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EXTENDED TO AUGUST 15, 2016
Return of Private Foundation

Form 990-PF

Department of the Treasury
Internal Revenue Service

or Section 4947(a)(1) Trust Treated as Private Foundation
Do not enter social security numbers on this form as it may be made public.

Information about Form 990-PF and its separate instructions is at www.irs.gov/form990pf.

OMB No 1545-0052

2015

Open to Public Inspection

For calendar year 2015 or tax year beginning

, and ending

Name of foundation GEORGE N. WILCOX GENERAL TRUST		A Employer identification number 99-6002445
Number and street (or P O box number if mail is not delivered to street address) P. O. BOX 3170, DEPT. 715	Room/suite	B Telephone number (808) 694-4525
City or town, state or province, country, and ZIP or foreign postal code HONOLULU, HI 96802-3170		C If exemption application is pending, check here ☐
Check all that apply: ☐ Initial return ☐ Final return ☐ Address change ☐ Initial return of a former public charity ☐ Amended return ☐ Name change		D 1. Foreign organizations, check here ☐ 2. Foreign organizations meeting the 85% test, check here and attach computation ☐
Check type of organization: ☒ Section 501(c)(3) exempt private foundation ☐ Section 4947(a)(1) nonexempt charitable trust ☐ Other taxable private foundation		E If private foundation status was terminated under section 507(b)(1)(A), check here ☐
Fair market value of all assets at end of year (from Part II, col. (c), line 16) \$ 20,105,891.	J Accounting method: ☒ Cash ☐ Accrual ☐ Other (specify) _____	F If the foundation is in a 60-month termination under section 507(b)(1)(B), check here ☐

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				N/A	
2 Check ☒ If the foundation is not required to attach Sch. B					
3 Interest on savings and temporary cash investments		249.	249.		STATEMENT 1
4 Dividends and interest from securities		469,580.	469,580.		STATEMENT 2
5a Gross rents					
b Net rental income or (loss)					
6a Net gain or (loss) from sale of assets not on line 10		575,812.			
b Gross sales price for all assets on line 6a		6,250,465.			
7 Capital gain net income (from Part IV, line 2)			575,812.		
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		1,045,641.	1,045,641.		
13 Compensation of officers, directors, trustees, etc		23,352.	11,676.		11,676.
14 Other employee salaries and wages					
15 Pension plans, employee benefits					
16a Legal fees					
b Accounting fees STMT 3		2,000.	600.		1,400.
c Other professional fees					
17 Interest					
18 Taxes STMT 4		5,000.	0.		0.
19 Depreciation and depletion					
20 Occupancy					
21 Travel, conferences, and meetings		1,875.	0.		1,875.
22 Printing and publications					
23 Other expenses STMT 5		73,449.	0.		73,449.
24 Total operating and administrative expenses. Add lines 13 through 23		105,676.	12,276.		88,400.
25 Contributions, gifts, grants paid		1,168,900.			1,168,900.
26 Total expenses and disbursements. Add lines 24 and 25		1,274,576.	12,276.		1,257,300.
27 Subtract line 26 from line 12:					
a Excess of revenue over expenses and disbursements		-228,935.			
b Net investment income (if negative, enter -0-)			1,033,365.		
c Adjusted net income (if negative, enter -0-)				N/A	

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
Assets	1 Cash - non-interest-bearing	40,993.	18,871.	18,871.
	2 Savings and temporary cash investments	948,102.	577,422.	577,422.
	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	18,457,474.	18,626,789.	19,509,598.
14 Land, buildings, and equipment: basis ▶				
Less: accumulated depreciation ▶				
15 Other assets (describe ▶)				
16 Total assets (to be completed by all filers - see the instructions. Also, see page 1, item I)		19,446,569.	19,223,082.	20,105,891.
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	19,446,569.	19,223,082.	
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		19,446,569.	19,223,082.	
31 Total liabilities and net assets/fund balances		19,446,569.	19,223,082.	

Part III Analysis of Changes in Net Assets or Fund Balances

1 Total net assets or fund balances at beginning of year - Part II, column (a), line 30 (must agree with end-of-year figure reported on prior year's return)	1	19,446,569.
2 Enter amount from Part I, line 27a	2	-228,935.
3 Other increases not included in line 2 (itemize) ▶ <u>RETURNED GRANTS</u>	3	5,448.
4 Add lines 1, 2, and 3	4	19,223,082.
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	19,223,082.

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	12/31/15
b PUBLICLY TRADED SECURITIES	P	VARIOUS	12/31/15
c CLASS ACTION LITIGATION PROCEEDS	P		
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 788,697.		842,383.	-53,686.
b 5,027,192.		4,832,170.	195,022.
c 4,930.		100.	4,830.
d 429,646.			429,646.
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			-53,686.
b			195,022.
c			4,830.
d			429,646.
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	575,812.
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 the instructions before making any entries.

(a) Base period years Calendar year (or tax year beginning in)	(b) Adjusted qualifying distributions	(c) Net value of noncharitable-use assets	(d) Distribution ratio (col. (b) divided by col. (c))
2014	1,174,358.	21,725,566.	.054054
2013	1,267,737.	21,004,782.	.060355
2012	1,149,889.	20,082,438.	.057258
2011	1,013,106.	20,493,903.	.049435
2010	929,816.	19,938,128.	.046635

2 Total of line 1, column (d)	2	.267737
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	.053547
4 Enter the net value of noncharitable-use assets for 2015 from Part X, line 5	4	20,953,811.
5 Multiply line 4 by line 3	5	1,122,014.
6 Enter 1% of net investment income (1% of Part I, line 27b)	6	10,334.
7 Add lines 5 and 6	7	1,132,348.
8 Enter qualifying distributions from Part XII, line 4	8	1,257,300.

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	10,334.
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	10,334.
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	10,334.
6 Credits/Payments:			
a 2015 estimated tax payments and 2014 overpayment credited to 2015	6a	18,634.	
b Exempt foreign organizations - tax withheld at source	6b		
c Tax paid with application for extension of time to file (Form 8868)	6c		
d Backup withholding erroneously withheld	6d		
7 Total credits and payments. Add lines 6a through 6d	7	18,634.	
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	8,300.	
11 Enter the amount of line 10 to be: Credited to 2016 estimated tax ☒ 8,300. 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?		X
b Did it spend more than \$100 during the year (either directly or indirectly) for political purposes (see instructions for the 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.		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		X
4a Did the foundation have unrelated business gross income of \$1,000 or more during the year?		X
b If "Yes," has it filed a tax return on Form 990-T for this year?		
5 Was there a liquidation, termination, dissolution, or substantial contraction during the year? If "Yes," attach the statement required by General Instruction T.		X
6 Are the requirements of section 508(e) (relating to sections 4941 through 4945) satisfied either: • By language in the governing instrument, or • By state legislation that effectively amends the governing instrument so that no mandatory directions that conflict with the state law remain in the governing instrument?	X	
7 Did the foundation have at least \$5,000 in assets at any time during the year? If "Yes," complete Part II, col. (c), and Part XV	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	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 2015 or the taxable year beginning in 2015 (see instructions for Part XIV)? If "Yes," complete Part XIV		X
10 Did any persons become substantial contributors during the tax year? If "Yes," attach a schedule listing their names and addresses		X

