



2949131403720 8

Form **990-PF**

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

OMB No. 1545-0052

2017

Open to Public Inspection

Department of the Treasury
Internal Revenue Service

▶ Do not enter social security numbers on this form as it may be made public.
▶ Go to www.irs.gov/Form990PF for instructions and the latest information.

For calendar year 2017 or tax year beginning January 1, 2017, and ending December 31, 2017

Name of foundation
Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation

Number and street (or P.O. box number if mail is not delivered to street address) Room/suite
282 Newbury Street 503

City or town, state or province, country, and ZIP or foreign postal code
Boston, MA 02115

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

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

I Fair market value of all assets at end of year (from Part II, col. (c), line 16) ▶ \$ **442,703**

J Accounting method: ☐ Cash ☒ Accrual
☐ Other (specify) _____

A Employer identification number
81-3888962

B Telephone number (see instructions)
916-429-5449

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 ☐

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)
Revenue	1 Contributions, gifts, grants, etc., received (attach schedule)	3,079,530			
	2 Check ☐ if the foundation is not required to attach Sch. B				
	3 Interest on savings and temporary cash investments	0	0	0	
	4 Dividends and interest from securities	0	0	0	
	5a Gross rents	0	0	0	
	b Net rental income or (loss)	0			
	6a Net gain or (loss) from sale of assets not on line 10	0			
	b Gross sales price for all assets on line 6a	0			
	7 Capital gain net income (from Part IV, line 2)		3,105,094		
	8 Net short-term capital gain			0	
	9 Income modifications			0	
	10a Gross sales less returns and allowances	0			
Operating and Administrative Expenses	b Less: Cost of goods sold	0			
	c Gross profit or (loss) (attach schedule)	0		0	
	11 Other income (attach schedule)	0	0	0	
	12 Total. Add lines 1 through 11	3,079,530	3,105,094	0	
	13 Compensation of officers, directors, trustees, etc.	0	0	0	0
	14 Other employee salaries and wages	718,066	0	0	718,066
	15 Pension plans, employee benefits	105,418	0	0	105,418
	16a Legal fees (attach schedule)	87,449	0	0	73,341
	b Accounting fees (attach schedule)	6,883	0	0	6,883
	c Other professional fees (attach schedule)	226,426	0	0	150,178
	17 Interest	0	0	0	0
	18 Taxes (attach schedule) (see instructions)	3,055	0	0	3,055
	19 Depreciation (attach schedule) and depletion	0	0	0	
	20 Occupancy	64,350	0	0	64,350
	21 Travel, conferences, and meetings	26,753	0	0	26,753
	22 Printing and publications	0	0	0	0
	23 Other expenses (attach schedule)	118,518	0	0	108,443
	24 Total operating and administrative expenses. Add lines 13 through 23	1,356,918	0	0	1,256,487
	25 Contributions, gifts, grants paid	2,055,005			2,055,005
	26 Total expenses and disbursements. Add lines 24 and 25	3,411,923	0	0	3,311,492
	27 Subtract line 26 from line 12:				
	a Excess of revenue over expenses and disbursements	(332,393)			
	b Net investment income (if negative, enter -0-)		3,105,094		
	c Adjusted net income (if negative, enter -0-)			0	

For Paperwork Reduction Act Notice, see instructions.

Cat. No. 11289X

Form **990-PF** (2017)

