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
ELSIE H. WILCOX FOUNDATION

Number and street (or P O box number if mail is not delivered to street address) | Room/suite
P.O. BOX 3170, DEPT 715

City or town, state, and ZIP code
HONOLULU, HI 96802-3170

A Employer identification number
99-6002441

B Telephone number
(808) 694-4525

C If exemption application is pending, check here ▶ ☐

D 1. Foreign organizations, check here ▶ ☐

2. Foreign organizations meeting the 85% test, check here and attach computation ▶ ☐

E If private foundation status was terminated under section 507(b)(1)(A), check here ▶ ☐

F If the foundation is in a 60-month termination under section 507(b)(1)(B), check here ▶ ☐

G Check all that apply. ☐ Initial return ☐ Initial return of a former public charity ☐ Final return ☐ Amended return ☐ Address change ☐ Name change

H Check type of organization ☒ Section 501(c)(3) exempt private foundation ☐ Section 4947(a)(1) nonexempt charitable trust ☐ Other taxable private foundation

I Fair market value of all assets at end of year *(from Part II, col. (c), line 16)* ▶$ 1,372,216.

J Accounting method. ☒ Cash ☐ Accrual ☐ Other (specify) *(Part I, column (d) must be on cash basis.)*

Part I **Analysis of Revenue and Expenses** (The total of amounts in columns (b), (c), and (d) may not necessarily equal the amounts in column (a).)

		(a) Revenue and expenses per books	(b) Net investment income	(c) Adjusted net income	(d) Disbursements for charitable purposes (cash basis only)
Revenue					
1	Contributions, gifts, grants, etc., received			N/A	
2	Check ▶ ☒ if the foundation is not required to attach Sch B				
3	Interest on savings and temporary cash investments	6.	6.		STATEMENT 1
4	Dividends and interest from securities	37,331.	37,331.		STATEMENT 2
5a	Gross rents				
b	Net rental income or (loss)				
6a	Net gain or (loss) from sale of assets not on line 10	22,636.			
b	Gross sales price for all assets on line 6a 1,436,704.				
7	Capital gain net income (from Part IV, line 2)		22,636.		
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	59,973.	59,973.		
Operating and Administrative Expenses					
13	Compensation of officers, directors, trustees, etc	22,699.	13,619.		9,080.
14	Other employee salaries and wages				
15	Pension plans, employee benefits				
16a	Legal fees				
b	Accounting fees STMT 3	8,492.	3,946.		4,546.
c	Other professional fees				
17	Interest				
18	Taxes STMT 4	1,684.	203.		0.
19	Depreciation and depletion				
20	Occupancy				
21	Travel, conferences, and meetings	84.	0.		84.
22	Printing and publications				
23	Other expenses STMT 5	5,580.	0.		5,580.
24	**Total operating and administrative expenses.** Add lines 13 through 23	38,539.	17,768.		19,290.
25	Contributions, gifts, grants paid	46,000.			46,000.
26	**Total expenses and disbursements.** Add lines 24 and 25	84,539.	17,768.		65,290.
27	Subtract line 26 from line 12				
a	Excess of revenue over expenses and disbursements	-24,566.			
b	**Net investment income** (if negative, enter -0-)		42,205.		
c	**Adjusted net income** (if negative, enter -0-)			N/A	

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Part II Balance Sheets	Attached schedules and amounts in the description column should be for end-of-year amounts only	Beginning of year (a) Book Value	End of year (b) Book Value	End of year (c) Fair Market Value
Assets	1 Cash - non-interest-bearing	37.	321.	321.
	2 Savings and temporary cash investments	56,949.	42,660.	42,660.
	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			
	10a Investments - U S and state government obligations			
	b Investments - corporate stock			
	c Investments - corporate bonds			
	11 Investments - land, buildings, and equipment basis ▶			
	Less: accumulated depreciation ▶			
	12 Investments - mortgage loans			
	13 Investments - other STMT 6	1,295,807.	1,285,246.	1,329,235.
	14 Land, buildings, and equipment basis ▶			
	Less accumulated depreciation ▶			
	15 Other assets (describe ▶)			
	16 **Total assets** (to be completed by all filers)	1,352,793.	1,328,227.	1,372,216.
Liabilities	17 Accounts payable and accrued expenses			
	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 ▶)			
	23 **Total liabilities** (add lines 17 through 22)	0.	0.	
Net Assets or Fund Balances	**Foundations that follow SFAS 117, check here ▶ ☐ and complete lines 24 through 26 and lines 30 and 31.**			
	24 Unrestricted			
	25 Temporarily restricted			
	26 Permanently restricted			
	Foundations that do not follow SFAS 117, check here ▶ ☒ and complete lines 27 through 31.			
	27 Capital stock, trust principal, or current funds	1,352,793.	1,328,227.	
	28 Paid-in or capital surplus, or land, bldg , and equipment fund	0.	0.	
	29 Retained earnings, accumulated income, endowment, or other funds	0.	0.	
	30 **Total net assets or fund balances**	1,352,793.	1,328,227.	
	31 **Total liabilities and net assets/fund balances**	1,352,793.	1,328,227.	

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	1,352,793.
2	Enter amount from Part I, line 27a	2	-24,566.
3	Other increases not included in line 2 (itemize) ▶	3	0.
4	Add lines 1, 2, and 3	4	1,328,227.
5	Decreases not included in line 2 (itemize) ▶	5	0.
6	Total net assets or fund balances at end of year (line 4 minus line 5) - Part II, column (b), line 30	6	1,328,227.