N/A

Form 990-PF (2015)

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)		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)		X
13 Did the foundation comply with the public inspection requirements for its annual returns and exemption application? Website address ► <u>N/A</u>	X	
14 The books are in care of ► <u>BANK OF HAWAII</u> Telephone no. ► <u>808-694-4525</u> Located at ► <u>130 MERCHANT STREET, HONOLULU, HI</u> ZIP+4 ► <u>96813</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 <u>N/A</u>		
16 At any time during calendar year 2015, 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 FinCEN Form 114. If "Yes," enter the name of the foreign country ►		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? ☐ 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)? Organizations relying on a current notice regarding disaster assistance check here ► ☐	1b	X
c Did the foundation engage in a prior year in any of the acts described in 1a, other than excepted acts, that were not corrected before the first day of the tax year beginning in 2015?	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 2015, did the foundation have any undistributed income (lines 6d and 6e, Part XIII) for tax year(s) beginning before 2015? ☐ 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.) <u>N/A</u>	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 2015 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 2015.) <u>N/A</u>	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 2015?	4b	X

Form 990-PF (2015)

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 4945(d)(4)(A)? (see instructions)

☐ Yes ☒ No

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

☐ Yes ☒ No

b If any answer is "Yes" to 5a(1)-(5), did any of the transactions fail to qualify under the exceptions described in Regulations section 53.4945 or in a current notice regarding disaster assistance (see instructions)?

N/A

▶ ☐

5b

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	TRUSTEE			
130 MERCHANT STREET				
HONOLULU, HI 96813	1.00	23,352.	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
NONE				

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

0

Form 990-PF (2015)

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
NONE		

Total number of others receiving over \$50,000 for professional services

0

Part IX-A Summary of Direct Charitable Activities

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

	Expenses
1 N/A	
2	
3	
4	

Part IX-B Summary of Program-Related Investments

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.

Form 990-PF (2015)

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	20,758,591.
b	Average of monthly cash balances	1b	514,314.
c	Fair market value of all other assets	1c	
d	Total (add lines 1a, b, and c)	1d	21,272,905.
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	21,272,905.
4	Cash deemed held for charitable activities. Enter 1 1/2% of line 3 (for greater amount, see instructions)	4	319,094.
5	Net value of noncharitable-use assets. Subtract line 4 from line 3. Enter here and on Part V, line 4	5	20,953,811.
6	Minimum investment return. Enter 5% of line 5	6	1,047,691.

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	1,047,691.
2a	Tax on investment income for 2015 from Part VI, line 5	2a	10,334.
b	Income tax for 2015. (This does not include the tax from Part VI.)	2b	
c	Add lines 2a and 2b	2c	10,334.
3	Distributable amount before adjustments. Subtract line 2c from line 1	3	1,037,357.
4	Recoveries of amounts treated as qualifying distributions	4	5,448.
5	Add lines 3 and 4	5	1,042,805.
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	1,042,805.

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	1,257,300.
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	1,257,300.
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	10,334.
6	Adjusted qualifying distributions. Subtract line 5 from line 4	6	1,246,966.

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.

Form 990-PF (2015)

Part XIII Undistributed Income (see instructions)

	(a) Corpus	(b) Years prior to 2014	(c) 2014	(d) 2015
1 Distributable amount for 2015 from Part XI, line 7				1,042,805.
2 Undistributed income, if any, as of the end of 2015				
a Enter amount for 2014 only			124,340.	
b Total for prior years:		0.		
3 Excess distributions carryover, if any, to 2015:				
a From 2010				
b From 2011				
c From 2012				
d From 2013				
e From 2014				
f Total of lines 3a through e	0.			
4 Qualifying distributions for 2015 from Part XII, line 4: ► \$ 1,257,300.				
a Applied to 2014, but not more than line 2a			124,340.	
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 2015 distributable amount				1,042,805.
e Remaining amount distributed out of corpus	90,155.			
5 Excess distributions carryover applied to 2015 (If an amount appears in column (d), the same amount must be shown in column (a).)	0.			0.
6 Enter the net total of each column as indicated below:				
a Corpus. Add lines 3f, 4c, and 4e. Subtract line 5	90,155.			
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 2014. Subtract line 4a from line 2a. Taxable amount - see instr.			0.	
f Undistributed income for 2015. Subtract lines 4d and 5 from line 1. This amount must be distributed in 2016				0.
7 Amounts treated as distributions out of corpus to satisfy requirements imposed by section 170(b)(1)(F) or 4942(g)(3) (Election may be required - see instructions)	0.			
8 Excess distributions carryover from 2010 not applied on line 5 or line 7	0.			
9 Excess distributions carryover to 2016. Subtract lines 7 and 8 from line 6a	90,155.			
10 Analysis of line 9:				
a Excess from 2011				
b Excess from 2012				
c Excess from 2013				
d Excess from 2014				
e Excess from 2015	90,155.			

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 - GRANT -1				1,168,900.
Total			3a	1,168,900.
b Approved for future payment				
NONE				
Total			3b	0.

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

SOURCE	(A) REVENUE PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME
BANK OF HAWAII #215022500	249.	249.	
TOTAL TO PART I, LINE 3	249.	249.	

FORM 990-PF DIVIDENDS AND INTEREST FROM SECURITIES STATEMENT 2

SOURCE	GROSS AMOUNT	CAPITAL GAINS DIVIDENDS	(A) REVENUE PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME
BANK OF HAWAII #215022500	899,226.	429,646.	469,580.	469,580.	
TO PART I, LINE 4	899,226.	429,646.	469,580.	469,580.	

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 RETURN PREPARATION FEE	2,000.	600.		1,400.
TO FORM 990-PF, PG 1, LN 16B	2,000.	600.		1,400.

FORM 990-PF TAXES STATEMENT 4

DESCRIPTION	(A) EXPENSES PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
4TH QTR FEDERAL EXCISE TAX PAYMENT FOR FYE 12/31/15	5,000.	0.		0.
TO FORM 990-PF, PG 1, LN 18	5,000.	0.		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	
GRANT ADMINISTRATION FEES	73,449.	0.		73,449.	
TO FORM 990-PF, PG 1, LN 23	73,449.	0.		73,449.	

FORM 990-PF	OTHER INVESTMENTS		STATEMENT	6
DESCRIPTION	VALUATION METHOD	BOOK VALUE	FAIR MARKET VALUE	
SEE STATEMENT - INV	COST	18,626,789.	19,509,598.	
TOTAL TO FORM 990-PF, PART II, LINE 13		18,626,789.	19,509,598.	

