

March 23, 2018

Collin County History Museum
300 East Virginia Street
McKinney, TX 75069

Dear MCDC Board,

Thank you for the opportunity to be considered for a project grant through the McKinney Community Development Corporation. We believe that the Collin County History Museum project grant request is consistent with your mission to attract visitors to McKinney and add to the growth of the McKinney sales tax revenue.

We believe that our mission statement "Preserve and Honor the Past, Connect with the Present and Embrace the Future" aligns with your MCDC guiding principle to "Honor the Past – Provide innovative Leadership for the Future." Both organizations can work in partnership to enhance the quality of life in McKinney.

We believe that the Collin County History Museum plays a vital role in attracting visitors to our McKinney community. Thank you for the opportunity to work collaboratively with MCDC through this project.

Sincerely,

Mary Carole Strother

Collin County History Museum
Executive Director

MCKINNEY COMMUNITY DEVELOPMENT CORPORATION
Project Grant Application
March 2018

Please indicate the type of funding you are requesting:

X Project Grant

Projects that are eligible for funding in accordance with the Type B sales tax statute (refer to examples in Grant Guidelines) and that advance the mission of MCDC.

**Promotional or Community Event/Grant
(maximum \$15,000)**

Initiatives, activities or events that promote the City of McKinney for developing new or expanded business opportunities and/or tourism – and enhancing quality of life for McKinney residents.

INFORMATION ABOUT YOUR ORGANIZATION

Name: Collin County History Museum

Federal Tax I.D.: 52-1093455

Incorporation Date: 10.24.1984

Mailing Address: 300 East Virginia Street

City: McKinney

ST: TX

Zip: 75069

Phone: 972-542-9457

Email: director@collincountyhistoricalsociety.org

Website: <http://collincountyhistorymuseum.org>

Check One:

- Nonprofit – 501(c) Attach a copy of IRS Determination Letter
- Governmental entity
- For profit corporation
- Other

Professional affiliations and organizations to which your organization belongs:

McKinney Chamber of Commerce, Main Street McKinney, Collin County Historical Coalition, Volunteer McKinney, Texas Historical Commission, Texas Association of Museum, Preservation Texas

REPRESENTATIVE COMPLETING APPLICATION:

Name: Mary Carole Strother

Title: Executive Director

Mailing Address: 300 East Virginia Street

City: McKinney

ST: TX

Zip: 75069

Phone:972-542-9457

Email: director@collincountyhistoricalsociety.org

CONTACT FOR COMMUNICATIONS BETWEEN MCDC AND ORGANIZATION:

Name: Mary Carole Strother

Title: Executive Director

Mailing Address: 300 East Virginia Street

City: McKinney

ST: TX

Zip: 75069

Phone:972-542-9457

Email: director@collincountyhistoricalsociety.org

FUNDING

Total amount requested: \$3,900

Matching Funds Available (Y/N and amount): Additional funding is available through our museum budget

Will funding be requested from any other City of McKinney entity (e.g. Arts Commission, City of McKinney Community Support Grant)?

Yes

X No

PROJECT/PROMOTIONAL/COMMUNITY EVENT

Start Date: June 2018

Completion Date: June 2018

BOARD OF DIRECTORS and Leadership Staff: See Attachment

We certify that all figures, facts and representations made in this application, including attachments, are true and correct to the best of our knowledge.

Chief Executive Officer

Representative Completing Application

Mary Carole Strother

Mary Carole Strother

Signature

Signature

Mary Carole Strother
Printed Name

Mary Carole Strother
Printed Name

March 23, 2018
Date

March 23, 2018
Date

MCKINNEY COMMUNITY DEVELOPMENT CORPORATION

Project Grant Application

UV and Solar Glass Coatings

March 2018

I. Applying Organization: Collin County History Museum

Mission

The mission of the Collin County History Museum (CCHM) is to preserve and honor the past, connect with the present and embrace the future. We are committed to the collection and preservation of the rich heritage and history of the people and events that helped shape the place we proudly call home, McKinney and Collin County.

Strategic Goals and Objectives

We fulfill the mission of the organization through the following goals: 1) To preserve and protect our cultural history for future generations 2) To disseminate historical information through our museum collections, archives, research library, and publications 3) To promote resources and educational programs that highlight the history of Collin County and Texas and their contributions to our nation 4) To improve intellectual and physical access to our information and museum collections 5) To leverage new technology resources to engage visitors in a meaningful way

Scope of Services

CCHM is an archival museum with historical artifacts, photographs, documents, diaries, manuscripts, historical maps, archival newspapers, and land records that provide valuable research information for genealogists, historians, authors, teachers and students. The museum has a library collection of books dedicated to Collin County and Texas History. Docents also provide interactive educational programming for students across Collin County.

Day to Day Operations

The museum is open to the public on Thursday, Friday, and Saturday from 10am-4pm. Special tours and interactive school tours can be scheduled Monday through Friday from 8am-3pm. Special events are held throughout the year.

Paid Staff and Volunteers

Currently the museum has two paid staff members that each work 20 hours a week. The positions are 1) Museum Manager in charge of daily operations, 2) Coordinator of Business and Veteran Services. The third paid staff position, 3) AmeriCorps VISTA Student Programming Coordinator in charge of children's programming for after school workshops and summer camps for children in poverty. Our AmeriCorps VISTA works 40 hours a week.