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	PUBLICLY TRADED SECURITIES	P	VARIOUS	VARIOUS
b	PUBLICLY TRADED SECURITIES	P	VARIOUS	VARIOUS
c	LITIGATION PROCEEDS - SEC V BOA CORP FAIR FD	P	VARIOUS	10/26/01
d	CAPITAL GAINS DIVIDENDS			
e				

	(e) Gross sales price	(f) Depreciation allowed (or allowable)	(g) Cost or other basis plus expense of sale	(h) Gain or (loss) (e) plus (f) minus (g)
a	1,098,929.		1,081,502.	17,427.
b	329,680.		332,566.	-2,886.
c	12.			12.
d	8,083.			8,083.
e				

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) Gains (Col (h) gain minus col (k), but not less than -0-) or Losses (from col (h))
a				17,427.
b				-2,886.
c				12.
d				8,083.
e				

2 Capital gain net income or (net capital loss) { If gain, also enter in Part I, line 7; If (loss), enter -0- in Part I, line 7 } 2 22,636.

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

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	50,790.	1,360,438.	.037334
2009	71,230.	1,255,438.	.056737
2008	98,626.	1,536,159.	.064203
2007	92,696.	1,792,462.	.051714
2006	57,525.	1,674,057.	.034363

2	Total of line 1, column (d)	2	.244351
3	Average distribution ratio for the 5-year base period - divide the total on line 2 by 5, or by the number of years the foundation has been in existence if less than 5 years	3	.048870
4	Enter the net value of noncharitable-use assets for 2011 from Part X, line 5	4	1,432,406.
5	Multiply line 4 by line 3	5	70,002.
6	Enter 1% of net investment income (1% of Part I, line 27b)	6	422.
7	Add lines 5 and 6	7	70,424.
8	Enter qualifying distributions from Part XII, line 4	8	65,290.

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 ▶ ☐ 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 ▶ ☐ and enter 1% of Part I, line 27b			1	844.
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	844.
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	844.
6	Credits/Payments				
a	2011 estimated tax payments and 2010 overpayment credited to 2011	6a	880.		
b	Exempt foreign organizations - tax withheld at source	6b			
c	Tax paid with application for extension of time to file (Form 8868)	6c	422.		
d	Backup withholding erroneously withheld	6d			
7	Total credits and payments Add lines 6a through 6d			7	1,302.
8	Enter any **penalty** for underpayment of estimated tax Check here ☒ if Form 2220 is attached			8	
9	**Tax due.** If the total of lines 5 and 8 is more than line 7, enter **amount owed** ▶			9	
10	**Overpayment.** If line 7 is more than the total of lines 5 and 8, enter the **amount overpaid** ▶			10	458.
11	Enter the amount of line 10 to be **Credited to 2012 estimated tax** ▶	458.	**Refunded** ▶	11	0.

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?	1a		X
b	Did it spend more than $100 during the year (either directly or indirectly) for political purposes (see instructions for definition)?	1b		X
	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.			
c	Did the foundation file **Form 1120-POL** for this year?	1c		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? N/A	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) ▶ HI			
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

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

			Yes	No
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?	13	X	

Website address ▶ WWW.BOH.COM/SITES/FOUNDATION/INDEX.ASP

14 The books are in care of ▶ BANK OF HAWAII Telephone no. ▶808-694-4525

Located at ▶130 MERCHANT STREET, HONOLULU, HI ZIP+4 ▶96813

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

			Yes	No
16	At any time during calendar year 2011, did the foundation have an interest in or a signature or other authority over a bank, securities, or other financial account in a foreign country?	16		X
	See the instructions for exceptions and filing requirements for Form TD F 90-22.1 If "Yes," enter the name of the foreign country ▶			

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

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

			Yes	No
1a	During the year did the foundation (either directly or indirectly)			
	(1) Engage in the sale or exchange, or leasing of property with a disqualified person? ☐ Yes ☒ No			
	(2) Borrow money from, lend money to, or otherwise extend credit to (or accept it from) a disqualified person? ☐ Yes ☒ No			
	(3) Furnish goods, services, or facilities to (or accept them from) a disqualified person? ☐ Yes ☒ No			
	(4) Pay compensation to, or pay or reimburse the expenses of, a disqualified person? ☒ Yes ☐ 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)? ☐ Yes ☒ 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.) ☐ Yes ☒ 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)?	1b		X
	Organizations relying on a current notice regarding disaster assistance check here ▶ ☐			
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? ☐ Yes ☒ No If "Yes," list the years ▶ ____ , ____ , ____ , ____			
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? ☐ Yes ☒ 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

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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)? N/A **5b**

Organizations relying on a current notice regarding disaster assistance check here ▶ ☐

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

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

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

b Did the foundation, during the year, pay premiums, directly or indirectly, on a personal benefit contract? **6b** X

If "Yes" to 6b, file Form 8870.

7a At any time during the tax year, was the foundation a party to a prohibited tax shelter transaction? ☐ Yes ☒ No

b If "Yes," did the foundation receive any proceeds or have any net income attributable to the transaction? N/A **7b**

Part VIII Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors

1 List all officers, directors, trustees, foundation managers and their compensation.

(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
BANK OF HAWAII P.O. BOX 3170 HONOLULU, HI 96802	TRUSTEE 1.00	22,699.	0.	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
N/A	0.00	0.	0.	0.

Total number of other employees paid over $50,000 ▶ 0

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Part VIII Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors *(continued)*

3 Five highest-paid independent contractors for professional services. If none, enter "NONE."

(a) Name and address of each person paid more than $50,000	(b) Type of service	(c) Compensation
N/A		0.
Total number of others receiving over $50,000 for professional services	▶	0

Part IX-A Summary of Direct Charitable Activities

List the foundation's four largest direct charitable activities during the tax year. Include relevant statistical information such as the number of organizations and other beneficiaries served, conferences convened, research papers produced, etc	Expenses
1 N/A	0.
2	
3	
4	

Part IX-B Summary of Program-Related Investments

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

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

1	Fair market value of assets not used (or held for use) directly in carrying out charitable, etc , purposes:			
a	Average monthly fair market value of securities		1a	1,420,537.
b	Average of monthly cash balances		1b	33,682.
c	Fair market value of all other assets		1c	
d	**Total** (add lines 1a, b, and c)		1d	1,454,219.
e	Reduction claimed for blockage or other factors reported on lines 1a and 1c (attach detailed explanation)	1e 0.		
2	Acquisition indebtedness applicable to line 1 assets		2	0.
3	Subtract line 2 from line 1d		3	1,454,219.
4	Cash deemed held for charitable activities. Enter 1 1/2% of line 3 (for greater amount, see instructions)		4	21,813.
5	**Net value of noncharitable-use assets.** Subtract line 4 from line 3 Enter here and on Part V, line 4		5	1,432,406.
6	**Minimum investment return.** Enter 5% of line 5		6	71,620.

