

Form 990-PF

Department of the Treasury
Internal Revenue ServiceReturn of Private Foundation
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

2016

Open to Public Inspection

For calendar year 2016 or tax year beginning

, 2016, and ending

SINGLE STEP FOUNDATION INC
10411 NORTH 48TH PLACE
PARADISE VALLEY, AZ 85253

A Employer identification number
20-3765152

B Telephone number (see instructions)

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, column (c), line 16)
► \$ 740,518.

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) (see instructions).)

(a) Revenue and expenses per books

(b) Net investment income

(c) Adjusted net income

(d) Disbursements for charitable purposes (cash basis only)

1 Contributions, gifts, grants, etc., received (attach schedule)

2 Check ☒ if the foundation is not required to attach Sch. B

3 Interest on savings and temporary cash investments

4 Dividends and interest from securities

5a Gross rents

b Net rental income or (loss)

6a Net gain or (loss) from sale of assets not on line 10

b Gross sales price for all assets on line 6a 904,567.

7 Capital gain net income (from Part IV, line 2)

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) (attach schedule)

11 Other income (attach schedule)

12 Total Add lines 1 through 11

13 Compensation of officers, directors, trustees, etc.

14 Other employee salaries and wages

15 Pension plans, employee benefits

16a Legal fees (attach schedule)

b Accounting fees (attach sch) SEE ST 1

c Other professional fees (attach sch)

17 Interest

18 Taxes (attach schedule)(see instrs) SEE STM 2

19 Depreciation (attach schedule) and depletion

20 Occupancy

21 Travel, conferences, and meetings

22 Printing and publications

23 Other expenses (attach schedule)

SEE STATEMENT 3

24 Total operating and administrative expenses. Add lines 13 through 23

25 Contributions, gifts, grants paid STMT 4

26 Total expenses and disbursements Add lines 24 and 25

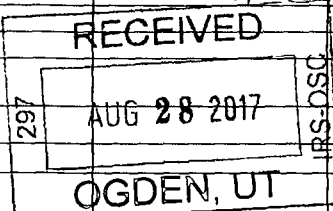
27 Subtract line 26 from line 12:

a Excess of revenue over expenses and disbursements

b Net investment income (if negative, enter -0-)

c Adjusted net income (if negative, enter -0-)

REVENUE

ADMINISTRATIVE
AND
OPERATING
EXPENSES

SD

16

Part II Balance Sheets		Attached schedules and amounts in the description column should be for end-of-year amounts only (See instructions)			Beginning of year	End of year	
			(a) Book Value	(b) Book Value	(c) Fair Market Value		
ASSETS	1 Cash – non-interest-bearing						
	2 Savings and temporary cash investments		54,570.	26,603.	26,603.		
	3 Accounts receivable Less allowance for doubtful accounts						
	4 Pledges receivable Less allowance for doubtful accounts						
	5 Grants receivable						
	6 Receivables due from officers, directors, trustees, and other disqualified persons (attach schedule) (see instructions)						
	7 Other notes and loans receivable (attach sch) Less allowance for doubtful accounts						
	8 Inventories for sale or use						
	9 Prepaid expenses and deferred charges						
	10a Investments – U S and state government obligations (attach schedule)						
	b Investments – corporate stock (attach schedule)		950,957.	938,632.	713,915.		
	c Investments – corporate bonds (attach schedule)						
	11 Investments – land, buildings, and equipment basis Less accumulated depreciation (attach schedule)						
	12 Investments – mortgage loans						
	13 Investments – other (attach schedule)						
	14 Land, buildings, and equipment basis Less accumulated depreciation (attach schedule)						
15 Other assets (describe)							
16 Total assets (to be completed by all filers – see the instructions. Also, see page 1, item 1)		1,005,527.	965,235.	740,518.			
LIABILITIES	17 Accounts payable and accrued expenses						
	18 Grants payable						
	19 Deferred revenue						
	20 Loans from officers, directors, trustees, & other disqualified persons		3,677.	3,798.			
	21 Mortgages and other notes payable (attach schedule)						
	22 Other liabilities (describe)		1.				
23 Total liabilities (add lines 17 through 22)		3,678.	3,798.				
NET FUND 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						
	28 Paid-in or capital surplus, or land, bldg, and equipment fund						
	29 Retained earnings, accumulated income, endowment, or other funds		1,001,849.	961,437.			
30 Total net assets or fund balances (see instructions)		1,001,849.	961,437.				
31 Total liabilities and net assets/fund balances (see instructions)		1,005,527.	965,235.				