The first two positions are funded through a program called Workforce Solutions provided by the State of Texas. The AmeriCorps VISTA is funded by the museum budget and through the Federal Government.

Through contracted services, the museum pays a curator to help archive and catalog historical artifacts, documents and photographs. The Museum Director, Events and Educational Program Coordinator, Membership and Volunteer Coordinator, and Facilities Manager are currently all volunteer staff.

II. Project Grant

Project Overview

The CCHM is seeking project grant funding from MCDC to purchase *UV and Solar Glass Coatings* for the windows in the main gallery, media room and west front side foyer of the museum. The purpose of the window coatings is to block the harmful UV rays, along with the heat and light rays that are currently entering through the museum windows. These rays are harmful to the valuable furniture, artwork, and artifacts that are currently on exhibit in the main gallery and side gallery areas of the museum. The project will encompass the installation of the coating or tinting for the 94 window panes of the 8 large windows on the East, South and West sides of the museum. The museum is a valuable historical asset to the community and attracts thousands of visitors each year. By providing protection from the harmful effects of UV and solar rays, the museum strives to preserve and protect our valuable artifacts, historic photographs, and museum collections for future generations.

Scope of Project

Analysis of Current Window Coverings: During the 1990's the museum purchased tinted acrylic window shades for the four large windows in the main gallery. These shades were mounted in front of the current windows with a cord at the right side that

allowed the shades to be raised and lowered over the windows. Over the past 20 years the shades have become covered with an accumulation of dust and debris. The vinyl material has become brittle and prevents the cleaning of the shades and movement of the shades from being raised or lowered in fear that the window coverings will crumble. Some of the shades are only partially lowered, thus allowing the harmful UV rays to stream unfiltered through the bottom of the windows. One of the windows is completely missing the shade.

The media room and windows on the west side of the museum are covered with one inch aluminum mini blinds and currently have no UV or solar protection.

Research and Specifications of New UV and Solar Window Coatings: The funding from this project grant would allow the removal of the shades currently installed. The surface of the current windows would be cleaned and prepared for the application of the UV and solar tinting. A 2mil Dual Reflective coating will be applied to each pane within each window. This tinting will block 99% of the harmful UV rays, 64% of the light rays and 56% of the heat rays from entering through the windows, thus protecting the museum assets from damage and deterioration. The coating still allows a clear view from the inside, while providing protection for the damaging effects of the sun.

The panes in each of the windows in the Media Room and west side of the museum will be covered with the same UV and solar tinting in the main gallery. This will help block the harmful UV and heat rays that are currently being allowed to filter into these rooms. It will also provide for a uniform and professional appearance consistent with the look of the windows in the main gallery.

The new window tinting will allow for easy dusting and cleaning of the windows, eliminating the buildup of dust allergens. They will also provide an added benefit by blocking heat rays and providing an increase in HVAC efficiency with an increase in energy savings. The window coatings carry a lifetime labor and warranty from the manufacturer.

With each project and exhibit, the museum strives to provide a professional look and feel that is aesthetically pleasing and inviting to museum visitors.

Project Goals

- Promote tourism in McKinney by providing meaningful and professional quality exhibits
- Provide protection for valuable furniture, artwork, and artifacts currently on display in the museum exhibits
- Provide for viewing of museum exhibits free from glare and harmful damaging UV rays
- Keep museum gallery free from the accumulation of dust allergens
- Promote safety through the purchase of new equipment in safe working order

Project Objectives

Describe how the proposed project fulfills the strategic goals for your organization.

- Promote tourism in McKinney
 - **Strategic Goal 1)** To preserve and protect our cultural history for future generations
- Utilize and preserve the CCHM archival collection through the creation of museum displays
 - **Strategic Goal 3)** To promote resources and educational programs that highlight the history of Collin County and Texas and their contributions to our nation
 - **Strategic Goal 4)** To improve intellectual and physical access to our information and museum collections

Target Audience: Our exhibits are open to the general public and to all age groups and organizations.

Attendance: During 2017, the *WWI Centennial Commemoration Exhibit* attracted over 6,000 visitors to the museum. Our goal is to increase this number to 8,000 visitors for 2018.

Future Use: The installation of the UV and Solar tinting will continue to protect the museum artifacts, artwork and furniture that will be displayed in future exhibits for many years to come.

McKinney City Council and McKinney Community Development Goals supported by the proposed Project:

- Eligible for MCDC consideration under Sections 501 to 505 of the Texas Local Government Code (refer to MCDC Grant Guidelines)
- Support cultural, sports, fitness, entertainment, community projects and events that attract resident and visitor participation and contribute to quality of life, business development and growth of McKinney sales tax revenue
- Highlight and promote McKinney as a unique destination for residents and visitors alike

Overview of Alignment with goals and strategies adopted by McKinney City Council and McKinney Community Development by the proposed Project:

The CCHM is a 501(c) 3 and is eligible for MCDC consideration for grant funding. The project grant meets the goals and strategies adopted by the McKinney City Council and MCDC in the following ways:

- Because the museum is located just one block east of the historic downtown square, hundreds of visitors attending the exhibit contribute to the growth of the McKinney sales tax revenue by shopping and eating in the downtown square.
- We strive to establish a reputation of offering quality exhibits so that people will return to the museum for future exhibits and to shop and eat in our downtown.
- The museum is a Texas Historic Landmark and offers a unique destination not only for the enjoyment of the museum exhibit but visitors also enjoy the unique architecture and historical features of the building.