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

1	Minimum investment return from Part X, line 6		1	71,620.
2a	Tax on investment income for 2011 from Part VI, line 5	2a 844.		
b	Income tax for 2011 (This does not include the tax from Part VI)	2b		
c	Add lines 2a and 2b		2c	844.
3	Distributable amount before adjustments Subtract line 2c from line 1		3	70,776.
4	Recoveries of amounts treated as qualifying distributions		4	0.
5	Add lines 3 and 4		5	70,776.
6	Deduction from distributable amount (see instructions)		6	0.
7	**Distributable amount** as adjusted Subtract line 6 from line 5 Enter here and on Part XIII, line 1		7	70,776.

Part XII Qualifying Distributions (see instructions)

1	Amounts paid (including administrative expenses) to accomplish charitable, etc , purposes		
a	Expenses, contributions, gifts, etc - total from Part I, column (d), line 26	1a	65,290.
b	Program-related investments - total from Part IX-B	1b	0.
2	Amounts paid to acquire assets used (or held for use) directly in carrying out charitable, etc., purposes	2	
3	Amounts set aside for specific charitable projects that satisfy the		
a	Suitability test (prior IRS approval required)	3a	
b	Cash distribution test (attach the required schedule)	3b	
4	**Qualifying distributions.** Add lines 1a through 3b Enter here and on Part V, line 8, and Part XIII, line 4	4	65,290.
5	Foundations that qualify under section 4940(e) for the reduced rate of tax on net investment income Enter 1% of Part I, line 27b	5	0.
6	**Adjusted qualifying distributions.** Subtract line 5 from line 4	6	65,290.

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

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Part XIII Undistributed Income (see instructions)

		(a) Corpus	(b) Years prior to 2010	(c) 2010	(d) 2011
1 Distributable amount for 2011 from Part XI, line 7					70,776.
2 Undistributed income, if any, as of the end of 2011					
a Enter amount for 2010 only				0.	
b Total for prior years: _____, _____, _____			0.		
3 Excess distributions carryover, if any, to 2011					
a From 2006					
b From 2007					
c From 2008					
d From 2009	1,227.				
e From 2010					
f Total of lines 3a through e		1,227.			
4 Qualifying distributions for 2011 from Part XII, line 4. ▶ $ 65,290.					
a Applied to 2010, but not more than line 2a				0.	
b Applied to undistributed income of prior years (Election required - see instructions)			0.		
c Treated as distributions out of corpus (Election required - see instructions)		0.			
d Applied to 2011 distributable amount					65,290.
e Remaining amount distributed out of corpus		0.			
5 Excess distributions carryover applied to 2011 (If an amount appears in column (d), the same amount must be shown in column (a).)		1,227.			1,227.
6 Enter the net total of each column as indicated below:					
a Corpus Add lines 3f, 4c, and 4e Subtract line 5		0.			
b Prior years' undistributed income. Subtract line 4b from line 2b			0.		
c Enter the amount of prior years' undistributed income for which a notice of deficiency has been issued, or on which the section 4942(a) tax has been previously assessed			0.		
d Subtract line 6c from line 6b Taxable amount - see instructions			0.		
e Undistributed income for 2010 Subtract line 4a from line 2a Taxable amount - see instr				0.	
f Undistributed income for 2011 Subtract lines 4d and 5 from line 1 This amount must be distributed in 2012					4,259.
7 Amounts treated as distributions out of corpus to satisfy requirements imposed by section 170(b)(1)(F) or 4942(g)(3)		0.			
8 Excess distributions carryover from 2006 not applied on line 5 or line 7		0.			
9 Excess distributions carryover to 2012. Subtract lines 7 and 8 from line 6a		0.			
10 Analysis of line 9.					
a Excess from 2007					
b Excess from 2008					
c Excess from 2009					
d Excess from 2010					
e Excess from 2011					

Part XIV Private Operating Foundations (see instructions and Part VII-A, question 9) N/A

1 a If the foundation has received a ruling or determination letter that it is a private operating foundation, and the ruling is effective for 2011, enter the date of the ruling ▶

b Check box to indicate whether the foundation is a private operating foundation described in section ☐ 4942(j)(3) or ☐ 4942(j)(5)

	Tax year	Prior 3 years			
	(a) 2011	(b) 2010	(c) 2009	(d) 2008	(e) Total
2 a Enter the lesser of the adjusted net income from Part I or the minimum investment return from Part X for each year listed					
b 85% of line 2a					
c Qualifying distributions from Part XII, line 4 for each year listed					
d Amounts included in line 2c not used directly for active conduct of exempt activities					
e Qualifying distributions made directly for active conduct of exempt activities. Subtract line 2d from line 2c					
3 Complete 3a, b, or c for the alternative test relied upon:					
a "Assets" alternative test - enter: (1) Value of all assets					
(2) Value of assets qualifying under section 4942(j)(3)(B)(i)					
b "Endowment" alternative test - enter 2/3 of minimum investment return shown in Part X, line 6 for each year listed					
c "Support" alternative test - enter: (1) Total support other than gross investment income (interest, dividends, rents, payments on securities loans (section 512(a)(5)), or royalties)					
(2) Support from general public and 5 or more exempt organizations as provided in section 4942(j)(3)(B)(iii)					
(3) Largest amount of support from an exempt organization					
(4) Gross investment income					

Part XV Supplementary Information (Complete this part only if the foundation had $5,000 or more in assets at any time during the year-see instructions.)

1 Information Regarding Foundation Managers:

a List any managers of the foundation who have contributed more than 2% of the total contributions received by the foundation before the close of any tax year (but only if they have contributed more than $5,000) (See section 507(d)(2).)