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	1,001,849.
2 Enter amount from Part I, line 27a	2	-40,412.
3 Other increases not included in line 2 (itemize)	3	
4 Add lines 1, 2, and 3	4	961,437.
5 Decreases not included in line 2 (itemize)	5	
6 Total net assets or fund balances at end of year (line 4 minus line 5) – Part II, column (b), line 30	6	961,437.

Part IV Capital Gains and Losses for Tax on Investment Income

(a) List and describe the kind(s) of property sold (e.g., real estate, 2-story brick warehouse, or common stock, 200 shares MLC Company)	(b) How acquired P — Purchase D — Donation	(c) Date acquired (mo., day, yr.)	(d) Date sold (mo., day, yr.)
1 a STIFEL NICOLAUS	P	VARIOUS	VARIOUS
b STIFEL NICOLAUS	P	VARIOUS	VARIOUS
c STIFEL NICOLAUS	P	VARIOUS	VARIOUS
d			
e			

(e) Gross sales price	(f) Depreciation allowed (or allowable)	(g) Cost or other basis plus expense of sale	(h) Gain or (loss) (e) plus (f) minus (g)
a 613,338.		613,345.	-7.
b 289,168.		282,709.	6,459.
c 2,061.		2,061.	0.
d			
e			

(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			-7.
b			6,459.
c			0.
d			
e			

2 Capital gain net income or (net capital loss) If gain, also enter in Part I, line 7 If (loss), enter -0- in Part I, line 7	2	6,452.
3 Net short-term capital gain or (loss) as defined in sections 1222(5) and (6) If gain, also enter in Part I, line 8, column (c) (see instructions) If (loss), enter -0- in Part I, line 8 	3	-7.

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.)

N/A

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.

(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))
2015			
2014			
2013			
2012			
2011			

2 Total of line 1, column (d)	2	
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	
4 Enter the net value of noncharitable-use assets for 2016 from Part X, line 5	4	
5 Multiply line 4 by line 3	5	
6 Enter 1% of net investment income (1% of Part I, line 27b)	6	
7 Add lines 5 and 6	7	
8 Enter qualifying distributions from Part XII, line 4	8	

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

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

1 a Exempt operating foundations described in section 4940(d)(2), check here ☐ 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	363.
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	363.
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	363.
6 Credits/Payments			
a 2016 estimated tax prmts and 2015 overpayment credited to 2016	6 a		
b Exempt foreign organizations – tax withheld at source	6 b		
c Tax paid with application for extension of time to file (Form 8868)	6 c		
d Backup withholding erroneously withheld	6 d		
7 Total credits and payments. Add lines 6a through 6d	7		0.
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		363.
10 Overpayment. If line 7 is more than the total of lines 5 and 8, enter the amount overpaid	10		
11 Enter the amount of line 10 to be Credited to 2017 estimated tax ☐ Refunded ☐	11		

Part VII-A Statements Regarding Activities

	Yes	No
1 a During the tax year, did the foundation attempt to influence any national, state, or local legislation or did it participate or intervene in any political campaign?		X
b Did it spend more than \$100 during the year (either directly or indirectly) for political purposes (see Instructions for the definition)? <i>If the answer is 'Yes' to 1a or 1b, attach a detailed description of the activities and copies of any materials published or distributed by the foundation in connection with the activities</i>		X
c Did the foundation file 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? <i>If 'Yes,' attach a detailed description of the activities</i>		X
3 Has the foundation made any changes, not previously reported to the IRS, in its governing instrument, articles of incorporation, or bylaws, or other similar instruments? <i>If 'Yes,' attach a conformed copy of the changes</i>		X
4 a Did the foundation have unrelated business gross income of \$1,000 or more during the year?		X
b If 'Yes,' has it filed a tax return on Form 990-T for this year?		N/A
5 Was there a liquidation, termination, dissolution, or substantial contraction during the year? <i>If 'Yes,' attach the statement required by General Instruction T</i>		X
6 Are the requirements of section 508(e) (relating to sections 4941 through 4945) satisfied either: • By language in the governing instrument, or • By state legislation that effectively amends the governing instrument so that no mandatory directions that conflict with the state law remain in the governing instrument?	X	
7 Did the foundation have at least \$5,000 in assets at any time during the year? <i>If 'Yes,' complete Part II, col. (c), and Part XV</i>	X	
8 a Enter the states to which the foundation reports or with which it is registered (see instructions) ☐ N/A		
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? <i>If 'No,' attach explanation</i>	X	
9 Is the foundation claiming status as a private operating foundation within the meaning of section 4942(j)(3) or 4942(j)(5) for calendar year 2016 or the taxable year beginning in 2016 (see instructions for Part XIV)? <i>If 'Yes,' complete Part XIV</i>		X
10 Did any persons become substantial contributors during the tax year? <i>If 'Yes,' attach a schedule listing their names and addresses</i>		X