SCANNED JAN 30 2019

2/16

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		33,286	377,605	377,605
	2	Savings and temporary cash investments		0	798	798
	3	Accounts receivable ▶	0			
		Less: allowance for doubtful accounts ▶	0	0	0	0
	4	Pledges receivable ▶	0			
		Less: allowance for doubtful accounts ▶	0	0	0	0
	5	Grants receivable		0	0	0
	6	Receivables due from officers, directors, trustees, and other disqualified persons (attach schedule) (see instructions)		0	0	0
	7	Other notes and loans receivable (attach schedule) ▶	0			
		Less: allowance for doubtful accounts ▶	0	0	0	0
8	Inventories for sale or use		0	0	0	
9	Prepaid expenses and deferred charges		4,792	21,683	21,683	
10a	Investments—U.S. and state government obligations (attach schedule)		0	0	0	
	b	Investments—corporate stock (attach schedule)		605,607	42,617	42,617
	c	Investments—corporate bonds (attach schedule)		0	0	0
	11	Investments—land, buildings, and equipment, basis ▶	0			
		Less: accumulated depreciation (attach schedule) ▶	0	0	0	0
	12	Investments—mortgage loans		0	0	0
	13	Investments—other (attach schedule)		0	0	0
	14	Land, buildings, and equipment: basis ▶	0			
		Less: accumulated depreciation (attach schedule) ▶	0	0	0	0
	15	Other assets (describe ▶ N/A)		0	0	0
	16	Total assets (to be completed by all filers—see the instructions. Also, see page 1, item I)		643,685	442,703	442,703
Liabilities	17	Accounts payable and accrued expenses		75,089	163,806	
	18	Grants payable		0		
	19	Deferred revenue		0		
	20	Loans from officers, directors, trustees, and other disqualified persons		0		
	21	Mortgages and other notes payable (attach schedule)		0		
	22	Other liabilities (describe ▶ N/A)		0		
	23	Total liabilities (add lines 17 through 22)		75,089	163,806	
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		568,596	278,897	
	25	Temporarily restricted		0	0	
	26	Permanently restricted		0	0	
		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				
	30	Total net assets or fund balances (see instructions)		568,596	278,897	
	31	Total liabilities and net assets/fund balances (see instructions)		643,685	442,703	

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	568,596
2	Enter amount from Part I, line 27a	2	(332,393)
3	Other increases not included in line 2 (itemize) ▶ Unrealized market gains in securities	3	42,694
4	Add lines 1, 2, and 3	4	278,897
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	278,897

Part IV Capital Gains and Losses for Tax on Investment Income

(a) List and describe the kind(s) of property sold (for example, 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	20,075 Shares of Berkshire Hathaway, Inc. Class B Stock	D		
b				
c				
d				
e				
(e) Gross sales price	(f) Depreciation allowed (or allowable)	(g) Cost or other basis plus expense of sale	(h) Gain or (loss) (e) plus (f) minus (g)	
a 3,506,594		401,500	3,105,094	
b				
c				
d				
e				
Complete only for assets showing gain in column (h) and owned by the foundation on 12/31/69.				(j) Gains (Col. (h) gain minus col. (k), but not less than -0-) or Losses (from col. (h))
(i) FMV as of 12/31/69	(j) Adjusted basis as of 12/31/69	(k) Excess of col. (i) over col. (j), if any		
a			3,105,094	
b				
c				
d				
e				
2	Capital gain net income or (net capital loss) { If gain, also enter in Part I, line 7 If (loss), enter -0- in Part I, line 7 }	2	3,105,094	
3	Net short-term capital gain or (loss) as defined in sections 1222(5) and (6): If gain, also enter in Part I, line 8, column (c). See instructions. If (loss), enter -0- in Part I, line 8	3	0	

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

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

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

Was the foundation liable for the section 4942 tax on the distributable amount of any year in the base period? ☐ Yes ☒ No

If "Yes," the foundation doesn't 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))
2016	443,264	763,277	0.5807
2015	0	0	0
2014	0	0	0
2013	0	0	0
2012	0	0	0
2	Total of line 1, column (d)	2	0.5807
3	Average distribution ratio for the 5-year base period—divide the total on line 2 by 5.0, or by the number of years the foundation has been in existence if less than 5 years	3	0.5807
4	Enter the net value of noncharitable-use assets for 2017 from Part X, line 5	4	706,668
5	Multiply line 4 by line 3	5	410,362
6	Enter 1% of net investment income (1% of Part I, line 27b)	6	31,051
7	Add lines 5 and 6	7	441,413
8	Enter qualifying distributions from Part XII, line 4 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.	8	3,311,492