Has a request for funding for this Project Grant been submitted to MCDC in the past?

Yes

x No

Date(s):

II. Financial

Overview of CCHM Financial Status

The CCHM has been able to continue to increase our financial resources for our monthly budget expenditures. We have also set up a reserve account from our monthly positive cash flow. The board of directors has focused on building collaborative relationships and partnerships with historical organizations, McKinney organizations and businesses and the Collin County Historical Commission. Through these collaborative relationships and

partnerships, we have seen an increase in donations, memberships and financial support for the museum. We have organized a committee to seek grant funding through various community and historical organizations to continue to fund projects that keep us connected to and involved in the community.

Our financials are not audited, but are professionally prepared and reviewed by: Nabors CPA Services, Wayne Nabors, Certified Public Accountant.

See Museum Financial Attachments

Projected Total Grant Expenditures

Project Grant Request from MCDC Project:	\$3,900
Project Total for In-Kind Services:	<u>\$ 600</u>
Total Project Expenditures	\$4,500

MCDC funds requested will fund	85%
Through in-kind services CCHM will fund	15%

See Itemized Project Budget Attachment

IV. Marketing and Outreach

The CCHM will utilize the following market plans and outreach strategies to promote museum exhibits:

- Collaborate with downtown businesses through monthly Main Street meetings.
- Submit advertising to newspapers and magazines in both print and digital formats
- Distribute email communication to schools and colleges in Collin County
- Utilize social media by postings on Twitter and Facebook accounts
- Post event dates on the McKinney Convention and Visitors Bureau calendar
- Submit press releases and informational articles for publication in newspapers and magazines

The museum is also a member of the following organizations that provide promotional opportunities.

- Main Street McKinney
 1. Promotion on the Downtown McKinney website
 2. Directional signs

3. Inclusion on the Historic Downtown Shopping Guide and Map
 4. Social media exposure on Main Street McKinney social media platforms
- McKinney Chamber of Commerce
 1. Listing of Events on McKinneyonline.com Community Calendar
 2. Share products and services at LINKS (Learn Inform Network Know Share)
 - Collin County Historical Commission Coalition
 1. Networking with Collin County Historical Organizations through monthly meetings and email communication

V. Metrics to Evaluate Success

The museum collects attendance data when visitors come to our exhibit. They use an iPad to scan a QR code that takes them to a Google Form. They sign in through the form which collects information and statistics about our visitors. We can track the number of adults and children that visit, along with their city and state. There is also a place to submit visitor feedback and comments.

We feel like the promotion of our exhibit has been a success when we continue to see the number of visitors increase. We also evaluate our success when we continue to see visitors come from all around the county, state and nation.

We also feel successful as we see an increase in the number of museum partnerships that are established. We have established a relationship with Collin College History Professor Joe Jaynes, a former Collin County Commissioner. He has encouraged his students to attend our exhibits by incorporating it into class projects. We have had hundreds of students bring their families from all around Collin, Denton and Dallas counties as part of their history project.

We have formed partnerships with the VFW of McKinney and the Sunset Rotary Club to help promote current exhibits.

We feel like our exhibits help build relationships and partnerships with various members of the McKinney business community. By working together, we can make sure that McKinney continues to attract visitors from all across the United States and even other countries.

**Collin County History Museum
UV and Solar Glass Coatings Project Grant**

March 2018

Item	Description	Cost	Quantity	Total Cost
DR35 Dual Reflective Window Tinting 2 MIL	4 windows in main gallery on east and south side 2 windows in Media Room on south and west side 2 windows on west side foyer		94 panes	\$3,900
Grant Request Total				\$3,900

Itemized Budget for In-Kind Services

Service Provided	Donor of Services		Totals
Construction of Scaffolding for window over staircase	CCHSM Volunteers 5 hours		\$600
Project Total for In-Kind Services			\$600

Project Grants Totals

Project Grant Request from MCDC	\$3,900
Project Total for In-Kind Services	\$ 600
Total Project Cost	\$4,500

Collin County History Museum 2018 Board of Directors

Executive Director: Mary Carole Strother

Profession: Retired, Library Media Specialist, McKinney ISD

Area of Expertise: Educational Programming, exhibit management, event planning, instructional technology

Home City: McKinney, TX

President: Jennifer Davis Wilson McCarley

Profession: Lawyer, Federal Deposit Insurance Corporation, Dallas

Area of Expertise: Legal Consultation

Home City: McKinney, TX

Vice Chairman of Collections: Deborah Kilgore

Profession: Retired teacher Plano and Richardson ISD

Area of Expertise: Archivist, Tour Guide, Historical Speaker, Grant writing

Home City: McKinney, TX

Vice Chairman of Programming and Events: Mary Carole Strother

Profession: Retired, Library Media Specialist, McKinney ISD

Area of Expertise: Educational Programming, exhibit management, event planning, instructional technology

Home City: McKinney, TX

Secretary: Pat Rodgers

Profession: Retired, Special Education Director, McKinney ISD

Area of Expertise: Event planning, community outreach, museum docent, historian

Home City: McKinney, TX

Treasurer: Brandon Fulenchek

Profession: Vice President, Senior Private Banker, Wells Fargo Private Bank / Legal Specialty Group

Area of Expertise: Financial planning and budgeting

Home City: McKinney, TX

Membership Chairman: Nina Dowell Ringley

Profession: Lawrence Ringley & Associates, Inc.