GEORGE N. WILCOX
2015 FORM 990PF
PART II, INVESTMENTS - OTHER
EIN: 99-6002445

Description	Units	Book Value	Mkt Value
256206103 DODGE & COX INTERNATIONAL STOCK FUND	12,301.688	444,336.97	448,766
314172560 FEDERATED STRATEGIC VALUE DIVIDEND FUND CL INST	326,170.064	1,483,102.73	1,839,599
31428Q101 FEDERATED TOTAL RETURN BOND FUND	143,588.991	1,589,815.31	1,529,223
38142Y773 GOLDMAN SACHS LARGE CAP VALUE FD - INST	60,186.606	663,061.54	924,466
38144N593 GOLDMAN SACHS INTERNATIONAL SMALL CAP INSIGHTS INSTL	45,777.228	487,985.25	478,372
411511306 HARBOR INTL FD	14,435.800	1,050,815.38	857,920
47803W406 JOHN HANCOCK III DISC M/C-IS	38,377.765	490,851.61	734,934
543487326 NATIXIS LOOMIS SAYLES LTD GOV AND AGCY FD CL Y	68,321.684	801,630.79	784,333
56062X641 MAINSTAY LARGE CAP GROWTH FUND CL I	93,027.739	565,608.66	914,463
56062X708 MAINSTAY HIGH YIELD CORP BOND FUND CL I	10,105.284	59,522.84	53,558
577130834 MATTHEWS PACIFIC TIGER FUND CL INS	31,366.862	874,335.52	737,749
74144Q203 T ROWE PRICE INSTITUTIONAL EMERGING MARKETS EQUITY FUND	29,390.241	868,665.80	763,852
74316J458 CONGRESS MID CAP GROWTH-INS	51,867.769	701,203.34	752,083
77958B402 T ROWE PRICE INSTITUTIONAL FLOATING RATE FUND CL I	8,973.027	86,589.70	87,487
880208400 TEMPLETON GLOBAL BOND FUND CL AD	21,345.517	284,944.27	246,114
884116401 THIRD AVENUE REAL ESTATE VALUE FUND CL IS	17,286.304	388,596.12	496,636
921909818 VANGUARD TOTAL INTL ST INDEX FUND-ADM	38,311.435	1,062,471.64	928,669
921937603 VANGUARD TOTAL BOND MARKET INDEX FUND ADM	169,310.218	1,836,210.36	1,801,461
922908728 VANGUARD TOTL STK MKT IND-AD	92,074.398	4,442,703.93	4,676,457
94984B348 WELLS FARGO ADVANTAGE INTERNATIONAL EQUITY FUND - I	41,449.348	444,337.01	453,456
Investments - Other		18,626,788.77	19,509,598

G. N. Wilcox Trust

Grant Paid 1/1/2015 to 12/31/2015

1/14/2016

Payee Organization Project Title	Amount Paid Date	Foundation Status Codes
Adult Friends for Youth 3375 Koapaka Street, Suite B290 Honolulu, HI 96819 <i>Clinical/Competency-Based Alternative Education Program - 2015/2016</i>	\$20,000.00 12/17/2015	PC
Aloha Medical Mission 810 North Vineyard Blvd Honolulu, HI 96817 <i>Repair and Maintenance of the Dental Clinic Facility</i>	\$2,300.00 7/9/2015	PC
Aloha School Early Learning Center P O Box 1408 Hanalei, HI 96714 <i>2015-2016 Tuition Aid Program</i>	\$10,000.00 3/13/2015	PC
Aloha School Early Learning Center P.O. Box 1408 Hanalei, HI 96714 <i>Renovation Projects: Lunch Deck Floor Replacement & Garden Room Lighting Upgrade</i>	\$13,200.00 12/17/2015	PC
American Cancer Society, Hawaii Pacific Region 2370 Nuuanu Avenue Honolulu, HI 96817 <i>Hope Lodge Hawaii - Air-Conditioning and Ventilation System</i>	\$25,000.00 9/16/2015	PC
The ARC in Hawaii 3989 Diamond Head Road Honolulu, HI 96816-4413 <i>Fire Alarm System Renovation</i>	\$14,500.00 7/9/2015	PC
Armed Services YMCA of the USA - Honolulu Chapter 1057 North Road Honolulu, HI 96818-5005 <i>IT Infrastructure Upgrades - FYE 12/31/2015</i>	\$10,000.00 9/16/2015	PC
ASSETS School One Ohana Nui Way Honolulu, HI 96818 <i>2015-2016 Tuition Aid Program</i>	\$15,000.00 3/13/2015	PC

Payee Organization Project Title	Amount Paid Date	Foundation Status Codes
Big Brothers Big Sisters Hawaii 418 Kuwili Street, Suite 106 Honolulu, HI 96817-5364 <i>Kauai Island - School & Community-Based Programs FYE 12/31/2015</i>	\$15,000.00 7/9/2015	PC
Book Trust, Hawaii Chapter P O Box 2465 Wailuku, HI 96793 <i>Lanai Elementary School Literacy Program SY 2015/2016</i>	\$8,000.00 12/17/2015	PC
Catholic Charities Hawaii 1822 Keeaumoku Street Honolulu, HI 96822 <i>Kauai Community Office - General Operating Support in FYE 8/31/2016</i>	\$20,000.00 12/17/2015	PC
Chamber Music Hawaii P O Box 61939 Honolulu, HI 96839 <i>Statewide Music Education Outreach - Schools & Communities 2015-2016</i>	\$8,000.00 12/17/2015	PC
Chaminade University of Honolulu 3140 Waiialae Avenue Honolulu, HI 96816-1578 <i>"I am a Scientist" STEM Outreach Project (Hawaii Only) - SY 6/30/2016</i>	\$15,000.00 7/9/2015	PC
Child & Family Service 91-1841 Fort Weaver Road Ewa Beach, HI 96706-1909 <i>Neighborhood Places - Food Pantries at Nana's House & Hale Hoomalu - 2016 (note although org has a FYE 6/30/2016, food pantries operate on a CY)</i>	\$20,000.00 12/17/2015	PC
Church of the Pacific, UCC P O Box 223154 Princeville, HI 96722-3154 <i>Food Pantry Program 2016</i>	\$20,000.00 12/17/2015	PC
Early School 2510 Bingham Street Honolulu, HI 96826 <i>2015-2016 Tuition Aid Program</i>	\$6,000.00 3/13/2015	PC
Good Shepherd Preschool 638 N. Kuakini Street	\$4,000.00 3/13/2015	PC