NONE

b List any managers of the foundation who own 10% or more of the stock of a corporation (or an equally large portion of the ownership of a partnership or other entity) of which the foundation has a 10% or greater interest.

NONE

2 Information Regarding Contribution, Grant, Gift, Loan, Scholarship, etc., Programs:

Check here ▶ ☐ if the foundation only makes contributions to preselected charitable organizations and does not accept unsolicited requests for funds If the foundation makes gifts, grants, etc (see instructions) to individuals or organizations under other conditions, complete items 2a, b, c, and d

a The name, address, and telephone number of the person to whom applications should be addressed

SEE STATEMENT POLICY-1

b The form in which applications should be submitted and information and materials they should include

SEE STATEMENT POLICY-1

c Any submission deadlines

SEE STATEMENT POLICY-1

d Any restrictions or limitations on awards, such as by geographical areas, charitable fields, kinds of institutions, or other factors:

SEE STATEMENT POLICY-1

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
a *Paid during the year*				
SEE STATEMENT GRA-1				46,000.
Total			▶ 3a	46,000.
b *Approved for future payment*				
NONE				
Total			▶ 3b	0.

Form **990-PF** (2011)

123611 12-02-11

Part XVI-A Analysis of Income-Producing Activities

Enter gross amounts unless otherwise indicated	Unrelated business income		Excluded by section 512, 513, or 514		(e) Related or exempt function income
	(a) Business code	(b) Amount	(c) Exclusion code	(d) Amount	
1 Program service revenue:					
a					
b					
c					
d					
e					
f					
g Fees and contracts from government agencies					
2 Membership dues and assessments					
3 Interest on savings and temporary cash investments			14	6.	
4 Dividends and interest from securities			14	37,331.	
5 Net rental income or (loss) from real estate:					
a Debt-financed property					
b Not debt-financed property					
6 Net rental income or (loss) from personal property					
7 Other investment income					
8 Gain or (loss) from sales of assets other than inventory			18	22,636.	
9 Net income or (loss) from special events					
10 Gross profit or (loss) from sales of inventory					
11 Other revenue:					
a					
b					
c					
d					
e					
12 Subtotal Add columns (b), (d), and (e)		0.		59,973.	0.

13 Total. Add line 12, columns (b), (d), and (e) 13 59,973.

(See worksheet in line 13 instructions to verify calculations)

Part XVI-B Relationship of Activities to the Accomplishment of Exempt Purposes

Line No. ▼	Explain below how each activity for which income is reported in column (e) of Part XVI-A contributed importantly to the accomplishment of the foundation's exempt purposes (other than by providing funds for such purposes)

123621
12-02-11

Part XVII Information Regarding Transfers To and Transactions and Relationships With Noncharitable Exempt Organizations

		Yes	No
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?			
a Transfers from the reporting foundation to a noncharitable exempt organization of			
(1) Cash	1a(1)		X
(2) Other assets	1a(2)		X
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
c Sharing of facilities, equipment, mailing lists, other assets, or paid employees	1c		X

d 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

(a) Line no	(b) Amount involved	(c) Name of noncharitable exempt organization	(d) Description of transfers, transactions, and sharing arrangements
		N/A	

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.

BANK OF HAWAII, Trustee

By ____________ Vice President AUG 10 2012

Signature of officer or trustee — Date — Title

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

Paid Preparer Use Only

Print/Type preparer's name	Preparer's signature	Date	Check ☐ if self- employed	PTIN
Firm's name ▶			Firm's EIN ▶	
Firm's address ▶			Phone no	

Form **990-PF** (2011)

123622
12-02-11

FORM 990-PF INTEREST ON SAVINGS AND TEMPORARY CASH INVESTMENTS STATEMENT 1

SOURCE	AMOUNT
BANK OF HAWAII ACCT #215022302	6.
TOTAL TO FORM 990-PF, PART I, LINE 3, COLUMN A	6.

FORM 990-PF DIVIDENDS AND INTEREST FROM SECURITIES STATEMENT 2

SOURCE	GROSS AMOUNT	CAPITAL GAINS DIVIDENDS	COLUMN (A) AMOUNT
BANK OF HAWAII ACCT #215022302	45,414.	8,083.	37,331.
TOTAL TO FM 990-PF, PART I, LN 4	45,414.	8,083.	37,331.

FORM 990-PF ACCOUNTING FEES STATEMENT 3

DESCRIPTION	(A) EXPENSES PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
TAX PREPARATION FEE	1,500.	450.		1,050.
AUDIT FEES	6,992.	3,496.		3,496.
TO FORM 990-PF, PG 1, LN 16B	8,492.	3,946.		4,546.

FORM 990-PF TAXES STATEMENT 4

DESCRIPTION	(A) EXPENSES PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
FEDERAL EXCISE TAX PAYMENT FOR 2010	601.	0.		0.
QTRLY ESTIMATED TAX PAYMENTS FOR 2011	880.	0.		0.
FOREIGN TAXES PAID	203.	203.		0.
TO FORM 990-PF, PG 1, LN 18	1,684.	203.		0.

FORM 990-PF OTHER EXPENSES STATEMENT 5

DESCRIPTION	(A) EXPENSES PER BOOKS	(B) NET INVEST-MENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
GRANTS ADMINISTRATION FEE	5,580.	0.		5,580.
TO FORM 990-PF, PG 1, LN 23	5,580.	0.		5,580.

FORM 990-PF OTHER INVESTMENTS STATEMENT 6

DESCRIPTION	VALUATION METHOD	BOOK VALUE	FAIR MARKET VALUE
SEE STATEMENT INV-1	COST	1,285,246.	1,329,235.
TOTAL TO FORM 990-PF, PART II, LINE 13		1,285,246.	1,329,235.