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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>JOANNE CEIMO</u> Telephone no <u></u> Located at <u>10411 NORTH 48TH PLACE PARADISE VALLEY AZ</u> ZIP + 4 <u>85253</u>		
15 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-PF in lieu of Form 1041 - Check here <u>N/A</u> and enter the amount of tax-exempt interest received or accrued during the year <u>15</u> <u>N/A</u>		
16 At any time during calendar year 2016, 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?		X
See the instructions for exceptions and filing requirements for FinCEN Form 114. If 'Yes,' enter the name of the foreign country <u></u>		

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
1 a 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 ☐	1 b	N/A
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 2016?	1 c	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 2016, did the foundation have any undistributed income (lines 6d and 6e, Part XIII) for tax year(s) beginning before 2016? ☐ Yes ☒ No If 'Yes,' list the years <u>20</u> <u></u> , <u>20</u> <u></u> , <u>20</u> <u></u> , <u>20</u> <u></u>		
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)	2 b	N/A
c If the provisions of section 4942(a)(2) are being applied to any of the years listed in 2a, list the years here <u>20</u> <u></u> , <u>20</u> <u></u> , <u>20</u> <u></u> , <u>20</u> <u></u>		
3 a 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 2016 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 2016)	3 b	N/A
4 a Did the foundation invest during the year any amount in a manner that would jeopardize its charitable purposes?	4 a	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 2016?	4 b	X

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Part VII-B Statements Regarding Activities for Which Form 4720 May Be Required (continued)**5 a** 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)?

5 b

N/A

Organizations relying on a current notice regarding disaster assistance check here

☐**c** If the answer is 'Yes' to question 5a(4), does the foundation claim exemption from the tax because it maintained expenditure responsibility for the grant?

N/A

☐ Yes ☐ No

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

6 a 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?

6 b

X

If 'Yes' to 6b, file Form 8870

7 a 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

7 b

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

(a) Name and address	(b) Title, and average hours per week devoted to position	(c) Compensation (If not paid, enter -0-)	(d) Contributions to employee benefit plans and deferred compensation	(e) Expense account, other allowances
JOANNE M CEIMO 10411 NORTH 48TH PLACE PARADISE VALLEY, AZ 85253	SECRETARY/TR 0	0.	0.	0.
CHRISTOPHER CEIMO 73 WEST OREGON PHOENIX, AZ 85013	PRESIDENT 0	0.	0.	0.
DAVID CEIMO 6837 W JUANA PEORIA, AZ 85383	VICE PRESIDE 0	0.	0.	0.

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

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

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

▶

0

Part 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	1 a	728,686.
b	Average of monthly cash balances	1 b	45,313.
c	Fair market value of all other assets (see instructions)	1 c	
d	Total (add lines 1a, b, and c)	1 d	773,999.
e	Reduction claimed for blockage or other factors reported on lines 1a and 1c (attach detailed explanation)	1 e	0.
2	Acquisition indebtedness applicable to line 1 assets	2	0.
3	Subtract line 2 from line 1d	3	773,999.
4	Cash deemed held for charitable activities. Enter 1-1/2% of line 3 (for greater amount, see instructions)	4	11,610.
5	Net value of noncharitable-use assets. Subtract line 4 from line 3. Enter here and on Part V, line 4	5	762,389.
6	Minimum investment return. Enter 5% of line 5	6	38,119.

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	38,119.
2 a	Tax on investment income for 2016 from Part VI, line 5	2 a	363.
b	Income tax for 2016 (This does not include the tax from Part VI)	2 b	
c	Add lines 2a and 2b	2 c	363.
3	Distributable amount before adjustments. Subtract line 2c from line 1	3	37,756.
4	Recoveries of amounts treated as qualifying distributions	4	
5	Add lines 3 and 4	5	37,756.
6	Deduction from distributable amount (see instructions)	6	
7	Distributable amount as adjusted. Subtract line 6 from line 5. Enter here and on Part XIII, line 1	7	37,756.