Area of Expertise: Exhibit management, creative design, fundraising, event planning

Home City: McKinney, TX

Board Member: Betty Webb Petkovsek

Profession: Pharmacist

Area of Expertise: Community Relations, social media, exhibit management

Home City: McKinney, TX

Board Member: Page Thomas

Profession: Retired Archivist Librarian South Methodist University

Area of Expertise: Historical Assets, Archivist

Home City: McKinney, TX

Collin County Historical Society

PROFIT AND LOSS

January - December 2017

	TOTAL	
	JAN - DEC 2017	JAN - DEC 2016 (PY)
Income		
Book Sales	1,985.07	3,012.02
Charity Bingo Distribution	33,416.00	27,750.00
Discounts/Refunds Given	1,110.51	1,084.75
Donation	14,894.23	10,586.44
Facility Rental	475.00	580.00
Grant	15,907.12	8,293.50
Memberships	6,969.33	1,981.00
Museum Admission		147.00
Sales Tax Collected	8.38	20.86
Services	222.05	
Uncategorized Income		127.01
Total Income	\$74,987.69	\$53,582.58
GROSS PROFIT	\$74,987.69	\$53,582.58
Expenses		
Advertising & Marketing	8,434.64	625.00
Bank Charges & Fees	65.09	184.71
Book Royalties	355.00	119.52
Contractors	8,917.00	2,996.00
Depreciation Expense		769.23
Exhibit Expenses	3,226.92	
Insurance	6,044.08	4,969.86
IT	5,028.93	1,717.00
Legal & Professional Services	315.00	
Meals & Entertainment	268.25	18.64
Office Supplies & Software	6,773.86	4,610.27
Other Business Expenses		105.00
Repairs & Maintenance	1,927.18	246.35
Storage		453.00
Taxes & Licenses		276.16
Utilities	8,813.25	9,303.43
Total Expenses	\$50,169.20	\$26,394.17
NET OPERATING INCOME	\$24,818.49	\$27,188.41
NET INCOME	\$24,818.49	\$27,188.41