Elsie H. Wilcox Foundation

Grants Paid 1/1/2011 to 12/31/2011

2/14/2012

Payee Organization **Project Title**	**Amount** **Paid Date**
American Cancer Society, Hawaii Pacific 2370 Nuuanu Avenue Honolulu, HI 96817 *Quality of Life Services for Cancer Patients on Kauai (FYE 8/31/2012)*	$5,000.00 12/16/2011
Bishop Museum 1525 Bernice Street Honolulu, HI 96817 *Holoholo Science Education Program for Kauai Students (SY 2011-2012)*	$5,000 00 12/16/2011
Honolulu Theatre for Youth 1149 Bethel Street, Suite 700 Honolulu, HI 96813 *Theatre for Neighbor Island Youth - Kauai Tours 2011-2012*	$5,000.00 12/16/2011
Island School 3-1875 Kaumualii Highway Lihue, HI 96766-9597 *Solar Water Heating Tank*	$7,750.00 12/16/2011
Kauai Habitat for Humanity P. O. Box 28 Eleele, HI 96705 *Tool & Equipment Fund - Purchase Dump Truck*	$5,000.00 12/16/2011
Leadership Kauai P. O. Box 1567 Lihue, HI 96766 *Pina Hoku Youth Leadership Program (2011/2012 School Year)*	$5,000.00 12/16/2011
Nature Conservancy of Hawaii 923 Nuuanu Ave Honolulu, HI 96817 *Protecting Kauai's Native Forests*	$8,250 00 12/16/2011
Waioli Corporation P. O. Box 1631 Lihue, HI 96766 *Part-Time Learning Resource Coordinator - Salary Support*	$5,000.00 12/16/2011
Grand Total (8 items)	$46,000 00

STATEMENT GRA-1

ELSIE H. WILCOX FOUNDATION
FORM 990-PF, PART II, LINE 13
INVESTMENTS - OTHER
FOR YEAR ENDED 12/31/11

99-6002441

Description	Units	Book Value	Market Value
00206R102 AT&T INC	650.000	19,211.53	19,656.00
002824100 ABBOTT LABORATORIES	180.000	9,186.09	10,121.00
003021409 ABERDEEN CORE FIXED INCOME FUND CL I	23912.165	260,088.85	262,316.00
003021698 ABERDEEN ASIA-PACIFIC EX-JAPAN EQUITY FUND INSTITUTIONAL CLASS	4489.847	36,402.90	44,135.00
003021839 ABERDEEN INTL EQUITY INSTITUTIONAL FUND CL SHS	9209.687	93,758.98	110,977.00
020002101 ALLSTATE CORP	60.000	1,917.92	1,645.00
02209S103 ALTRIA GROUP INC	490.000	12,647.11	14,529.00
025816109 AMERICAN EXPRESS CO	160.000	7,161.85	7,547.00
03073E105 AMERISOURCEBERGEN CORP	80.000	2,409.59	2,975.00
037411105 APACHE CORP	30.000	2,941.72	2,717.00
037833100 APPLE INC	15.000	4,309.10	6,075.00
046353108 ASTRAZENECA PLC SP ADR	280.000	13,569.32	12,961.00
05534B760 BCE INC	320.000	12,686.96	13,334.00
064058100 BANK OF NEW YORK MELLON CORP	90.000	2,323.12	1,792.00
071813109 BAXTER INTL INC	50.000	2,401.02	2,474.00
073730103 BEAM INC	30.000	1,453.20	1,537.00
084670702 BERKSHIRE HATHAWAY INC CL B	90.000	7,638.16	6,867.00
086516101 BEST BUY CO INC	70.000	2,583.45	1,636.00
110122108 BRISTOL MYERS SQUIBB CO	426.000	12,203.41	15,012.00
156700106 CENTURYLINK INC	300.000	11,487.86	11,160.00
166764100 CHEVRON CORP	80.000	7,079.62	8,512.00
172062101 CINCINNATI FINL CORP	120.000	3,417.59	3,655.00
191216100 COCA COLA CO	60.000	4,038.72	4,198.00
192446102 COGNIZANT TECH SOLUTIONS CORP	60.000	3,649.37	3,859.00
197199813 COLUMBIA ACORN INTERNATIONAL FUND CL Z	841.249	29,929.99	28,863.00
20825C104 CONOCOPHILLIPS	200.000	12,739.99	14,574.00
209115104 CON EDISON	110.000	6,012.62	6,823.00
222816100 COVANCE INC	30.000	1,755.90	1,372.00
231021106 CUMMINS ENGINE INC	40.000	3,587.68	3,521.00
25746U109 DOMINION RESOURCES INC /VA	180.000	8,565.41	9,554.00
260003108 DOVER CORP	50.000	2,438.03	2,903.00
26441C105 DUKE ENERGY CORP	590.000	11,045.67	12,980.00
268648102 EMC CORP	240.000	4,987.49	5,170.00
278642103 EBAY INC	60.000	1,266.31	1,820.00
291011104 EMERSON ELECTRIC CO	40.000	2,035.70	1,864.00
302130109 EXPEDITORS INTL WASH INC	60.000	2,722.24	2,458.00
302182100 EXPRESS SCRIPTS	160.000	7,292.38	7,150.00
35671D857 FREEPORT MCMORAN COPPER & GOLD CLASS B	80.000	3,394.00	2,943.00
369604103 GENERAL ELECTRIC CO	240.000	3,935.04	4,298.00
375558103 GILEAD SCIENCES INC	140.000	4,826.84	5,730.00
37733W105 GLAXOSMITHKLINE PLC ADR	340.000	14,472.89	15,514.00
38141G104 GOLDMAN SACHS GROUP INC	10.000	1,527.67	904.00
38259P508 GOOGLE INC CL A	11.000	5,791.54	7,105.00
40414L109 HCP INC	130.000	4,767.10	5,386.00