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	31,051	
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	31,051	
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	31,051	
6 Credits/Payments.				
a 2017 estimated tax payments and 2016 overpayment credited to 2017	6a	0		
b Exempt foreign organizations—tax withheld at source	6b	0		
c Tax paid with application for extension of time to file (Form 8868)	6c	31,051		
d Backup withholding erroneously withheld	6d	0		
7 Total credits and payments. Add lines 6a through 6d		7	31,051	
8 Enter any penalty for underpayment of estimated tax. Check here ☐ if Form 2220 is attached		8	0	
9 Tax due. If the total of lines 5 and 8 is more than line 7, enter amount owed		9	0	
10 Overpayment. If line 7 is more than the total of lines 5 and 8, enter the amount overpaid		10	0	
11 Enter the amount of line 10 to be: Credited to 2018 estimated tax ☒ 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?	☐	☒
b Did it spend more than \$100 during the year (either directly or indirectly) for political purposes? See the 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.	☐	☒
c Did the foundation file Form 1120-POL for this year?	☐	☒
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.	☐	☒
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	☐	☒
4a Did the foundation have unrelated business gross income of \$1,000 or more during the year?	☐	☒
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.	☐	☒
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?	☒	☐
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	☒	☐
8a Enter the states to which the foundation reports or with which it is registered. See Instructions. ☒ Massachusetts		
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	☒	☐
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 2017 or the tax year beginning in 2017? See the instructions for Part XIV. If "Yes," complete Part XIV	☐	☒
10 Did any persons become substantial contributors during the tax year? If "Yes," attach a schedule listing their names and addresses	☐	☒

Part VII-A Statements Regarding Activities (continued)

	Yes	No
11 At any time during the year, did the foundation, directly or indirectly, own a controlled entity within the meaning of section 512(b)(13)? If "Yes," attach schedule. See instructions	11	✓
12 Did the foundation make a distribution to a donor advised fund over which the foundation or a disqualified person had advisory privileges? If "Yes," attach statement. See instructions	12	✓
13 Did the foundation comply with the public inspection requirements for its annual returns and exemption application?	13	✓
Website address ▶ <u>www.letters.foundation</u>		
14 The books are in care of ▶ <u>Tevis Spezia</u> Telephone no. ▶ <u>916-429-5449</u>		
Located at ▶ <u>292 Newbury Street, Suite 503, Boston, MA</u> ZIP+4 ▶ <u>02115</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 ▶ <u>15</u>		☐
16 At any time during calendar year 2017, did the foundation have an interest in or a signature or other authority over a bank, securities, or other financial account in a foreign country?	16	✓
See the instructions for exceptions and filing requirements for FinCEN Form 114. If "Yes," enter the name of the foreign country ▶ <u>N/A</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
1a During the year, did the foundation (either directly or indirectly):		
(1) Engage in the sale or exchange, or leasing of property with a disqualified person? ☐ Yes ☒ No		
(2) Borrow money from, lend money to, or otherwise extend credit to (or accept it from) a disqualified person? ☐ Yes ☒ No		
(3) Furnish goods, services, or facilities to (or accept them from) a disqualified person? ☐ Yes ☒ No		
(4) Pay compensation to, or pay or reimburse the expenses of, a disqualified person? ☐ Yes ☒ No		
(5) Transfer any income or assets to a disqualified person (or make any of either available for the benefit or use of a disqualified person)? ☐ Yes ☒ No		
(6) Agree to pay money or property to a government official? (Exception. Check "No" if the foundation agreed to make a grant to or to employ the official for a period after termination of government service, if terminating within 90 days.) ☐ Yes ☒ No		
b If any answer is "Yes" to 1a(1)–(6), did any of the acts fail to qualify under the exceptions described in Regulations section 53.4941(d)-3 or in a current notice regarding disaster assistance? See instructions	1b	
Organizations relying on a current notice regarding disaster assistance, check here ▶ ☐		
c Did the foundation engage in a prior year in any of the acts described in 1a, other than excepted acts, that were not corrected before the first day of the tax year beginning in 2017?	1c	✓
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 2017, did the foundation have any undistributed income (lines 6d and 6e, Part XIII) for tax year(s) beginning before 2017? ☐ Yes ☒ No		
If "Yes," list the years ▶ 20____, 20____, 20____, 20____		
b Are there any years listed in 2a for which the foundation is not applying the provisions of section 4942(a)(2) (relating to incorrect valuation of assets) to the year's undistributed income? (If applying section 4942(a)(2) to all years listed, answer "No" and attach statement—see instructions.)	2b	✓
c If the provisions of section 4942(a)(2) are being applied to any of the years listed in 2a, list the years here. ▶ 20____, 20____, 20____, 20____		
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 2017 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 2017.)	3b	
4a Did the foundation invest during the year any amount in a manner that would jeopardize its charitable purposes?	4a	✓
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 2017?	4b	✓