Payee Organization Project Title	Amount Paid Date	Foundation Status Codes
Honolulu, HI 96817		
<i>2015-2016 Tuition Aid Program</i>		
Gregory House Programs 200 N Vineyard Blvd., Suite A310 Honolulu, HI 96817	\$15,000.00 7/9/2015	PC
<i>Supportive Services for Persons Living with HIV - FYE 6/30/2016</i>		
Guide Dogs of Hawaii (Adaptive Aids, Canines and Advocacy for the Blind) 747 Amana Street 407 Honolulu, HI 96814	\$10,000.00 12/17/2015	PC
<i>Get Ahead with Technology</i>		
Habitat for Humanity West Hawaii, Inc. 73-4161 Ulu Wini Place, Bay 1 Kailua-Kona, HI 96740	\$6,000.00 12/17/2015	PC
<i>Purchase Two Honda Generators</i>		
Hale Halawai Ohana O Hanalei P O Box 822 Hanalei, HI 96714	\$15,000.00 7/9/2015	PC
<i>Purchase of Electronic Equipment & Accessories for Community Learning Center</i>		
Haleakala Waldorf School 4160 Lower Kula Road Kula, HI 96790	\$5,500.00 3/13/2015	PC
<i>2015-2016 Tuition Aid Program</i>		
Haleakala Waldorf School 4160 Lower Kula Road Kula, HI 96790	\$5,000.00 7/9/2015	PC
<i>Campus Improvements for Additional Space</i>		
Hana Arts P O Box 686 Hana HI 96713	\$20,000.00 9/16/2015	PC
<i>Hana Arts Academy - SY 2015/2016</i>		
Hanahauoli School Hanahauoli School 1922 Makiki Street Honolulu, HI 96822	\$5,000.00 3/13/2015	PC
<i>2015-2016 Tuition Aid Program</i>		
Hawaii Academy of Science 1776 University Avenue COT UA4-4	\$10,000.00 12/17/2015	PC

Payee Organization Project Title	Amount Paid Date	Foundation Status Codes
Honolulu, HI 96822 <i>Hawaii State Science & Engineering Fair Operations - \$6,000, and Travel Assistance to Kauai Students - SY 2015/2016 - \$4,000</i>		
Hawaii Alliance of Nonprofit Organizations 1020 South Beretania Street, 2nd Floor Honolulu, HI 96814 <i>HANO Conference 2015 - Scholarships for Kauai Nonprofit Staff & Board</i>	\$10,000.00 7/9/2015	PC
Hawaii Children's Theatre P O Box 662295 Lihue, HI 96766 <i>Summer Stars 2015</i>	\$8,000.00 7/9/2015	PC
Hawaii Conference United Church of Christ 467 North Judd Street Honolulu, HI 96817 <i>Hawaii Conference Youth Events - FYT 6/30/2016</i>	\$20,000.00 9/16/2015	PC
Hawaii Conference United Church of Christ 467 North Judd Street Honolulu, HI 96817 <i>Tri Isle Association (Maui, Molokai, Lanai) - Training Program "Equipping Tomorrow's Church Leaders" - FY 4/30/2016</i>	\$10,000.00 9/16/2015	PC
Hawaii Foodbank, Inc. 2611 Kihau Street Honolulu, HI 96819 <i>Kauai Branch - Helping to Feed Kauai's Hungry - 2015-2016</i>	\$30,000.00 7/9/2015	PC
Hawaii Montessori Inc. 74-978 Manawalea Street Kailua-Kona, HI 96740 <i>2015-2016 Tuition Aid Program</i>	\$5,500.00 3/13/2015	PC
Hawaii Opera Theatre Hawaii Opera Plaza 848 S. Beretania Street, Suite 301 Honolulu, HI 96813 <i>Opera Express - Kauai Tour SY 2015/2016</i>	\$10,000.00 9/16/2015	PC
Hawaii Public Television dba PBS Hawaii 2350 Dole Street Honolulu, HI 96822	\$15,000.00 9/16/2015	PC

Payee Organization Project Title	Amount Paid Date	Foundation Status Codes
<i>Equipment (Studio to Transmitter Link) for PBS Hawaii's NEW HOME</i>		
Hawaii Symphony Orchestra 3610 Waiālae Avenue Honolulu, HI 96816 <i>Kauai Concert - 2015</i>	\$10,000.00 9/16/2015	PC
Hawaii Theatre Center 1132 Bethel Street, Suite 1404 Honolulu, HI 96813 <i>Educational Programs for SY 2015-2016</i>	\$10,000.00 9/16/2015	PC
Hawaiian Humane Society 2700 Waiālae Avenue Honolulu, HI 96826-1899 <i>Adoptions Program - FYE 6/30/2016</i>	\$20,000.00 12/17/2015	PC
Healthy Mothers Healthy Babies Coalition of Hawaii 310 Paoakalani Ave., Suite #202A Honolulu, HI 96815 <i>Hawaii Cribs for Kids - Capacity Building Pilot Expansion to Kauai & Hawaii Island (11/1/2015 - 12/31/2016)</i>	\$10,000.00 9/16/2015	PC
Hoala School 1067 A California Avenue Wahiawa, HI 96786 <i>2015-2016 Tuition Aid Program</i>	\$5,500.00 3/13/2015	PC
Holy Nativity School 5286 Kalanianaʻole Highway Honolulu, HI 96821-1883 <i>2015-2016 Tuition Aid Program</i>	\$5,500.00 3/13/2015	PC
Hongwanji Mission School 1728 Pali Highway Honolulu, HI 96813 <i>2015-2016 Tuition Aid Program</i>	\$5,000.00 3/13/2015	PC
Honolulu Chorale P O Box 4411 Honolulu, HI 96812 <i>Operating Support for 2015-2016 Season</i>	\$4,400.00 7/9/2015	PC
Honolulu Theatre for Youth 1149 Bethel Street, Suite 700 Honolulu, HI 96813 <i>Theatre for Neighbor Island Youth - Kauai Tour 2015-</i>	\$10,000.00 9/16/2015	PC

Payee Organization Project Title	Amount Paid Date	Foundation Status Codes
<i>2016</i>		
Mohala Pua School dba Honolulu Waldorf School 350 Uluu Street Honolulu, HI 96821	\$6,000.00 3/13/2015	PC
<i>2015-2016 Tuition Aid Program</i>		
HUGS (Help, Understanding and Group Support) 3636 Kilauea Avenue Honolulu, HI 96816-2318	\$8,500.00 7/9/2015	PC
<i>Purchase Air Conditioning Unit</i>		
Iao United Church of Christ W 2371 Vineyard St Wailuku, HI 96793	\$7,500.00 9/16/2015	PC
<i>Pacific Island Youth Empowerment Network</i>		
Iolani School 563 Kamoku Street Honolulu, HI 96826	\$7,000.00 3/13/2015	PC
<i>2015-2016 Tuition Aid Program</i>		
Island Pacific Academy 909 Haumea Street Kapolei, HI 96707	\$7,500.00 3/13/2015	PC
<i>2015-2016 Tuition Aid Program</i>		
Island School 3-1875 Kaunualii Highway Lihue, HI 96766-9597	\$7,500.00 3/13/2015	PC
<i>2015-2016 Tuition Aid Program</i>		
Island School 3-1875 Kaunualii Highway Lihue, HI 96766-9597	\$10,000.00 12/17/2015	PC
<i>Middle School 1:1 Chromebook Project</i>		
Ka Hale O Na Keiki Inc 45-3668 Honokaa-Waipio Road Honokaa, HI 96727	\$8,000.00 3/13/2015	PC
<i>2015-2016 Tuition Aid Program</i>		
Kahilu Theatre Foundation P. O. Box 549 Kamuela, HI 96743	\$5,000.00 9/16/2015	PC
<i>Earth Smart-Art Smart-Spring Camp (Camp Fee Sponsorships for March 2016)</i>		
Kamaaina Care dba Kamaaina Kids	\$8,000.00	PC