ELSIE H. WILCOX FOUNDATION
FORM 990-PF, PART II, LINE 13
INVESTMENTS - OTHER
FOR YEAR ENDED 12/31/11

99-6002441

Description	Units	Book Value	Market Value
00206R102 AT&T INC	650.000	19,211.53	19,656.00
406216101 HALLIBURTON CO	50.000	1,715.50	1,726.00
409735206 HANCOCK JOHN BK & THRIFT BANK & THRIFT OPPORTUNITY FUND	40.000	716.80	548.00
42217K106 HEALTH CARE REIT INC	120.000	6,091.76	6,544.00
423074103 HEINZ H J CO	280.000	14,786.09	15,131.00
42809H107 HESS CORP	20.000	1,152.52	1,136.00
438516106 HONEYWELL INTERNATIONAL INC	40.000	1,763.97	2,174.00
444859102 HUMANA INC	20.000	985.03	1,752.00
458140100 INTEL CORP	140.000	2,727.81	3,395.00
46120E602 INTUITIVE SURGICAL INS	5.000	1,701.95	2,315.00
46625H100 JP MORGAN CHASE & CO	80.000	3,106.91	2,660.00
471023549 JANUS TRITON FUND CL T	2096.383	28,930.08	34,045.00
478160104 JOHNSON & JOHNSON	160.000	10,481.17	10,493.00
494368103 KIMBERLY CLARK CORP	210.000	14,213.55	15,448.00
500255104 KOHL'S CORP	30.000	1,551.00	1,481.00
50540R409 LABORATORY CORP AMERICA HOLDINGS	20.000	1,506.77	1,719.00
532457108 LILLY ELI & CO	320.000	11,898.42	13,299.00
543487326 NATIXIS LOOMIS SAYLES LTD GOV AND AGCY FD CL Y	2849.731	34,036.03	33,997.00
544147101 LORILLARD INC	40.000	4,484.83	4,560.00
56062X708 MAINSTAY HIGH YIELD CORP BOND FUND CL I	2663.682	15,609.18	15,449.00
580135101 MCDONALDS CORP	90.000	7,449.70	9,030.00
594918104 MICROSOFT CORP	110.000	2,707.61	2,856.00
636274300 NATIONAL GRID PLC SP ADR	240.000	11,958.77	11,635.00
637071101 NATIONAL OILWELL VARCO INC	30.000	1,956.00	2,040.00
65339F101 NEXTERA ENERGY INC	40.000	2,148.66	2,435.00
68389X105 ORACLE	60.000	1,659.57	1,539.00
69351T106 PPL CORPORATION	300.000	8,465.13	8,826.00
713448108 PEPSICO INC	50.000	3,160.00	3,318.00
714290103 PERRIGO CO.	50.000	3,264.80	4,865.00
718172109 PHILIP MORRIS INTERNATIONAL	220.000	15,063.14	17,266.00
74144Q203 T ROWE PRICE INSTITUTIONAL EMERGING MARKETS EQUITY FUND	1804.644	57,790.49	46,957.00
742718109 PROCTER & GAMBLE CO	140.000	8,663.15	9,339.00
744573106 PUBLIC SERVICE ENT GROUP INC	80.000	2,626.46	2,641.00
747525103 QUALCOMM INC	100.000	4,508.49	5,470.00
74834L100 QUEST DIAGNOSTICS INC	20.000	957.16	1,161.00
74972H648 RS GLOBAL NATURAL RESOURCES FUND CL Y	1806.500	72,605.94	63,408.00
761713106 REYNOLDS AMERICAN INC	290.000	10,914.52	12,012.00
77958B402 T ROWE PRICE INSTITUTIONAL FLOATING RATE FUND CL I	2386.548	23,054.05	23,627.00
780259107 ROYAL DUTCH SHELL PLC ADR B	220.000	14,833.75	16,722.00
80004C101 SANDISK CORP	40.000	2,069.54	1,968.00
806857108 SCHLUMBERGER LTD	40.000	2,771.20	2,732.00
814219432 GUGGENHEIM MID CAP VALUE FUND CL I	3387.578	37,313.91	33,808.00

ELSIE H. WILCOX FOUNDATION
FORM 990-PF, PART II, LINE 13
INVESTMENTS - OTHER
FOR YEAR ENDED 12/31/11

99-6002441

Description	Units	Book Value	Market Value
00206R102 AT&T INC	650.000	19,211.53	19,656.00
842587107 SOUTHERN CO	360.000	14,540.83	16,664.00
858912108 STERICYCLE INC	30.000	1,912.18	2,338.00
879382208 TELEFONICA DE ESPANA ADS	500.000	10,881.17	8,595.00
880208400 TEMPLETON GLOBAL BOND FUND CL AD	1367.056	18,690.78	16,910.00
881624209 TEVA PHARMACEUTICAL INDS LTD SP ADR	120.000	6,069.71	4,843.00
88732J207 TIME WARNER CABLE INC	30.000	2,166.87	1,907.00
89151E109 TOTAL SA SP ADR	230.000	11,736.26	11,755.00
902973304 US BANCORP	70.000	1,515.22	1,894.00
904767704 UNILEVER PLC SPONSORED ADR	260.000	8,555.95	8,715.00
913017109 UNITED TECHNOLOGIES CORP	30.000	2,169.53	2,193.00
922031786 VANGUARD LONG-TERM TREASURY FUND CL ADM	2493.702	34,138.78	33,266.00
92220P105 VARIAN MEDICAL SYSTEMS INC	70.000	3,912.84	4,699.00
92343V104 VERIZON COMMUNICATIONS	390.000	14,090.45	15,647.00
92345Y106 VERISK ANALYTICS INC CL A	120.000	4,098.55	4,816.00
92826C839 VISA INC CL A SHARES	60.000	4,389.92	6,092.00
92857W209 VODAFONE GROUP PLC SP ADR	490.000	13,078.64	13,735.00
931142103 WAL-MART STORES INC	50.000	2,697.51	2,988.00
942683103 WATSON PHARMACEUTICAL	40.000	1,638.04	2,414.00
949746101 WELLS FARGO COMPANY	140.000	3,817.03	3,858.00
97381W104 WINDSTREAM CORP	320.000	4,082.81	3,757.00
Investments - Other		**1,285,246.41**	**1,329,235.00**

Elsie H. Wilcox Foundation
Bank of Hawaii, Trustee

INFORMATION FOR APPLICANTS

Historical Note

Born in 1879 at Grove Farm in Lihue, Kauai, Elsie Hart Wilcox was the daughter of Samuel Whitney and Emma Washburn (Lyman) Wilcox. Elsie lived with her parents and five brothers and sisters at Grove Farm, the plantation established by her prosperous uncle, George Norton Wilcox, in a lifestyle that kept with their missionary heritage of simplicity and few luxuries.