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	1 a	60,509.
b	Program-related investments — total from Part IX-B	1 b	
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)	3 a	
b	Cash distribution test (attach the required schedule)	3 b	
4	Qualifying distributions. Add lines 1a through 3b. Enter here and on Part V, line 8, and Part XIII, line 4	4	60,509.
5	Foundations that qualify under section 4940(e) for the reduced rate of tax on net investment income. Enter 1% of Part I, line 27b (see instructions)	5	
6	Adjusted qualifying distributions. Subtract line 5 from line 4	6	60,509.

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

Part XIII Undistributed Income (see instructions)

	(a) Corpus	(b) Years prior to 2015	(c) 2015	(d) 2016
1 Distributable amount for 2016 from Part XI, line 7				37,756.
2 Undistributed income, if any, as of the end of 2016				
a Enter amount for 2015 only			0.	
b Total for prior years 20 __, 20 __, 20 __		0.		
3 Excess distributions carryover, if any, to 2016				
a From 2011	8,958.			
b From 2012	15,936.			
c From 2013	11,807.			
d From 2014	10,151.			
e From 2015	23,855.			
f Total of lines 3a through e	70,707.			
4 Qualifying distributions for 2016 from Part XII, line 4 ▶ \$ 60,509.				
a Applied to 2015, 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 2016 distributable amount				37,756.
e Remaining amount distributed out of corpus	22,753.			
5 Excess distributions carryover applied to 2016 (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	93,460.			
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 2015 Subtract line 4a from line 2a Taxable amount — see instructions			0.	
f Undistributed income for 2016 Subtract lines 4d and 5 from line 1 This amount must be distributed in 2017				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 2011 not applied on line 5 or line 7 (see instructions)	8,958.			
9 Excess distributions carryover to 2017. Subtract lines 7 and 8 from line 6a	84,502.			
10 Analysis of line 9				
a Excess from 2012	15,936.			
b Excess from 2013	11,807.			
c Excess from 2014	10,151.			
d Excess from 2015	23,855.			
e Excess from 2016	22,753.			

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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 2016, 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)

- 2a** Enter the lesser of the adjusted net income from Part I or the minimum investment return from Part X for each year listed

[illegible]

- 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))

JOANNE M CEIMO

- 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 or e-mail address of the person to whom applications should be addressed

SEE STATEMENT 5

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

SEE STATEMENT FOR LINE 2A

- c Any submission deadlines

SEE STATEMENT FOR LINE 2A

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

SEE STATEMENT FOR LINE 2A

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				
Total				3 a
b Approved for future payment				
Total				3 b

SINGLE STEP FOUNDATION INC

20-3765152

STATEMENT 1
FORM 990-PF, PART I, LINE 16B
ACCOUNTING FEES

	(A) EXPENSES PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
ACCOUNTING FEES	\$ 980.			\$ 980.
TOTAL	\$ 980.	\$ 0.	\$ 0.	\$ 980.

STATEMENT 2
FORM 990-PF, PART I, LINE 18
TAXES

	(A) EXPENSES PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
TAXES	\$ 734.			\$ 734.
TOTAL	\$ 734.	\$ 0.	\$ 0.	\$ 734.

STATEMENT 3
FORM 990-PF, PART I, LINE 23
OTHER EXPENSES

	(A) EXPENSES PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
LICENSE & FEES	\$ 10.			\$ 10.
OFFICE SUPPLIES	158.			158.
TOTAL	\$ 168.	\$ 0.	\$ 0.	\$ 168.

STATEMENT 4
FORM 990-PF, PART I, LINE 25
CONTRIBUTIONS, GIFTS, AND GRANTS

CASH GRANTS AND ALLOCATIONS

CLASS OF ACTIVITY:	EDUCATIONAL SCHOLARSHIP	
DONEE'S NAME:	S. KYLE MOORE	
DONEE'S ADDRESS:	523 FLORENCE DR MADISON MS 39110	
RELATIONSHIP OF DONEE:	NONE	
AMOUNT GIVEN:		\$ 2,000.

CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	SAINT MARY'S FOODBANK ALLIANCE	
DONEE'S ADDRESS:	PO BOX 29449 PHOENIX AZ 85038	
RELATIONSHIP OF DONEE:	NONE	
AMOUNT GIVEN:		2,500.

CLASS OF ACTIVITY:	GRANT
DONEE'S NAME:	SAINT VINCENT DE PAUL SOCIETY

SINGLE STEP FOUNDATION INC

20-3765152

STATEMENT 4 (CONTINUED)
FORM 990-PF, PART I, LINE 25
CONTRIBUTIONS, GIFTS, AND GRANTS

DONEE'S ADDRESS:	PO BOX 13600	
RELATIONSHIP OF DONEE:	PHOENIX AZ 85002	
AMOUNT GIVEN:	NONE	\$ 2,500.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	GERIATRIC FELLOWSHIP	
DONEE'S ADDRESS:	10401 W THUNDERBIRD RD	
RELATIONSHIP OF DONEE:	SUN CITY AZ 85351	
AMOUNT GIVEN:	NONE	1,542.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	CLARETIAN FOUNDATION OF NE INDIA	
DONEE'S ADDRESS:	PO BOX 22	
RELATIONSHIP OF DONEE:	NONE	
AMOUNT GIVEN:		3,000.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	ARIZONA ANIMAL WELFARE LEAGUE	
DONEE'S ADDRESS:	25 NORTH 40TH ST	
RELATIONSHIP OF DONEE:	PHOENIX AZ 85034	
AMOUNT GIVEN:	NONE	100.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	SAINT PETER'S UNIVERSITY	
DONEE'S ADDRESS:	2641 KENNEDY BLVD	
RELATIONSHIP OF DONEE:	JERSEY CITY NJ 07306	
AMOUNT GIVEN:	NONE	2,000.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	NEW YORK MEDICAL COLLEGE	
DONEE'S ADDRESS:	40 SUNSHINE COTTAGE RD	
RELATIONSHIP OF DONEE:	VALHALLA NY 10595	
AMOUNT GIVEN:	NONE	1,500.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	LITTLE SISTERS OF THE POOR	
DONEE'S ADDRESS:	110-39 SPRINGFIELD BLVD	
RELATIONSHIP OF DONEE:	QUEENS VILLAGE NY 11429	
AMOUNT GIVEN:	NONE	500.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	BERNADINE FRANCISCAN SISTERS	
DONEE'S ADDRESS:	450 ST BERNADINE ST	
RELATIONSHIP OF DONEE:	READING PA 19607	
AMOUNT GIVEN:	NONE	750.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	PHOENIX CHILDREN'S HOSPITAL	
DONEE'S ADDRESS:	1919 E THOMAS RD	
	PHOENIX AZ 85006	

STATEMENT 4 (CONTINUED)
FORM 990-PF, PART I, LINE 25
CONTRIBUTIONS, GIFTS, AND GRANTS

RELATIONSHIP OF DONEE:	NONE	
AMOUNT GIVEN:		\$ 750.
CLASS OF ACTIVITY:	EDUCATIONAL SCHOLARSHIP	
DONEE'S NAME:	ELIZABETH JOHNSON	
DONEE'S ADDRESS:	400 S VERNON DEARBORN MI 48124	
RELATIONSHIP OF DONEE:	NONE	
AMOUNT GIVEN:		2,000.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	MAKE-A-WISH FOUNDATION AZ	
DONEE'S ADDRESS:	711 E NORTHERN AVE PHOENIX AZ 85020	
RELATIONSHIP OF DONEE:	NONE	
AMOUNT GIVEN:		300.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	GREATER LOVELL LAND TRUST	
DONEE'S ADDRESS:	208 MAIN ST LOVELL ME 04051	
RELATIONSHIP OF DONEE:	NONE	
AMOUNT GIVEN:		75.
CLASS OF ACTIVITY:	EDUCATIONAL SCHOLARSHIP	
DONEE'S NAME:	ELISE MOORE	
DONEE'S ADDRESS:	523 FLORENCE DR MADISON MS 39110	
RELATIONSHIP OF DONEE:	NONE	
AMOUNT GIVEN:		2,000.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	SOUTHWEST WILDLIFE CONSERVATION CENTER	
DONEE'S ADDRESS:	8711 E PINNACLE PEAK SCOTTSDALE AZ 85255	
RELATIONSHIP OF DONEE:	NONE	
AMOUNT GIVEN:		250.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	THE PATRICK SCHOOL	
DONEE'S ADDRESS:	397 COLUMBIA AVE HILLSIDE NJ 07205	
RELATIONSHIP OF DONEE:	NONE	
AMOUNT GIVEN:		7,000.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	SAVE THE CHILDREN	
DONEE'S ADDRESS:	501 KINGS HIGHWAY EAST SUITE 400 FAIRFIELD CT 06825	
RELATIONSHIP OF DONEE:	NONE	
AMOUNT GIVEN:		2,500.
CLASS OF ACTIVITY:	GRANT	
DONEE'S NAME:	CATHOLIC RELIEF SERVICES	
DONEE'S ADDRESS:	228 W LEXINGTON ST BALTIMORE MD 21201	
RELATIONSHIP OF DONEE:	NONE	