Payee Organization Project Title	Amount Paid Date	Foundation Status Codes
156 Hamakua Drive, Suite C Kailua, HI 96734 <i>2015-2016 Tuition Aid Program</i>	3/13/2015	
Kauai Concert Association P O Box 503 Lihue, HI 96766 <i>Revitalizing Music Education on Kauai - FYE 6/30/2016</i>	\$10,000.00 7/9/2015	PC
Kauai Habitat for Humanity P O Box 28 Eleele, HI 96705 <i>Purchase Box/Delivery Truck Construction Vehicle</i>	\$15,000.00 7/9/2015	PC
Kauai Writers Inc 6202 Helena Lane Kapaa HI 96746 <i>2015 Kauai-Written Youth Outreach Program (July - December 2015 for Satellite Event (\$2,750) & Supplies for Outreach to Youth (\$750))</i>	\$3,500.00 7/9/2015	PC
KCAA Preschools of Hawaii 2707 South King Street Honolulu, HI 96826-3325 <i>2015-2016 Tuition Aid Program</i>	\$8,000.00 3/13/2015	PC
Kokua Kalihi Valley Comprehensive Family Services 2239 North School Street Honolulu, HI 96819 <i>Na Kama Hele - Cultural Education for Kalihi's At- Risk Youth FYE 6/30/2016)</i>	\$30,000.00 9/16/2015	PC
Le Jardin Academy 917 Kalaniana'ole Highway Kailua, HI 96734 <i>2015-2016 Tuition Aid Program</i>	\$5,500.00 3/13/2015	PC
Learning Disabilities Association of Hawaii 245 North Kukui Street, Suite 205 Honolulu, HI 96817 <i>School Readiness Project - Kauai (July - September 2015)</i>	\$7,000.00 7/9/2015	PC
Ma Ka Hana Ka Ike Building Program P O Box 968 Hana, HI 96713 <i>General Operating Support for FYE 6/30/2016</i>	\$15,000.00 12/17/2015	PC

Payee Organization Project Title	Amount Paid Date	Foundation Status Codes
Malama Pono Health Services 4366 Kukui Grove Street, Suite 207 Lihue, HI 96766 <i>General Operating Support for FYE 6/30/2016</i>	\$10,000.00 7/9/2015	PC
Malamalama Waldorf School, Inc. HC 3, Box 13068 Keaau, HI 96749-9220 <i>2015-2016 Tuition Aid Program</i>	\$4,000.00 3/13/2015	PC
Maryknoll School 1526 Alexander Street Honolulu, HI 96822 <i>2015-2016 Tuition Aid Program</i>	\$9,000.00 3/13/2015	PC
Maui Preparatory Academy PMB # 186 5095 Napilihaui Street, 109B Lahaina, HI 96761 <i>2015-2016 Tuition Aid Program</i>	\$5,000.00 3/13/2015	PC
Maui Preparatory Academy PMB # 186 5095 Napilihaui Street, 109B Lahaina, HI 96761 <i>Redesigning Classrooms for 21st Century Learning</i>	\$5,000.00 12/17/2015	PC
Mid-Pacific Institute 2445 Kaala Street Honolulu, HI 96822-2299 <i>2015-2016 Tuition Aid Program</i>	\$8,500.00 3/13/2015	PC
Montessori Hale O Keiki P O Box 2348 Kihei, HI 96753 <i>2015-2016 Tuition Aid Program</i>	\$5,500.00 3/13/2015	PC
Montessori School of Maui 2933 Baldwin Avenue Makawao, HI 96768 <i>2015-2016 Tuition Aid Program</i>	\$6,500.00 3/13/2015	PC
National Tropical Botanical Garden 3530 Papalina Road Kalaheo, HI 96741-9599 <i>General Operating - FYE 12/31/2016</i>	\$10,000.00 9/16/2015	PC
Nature Conservancy, Hawaii Chapter 923 Nuuanu Ave	\$15,000.00 12/17/2015	PC

Payee Organization Project Title	Amount Paid Date	Foundation Status Codes
Honolulu, HI 96817		
<i>Protecting Kauai's Native Forests - FYE 6/30/2016</i>		
Navy Hale Keiki School 153 Bougainville Drive Honolulu, HI 96818	\$5,000.00 3/13/2015	PC
<i>2015-2016 Tuition Aid Program</i>		
Nuuanu Congregational Church 2651 Pali Highway Honolulu, HI 96817	\$10,000.00 7/9/2015	PC
<i>Alakai Program to Lanai Congregational Church (2015)</i>		
Pacific and Asian Affairs Council 1601 East-West Road, 4th Floor Honolulu, HI 96848-1601	\$6,000.00 9/16/2015	PC
<i>After-School Class Initiative. Connect to the World at Kapaa High School (SY 2015/2016)</i>		
Pacific Aviation Museum Pearl Harbor 319 Lexington Blvd - Ford Island Honolulu, HI 96818	\$15,000.00 7/9/2015	PC
<i>Barnstorming Tour - Kauai Schools in FYE 12/31/2015</i>		
Pacific Buddhist Academy 1710 Pali Highway Honolulu, HI 96813	\$5,000.00 3/13/2015	PC
<i>2015-2016 Tuition Aid Program</i>		
Pacific Resources for Education and Learning 900 Fort Street Mall, Suite 1300 Honolulu, HI 96813	\$15,000.00 7/9/2015	PC
<i>Ulu Kalihi Project - (Kalihi Growing & Flourishing) 2015/2016</i>		
Parents and Children Together 1485 Linapuna Street, 105 Honolulu, HI 96819-3575	\$10,000.00 12/17/2015	PC
<i>Kauai Family Visitation Center - FYE 6/30/2016</i>		
Parker School 65-1224 Lindsey Road Kamuela, HI 96743	\$5,500.00 3/13/2015	PC
<i>2015-2016 Tuition Aid Program</i>		
Project Vision Hawaii P O Box 23212	\$20,000.00 9/16/2015	PC