CCHS Financial Report
2017

Operating Account	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Beginning Balance	\$10,441.44	\$ 9,127.11	\$ 8,497.79	\$13,427.37	\$17,701.18	\$17,401.40	\$ 20,633.11	\$21,361.67	\$24,499.59	\$26,120.97	\$23,458.28	\$ 22,664.82	\$10,441.44
Inflows:													
Bingo	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 5,726.00	\$ 1,560.00	\$ 1,560.00	\$ 1,590.00	\$ 5,890.00	\$ 1,590.00	\$ 1,500.00	\$ 9,500.00	\$ 1,500.00	\$33,416.00
Donations	\$ 369.00	\$ 890.08	\$ 698.38	\$ 649.50	\$ 468.00	\$ 4,618.05	\$ 2,157.33	\$ 426.00	\$ 2,683.26	\$ 701.80	\$ 1,254.74	\$ 228.32	\$15,144.46
Merchandise Sales	\$ -	\$ 95.46	\$ 32.30	\$ -	\$ 132.56	\$ 127.25	\$ -	\$ -	\$ 8.00	\$ 355.00	\$ 170.15	\$ 105.00	\$ 1,025.72
Memberships	\$ 1,975.00	\$ 750.00	\$ 225.00	\$ 625.00	\$ 50.00	\$ -	\$ 25.00	\$ 59.33	\$ 830.00	\$ 305.00	\$ 600.00	\$ 1,000.00	\$ 6,444.32
Amazon/square	\$ -	\$ 48.62	\$ 132.51	\$ 225.91	\$ 56.40	\$ 393.70	\$ 189.93	\$ 233.94	\$ 172.86	\$ 143.76	\$ 145.29	\$ 166.37	\$ 1,909.29
Miscellaneous	\$ -	\$ 6,882.12	\$ 4,900.00	\$ 280.00	\$ 434.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,024.77	\$ 2,700.00	\$16,220.89
Total	\$ 3,344.00	\$ 9,666.28	\$ 6,988.19	\$ 7,506.41	\$ 2,700.96	\$ 6,699.00	\$ 3,962.26	\$ 6,609.27	\$ 5,284.12	\$ 3,005.56	\$12,694.95	\$ 5,699.69	\$74,160.69
Expenses:													
Misc. Checks	\$ 90.00	\$ 1,365.05	\$ -	\$ -	\$ -	\$ -	\$ 275.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,730.05
City of McKinney Utilities	\$ 29.55	\$ 71.40	\$ -	\$ 37.92	\$ 29.55	\$ 37.92	\$ 29.55	\$ 37.92	\$ 37.92	\$ 37.92	\$ 38.50	\$ 41.10	\$ 429.25
Atmos Energy	\$ 43.25	\$ 119.53	\$ 37.92	\$ 56.42	\$ 48.64	\$ 52.07	\$ 51.93	\$ 51.89	\$ 52.64	\$ -	\$ 110.48	\$ 92.29	\$ 717.06
AT&T Uverse	\$ 115.28	\$ -	\$ 62.48	\$ 57.64	\$ 99.70	\$ -	\$ 93.52	\$ 47.01	\$ -	\$ 98.80	\$ -	\$ 58.02	\$ 632.45
AT&T Phones/Fax	\$ 150.65	\$ 101.09	\$ 57.64	\$ 109.17	\$ 109.43	\$ 156.42	\$ 123.69	\$ 121.25	\$ 120.23	\$ 120.23	\$ 120.89	\$ 120.63	\$ 1,411.32
Progressive Waste	\$ 28.48	\$ 28.48	\$ 109.12	\$ 28.48	\$ 28.48	\$ 28.48	\$ 28.48	\$ 28.48	\$ 28.48	\$ 28.48	\$ 28.95	\$ 28.95	\$ 423.34
McKinney Security Solutions	\$ -	\$ 250.00	\$ 28.48	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ -	\$ -	\$ -	\$ 878.48
Liberty Power	\$ 367.24	\$ 252.00	\$ 200.00	\$ 228.85	\$ 313.57	\$ 298.24	\$ 445.94	\$ 619.14	\$ 636.90	\$ 626.92	\$ 464.62	\$ 290.79	\$ 4,744.21
The Hartford	\$ 255.07	\$ 501.43	\$ 219.82	\$ 251.24	\$ 251.24	\$ 251.24	\$ 251.24	\$ 251.24	\$ 251.24	\$ 251.24	\$ 251.24	\$ 251.24	\$ 3,237.48
Deborah Kilgore	\$ 199.00	\$ 199.00	\$ 251.24	\$ 699.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 5,348.24
Thom Rouse	\$ 200.00	\$ 250.00	\$ -	\$ 200.00	\$ 200.00	\$ 250.00	\$ 200.00	\$ 200.00	\$ 250.00	\$ 200.00	\$ 250.00	\$ 200.00	\$ 2,400.98
IT	\$ 845.48	\$ 2,982.50	\$ 200.00	\$ 110.00	\$ 110.00	\$ 110.00	\$ 245.00	\$ 110.00	\$ -	\$ 110.00	\$ 110.00	\$ 200.00	\$ 5,042.98
Maintenance/Supplies	\$ 986.62	\$ 175.12	\$ 185.95	\$ 261.88	\$ 92.13	\$ 366.94	\$ 478.49	\$ 217.42	\$ 405.03	\$ 337.73	\$ 939.74	\$ 661.61	\$ 5,108.66
Exhibit Expenses	\$ 1,149.00	\$ 4,000.00	\$ 705.96	\$ 758.00	\$ 200.00	\$ 1,156.98	\$ 486.86	\$ 150.00	\$ 1,156.30	\$ 3,332.93	\$ 673.99	\$ 504.95	\$14,274.97
Miscellaneous	\$ 198.71	\$ -	\$ -	\$ 434.00	\$ 1,018.00	\$ 59.00	\$ 24.00	\$ 1,137.00	\$ 24.00	\$ 24.00	\$ -	\$ 45.00	\$ 2,963.71
Transfer to/(from) Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
Total	\$ 4,658.33	\$10,295.60	\$ 2,058.61	\$ 3,232.60	\$ 3,000.74	\$ 3,467.29	\$ 3,233.70	\$ 3,471.35	\$ 3,662.74	\$ 5,668.25	\$13,488.41	\$ 3,104.58	\$59,342.20
Net Income	(\$1,314.33)	(\$629.32)	\$4,929.58	\$4,273.81	(\$299.78)	\$3,231.71	\$728.56	\$3,137.92	\$1,621.38	(\$2,662.69)	(\$793.46)	\$7,595.11	\$14,818.49
Ending Balance	\$ 9,127.11	\$ 8,497.79	\$13,427.37	\$17,701.18	\$17,401.40	\$20,633.11	\$ 21,361.67	\$24,499.59	\$26,120.97	\$23,458.28	\$22,664.82	\$ 25,259.93	\$25,259.93
Reserve Accounts													
Beginning Balance	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$ 30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$ 40,000.00	\$30,000.00
Inflows	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$10,000.00
Outflows	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$ 30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$ 40,000.00	\$40,000.00
TOTAL CASH BALANCE	\$39,127.11	\$38,497.79	\$43,427.37	\$47,701.18	\$47,401.40	\$50,633.11	\$ 51,361.67	\$54,499.59	\$56,120.97	\$53,458.28	\$62,664.82	\$ 65,259.93	\$65,259.93

Form **990-PF**

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

OMB No. 1545-0052

2016

Department of the Treasury
Internal Revenue Service

▶ **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.**

Open to Public Inspection

For calendar year 2016 or tax year beginning , and ending

Name of foundation Collin County Historical Society		A Employer identification number 52-1093455
Number and street (or P.O. box number if mail is not delivered to street address) 300 E. Virginia	Room/suite	B Telephone number (see instructions) 972-542-9457
City or town, state or province, country, and ZIP or foreign postal code McKinney TX 75069		C if exemption application is pending, check here <input type="checkbox"/>
G Check all that apply: <input type="checkbox"/> Initial return <input type="checkbox"/> Initial return of a former public charity <input type="checkbox"/> Final return <input type="checkbox"/> Amended return <input type="checkbox"/> Address change <input type="checkbox"/> Name change		D 1. Foreign organizations, check here <input type="checkbox"/> 2. Foreign organizations meeting the 85% test, check here and attach computation <input type="checkbox"/>
H Check type of organization: <input checked="" type="checkbox"/> Section 501(c)(3) exempt private foundation <input type="checkbox"/> Section 4947(a)(1) nonexempt charitable trust <input type="checkbox"/> Other taxable private foundation		E If private foundation status was terminated under section 507(b)(1)(A), check here <input type="checkbox"/>
I Fair market value of all assets at end of year (from Part II, col. (c), line 16) ▶ \$ 40,441 (Part I, column (d) must be on cash basis.)	J Accounting method: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other (specify)	F if the foundation is in a 60-month termination under section 507(b)(1)(B), check here <input type="checkbox"/>