Elsie, along with her siblings, was assigned chores at Grove Farm which along being a sugar plantation was also a nearly self-sufficient farm. She helped pick fruits and vegetables, tended to the farm animals, and also helped to provide food on the table by hunting and fishing.

As a child, Elsie was tutored at home and later attended Punahou School on Oahu. Elsie went on to continue her education, graduating in 1902 from Wellesley College in Massachusetts. Upon her return to Kauai, Elsie taught Sunday school at the Lihue Union Church, and in 1905 founded the Mokihana Club with other women for social and cultural enrichment, and involvement in community project activities.

During World War I, Elsie made bandages for the troops and engaged in home front activities. Elsie never married; however she contributed greatly to charitable causes and discreetly paid for the education of young people who had the ability to learn and lacked the funds for schooling.

If Elsie's missionary heritage formed the values that shaped her character, then her education at Wellesley College transformed her into a progressive woman of the early twentieth century. Elsie became the legal guardian of several orphaned children and supported or assisted widowed or deserted women. Elsie was appointed the Commissioner of Education from 1920 to 1932 and was a leading figure in most territorial institutions that dealt with women, children, religion and social welfare. In 1932, Elsie Wilcox became the first woman to be elected to the Territorial Senate and was re-elected to a second term from 1936 to 1939. She advocated for social security legislation and improved health and education in the Territory of Hawaii. Elsie also served as an early director of Bishop Trust Company and as Vice President of Grove Farm and G. N. Wilcox Memorial Hospital on Kauai.

Elsie devoted much time to civic and religious activities and was a member of the National Education Association, American Red Cross, the Institute of Pacific Relations, the Board of Hawaiian Evangelical Association (now the Hawaii Conference of the United Church of Christ), Kauai Historical Society, Kauai Salvation Army and the Kauai YWCA.

Elsie H. Wilcox died in 1954 at the age of 75. An excerpt from her gravestone reads, "I am among you as one who serves".

Policy

The Elsie H. Wilcox Foundation was established by Deed of Trust on February 15, 1938 for religious, charitable, scientific, literary or educational purposes. The Trust provides a flexibility to permit use of income to meet changing requirements or needs.

Although the Distribution Committee gives priority to needs from qualified tax-exempt charitable organizations on the Island of Kauai, assistance will be given to qualified organizations throughout Hawaii whose programs benefit a sizable number of people.

The Foundation receives many more requests for assistance than its funds permit supporting. However, all applications from qualified tax exempt, charitable organizations are considered, and each is acted upon according to its current and projected relative merit, provided it is in keeping with the Deed of Trust. The Foundation does not give to endowments, reserve purposes, deficit financing, out of state travel, nor does it operate programs or make grants to individuals.

The Distribution Committee meets annually to consider grant request proposals.

NOTE: IF A FISCAL SPONSOR IS BEING USED, CONTACT THE FOUNDATION ADMINISTRATION OFFICE PRIOR TO SUBMITTING A GRANT PROPOSAL.

Grant Application Information

a. Board of Directors

In order to be successful in accomplishing its purposes, a charitable organization generally must have community and business support, rather than relying solely on foundations or government funding.

For this reason the Distribution Committee pays particular attention to how active members of an organization's Board of Directors carry out their responsibilities to the organization.

In the interest of public causes, Elsie H. Wilcox Foundation prefers all directors make an annual financial contribution, at some level, to the support of the organization; in addition to participating in fundraising activities. Directors are also required to attend Board meetings, volunteer work when needed, and make significant efforts to gain community and business support.

b. School Participation

If the request for funding supports a program that involves school or classroom participation, the applying charity must provide a list of the schools that will be involved in the program along with a letter of support from the schools' principals or teachers who have either committed or are interested in the program. The organization must also provide us with an approximate number of students that will be involved and/or benefiting from the program.

c. Other Factors

Some other factors considered in reviewing a proposal are:

- the community's need for the proposed program or project in relation to other similar activities
- reasonableness of the project's income/expenditure budget
- ability of the applicant to obtain entire funding and sustain the proposed project.

Foundation Deadlines

- **Grant requests must be postmarked by September 1.**

Application Procedures (A thru D)

Submit 4 (four) completed sets of the proposal containing:

(A) Funding Request cover sheet – To be placed on top of each set (see Page 5).

(B) Proposal Narrative - Provide who, what, when, where, why, and how in three pages or less.

Format Information:
Pages: Maximum 3 pages
Margins: 1-inch margins on each side
Font: 12 point font
Spacing: Double space in between paragraphs
Paragraph Height: Maximum of 1 ½ inches
Bullet points: Acceptable

USE THESE 7 HEADINGS IN THE ORDER LISTED FOR THE PROPOSAL NARRATIVE:

1) Organization: Briefly describe your organization's mission and programs. (maximum of 3 sentences)

2) Population to be Served: Provide an estimated UNDUPLICATED number and age range of the eligible individuals you propose to serve.

    - ➢ If the projections are an increase over the current volume, provide information on current volume (percentages can only be used if accompanied with figures, i.e. 20% over 500).

3) Program/Project: Describe using specific information and in layman terms. (Acronyms must be explained in the narrative and budgets.)

4) Goals & Objectives: **Separately** list each goal with corresponding objective, and specifically describe how the goal will be accomplished through the objective.

5) Outreach: For new, expansion, or existing program/project:
    - o Describe how your organization will market the program/project to the community you propose to serve.
    - o Provide an estimated UNDUPLICATED number of group/individuals who will be new participants
    - o Provide UNDUPLICATED numbers for existing participants/groups/individuals.