Payee Organization Project Title	Amount Paid Date	Foundation Status Codes
Honolulu, HI 96823		
<i>Retro-Fit RV Mobile for Kauai Island "Better Vision Program"</i>		
Reading is Fundamental, Honolulu, Inc 1802 Keeaumoku Street Honolulu, HI 96822	\$5,000.00 9/16/2015	PC
<i>General Operating Support - FYE 6/30/2016</i>		
The Salvation Army Hawaiian & Pacific Islands Division 2950 Manoa Road Honolulu, HI 96822	\$40,000.00 12/17/2015	PC
<i>General Operating Support during FYE 9/30/2016</i>		
Seagull Schools, Inc. 1300 Kailua Road Kailua, HI 96734	\$4,000.00 3/13/2015	PC
<i>2015-2016 Tuition Aid Program</i>		
St. Andrew's Schools 224 Queen Emma Square Honolulu, HI 96813-2304	\$5,500.00 3/13/2015	PC
<i>2015-2016 Tuition Aid Program</i>		
St. Andrew's Schools 224 Queen Emma Square Honolulu, HI 96813-2304	\$10,000.00 12/17/2015	PC
<i>STEAM. Ed UP! - Igniting Girls' Engagement in STEAM</i>		
St. Michael and All Angels' Episcopal Church 4364 Hardy Street P. O. Box 572 Lihue, HI 96766-1263	\$7,000.00 9/16/2015	PC
<i>Loaves and Fishes Food Pantry 2015</i>		
Storybook Theatre of Hawaii 3814 Hanapepe Road P. O. Box 820 Hanapepe, HI 96716	\$15,000.00 12/17/2015	PC
<i>General Operating Support during FYE 6/30/2016</i>		
Teach For America Hawaii 500 Ala Moana Blvd., Suite 3-400 Honolulu, HI 96813	\$15,000.00 12/17/2015	PC
<i>Operating Support for Oahu & Hawaii Island - SY 2015/2016</i>		

Payee Organization Project Title	Amount Paid Date	Foundation Status Codes
Variety School of Hawaii 710 Palekaua Street Honolulu, HI 96816 <i>2015-2016 Tuition Aid Program</i>	\$15,000.00 3/13/2015	PC
Waianae Coast Comprehensive Health Center 86-260 Farrington Highway Waianae, HI 96792 <i>Farmers Market EBT/SNAP Double Bucks For Low- Income Leeward Coast Families</i>	\$20,000.00 9/16/2015	PC
Waikiki Community Center 310 Paoakalani Avenue Honolulu, HI 96815 <i>Preschool Accreditation - Assistance II (July - December 2015)</i>	\$20,000.00 9/16/2015	PC
Waikiki Health 277 Ohua Avenue Honolulu, HI 96815 <i>Primary Care Program Services to Persons in Need (CY 2015)</i>	\$30,000.00 12/17/2015	PC
Wailuku Union Church 327 S. High St. Wailuku, HI 96793 <i>Wailuku Union Church Preschool's Portable Playground Equipment</i>	\$15,000.00 9/16/2015	PC
Waimea Country School P O Box 399 Kamuela, HI 96743 <i>2015-2016 Tuition Aid Program</i>	\$4,000.00 3/13/2015	PC
Waimea United Church of Christ P O Box 457 Waimea, HI 96796 <i>Baird Hall Lanai Project (Oct. 2014 - Dec 2015)</i>	\$40,000.00 7/9/2015	PC
Waioli Corporation P O Box 1631 Lihue, HI 96766 <i>Waioli Mission House & Grove Farm Museums - Restoration Projects</i>	\$30,000.00 12/17/2015	PC
West Hawaii Community Health Center Inc. 75-5751 Kuakini Highway, Suite 203 Kailua-Kona, HI 96740 <i>IT Equipment and Furniture for Kealahou Facility</i>	\$25,000.00 7/9/2015	PC

Payee Organization Project Title	Amount Paid Date	Foundation Status Codes
Wider Church Ministries 700 Prospect Avenue, 7th Floor Cleveland, OH 44115-1100 <i>Support for Retired Medical and Educational Missionaries (per Trust Document)</i>	\$8,000.00 12/17/2015	PC
YWCA of Kauai 3094 Elua Street Lihue, HI 96766 <i>Repair/Maintenance of Outreach Mobile Truck</i>	\$15,000.00 9/16/2015	PC
Grand Total (99 items)		\$1,168,900.00

Checks Return in 2015

Surfrider Spirit Sessions P O Box 1677 Kailua, HI 96734 <i>Operating Support for Oahu & Hawaii Island - SY 2015/2016</i>	-\$5,448.00 10/21/2015
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Note: \$15,000 paid 9/16/2014 Unexpended funds
returned 10/29/2015

G N. WILCOX TRUST
Bank of Hawaii, Trustee

Grant Application Information for Tuition Aid Program Support

Tuition Aid Grantmaking Policies

Application for Tuition Aid programs grants are accepted from qualified tax-exempt (501 (c)(3) charitable learning institutions serving children from preschool through 12th grade throughout the state of Hawaii. The Trust's first priority is to assist Kauai schools serving that island.

Generally, the Trust prefers to be one of several contributors to a school's tuition aid program, expecting the school to acquire needed funds from several sources to assure the continuation of the program in the future.

The Trust does not give tuition aid to individuals. It also does not provide grants for endowments.

The Committee on Beneficiaries generally will accept only one request a year from an organization. The exception to this policy is a tuition aid request which will be considered in addition to one other request from a school.

NOTE G N. Wilcox Trust now requires **all** members serving on the board of directors to make an annual financial contribution, at some level, to the support of the organization, in addition to participating in fundraising activities. This policy excludes churches.

Accreditation Policy

At the present time, G. N. Wilcox Trust Committee on Beneficiaries does not require schools submitting a request to be accredited.

<u>APPLICATION PROCEDURE</u>

Requests for schools' tuition aid programs will be reviewed at the Committee's March or April meeting.

DEADLINE DATE: PROPOSALS MUST BE POSTMARKED BY JANUARY 1.

WHAT IS NEEDED: ALL INFORMATION IN SECTIONS A & B

A. ONE SET OF ALL THE FOLLOWING 11 ITEMS:

1. Funding Request Cover Sheet Form (see page 3 of these instructions)
2. Information Form for Tuition Aid (see page 4 of these instructions)
3. Proposal Narrative* – **ONE (1) PAGE** with the following information:
 - I. Brief description of the applicant organization and its purpose – two sentences.
 - II. Concise summary of the following: tuition aid program; statement of need; population to be served; tuition aid award policy for those with financial need; description of how the tuition aid program is carried out, and what does the school do to generate tuition aid funds.
 - III. **If you are a preschool**, include a statement about receiving what, if any, Private or Government Funds that are designated (i.e. Pauahi Keiki Scholars, Open Doors, First to Work, etc.), the total amount received and the number of children served. (Do not include on *Information Form for Tuition Aid*)

*NOTE: double space in between paragraphs

4. Tuition Aid Revenue & Expense Budget for Proposed School Year
 - I. Budget must indicate all funding sources and expenses
 - II. Budget must indicate start & end date (duration of time over which funds will be needed)

(Section A - One Set, contd)

5. Current Organization Operating Budget (indicate start and end date of fiscal year).
6. Income Statement for organization's most recently completed fiscal year (indicate start and end date of fiscal year)
7. Current Dated Balance Sheet for the organization. (Not older than September 30th)
8. List of Board members noting: professional/business affiliation & contact information; and statement as to activity of Board members. (Required: 100% financial participation from board members.)
9. Two or three endorsement letters from parents/guardians are required. (Thank you letters are NOT endorsement letters.)
10. 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).
11. Organization's charter and by-laws, if not previously submitted or amended.