Part I Analysis of Revenue and Expenses (The total of amounts in columns (b), (c), and (d) may not necessarily equal the amounts in column (a) (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) 18,879	18,879			
	2 Check <input checked="" type="checkbox"/> 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				
	7 Capital gain net income (from Part IV, line 2)		0		
	8 Net short-term capital gain			0	
	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) Stmt 1	34,703		34,703		
12 Total. Add lines 1 through 11	53,582	0	34,703		
Operating and Administrative Expenses	13 Compensation of officers, directors, trustees, etc.	0			
	14 Other employee salaries and wages				
	15 Pension plans, employee benefits				
	16a Legal fees (attach schedule)				
	b Accounting fees (attach schedule)				
	c Other professional fees (attach schedule)				
	17 Interest				
	18 Taxes (attach schedule) (see instructions) Stmt 2	276		276	
	19 Depreciation (attach schedule) and depletion Stmt 3	769		769	
	20 Occupancy	9,303			9,303
	21 Travel, conferences, and meetings				
	22 Printing and publications				
	23 Other expenses (att. sch.) Stmt 4	16,046			16,046
	24 Total operating and administrative expenses. Add lines 13 through 23	26,394	0	1,045	25,349
	25 Contributions, gifts, grants paid	0			0
26 Total expenses and disbursements. Add lines 24 and 25	26,394	0	1,045	25,349	
27 Subtract line 26 from line 12:					
a Excess of revenue over expenses and disbursements	27,188				
b Net investment income (if negative, enter -0-)		0			
c Adjusted net income (if negative, enter -0-)			33,658		

For Paperwork Reduction Act Notice, see instructions.

Part IV Capital Gains and Losses for Tax on Investment Income

(a) List and describe the kind(s) of property sold (e.g., real estate, 2-story brick warehouse; or common stock, 200 shs. MLC Co.)		(b) How acquired P – Purchase D – Donation	(c) Date acquired (mo., day, yr.)	(d) Date sold (mo., day, yr.)
1a	N/A			
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			
b			
c			
d			
e			

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

(i) F.M.V. as of 12/31/69	(j) Adjusted basis as of 12/31/69	(k) Excess of col. (i) over col. (j), if any	(l) Gains (Col. (h) gain minus col. (k), but not less than -0-) or Losses (from col. (h))
a			
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 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

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

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

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

Was the foundation liable for the section 4942 tax on the distributable amount of any year in the base period?

Yes No

If "Yes," the foundation does not qualify under section 4940(e). Do not complete this part.

1 Enter the appropriate amount in each column for each year; see the instructions before making any entries.

(a) Base period years Calendar year (or tax year beginning in)	(b) Adjusted qualifying distributions	(c) Net value of noncharitable-use assets	(d) Distribution ratio (col. (b) divided by col. (c))
2015	35,122	35,600	0.986573
2014	23,698	35,015	0.676796
2013	22,511	43,261	0.520353
2012	22,747	33,149	0.686205
2011	26,793	29,132	0.919710

2 Total of line 1, column (d)	2	3.789637
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	0.757927
4 Enter the net value of noncharitable-use assets for 2016 from Part X, line 5	4	54,668
5 Multiply line 4 by line 3	5	41,434
6 Enter 1% of net investment income (1% of Part I, line 27b)	6	
7 Add lines 5 and 6	7	41,434
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	25,349

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 ▶ www.collincountyhistoricalsociety.org	X	
14 The books are in care of ▶ THE ORGANIZATION Telephone no. ▶ 972-542-9457 300 E. VIRGINIA		
Located at ▶ MCKINNEY TX ZIP+4 ▶ 75070		
15 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-PF in lieu of Form 1041 - Check here and enter the amount of tax-exempt interest received or accrued during the year ▶ 15		
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? See the instructions for exceptions and filing requirements for FinCEN Form 114. If "Yes," enter the name of the foreign country ▶		X

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

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

	Yes	No
1a During the year did the foundation (either directly or indirectly):		
(1) Engage in the sale or exchange, or leasing of property with a disqualified person? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
(2) Borrow money from, lend money to, or otherwise extend credit to (or accept it from) a disqualified person? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
(3) Furnish goods, services, or facilities to (or accept them from) a disqualified person? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
(4) Pay compensation to, or pay or reimburse the expenses of, a disqualified person? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
(5) Transfer any income or assets to a disqualified person (or make any of either available for the benefit or use of a disqualified person)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
(6) Agree to pay money or property to a government official? (Exception. Check "No" if the foundation agreed to make a grant to or to employ the official for a period after termination of government service, if terminating within 90 days.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
b If any answer is "Yes" to 1a(1)-(6), did any of the acts fail to qualify under the exceptions described in Regulations section 53.4941(d)-3 or in a current notice regarding disaster assistance (see instructions)? Organizations relying on a current notice regarding disaster assistance check here ▶ <input type="checkbox"/> N/A	1b	
c Did the foundation engage in a prior year in any of the acts described in 1a, other than excepted acts, that were not corrected before the first day of the tax year beginning in 2016? N/A	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 2016, did the foundation have any undistributed income (lines 6d and 6e, Part XIII) for tax year(s) beginning before 2016? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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.) N/A	2b	
c If the provisions of section 4942(a)(2) are being applied to any of the years listed in 2a, list the years here. ▶ 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? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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.) N/A	3b	
4a Did the foundation invest during the year any amount in a manner that would jeopardize its charitable purposes?	4a	X
b Did the foundation make any investment in a prior year (but after December 31, 1969) that could jeopardize its charitable purpose that had not been removed from jeopardy before the first day of the tax year beginning in 2016?	4b	X