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

	Yes	No
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	5b	
Organizations relying on a current notice regarding disaster assistance, check here	☐	
c If the answer is "Yes" to question 5a(4), does the foundation claim exemption from the tax because it maintained expenditure responsibility for the grant?	☐ 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	☒
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?	7b	

Part VIII Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors**1 List all officers, directors, trustees, and 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
Alex Rozek				
292 Newbury Street, Suite 503, Boston, MA 02115	President - 2	0	0	0
Sarah Krueger				
292 Newbury Street, Suite 503, Boston, MA 02115	Director - 2	0	0	0
Illona Campbell				
292 Newbury Street, Suite 503, Boston, MA 02115	Director - 2	0	0	0
Tevs Spezia				
292 Newbury Street, Suite 503, Boston, MA 02115	Executive Director - 40	107,500	16,643	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
Amy Kingman				
292 Newbury Street, Suite 503, Boston, MA 02115	40	100,625	12,480	0
Leah Hong				
292 Newbury Street, Suite 503, Boston, MA 02115	40	74,167	4,854	0
Sherri Hart				
292 Newbury Street, Suite 503, Boston, MA 02115	40	61,910	2,250	0
Sharon Jordan				
292 Newbury Street, Suite 503, Boston, MA 02115	40	57,277	2,250	0
Shanna O'Berry				
292 Newbury Street, Suite 503, Boston, MA 02115	40	55,394	4,952	0
Total number of other employees paid over \$50,000				7

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

(a) Name and address of each person paid more than \$50,000	(b) Type of service	(c) Compensation
Epipheo 700 West Pete Rose Way Cincinnati, OH, 45203	Communications Consultant	75,550
Stroz Friedberg 53 State Street, Suite 2201, Boston, MA 02109	Consulting	74,988
Marshall Halem 27 Mica Lane, Suite 102 Wellesley, MA 02481	Legal	54,827
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 None	
2	
3	
4	

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

Describe the two largest program-related investments made by the foundation during the tax year on lines 1 and 2

	Amount
1 None	
2	
All other program-related investments See instructions.	
3 None	
Total. Add lines 1 through 3	

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	411,063
b	Average of monthly cash balances	1b	302,761
c	Fair market value of all other assets (see instructions)	1c	3,605
d	Total (add lines 1a, b, and c)	1d	717,429
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	717,429
4	Cash deemed held for charitable activities. Enter 1½% of line 3 (for greater amount, see instructions)	4	10,761
5	Net value of noncharitable-use assets. Subtract line 4 from line 3. Enter here and on Part V, line 4	5	706,668
6	Minimum investment return. Enter 5% of line 5	6	35,333

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	35,333
2a	Tax on investment income for 2017 from Part VI, line 5	2a	31,051
b	Income tax for 2017. (This does not include the tax from Part VI.)	2b	0
c	Add lines 2a and 2b	2c	31,051
3	Distributable amount before adjustments. Subtract line 2c from line 1	3	4,282
4	Recoveries of amounts treated as qualifying distributions	4	0
5	Add lines 3 and 4	5	4,282
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	4,282

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	3,311,492
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	0
3	Amounts set aside for specific charitable projects that satisfy the:		
a	Suitability test (prior IRS approval required)	3a	0
b	Cash distribution test (attach the required schedule)	3b	0
4	Qualifying distributions. Add lines 1a through 3b. Enter here and on Part V, line 8; and Part XIII, line 4	4	3,311,492
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	31,506
6	Adjusted qualifying distributions. Subtract line 5 from line 4	6	3,279,986