B. THREE (3) SETS OF THE FOLLOWING:

1. Information Form For Tuition Aid (see page 4 of these instructions)
2. Organization's Tuition Aid Revenue & Expense Budget for Proposed School Year
 - I. The budget must indicate all funding sources and expenses;
 - II. Budget must indicate start and end date (duration of time over which funds will be needed).

DUE TO SECURITY REASONS, HAND DELIVERIES ARE STRONGLY DISCOURAGED.

Mail Proposals To:

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

Overnight Deliveries:

G. N. Wilcox Trust
c/o Bank of Hawaii, Trustee
Charitable Foundation Services #758
111 South King Street, 4th Floor
Honolulu, Hawaii 96813

Within six months, 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 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. 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

NOTE. *Although not ordinarily required, an audited financial statement may be requested if circumstances warrant.*

Contact Information for the G. N. Wilcox Trust:

Paula Boyce, AVP and Grants Administrator
Phone (808) 694-4945 Email: paula.boyce@boh.com

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

**Toll-free from Neighbor Islands
1-800-272-7262**

G. N. Wilcox Trust

Bank of Hawaii, Trustee

Funding Request Cover Sheet – Tuition Aid

(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: _____ Website: _____

BOARD MEMBER INFORMATION

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

Total Contribution Current Fiscal Year: _____ Median Gift: _____ Average Gift: _____

(Check One: Past FYE _____ Current FYE _____)

Contact Information

Name: _____ Title: _____

Address _____

Phone: _____ Email: _____

Project Information

Project Title: TUITION AID FOR SCHOOL YEAR _____ / _____

Amount requested: \$ _____

Two signatures are required

Executive Director (Chief Compensated Staff)

Board Chair or President (Chief volunteer)

Print/ Type Name & Title

Print/Type Name & Title

Information Form for Tuition Aid – G. N. Wilcox Trust

<u>School</u>		<u>Date</u>	
	<u>Enrollment</u>	(Current SY) 2014/2015	(Projected SY) 2015/2016
	Full time	_____	_____
	Part time	_____	_____
	Total FT equivalent	_____	_____
Tuition Cost (<u>ANNUAL</u>) per student:	Full-time	\$ _____	\$ _____
	Part-time	\$ _____	\$ _____
Actual ANNUAL cost per student.	FT equivalent:	\$ _____	\$ _____
Percent (%) of actual annual cost covered by tuition:		_____ %	_____ %
Number of tuition aid awards (do not include discounted tuition that is part of employee benefit packages when calculating Faculty student awards):			
	Faculty students	# _____	# _____
	Non-faculty students	# _____	# _____
	Total	# _____	# _____

Total provided in tuition aid program (**do not include** discounted tuition dollars that are part of employee benefit packages when calculating Faculty student awards):

Faculty students	\$ _____	\$ _____	
Non-faculty students	\$ _____	\$ _____	
Total	\$ _____	\$ _____	

NEW REQUEST to G. N. Wilcox Trust for School Year 2015/2016 \$ _____

Grant Award from G. N. Wilcox for SY 2014/2015: \$ _____

How many Students Received G. N. Wilcox Funds in SY 2014/2015? # _____

Range of tuition aid awards provided in 2014/2015. \$ _____ to \$ _____

Do you give Full _____ and/or Partial _____ awards? (check all that apply)

Range of Grade levels eligible for tuition aid _____ Range of Grade levels given tuition aid. _____

School's endowment funds restricted for tuition aid. \$ _____ (principal amount)

School's total endowment funds:

Principal	\$ _____
Annual income	\$ _____

Percentage of school's total investment income given as tuition aid: _____ %

Percentage of school's revenues from all sources given as tuition aid: _____ %

G. N. WILCOX TRUST
Bank of Hawaii, Trustee

Grant Application Information for General Capital

I. Policy

Applications for grants are accepted by the Committee on Beneficiaries from qualified tax-exempt 501(c)(3), charitable organizations. The Committee's general policy is to confine grants to organizations within the State of Hawaii, with a priority is to assist Kauai organizations serving that island.

Although the Trust is broad-purposed, it does not make grants to individuals, nor for reserve purposes, endowments, or deficit financing. No multiple-year pledges are made for programs or capital projects. Generally grants will not be made to government agencies, nor to organizations supported substantially by government funds.

The Committee on Beneficiaries will consider only one request a year from an organization. A new request will not be entertained if a prior pledge or report is still outstanding. The exception to this policy is a tuition aid program (separate guidelines available) which may be considered in addition to one other request from a school.

II. Capital Criteria: General Capital – Under \$500,000

General Capital requests are for projects or equipment having a total cost under \$500,000; however at the discretion of the Trust, projects or purchases of certain values and scope may be treated as large capital projects and may not be eligible.

Deadline Dates: Requests must be postmarked by the 1st of April, July, or October.

- General Capital grants are provided for the purchase of equipment, renovations and construction of buildings. G. N. Wilcox Trust does not provide grants for the purchase of real estate; nor does the foundation provide grants for deficit funding or for endowments.
- Generally, the Trust prefers to be one of several contributors, expecting the organization to acquire needed funds from several sources to assure the project is completed at a specific time and/or in a timely manner.
- In the interest of public causes, G. N. Wilcox Trust requires 100% of members serving on the board of directors of an organization (excluding churches), to make an annual financial contribution, at some level, to support 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/business support.

Some other factors considered in reviewing a proposal are:

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

III. 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 4).

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

Narrative 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

Narrative Headings - Use these 7 (seven) headings in the order listed:

- 1) **Organization:** Briefly describe your organization's mission and programs. (maximum of 2 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) Project/Purchase: Describe using specific information 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 project:
 - Describe how your organization will market the program/project to the community you propose to serve.
 - Provide an estimated UNDUPLICATED number of group/individuals who will be new participants
 - 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 (seven) items must be attached to each of the 4 (four) sets of the proposal narrative

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

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

- 4) Project/Program Budget
 - List all revenue (funding sources) and expenses for the project or equipment.
 - Validation of capital expenses is required (i.e....estimates from vendors).
- 5) 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.
- 6) Income Statement - Recently Completed Fiscal Year
- 7) Current Balance Sheet - (not older than three months)

(D) IRS, Charters, By-Laws, Articles of Incorporation

Provide 1 (one) copy only of each of the following:

- IRS - Internal Revenue Service determination letter advising the organization is tax-exempt under Section 501(c)(3) of the Code and is considered a public charity.
- Charter & By-Laws
- Articles of Incorporation - if applicable

The proposal is to be sent to the following mailing address:

Postal Deliveries

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

Overnight Deliveries

G. N. Wilcox Trust
c/o Bank of Hawaii
Charitable Foundation Services #758
111 South King Street, 4th Floor
Honolulu, Hawaii 96813

Due to security measures hand-delivered proposals are strongly discouraged.

There may be times due to unforeseen circumstances or unusually high volume, that a request may not be reviewed in time for the intended project. An average of 90 - 120 days is required to process a proposal, allowing for a possible site visit and for studying the proposal in relation to other activities of the Foundation.

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.