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
NONE		

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

Part IX-A Summary of Direct Charitable Activities

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

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

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

Total. Add lines 1 through 3 ▶

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				2,733
2 Undistributed income, if any, as of the end of 2016:				
a Enter amount for 2015 only				
b Total for prior years: 20____, 20____, 20____				
3 Excess distributions carryover, if any, to 2016:				
a From 2011	25,336			
b From 2012	21,090			
c From 2013	20,348			
d From 2014	21,947			
e From 2015	33,342			
f Total of lines 3a through e	122,063			
4 Qualifying distributions for 2016 from Part XII, line 4: ▶ \$ 25,349				
a Applied to 2015, but not more than line 2a				
b Applied to undistributed income of prior years (Election required – see instructions)				
c Treated as distributions out of corpus (Election required – see instructions)				
d Applied to 2016 distributable amount				2,733
e Remaining amount distributed out of corpus	22,616			
5 Excess distributions carryover applied to 2016 (If an amount appears in column (d), the same amount must be shown in column (a).)				
6 Enter the net total of each column as indicated below:				
a Corpus. Add lines 3f, 4c, and 4e. Subtract line 5	144,679			
b Prior years' undistributed income. Subtract line 4b from line 2b				
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				
d Subtract line 6c from line 6b. Taxable amount – see instructions				
e Undistributed income for 2015. Subtract line 4a from line 2a. Taxable amount – see instructions				
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)				
8 Excess distributions carryover from 2011 not applied on line 5 or line 7 (see instructions)	25,336			
9 Excess distributions carryover to 2017. Subtract lines 7 and 8 from line 6a	119,343			
10 Analysis of line 9:				
a Excess from 2012	21,090			
b Excess from 2013	20,348			
c Excess from 2014	21,947			
d Excess from 2015	33,342			
e Excess from 2016	22,616			

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> N/A				
Total			▶ 3a	
b <i>Approved for future payment</i> N/A				
Total			▶ 3b	

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) of the Code (other than section 501(c)(3) organizations) or in section 527, relating to political organizations?

	Yes	No
1a(1)		X
1a(2)		X
1b(1)		X
1b(2)		X
1b(3)		X
1b(4)		X
1b(5)		X
1b(6)		X
1c		X

a Transfers from the reporting foundation to a noncharitable exempt organization of:

(1) Cash _____

(2) Other assets _____

b Other transactions:

(1) Sales of assets to a noncharitable exempt organization _____

(2) Purchases of assets from a noncharitable exempt organization _____

(3) Rental of facilities, equipment, or other assets _____

(4) Reimbursement arrangements _____

(5) Loans or loan guarantees _____

(6) Performance of services or membership or fundraising solicitations _____

c Sharing of facilities, equipment, mailing lists, other assets, or paid employees _____

d If the answer to any of the above is "Yes," complete the following schedule. Column (b) should always show the fair market value of the goods, other assets, or services given by the reporting foundation. If the foundation received less than fair market value in any transaction or sharing arrangement, show in column (d) the value of the goods, other assets, or services received.

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

2a Is the foundation directly or indirectly affiliated with, or related to, one or more tax-exempt organizations described in section 501(c) of the Code (other than section 501(c)(3)) or in section 527? Yes No

b If "Yes," complete the following schedule.

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

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.

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

Sign Here

Signature of officer or trustee _____ Date _____ Title **VICE-CHAIR/EXEC DIR**

Paid Preparer Use Only

Print/Type preparer's name: **R. Wayne Nabors, CPA** Preparer's signature: **R. Wayne Nabors, CPA** Date: **08/14/17** Check if self-employed

Firm's name ▶ **Nabors CPA Services, P.C.** PTIN **P00737371**

Firm's address ▶ **8765 Stockard Drive, Suite 404 Frisco, TX 75034-8007** Firm's EIN ▶ **45-3620083**

Phone no. **972-464-1226**

Statement 3 - Form 990-PF, Part I, Line 19 - Depreciation (continued)