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 2016	(c) 2016	(d) 2017
1 Distributable amount for 2017 from Part XI, line 7				4,282
2 Undistributed income, if any, as of the end of 2017:				
a Enter amount for 2016 only			0	
b Total for prior years: 20 13, 20 14, 20 15		0		
3 Excess distributions carryover, if any, to 2017:				
a From 2012	0			
b From 2013	0			
c From 2014	0			
d From 2015	0			
e From 2016	0			
f Total of lines 3a through e	0			
4 Qualifying distributions for 2017 from Part XII, line 4. ► \$ <u>3,411,923</u>				
a Applied to 2016, 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 2017 distributable amount				4,282
e Remaining amount distributed out of corpus	0			
5 Excess distributions carryover applied to 2017 (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	0			
b Prior years' undistributed income. Subtract line 4b from line 2b		0		
c Enter the amount of prior years' undistributed income for which a notice of deficiency has been issued, or on which the section 4942(a) tax has been previously assessed		0		
d Subtract line 6c from line 6b. Taxable amount—see instructions		0		
e Undistributed income for 2016. Subtract line 4a from line 2a. Taxable amount—see instructions			0	
f Undistributed income for 2017. Subtract lines 4d and 5 from line 1. This amount must be distributed in 2018				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 2012 not applied on line 5 or line 7 (see instructions)	0			
9 Excess distributions carryover to 2018. Subtract lines 7 and 8 from line 6a	0			
10 Analysis of line 9:				
a Excess from 2013	0			
b Excess from 2014	0			
c Excess from 2015	0			
d Excess from 2016	0			
e Excess from 2017	3,407,641			

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

1a If the foundation has received a ruling or determination letter that it is a private operating foundation, and the ruling is effective for 2017, 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)

	Prior 3 years				(e) Total
	(a) 2017	(b) 2016	(c) 2015	(d) 2014	
2a Enter the lesser of the adjusted net income from Part I or the minimum investment return from Part X for each year listed					
b 85% of line 2a					
c Qualifying distributions from Part XII, line 4 for each year listed					
d Amounts included in line 2c not used directly for active conduct of exempt activities					
e Qualifying distributions made directly for active conduct of exempt activities. Subtract line 2d from line 2c					
3 Complete 3a, b, or c for the alternative test relied upon:					

a "Assets" alternative test—enter:

(1) Value of all assets

(2) Value of assets qualifying under section 4942(j)(3)(B)(i)

b "Endowment" alternative test—enter % of minimum investment return shown in Part X, line 6 for each year listed

c "Support" alternative test—enter:

(1) Total support other than gross investment income (interest, dividends, rents, payments on securities loans (section 512(a)(5)), or royalties)

(2) Support from general public and 5 or more exempt organizations as provided in section 4942(j)(3)(B)(iii)

(3) Largest amount of support from an exempt organization

(4) Gross investment income

Part XV Supplementary Information (Complete this part only if the foundation had \$5,000 or more in assets at any time during the year—see instructions.)**1 Information Regarding Foundation Managers:**

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

None

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

None

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

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

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

The Letters Foundation, 292 Newbury Street, Suite 503, Boston, MA 02115

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

As much detail as possible about yourself, your family, your situation, and your specific need (or request). Include your name, mailing address, birthday, email, and phone number.

c Any submission deadlines:

None

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

Gifts are made to residents of the United States and its Territories. Gifts cannot be used to pay off debt.

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

Recipient	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
Name and address (home or business)				
a <i>Paid during the year</i> See attached schedule				
Total			▶	3a
b <i>Approved for future payment</i>				
Total			▶	3b

Part XVI-A Analysis of Income-Producing Activities

Enter gross amounts unless otherwise indicated.

	Unrelated business income		Excluded by section 512, 513, or 514		(e) Related or exempt function income (See instructions.)
	(a) Business code	(b) Amount	(c) Exclusion code	(d) Amount	
1 Program service revenue:					
a None					
b					
c					
d					
e					
f					
g Fees and contracts from government agencies					
2 Membership dues and assessments					
3 Interest on savings and temporary cash investments					
4 Dividends and interest from securities					
5 Net rental income or (loss) from real estate:					
a Debt-financed property					
b Not debt-financed property					
6 Net rental income or (loss) from personal property					
7 Other investment income					
8 Gain or (loss) from sales of assets other than inventory					
9 Net income or (loss) from special events					
10 Gross profit or (loss) from sales of inventory					
11 Other revenue: a					
b					
c					
d					
e					
12 Subtotal. Add columns (b), (d), and (e)		0		0	0
13 Total. Add line 12, columns (b), (d), and (e)				13	0

(See worksheet in line 13 instructions to verify calculations.)

