPLICATION CHECKLIST

Please review the application and guidelines to make sure your application is complete. The review panel will not consider incomplete applications.

### All applications must include the following:

- ☐ Pages 1-2: Artist/Project Information with signature and date
- ☐ Page 3: Experience
- ☐ Pages 4-5: Project Description
- ☐ Page 6: Project Budget
- ☐ Age documentation (see guidelines page 1 for list of acceptable items)
- ☐ Residency documentation (see guidelines page 1 for list of acceptable items)
- ☐ Change Partner Form including original signature (no copies!)

### Please note the following:

- Incomplete applications will not be considered for funding.
- Do not staple your application.
- All pages must be one-sided only.
- All application pages must include your preferred name at the top of the page.
- We recommend you keep a copy of your application for your records.

# Art and Change Grant

## 2011 APPLICATION



Before you begin, please review the **Art and Change Grant Guidelines**. If you have any further questions, contact the Leeway staff at 215.545.4078 or [info@leeway.org](mailto:info@leeway.org).

**Instructions.** Please type or print neatly in blue or black ink. Do not write in cursive or all capital letters. Do not staple any page. All sections must be completed in order for this application to be considered for a grant.

### ARTIST INFORMATION

Artist Name or Preferred Name (to be shared publicly if you are awarded a grant)

Your Legal Name

*If different from your artist/preferred name, your legal name will not be shared or associated publicly with your artist/preferred name and will be kept confidential among Leeway staff.*

Check the box next to the name to which your correspondence should be addressed: ☐ Artist/Preferred ☐ Legal

**Collaborator(s).** Please list the name(s) of any other artist(s) with whom you are applying. Please note that each applicant needs to complete separate Artist Information and Experience sections (pages 1-3).

Are you the main contact for this collaboration? ☐ Yes ☐ No

Street Address

City

State

ZIP

Your Neighborhood

County

(choose one):

☐ Bucks

☐ Camden

☐ Chester

☐ Delaware

☐ Montgomery

☐ Philadelphia

Email Address

Date of Birth (MM-DD-YYYY)

Phone Number(s)

*In an effort to be trans-inclusive, we offer applicants the opportunity to indicate their preferred pronouns. Providing this information is completely optional, but if you do not provide your preferred pronouns, you will be referred to by your name or the gender-neutral "they" or "them" in all Leeway materials.*

I wish to be addressed as: ☐ She/her ☐ He/him ☐ They/them ☐

How did you hear about this grant? (Please check the appropriate box below and fill in a name for an organization if applicable.)

☐ Email ☐ Mailing list ☐ Website ☐ Word of mouth ☐ Friend ☐ Past recipient ☐ Staff member ☐ Facebook

☐ Organization:

☐ Other:

**Age and Residency Documentation.** Please choose an item from each list and submit a clear photocopy with your application.

#### Age

- ☐ Driver's license
- ☐ Passport
- ☐ Birth certificate
- ☐ Non-driver's identification card
- ☐ Voter registration card
- ☐ Immigration registration card or papers

#### Residency

- ☐ Utility bill
- ☐ Rental agreement
- ☐ Mortgage agreement or payment coupon
- ☐ House deed
- ☐ Tax return
- ☐ Other:

## PROJECT INFORMATION

\$

Requested Amount (\$2,500 or less)

Your Change Partner's Name (required)

**Artistic Discipline of this Project.** Please choose a discipline from the choices below that best represents the nature of your project. You may also select a secondary discipline if needed. The multi-disciplinary category should only be used if multiple disciplines are integral to the work. For more information and examples please refer to the Art and Change Grant Guidelines. If you select "multi-disciplinary", do not choose a secondary discipline.

Primary Artistic Discipline of This Project:

☐ Crafts & Textiles    ☐ Folk Art    ☐ Literary Arts    ☐ Media Arts    ☐ Music    ☐ Performance    ☐ Visual Arts    ☐ Multi-disciplinary

Secondary Artistic Discipline of This Project (optional):

☐ Crafts & Textiles    ☐ Folk Art    ☐ Literary Arts    ☐ Media Arts    ☐ Music    ☐ Performance    ☐ Visual Arts    ☐ Multi-disciplinary

Project Start Date

Project End Date

Location(s) of Project

*\*Note: You must provide a tentative start and end date for your project.*

**Short Description of Your Project.** Please provide a brief (1-3 sentence) description of your art for social change project. Make sure the artistic and social change elements of the project are clear.

Have you ever received funding from Leeway? ☐ Yes ☐ No

If yes, list grant/award and year:

Have you turned in your final reports? ☐ Yes ☐ No

**Confirm and Sign.** I have reviewed the application guidelines and checklist carefully to ensure that this project is eligible and that I have provided all information necessary for this application to be considered for funding. To the best of my knowledge, this application and the attached supporting materials are complete and accurate. I authorize Leeway to use my preferred name and submitted materials for publicity purposes.