Date		Description							
Acquired	Cost Basis	Prior Year Depreciation	Method	Life	Current Year Depreciation	Net Investment Income	Adjusted Net Income		
PRE 2001 ASSETS									
12/31/01 \$	35,975 \$	35,975	S/L	7	\$	\$	\$		
FURNITURE DONATION									
4/01/03	12,429	12,429	S/L	7					
STORAGE CABINETS									
5/23/03	13,624	13,624	S/L	7					
STORAGE CABINETS									
8/13/07	3,445	3,445	S/L	5					
LIBRARY SHELVING									
8/31/07	1,693	1,693	S/L	5					
3 DELL COMPUTERS									
3/22/05	3,774	3,774	S/L	5					
DELL PRINTER									
3/22/05	799	799	S/L	5					
DELL POWEREDGE 2900 SERVER									
4/16/07	6,300	6,300	S/L	5					
DELL D820 LAPTOP									
4/16/07	1,875	1,875	S/L	5					
2 DELL DESKTOPS 745									
4/16/07	2,800	2,800	S/L	5					
NETWORK HARDWARE									
4/16/07	382	382	S/L	5					
SOFTWARE & LICENSES									
4/16/07	1,185	1,185	S/L	5					
FLAT PANEL MONITOR									
8/13/07	396	396	S/L	5					
LYNKSYS SWITCH & CABLES									
8/13/07	141	141	S/L	5					
CISCO FIREWALL BACKUP									
8/13/07	4,033	4,033	S/L	5					
COMPUTER EQUIPMENT									
5/01/03	1,642	1,642	S/L	5					
COMPUTER PROJECTOR									
5/01/03	3,319	3,319	S/L	5					

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Statement 4 - Form 990-PF, Part I, Line 23 - Other Expenses

Description	Total	Net Investment	Adjusted Net	Charitable Purpose
Expenses	\$	\$	\$	\$
Marketing & Public Relations	625			625
Misc Expenses	105			105
Insurance	4,970			4,970
Bank Charges	185			185
Storage	453			453
Office Supplies	4,610			4,610
Web Hosting	1,717			1,717
Book Royalties	120			120
Building Repairs & Maintenan	246			246
Contract Labor	2,996			2,996
Meals	19			19
Total	\$ 16,046	\$ 0	\$ 0	\$ 16,046

Statement 5 - Form 990-PF, Part II, Line 14 - Land, Building, and Equipment

Description	Beginning Net Book	End Cost / Basis	End Accumulated Depreciation	Net FMV
Total	\$ 19,808	\$ 188,273	\$ 160,939	\$ 0
	<u>\$ 19,808</u>	<u>\$ 188,273</u>	<u>\$ 160,939</u>	<u>\$ 0</u>

Federal Statements

Statement 7 - Form 990-PF, Part VIII, Line 1 - List of Officers, Directors, Trustees, Etc.

<u>Name and Address</u>	<u>Title</u>	<u>Average Hours</u>	<u>Compensation</u>	<u>Benefits</u>	<u>Expenses</u>
JENNIFER DAVIS MCCARLEY WILSON 300 E VIRGINIA MCKINNEY TX 75069	PRESIDENT	4.00	0	0	0
MARY CAROLE STROTHER 300 E VIRGINIA MCKINNEY TX 75069	VICE-CHAIR/E	4.00	0	0	0
DEBORAH KILGORE 300 E. VIRGINIA MCKINNEY TX 75069	VICE-CHAIRMA	4.00	0	0	0
NINA DOWELL RINGLEY 300 E VIRGINIA MCKINNEY TX 75069	MEMBERSHIP C	4.00	0	0	0
BRANDON FULINCHEK 300 E VIRGINIA MCKINNEY TX 75069	TREASURER	20.00	0	0	0
PAT RODGERS 300 E VIRGINIA MCKINNEY TX 75069	SECRETARY	4.00	0	0	0
PAGE THOMAS 300 E VIRGINIA MCKINNEY TX 75069	BOARD MEMBER	4.00	0	0	0
BETTY PETKOVSEK 300 E VIRGINIA MCKINNEY TX 75069	BOARD MEMBER	4.00	0	0	0
BILLY BOONE 300 E VIRGINIA MCKINNEY TX 75069	BOARD MEMBER	4.00	0	0	0
CHUCK SCHUELKE	BOARD MEMBER	4.00	0	0	0

Federal Statements

Form 990-PF, Part XV, Line 2b - Application Format and Required Contents

Description

LETTER

Form 990-PF, Part XV, Line 2c - Submission Deadlines

Description

NONE

Form 990-PF, Part XV, Line 2d - Award Restrictions or Limitations

Description

NONE

Statement 8 - Form 990-PF, Part XVI-A, Line 11 - Other Revenue

Description

Description	Business Code	Unrelated Amount	Exclusion Code	Exclusion Amount	Related Income
Charitable Bingo Donations		\$	25	\$ 27,750	\$
Miscellaneous Income			25	127	
Sales Tax					
Facility Rental					21
Discounts & Refunds			25	580	
			25	1,085	
Total		\$ 0		\$ 29,542	\$ 21

Internal Revenue Service
District Director

Department of the Treasury

Date: OCT 24 1984

Employer Identification Number
52-1093455

Accounting Period Ending:
December 31

Person to Contact:
EO Technical Assistor

Contact Telephone Number:
(214) 767-3526

EO:7213:309:JS

Collin County Historical Society
Chestnut At Virginia
McKinney, Texas 75069

Dear Applicant:

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

We have further determined that, as indicated in your application, you are a private foundation within the meaning of section 509(a) of the Code. In this letter, we are not determining whether you are an operating foundation as defined in section 4942(j)(3).

If your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status. Also, you should inform us of all changes in your name or address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA). However, since you are a private foundation, you are subject to excise taxes under Chapter 42 of the Code. You also may be subject to other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

You are required to file Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as a Private Foundation. Form 990-PF must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law

(over)

ja

1100 Commerce St., Dallas, Texas 75242

Letter 1076(DO) (Rev. 10-83)

late, unless there is reasonable cause for the delay.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number was not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

Because this letter could help resolve any questions about your exempt status and private foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,


Glenn Cagle
District Director