**STATEMENT 4 (CONTINUED)
FORM 990-PF, PART I, LINE 25
CONTRIBUTIONS, GIFTS, AND GRANTS**

AMOUNT GIVEN: \$ 2,000.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: STUDENTS FOR LIFE
DONEE'S ADDRESS: 4755 JEFFERSON DAVIS HIGHWAY
FREDERICKSBURG VA 22408

RELATIONSHIP OF DONEE: NONE
AMOUNT GIVEN: 100.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: ANDRE HOUSE
DONEE'S ADDRESS: 213 S 11TH AVENUE
PHOENIX AZ 85007

RELATIONSHIP OF DONEE: NONE
AMOUNT GIVEN: 3,750.

CLASS OF ACTIVITY: EDUCATIONAL SCHOLARSHIP
DONEE'S NAME: HALEY HARRIS
DONEE'S ADDRESS: 12625 N 148TH COURT
SURPRISE AZ 85379

RELATIONSHIP OF DONEE: NONE
AMOUNT GIVEN: 500.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: ST. PETER'S CHALDEAN CATHOLIC CHURCH
DONEE'S ADDRESS: 1627 JAMACHA WAY
EL CAJUN CA 92019

RELATIONSHIP OF DONEE: NONE
AMOUNT GIVEN: 2,000.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: CATHOLIC CHARITIES
DONEE'S ADDRESS: 4747 N 7TH AVE
PHOENIX AZ 85013

RELATIONSHIP OF DONEE: NONE
AMOUNT GIVEN: 500.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: CARMELITE MONASTERY
DONEE'S ADDRESS: PO BOX 2747
CODY WY 82414

RELATIONSHIP OF DONEE: NONE
AMOUNT GIVEN: 450.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: ALLIANCE DEFENDING FREEDOM
DONEE'S ADDRESS: 15100 N 90TH ST
SCOTTSDALE AZ 85260

RELATIONSHIP OF DONEE: NONE
AMOUNT GIVEN: 250.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: THE CLEVELAND CLINIC FOUNDATION
DONEE'S ADDRESS: 9500 EUCLID AVE
CLEVELAND OH 44195

RELATIONSHIP OF DONEE: NONE

SINGLE STEP FOUNDATION INC

20-3765152

STATEMENT 4 (CONTINUED)
FORM 990-PF, PART I, LINE 25
CONTRIBUTIONS, GIFTS, AND GRANTS

AMOUNT GIVEN: \$ 2,000.

CLASS OF ACTIVITY: EDUCATIONAL SCHOLARSHIP
DONEE'S NAME: GRACE JOHNSON
DONEE'S ADDRESS: 400 SOUTH VERNON
DEARBORN MI 48124
RELATIONSHIP OF DONEE: NONE

AMOUNT GIVEN: 2,000.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: ARIZONA THEATER COMPANY
DONEE'S ADDRESS: 455 N 3RD ST
PHOENIX AZ 85004
RELATIONSHIP OF DONEE: NONE

AMOUNT GIVEN: 200.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: THE SALVATION ARMY
DONEE'S ADDRESS: 2707 E VAN BUREN ST
PHOENIX AZ 85008
RELATIONSHIP OF DONEE: NONE

AMOUNT GIVEN: 100.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: FRIENDS OF MAINE WILDLIFE PARK
DONEE'S ADDRESS: 56 GAME FARM ROAD
GRAY ME 04039
RELATIONSHIP OF DONEE: NONE

AMOUNT GIVEN: 75.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: SHRINER'S HOSPITAL FOR CHILDREN
DONEE'S ADDRESS: PO BOX 1510
RANSOM WV 25438
RELATIONSHIP OF DONEE: NONE

AMOUNT GIVEN: 1,000.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: CARMELITE COMMUNITY OF THE WORD
DONEE'S ADDRESS: 394 BEM ROAD
GALLITZIN PA 16641
RELATIONSHIP OF DONEE: NONE

AMOUNT GIVEN: 250.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: HONOR HEALTH FOUNDATION
DONEE'S ADDRESS: 8125 N HAYDEN RD
SCOTTSDALE AZ 85258
RELATIONSHIP OF DONEE: NONE

AMOUNT GIVEN: 500.