Signature (Legal Name)

Date

## EXPERIENCE

**Project-Related Experiences.** Provide a brief description and date for four to 10 artistic, personal, political, professional, or social change-based experiences relevant to this project. Review the Art and Change Grant Guidelines for helpful hints and tips for completing this page.

Use this side only or share your project-related experiences and highlighted experience on one side of a separate sheet of paper (8.5" x 11", minimum .75" margins, 11-point font or larger). If using a separate sheet of paper, please make sure your name is on it.

Description of Experience

Date(s) of Experience

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

**Highlighted Experience.** Describe in more detail one of the experiences listed above.





4. How does the project engage the audience or community you are working with? If your project takes place outside of the Delaware Valley, please explain how you will bring it back to the Delaware Valley region and the impact you expect.

5. Why is this project important to you?

6. Why did you choose your Change Partner?

Please note that your application is incomplete without a completed Change Partner Form and will not be considered for funding.

PROJECT BUDGET

Please provide information about your project expenses below or detail this information on one side of a separate sheet of paper. Any element necessary to make your project happen (e.g., equipment, supplies, stipends, transportation) is considered a project expense. Under Project Expenses, you may group expense items together (e.g., "painting supplies" as opposed to listing paint, brushes, easel, canvas, etc., as separate items). Total Project Expenses should be equal to or more than the Total Request from Leeway.

*Priority will be given to people who demonstrate financial need and have limited or no access to other financial resources.*

Project Expenses	Cost
	\$
	\$
	\$
	\$
	\$
	\$
Total Project Expenses	\$
Total Request from Leeway	\$

Financial Need/Access to Financial Resources

1. What other funds or resources do you have to do this project? Please list amount and source.
2. If you received this Art and Change Grant, would this be the first grant you have ever received? ☐ Yes ☐ No
3. If you answered no to question 2, please list the type of financial support (e.g., grants, fellowships, awards) you have received in the past two years. List the year, amount, source, and purpose.

# Art and Change Grant

## 2011 CHANGE PARTNER FORM



leeway foundation

Most art and social change work happens through relationships and working with other people or organizations. A Change Partner is a person, organization, or business that is part of an applicant's project in some way and/or is a member of the community in which the project takes place. Eligible Change Partners include mentors, editors, collectives, art spaces, theaters, nonprofit organizations, dance studios, radio stations, production companies, and clubs.

You have been asked to serve as a Change Partner for a 2011 Art and Change Grant applicant. Please fill out this form and submit it to Leeway with your original signature. If you have any questions or need assistance, please call 215.545.4078 or e-mail [info@leeway.org](mailto:info@leeway.org).

**Instructions.** Please type or print neatly in blue or black ink. Do not write in cursive or all capital letters. Do not staple or write on the back of any page. All sections must be completed in order for this applicant to be considered for a grant.

### CONTACT INFORMATION

Name of the artist for whom you (or your organization) are a Change Partner

Your Name

If you are affiliated with an organization or institution, please write the name here.

Street Address

City

State

ZIP

Your Neighborhood

County

(choose one):

☐ Bucks

☐ Camden

☐ Chester

☐ Delaware

☐ Montgomery

☐ Philadelphia

E-mail Address

Primary Phone Number

Secondary Phone Number (optional)

Project Start Date

Project End Date

What is your relationship to the project and the artist?

Why do you feel this project is important?

What are the ways in which you, as a Change Partner, are involved in the project or connected to the audience or community the artist seeks to engage?

**Confirm and Sign.** To the best of my knowledge, this Change Partner Form is complete and accurate. I authorize Leeway to use my name and/or my organization's name for publicity purposes.

Signature (Legal Name)

Date

• 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).

Type or print  File by the due date for filing your return. See instructions.	Enter filer's identifying number, see instructions	
	Name of exempt organization or other filer, see instructions	Employer identification number (EIN) or
	<b>Leeway Foundation</b>	<input checked="" type="checkbox"/> <b>23-2727140</b>
	Number, street, and room or suite no. If a P.O. box, see instructions.	Social security number (SSN)
	<b>C/O J. Miller &amp; Associates, LLC - 1221 Locust Street</b>	<input type="checkbox"/>
	City, town or post office, state, and ZIP code. For a foreign address, see instructions.	
	<b>Philadelphia, PA 19107</b>	

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 (sec. 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 Foundation**

• The books are in the care of **1315 Walnut Street, No. 832 - Philadelphia, PA 19107**

Telephone No **215-545-4078**

FAX No. **215-545-4021**

• 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 **November 15, 2012.**

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

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

**Awaiting completion of the audited financial statements in order to file an accurate return.**

<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>	\$	<b>8,636.</b>
<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>	\$	<b>615.</b>
<b>c</b> <b>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>	\$	<b>8,021.</b>

**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 ☐

Title **CPA**

Date ☐