NOTE: Although not ordinarily required, an audited financial statement may be requested if circumstances warrant.

Contact Information for the G. N. Wilcox Trust:

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

Elaine Moniz, Trust Specialist
Phone: (808) 694-4944 Email address: elaine.moniz@boh.com

Toll-free from Neighbor Islands
1-800-272-7262

G. N. Wilcox Trust

Bank of Hawaii, Trustee

Funding Request Cover Sheet (General Capital)

(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: _____
(Check One: Past ___ or Current FY ___)

Contact Information

Name: _____ Title: _____

Complete 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

G. N. WILCOX TRUST
Bank of Hawaii, Trustee

Grant Application Information for General Operating Support

I. Policy

Applications for grants are accepted by the Committee on Beneficiaries from qualified tax-exempt 501(c)(3), charitable organizations. The Committee's general policy is to confine grants to organizations within the State of Hawaii, with a priority to assist Kauai organizations serving that island.

Although the Trust is broad-purposed, it does not make grants to individuals, nor for reserve purposes, endowments, or deficit financing. No multiple-year pledges are made for programs or capital projects. Generally grants will not be made to government agencies, nor to organizations supported substantially by government funds.

The Committee on Beneficiaries will consider only one request a year from an organization. A new request will not be entertained if a prior pledge or report is still outstanding. The exception to this policy is a tuition aid program (separate guidelines available) which may be considered in addition to one other request from a school.

NOTE: General Operating support is usually provided to Kauai organizations that have an established relationship with G. N. Wilcox Trust.

II. General 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 Committee on Beneficiaries 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, G. N. Wilcox Trust requires 100% of members serving on the board of directors of an organization (excluding churches) to make an annual financial contribution, at some level, to support 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/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 – General Operating Grants

Some other factors considered in reviewing a proposal for general operating support are:

- the community's need for continuance of the applicant's existence in relation to other similar organizations
- reasonableness of applicant's operating budget
- ability of the applicant to obtain funding and sustainability for organization

III. Foundation Deadlines

- Requests – Must be postmarked by the 1st of April, July, or October.

IV. 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 4).
(B) *Proposal Narrative* - Provide who, what, when, where, why, and how in three pages or less.

Narrative 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

Narrative Headings - Use these 7 (seven) headings in the order listed:

- 1) **Organization:** Briefly describe your organization's mission and programs. (maximum of 2 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 in layman terms, & plans for sustainability.
 - (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:
 - Describe how your organization will market the program/project to the community you propose to serve.
 - Provide an estimated UNDUPLICATED number of group/individuals who will be new participants
 - 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 (seven) items must be attached to each of the 4 (four) sets of the proposal narrative**

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

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

- 4) **Project/Program Budget**
 - List all revenue (funding sources) and expenses for the project or program.
- 5) **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.
- 6) **Income Statement - Recently Completed Fiscal Year**
- 7) **Current Balance Sheet - (not older than three months)**

(D) **IRS, Charters, By-Laws, Articles of Incorporation**

Provide 1 (one) copy only of each of the following:

- *IRS* - Internal Revenue Service determination letter advising the organization is tax-exempt under Section 501(c)(3) of the Code and is considered a public charity.
- *Charter & By-Laws*
- *Articles of Incorporation* - if applicable.

The proposal is to be sent to the following mailing address:

Postal Deliveries

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

Overnight Deliveries

G. N. Wilcox Trust
c/o Bank of Hawaii
Charitable Foundation Services #758
111 South King Street, 4th Floor
Honolulu, Hawaii 96813

Due to security measures hand-delivered proposals are strongly discouraged.

There may be times due to unforeseen circumstances or unusually high volume, that a request may not be reviewed in time for the intended project. An average of 90 - 120 days is required to process a proposal, allowing for a possible site visit and for studying the proposal in relation to other activities of the Foundation.

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.

NOTE: Although not ordinarily required, an audited financial statement may be requested if circumstances warrant.

Contact Information for the G. N. Wilcox Trust:

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

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Phone: (808) 694-4944 Email address: elaine.moniz@boh.com

Toll-free from Neighbor Islands
1-800-272-7262

G. N. Wilcox Trust

Bank of Hawaii, Trustee

Funding Request Cover Sheet (General Operating)

(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: _____
(Check 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

G. N. WILCOX TRUST
Bank of Hawaii, Trustee

Grant Application Information for Program

I. Policy

Applications for grants are accepted by the Committee on Beneficiaries from qualified tax-exempt 501(c)(3), charitable organizations. The Committee's general policy is to confine grants to organizations within the State of Hawaii, with a priority is to assist Kauai organizations serving that island.

Although the Trust is broad-purposed, it does not make grants to individuals, nor for reserve purposes, endowments, or deficit financing. No multiple-year pledges are made for programs or capital projects. Generally grants will not be made to government agencies, nor to organizations supported substantially by government funds.

The Committee on Beneficiaries will consider only one request a year from an organization. A new request will not be entertained if a prior pledge or report is still outstanding. The exception to this policy is a tuition aid program (separate guidelines available) which may be considered in addition to one other request from a school.

NOTE: If a fiscal sponsor is being used, it is necessary to contact the Charitable Foundation Services office prior to submitting a grant proposal.

II. General 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 Committee on Beneficiaries 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, G. N. Wilcox Trust requires 100% of members serving on the board of directors to make an annual financial contribution, at some level, to the support of the organization (excluding churches); 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.

III. Foundation Deadlines

- Requests – Must be postmarked by the 1st of April, July, or October.

IV. 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 4).
- (B) Proposal Narrative - Provide who, what, when, where, why, and how in three pages or less.

Narrative 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

Narrative Headings - Use these 7 (seven) headings in the order listed:

- 1) **Organization**: Briefly describe your organization's mission and programs. (maximum of 2 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 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:
 - Describe how your organization will market the program/project to the community you propose to serve.
 - Provide an estimated UNDUPLICATED number of group/individuals who will be new participants
 - 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 (seven) items must be attached to each of the 4 (four) sets of the proposal narrative

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

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

- 4) **Project/Program Budget**
 - List all revenue (funding sources) and expenses for the project or program.
- 5) **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.
- 6) **Income Statement - Recently Completed Fiscal Year**
- 7) **Current Balance Sheet - (not older than three months)**

(D) IRS, Charters, By-Laws, Articles of Incorporation

Provide 1 (one) copy only of each of the following:

- *IRS* - Internal Revenue Service determination letter advising the organization is tax-exempt under Section 501(c)(3) of the Code and is considered a public charity.
- *Charter & By-Laws*
- *Articles of Incorporation* - if applicable

The proposal is to be sent to the following mailing address:

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NOTE: Although not ordinarily required, an audited financial statement may be requested if circumstances warrant.

Contact Information for the G. N. Wilcox Trust:

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Phone: (808) 694-4944 Email address: elaine.moniz@boh.com

Toll-free from Neighbor Islands

1-800-272-7262

G. N. Wilcox Trust

Bank of Hawaii, Trustee

Funding Request Cover Sheet (Program)

(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: _____
(Check 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