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

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

N/A

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

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

[illegible]

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

(a) Name of organization	(b) Type of organization	(c) Description of relationship

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

**Sign
Here**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, this return and the accompanying schedules and statements are true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

May the IRS discuss this return with the preparer shown below?
See instructions. ☒ Yes ☐ No

**Paid
Preparer
Use Only**

Print/Type preparer's name

Prepared's signature

Date 1/5

Check ☐ if self-employed

PTIN

Brian Kindorf

► **Non Profit Capital Management, LLC**

Firm's address ► 41 Main Street, Sterling, MA 01564

Firm's EIN ► 38-3697447

Phone no.	781-933-6726
-----------	--------------

Schedule B(Form 990, 990-EZ,
or 990-PF)Department of the Treasury
Internal Revenue Service**Schedule of Contributors**▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.
▶ Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2017

Name of the organization

Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation

Employer identification number

81-3868962

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

☐ 501(c)() (enter number) organization☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation☒ 501(c)(3) taxable private foundationCheck if your organization is covered by the **General Rule** or a **Special Rule**.**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.**General Rule**

- ☒ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- ☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000, or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ▶ \$

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it must answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

Name of organization

Employer identification number

Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation

81-3868862

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	Doris Buffett c/o The Letters Foundation, 292 Newbury Street, Suite 503 Boston, MA 02115	\$ 2,800,713	Person ☐ Payroll ☐ Noncash ☒ (Complete Part II for noncash contributions.)
2	Doris Buffett c/o The Letters Foundation, 292 Newbury Street, Suite 503 Boston, MA 02115	\$ 178,817	Person ☒ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
		\$	Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
		\$	Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
		\$	Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
		\$	Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
		\$	Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)

Employer identification number

81-3868962

Part II

[illegible]

Name of organization Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation	Employer identification number 81-3868962
---	---

Part III Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this information once. See instructions.) ► \$ _____

Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	----- ----- -----		----- ----- -----
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	----- ----- -----		----- ----- -----
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	----- ----- -----		----- ----- -----
(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	----- ----- -----	----- ----- -----	----- ----- -----
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	----- ----- -----		----- ----- -----

Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation

EIN: 81-3868962

Part I - Analysis of Revenue and Expenses

Line 16

	<u>Total Expense</u>	<u>Disbursements for Charitable Purposes</u>
a. Legal Fees		
Marshall Halen	\$ 54,827	\$ 48,880
Hemenway & Barnes	\$ 29,881	\$ 21,720
Other	\$ 2,741	\$ 2,741
Total	\$ 87,449	\$ 73,341

b. Accounting Fees		
Non Profit Capital Management, LLC	\$ 5,950	\$ 5,950
Smith Sullivan & Brown PC	\$ 900	\$ 900
Other	\$ 33	\$ 33
Total	\$ 6,883	\$ 6,883

c. Other Professional Fees		
Consultants	\$ 119,884	\$ 43,636
Branding & Marketing	\$ 24,663	\$ 24,663
Technology Services	\$ 21,129	\$ 21,129
Website & Video Production	\$ 60,750	\$ 60,750
Total	\$ 226,426	\$ 150,178

Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation

EIN: 81-3868962

Part I - Analysis of Revenue and Expenses

Line 23 - Other Expenses

	<u>Total Expense</u>	<u>Disbursements for</u> <u>Charitable Purposes</u>
Computer & Other Technology Equipment	\$ 48,297	\$ 42,735
Dues & Subscriptions & Fees	\$ 36,547	\$ 32,883
Insurance	\$ 6,879	\$ 6,879
Office Supplies & Furniture	\$ 21,303	\$ 21,303
Volunteer Training & Development	\$ 3,220	\$ 3,220
Miscellaneous Expenses	\$ 2,272	\$ 1,422
Total	\$ 118,518	\$ 108,442

Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation

EIN: 81-3868962

Part II - Balance Sheets

Line 10b - Investments - Corporate Stock

<u>Stock</u>	<u>Shares</u>	<u>Market Value on 12/31/17</u>
Berkshire Hathaway, Class B	216	\$ 42,617