6) Evaluation: Provide information on how and/or what the following measures are that will be used to evaluate the program/project (**note**: pre/post-tests are not acceptable):
    - ➢ Process Measures – extent to how the program/project will be implemented
    - ➢ Outcome Measures – effectiveness in meeting goals and objectives

7) Cost: Total cost of the program/project, amount requested, and plans for future support.

(C) These 7 items must be attached to each of the 4 sets of the proposal narrative

- **Staff**: Describe the qualifications of the staff or volunteers who will oversee and coordinate the program/project
- **Board of Directors** - List of Board members with their professional or business affiliation.
    - ➢ Percent who actively participate in activities and attend meetings
- **Endorsement Letters** - Two letters endorsing the activity

(The following items must have a Start & End date that includes: month, day and year)

- **Project/Program Budget**
    - ➢ List all revenue (funding sources) and expenses for the project or program.
    - ➢ Requests for small capital and/or to purchase equipment require additional information to validate the expenses in the project budget (i.e. estimates from vendors).
- **Organization's Operating Budget – Current Fiscal Year**
    - ➢ If funding is for support during the following fiscal year, also provide a DRAFT of Operating Budget for such year.
- **Income Statement - Recently Completed Fiscal Year**
- **Current Balance Sheet (not older than three months)**

(D) IRS, Charters & By-Laws

Provide ONE copy only of each of the following:

- Internal Revenue Service letter advising that the organization is tax-exempt under Section 501 (c) (3) of the Code, and its foundation status under 509 (a).
- Organization's charter and by-laws, if not previously submitted or amended.

Due to security measures in the building, hand-delivered proposals are strongly discouraged. <u>Proposals are to be sent to the following mailing address:</u>

Elsie H. Wilcox Foundation
c/o Bank of Hawaii, Trustee
Charitable Foundation Services #758
P. O. Box 3170
Honolulu, Hawaii 96802-3170.

<u>Over night deliveries may be mailed to:</u>
Elsie H. Wilcox Foundation
Charitable Foundation Services
130 Merchant Street, Room 530
Honolulu, Hawaii 96813

Applicants will be notified in writing of the action taken on their requests. The recipient of a grant will be required to submit a narrative report, specific to the Foundation's Reporting Guidelines, *on what has been accomplished as a result of the grant, and a fiscal accounting of the grant expenditures.*

The Foundation receives more requests for assistance than its funds permit supporting. However, normally, all applications are considered, and each is acted upon according to its current and projected relative merit, provided it is in keeping with the deed of trust.

<u>Contact Information for the Elsie H. Wilcox Foundation:</u>

Paula Boyce, AVP & Grants Administration Officer
email: paula.boyce@boh.com
Phone: (808) 694-4945
Fax: (808) 694-4006

Elaine Moniz, Trust Specialist
email: elaine.moniz@boh.com
Phone (808) 694-4944
Fax: (808) 694-4006

Elsie H. Wilcox Foundation

Bank of Hawaii, Trustee

Funding Request Cover Sheet

(TYPE all information, except for signatures, and submit with your request for funding.)

Date ____________________

Organization Information

(Must be a 501 (c) (3) tax-exempt organization)

(If this is a collaborative project, please submit names of collaborating agencies on a separate sheet.)

Name: ____

Complete Address: ____

Phone: ____________________ Fax: ______________ Email: ____________________

BOARD MEMBER INFORMATION

No. of Board Members: ______________ Percent (%) of Financial Participation: ____________

Total Contribution During Fiscal Year: ____________ Median Gift: __________ Average Gift: _________
(Circle One: Past or Current FY)

Contact Information

Name: ____________________ Title: ____________________

Address: ____

Phone: ____________________ Email: ____________________

Project Information

Project Title: ____

Amount requested: $________________

Two signatures are required

____
Executive Director (Chief Compensated Staff)

____
Board Chair or President (Chief volunteer)

____
Print or Type Name and Title

____
Print or Type Name and Title

Form **8868**
(Rev. January 2012)
Department of the Treasury
Internal Revenue Service

Application for Extension of Time To File an Exempt Organization Return

▶ **File a separate application for each return.**

OMB No. 1545-1709

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

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

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

Part I Automatic 3-Month Extension of Time. Only submit original (no copies needed).

A corporation required to file Form 990-T and requesting an automatic 6-month extension - check this box and complete Part I only ▶ ☐

All other corporations (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Type or print

File by the due date for filing your return. See instructions

Name of exempt organization or other filer, see instructions.
ELSIE H. WILCOX FOUNDATION

Employer identification number (EIN) or
☒ 99-6002441

Number, street, and room or suite no. If a P.O. box, see instructions.
P.O. BOX 3170, DEPT 715

Social security number (SSN)
☐

City, town or post office, state, and ZIP code. For a foreign address, see instructions.
HONOLULU, HI 96802-3170

Enter the Return code for the return that this application is for (file a separate application for each return) 0 4

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

- The books are in the care of ▶ BANK OF HAWAII 130 MERCHANT STREET - HONOLULU, HI 96813
  Telephone No. ▶ 808-694-4525 FAX No. ▶
- If the organization does not have an office or place of business in the United States, check this box ▶ ☐
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) ____. If this is for the whole group, check this box ▶ ☐. If it is for part of the group, check this box ▶ ☐ and attach a list with the names and EINs of all members the extension is for.

1 I request an automatic 3-month (6 months for a corporation required to file Form 990-T) extension of time until AUGUST 15, 2012, to file the exempt organization return for the organization named above. The extension is for the organization's return for:
▶ ☒ calendar year 2011 or
▶ ☐ tax year beginning ____, and ending ____.

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

3a	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.	3a	$ 1,302.
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.	3b	$ 880.
c	**Balance due.** Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	$ 422.

Caution. If you are going to make an electronic fund withdrawal with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

LHA **For Privacy Act and Paperwork Reduction Act Notice, see Instructions.** Form **8868** (Rev. 1-2012)

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01-04-12