CLASS OF ACTIVITY: GRANT
DONEE'S NAME: ETERNAL WORD TELEVISION NETWORK
DONEE'S ADDRESS: 5817 OLD LEEDS RD
IRONDALE AL 35210
RELATIONSHIP OF DONEE: NONE

STATEMENT 4 (CONTINUED)
FORM 990-PF, PART I, LINE 25
CONTRIBUTIONS, GIFTS, AND GRANTS

AMOUNT GIVEN:		\$	50.
CLASS OF ACTIVITY:	GRANT		
DONEE'S NAME:	HALO ANIMAL RESCUE		
DONEE'S ADDRESS:	2500 S 27TH AVE PHOENIX AZ 85009		
RELATIONSHIP OF DONEE:	NONE		
AMOUNT GIVEN:			50.
CLASS OF ACTIVITY:	GRANT		
DONEE'S NAME:	NATIONAL PARKS FOUNDATION		
DONEE'S ADDRESS:	PO BOX 17394 BALTIMORE MD 21298		
RELATIONSHIP OF DONEE:	NONE		
AMOUNT GIVEN:			50.
CLASS OF ACTIVITY:	GRANT		
DONEE'S NAME:	SAMARITAN'S PURSE		
DONEE'S ADDRESS:	PO BOX 3000 BOONE NC 28607		
RELATIONSHIP OF DONEE:	NONE		
AMOUNT GIVEN:			3,500.
CLASS OF ACTIVITY:	GRANT		
DONEE'S NAME:	THE FRANCISCAN FOUNDATION FOR THE HOLY L		
DONEE'S ADDRESS:	PO BOX 29086 WASHINGTON DC 20017		
RELATIONSHIP OF DONEE:	NONE		
AMOUNT GIVEN:			6,000.
CLASS OF ACTIVITY:	GRANT		
DONEE'S NAME:	FRIENDS OF CARMEL		
DONEE'S ADDRESS:	59 ALLENDALE TERRE HAUTE IN 47802		
RELATIONSHIP OF DONEE:	NONE		
AMOUNT GIVEN:			2,000.
CLASS OF ACTIVITY:	GRANT		
DONEE'S NAME:	CHARITY NAVIGATOR		
DONEE'S ADDRESS:	PO BOX 6002 BELLMAWR NJ 08099		
RELATIONSHIP OF DONEE:	NONE		
AMOUNT GIVEN:			35.

TOTAL \$ 58,627.**STATEMENT 5**
FORM 990-PF, PART XV, LINE 2A-D
APPLICATION SUBMISSION INFORMATION

NAME OF GRANT PROGRAM:	SINGLE STEP FOUNDATION SCHOLARSHIP
NAME:	JOANNE M. CEIMO
CARE OF:	
STREET ADDRESS:	10411 NORTH 48TH PLACE
CITY, STATE, ZIP CODE:	PARADISE VALLEY, AZ 85253

STATEMENT 5 (CONTINUED)
FORM 990-PF, PART XV, LINE 2A-D
APPLICATION SUBMISSION INFORMATION

TELEPHONE: (480) 998-9264

E-MAIL ADDRESS:

FORM AND CONTENT:

A PAPER COPY OF THE SINGLE STEP FOUNDATION SCHOLARSHIP APPLICATION FORM SHOULD BE COMPLETED AND SUBMITTED TO JOANNE CEIMO. THE APPLICATION FORM INCLUDES CONTACT INFORMATION AND FUTURE COLLEGE AND CAREER GOALS.

SUBMISSION DEADLINES:

VARIOUS

RESTRICTIONS ON AWARDS:

SCHOLARSHIPS ARE RESTRICTED TO HIGH SCHOOL STUDENTS PLANNING ON ATTENDING COLLEGE.