Sunshine Lady Humanitarian Grants Program Inc

Employer identification number: 81-3868962

Part VII-A - Statements regarding activities

Line 10 - Substantial contributors

<u>Donor</u>	<u>Address</u>	<u>Amount</u>
Doris Buffett	C/O The Letters Foundation 292 Newbury St, Suite 503 Boston, MA 02115	3,079,530

Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation
 EIN: 81-3868962
 Part XV - Supplementary Information
 Line 3 - Grants and Contributions Paid During the Year of Approved for Future Payment

Line3a - Paid During the Year										Foundation		Total Amount	
Recipient/Case ID	Mailing Street	City	State	Zip Code	Relationship to the Foundation	Status	Purpose						
Red Sox Foundation	4 Jersey Street	Boston	MA	02215	None	PC	Education	\$	127,151				
Compass Working Capital	89 South Street, Suite 804	Boston	MA	02111	None	PC	Miscellaneous	\$	25,000				
201612-1118	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Accessibility Conversions					66,300.00	
201707-3013	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Insurance					524.50	
201706-2943	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Insurance					1,043.64	
201705-2675	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					75.00	
201610-819	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					76.74	
201610-899	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					171.81	
201702-1420	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					244.78	
201702-1452	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					269.25	
201610-898	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					338.96	
201702-1452	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					526.92	
201703-1721	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					601.13	
201705-2552	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					1,282.60	
201612-1139	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					1,735.59	
201705-2675	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					1,852.64	
201609-77	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					1,857.35	
201610-668	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					2,000.00	
201610-819	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					2,088.63	
201610-793	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					2,240.35	
201703-1819	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					2,863.44	
201702-1420	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					3,198.34	
201705-2607	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					5,254.10	
201609-37	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Auto Repair					5,608.52	
201609-37	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Camps					53,000.00	
201610-502	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Camps					55,000.00	
201610-502	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Car Payment					317.57	
201610-502	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Car Payment					317.57	
201610-502	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Car Payment					317.57	
201610-502	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Car Payment					317.57	
201610-502	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Car Payment					317.57	
201709-3517	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Childcare					5,872.00	
201703-1819	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Clothing					21.14	
201703-1819	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Clothing					286.16	
201705-2587	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Clothing					494.48	
201705-2943	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Clothing					746.08	
201705-2675	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Clothing					764.04	
201610-780	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None		Credit Card Debt					505.00	

Part XV - Supplementary Information

Line 3 - Grants and Contributions Paid During the Year of Approval for Future Payment

[illegible]

Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation

EIN: 81-3868962

Part XV - Supplementary Information

Line 3 - Grants and Contributions Paid During the Year of Approved for Future Payment

[illegible]

Part XV - Supplementary Information

Une3a - Paid During the Year

2017

Line 3 - Grants and Contributions Paid During the Year of Approved for Future Payment

Page 8 of 14

Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation
EIN: 81-3868962

Part XV - Supplementary Information

Line 3 - Grants and Contributions Paid During the Year of Approved for Future Payment

Line3a - Paid During the Year										
201709-3516	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	186.00			
201709-3516	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	186.00			
201711-4007	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	214.00			
201704-2243	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	254.00			
201704-2243	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	254.00			
201704-2243	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	254.00			
201704-2243	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	254.00			
201704-2243	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	254.00			
201704-2243	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	254.00			
201707-3030	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	254.00			
201707-3030	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	254.00			
201707-3030	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	368.00			
201707-3030	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	368.00			
201708-3128	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	368.00			
201708-3128	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	368.00			
201707-3030	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	395.00			
201706-2808	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	395.00			
201706-2808	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	461.82			
201706-2808	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	517.00			
201706-2905	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	517.00			
201708-3115	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	520.00			
201708-3115	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	542.00			
201708-3115	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	542.00			
201703-1632	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	542.00			
201703-1632	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	600.00			
201703-1632	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	600.00			
201703-1827	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	755.00			
201703-1827	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	755.00			
201703-1827	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	755.00			
201703-1827	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	755.00			
201703-1827	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	755.00			
201703-1827	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	845.00			
201703-1827	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	845.00			
201705-2679	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	897.00			
201705-2679	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	897.00			
201705-2679	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	897.00			
201705-2679	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	897.00			
201705-2679	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	900.00			
201708-3116	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	900.00			
201708-3116	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	900.00			
201708-3116	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Rent Payments	900.00			

Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation
 EIN: 81-3868962

Part XV - Supplementary Information

Line 3 - Grants and Contributions Paid During the Year of Approved for Future Payment

Line 3a - Paid During the Year									
Line	Amount	Payee Name	City	State	Zip	County	Country	Payment Type	Amount
201705-2717		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	904.00
201705-2717		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	904.00
201705-2824		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	966.00
201702-1478		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,020.00
201705-2802		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,100.00
201709-3502		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,116.00
201705-2690		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,175.00
201705-2690		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,175.00
201705-2690		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,175.00
201705-2690		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,175.00
201705-2873		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,300.00
201609-466		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,336.00
201704-2116		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,375.00
201704-2116		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,375.00
201703-1924		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,375.00
201703-1924		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,386.00
201609-70		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,386.00
201705-2662		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,395.00
201701-1324		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,419.00
201704-2376		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,427.07
201611-1087		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,500.00
201609-66		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,575.00
201610-609		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,640.00
201702-1442		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	1,958.37
201708-3129		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,078.00
201708-3129		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,078.00
201610-639		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,400.00
201611-1004		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,400.00
201703-1838		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,400.00
201708-3128		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,458.00
201704-2338		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,500.00
201704-2470		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,500.00
201704-2470		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,500.00
201610-639		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,500.00
201610-806		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,500.00
201609-402		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,538.00
201705-2662		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,560.00
201704-2116		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,764.09
201612-1169		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,910.00
201705-2663		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	2,978.00
201709-3646		c/o Letters Foundation, 292 Newbury St	Boston	MA	02115			Rent Payments	3,050.00
								Rent Payments	3,122.00

Line 3 - Grants and Contributions Paid During the Year of Approved for Future Payment

2017

Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation
 EIN: 81-3868962

Part XV - Supplementary Information

Line 3 - Grants and Contributions Paid During the Year of Approved for Future Payment

Line3a - Paid During the Year							
201701-1303	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	11,817.19
201703-1793	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	11,893.76
201609-442	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	11,948.31
201609-355	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	11,985.44
201706-2943	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	11,994.00
201701-1239	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,000.00
201707-3022	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,000.00
201610-608	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,000.00
201610-900	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,000.00
201703-1727	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,000.00
201702-1479	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,000.00
201612-1123	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,000.00
201609-428	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,000.00
201610-499	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,495.00
201707-3013	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,500.00
201703-2076	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,611.50
201704-2230	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,785.88
201703-1907	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	12,819.32
201702-1574	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	13,000.00
201610-756	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	13,036.87
201610-686	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	13,750.00
201704-2383	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	13,817.81
201610-843	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	16,284.17
201610-899	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Used Car Purchase	21,720.91
201609-400	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	141.55
201609-400	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	150.06
201609-400	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	150.06
201609-400	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	150.06
201609-400	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	150.12
201609-400	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	150.12
201609-400	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	150.42
201609-400	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	164.41
201609-400	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	178.24
201609-400	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	178.24
201609-400	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	178.24
201610-793	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	178.39
201701-1355	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	290.25
201701-1235	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	322.49
201705-2661	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	448.15
201703-1827	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	881.01
201705-2663	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	1,045.45
201705-2717	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	1,167.82
201703-1827	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	Utility Payments	1,249.19
						Utility Payments	3,056.21

Sunshine Lady Humanitarian Grants Program, Inc. d/b/a The Letters Foundation

EIN: 81-3868962

Part XV - Supplementary Information

Line 3 - Grants and Contributions Paid During the Year of Approved for Future Payment

Line3a - Paid During the Year									
Line	Payee Name	City	State	Zip	None	None	None	None	None
201710-3789	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	None	None	None	None
201703-1727	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	None	None	None	None
201703-1727	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	None	None	None	None
201703-1727	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	None	None	None	None
201611-1044	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	None	None	None	None
201704-2514	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	None	None	None	None
201609-485	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	None	None	None	None
201609-264	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	None	None	None	None
201705-2689	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	None	None	None	None
Multiple	c/o Letters Foundation, 292 Newbury St	Boston	MA	02115	None	None	None	None	None
TOTAL									\$ 2,055,005