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CLIENT'S COPY



March 31, 2015

Habitat for Humanity for Lee and Hendry Counties, Inc. 1288 North Tamiami Trail North Fort Myers, FL 33903 Attention: Richard H. Shera, Jr.

Dear Richard:

Enclosed are the organization's 2013 Exempt Organization returns. The paper filed return(s) should be signed, dated, and mailed, as indicated.

Specific filing instructions are as follows.

FORM 990 RETURN:

This return has been prepared for electronic filing. If you wish to have it transmitted electronically to the IRS, please sign, date, and return Form 8879-EO to our office. We will then submit the electronic return to the IRS. Do not mail a paper copy of the return to the IRS. Return Form 8879-EO to us by May 15, 2015.

FORM 990-T RETURN:

No amount is due on Form 990-T.

Please sign and mail on or before August 17, 2015.

Mail to - Department of the Treasury Internal Revenue Service Center Ogden, UT 84201-0027

Copies of all the returns are enclosed for your files. We suggest that you retain these copies indefinitely.

Sincerely,

Jeff T. Fucito
Mauldin & Jenkins, LLC

Form 8879-FO

IRS e-file Signature Authorization for an Exempt Organization

			3			
endar year 2013, or fiscal year beginning	OCT	1	, 2013, and ending	\mathtt{SEP}	30	,20 1

4

OMB No. 1545-1878

Department of the Treasury Internal Revenue Service

Name of exempt organization

▶ Do not send to the IRS. Keep for your records.

► Information about Form 8879-EO and its instructions is at www irs gov/form8879

Employer identification number

Habitat for Humanity for Lee and Hendry Counties, Inc.

For ca

59-2236174

Name and title of officer

Katherine C. Green

President/CEO

Type of Return and Return Information (Whole Dollars Only) Part I

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line 1a, 2a, 3a, 4a, or 5a, below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, or 5b. whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than 1 line in Part I.

1a	Form 990 check here X b Total revenue, if any (Form 990, Part VIII, column (A), line 12)	1b	11,716,348.
2a	Form 990-EZ check here b Total revenue, if any (Form 990-EZ, line 9)	2b	
За	Form 1120-POL check here b Total tax (Form 1120-POL, line 22)	3b	
4a	Form 990-PF check here b Tax based on investment income (Form 990-PF, Part VI, line 5)	4b	
5а	Form 8868 check here b Balance Due (Form 8868, Part I, line 3c or Part II, line 8c)	5b	

Part II **Declaration and Signature Authorization of Officer**

Under penalties of perjury, I declare that I am an officer of the above organization and that I have examined a copy of the organization's 2013 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the organization's electronic return and, if applicable, the organization's consent to electronic funds withdrawal.

Officer's	DIN:	check	one	hov	only
Ullicei S	TIIN.	CHECK	OHE	DUX	OHILL

X authorize Mauldin & Jenkins LLC	to enter my PIN	45000
ERO firm name		Enter five numbers, be do not enter all zeros
as my signature on the organization's tax year 2013 electronically filed return. If I have indicated within is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also a enter my PIN on the return's disclosure consent screen.		. ,
As an officer of the organization, I will enter my PIN as my signature on the organization's tax year 2013 indicated within this return that a copy of the return is being filed with a state agency(ies) regulating ch program, I will enter my PIN on the return's disclosure consent screen.	•	
Officer's signature ▶ Date ▶		
Doublill Contification and Authortication		
Part III Certification and Authentication		

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

58576911111 do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2013 electronically filed return for the organization indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

Date \triangleright 03/31/15 ERO's signature

> **ERO Must Retain This Form - See Instructions** Do Not Submit This Form To the IRS Unless Requested To Do So

Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

OMB No. 1545-0047

Inspection

Department of the Treasury Internal Revenue Service

A For the 2013 calendar year, or tax year beginning

▶ Do not enter Social Security numbers on this form as it may be made public.

► Information about Form 990 and its instructions is at www irs gov/form990 tax year beginning OCT 1, 2013 and ending SEP 30,

Open to Public

B c	heck if pplicable	C Name of organization Habitat for Humanity for Lee and		D Employer identific	cation number		
	_Addres	Hendry Counties, Inc.					
	Name change			59-2	236174		
	Initial return		Room/suite	E Telephone number			
	Termin			652-0434			
	Ameno	City or town, state or province, country, and ZIP or foreign postal code		G Gross receipts \$	11,950,675.		
	Application	North Fort Myers, FL 33903		H(a) Is this a group re	turn		
	pendin	F Name and address of principal officer: Katherine C. Green		for subordinates			
		same as C above		H(b) Are all subordinates in	cluded? Yes No		
Ιī	ax-exe	mpt status: X 501(c)(3) 501(c) () (insert no.) 4947(a)(1) or	r 527	If "No," attach a	list. (see instructions)		
		e:▶ www.habitat4humanity.org		H(c) Group exemption			
		organization: X Corporation Trust Association Other	∟ Year	of formation: 1982 N	$$ State of legal domicile; ${f FL}$		
Pa		Summary					
ø	1 1	Briefly describe the organization's mission or most significant activities: Habit	at fo	r Humanity	of Lee		
Activities & Governance		County, Inc. is a charitable, non-profit	organ	ization ded:	icated to		
ern	2	Check this box $lacktriangle$ if the organization discontinued its operations or dispose	ed of more	than 25% of its net as			
Š				3	22		
æ		Number of independent voting members of the governing body (Part VI, line 1b)			22		
ies		Total number of individuals employed in calendar year 2013 (Part V, line 2a)			55		
ΞΞ		Total number of volunteers (estimate if necessary)			6387		
Ac		Total unrelated business revenue from Part VIII, column (C), line 12			0.		
	b	Net unrelated business taxable income from Form 990-T, line 34	·····				
		Destributions and avanta (Destribution	-	Prior Year 3, 216, 192.	Current Year 5 , 451 , 241 .		
ıne		Contributions and grants (Part VIII, line 1h)		3,547,772.	6,079,293.		
Revenue		Program service revenue (Part VIII, line 2g)		12,781.	8,634.		
æ		nvestment income (Part VIII, column (A), lines 3, 4, and 7d)		0.	177,180.		
		Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		6,776,745.	11,716,348.		
		Fotal revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12) Grants and similar amounts paid (Part IX, column (A), lines 1-3)		0,770,743.	0.		
	l	Benefits paid to or for members (Part IX, column (A), line 4)		0.	0.		
w		Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		964,720.	1,138,579.		
Expenses		Professional fundraising fees (Part IX, column (A), line 11e)		0.	0.		
per	b.	Fotal fundraising expenses (Part IX, column (D), line 25) 190, 50	8.	-			
й		Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)		6,161,017.	10,459,055.		
		Fotal expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)		7,125,737.	11,597,634.		
	l	Revenue less expenses. Subtract line 18 from line 12		-348,992.	118,714.		
ces				ginning of Current Year	End of Year		
Assets (d Balanc	20	Total assets (Part X, line 16)		20,736,908.	23,531,640.		
d As	21	Fotal liabilities (Part X, line 26)		1,851,133.	4,527,151.		
Eg.	22	Net assets or fund balances. Subtract line 21 from line 20		18,885,775.	19,004,489.		
Pa	art II	Signature Block					
		ties of perjury, I declare that I have examined this return, including accompanying schedules			knowledge and belief, it is		
true,	correc	, and complete. Declaration of preparer (other than officer) is based on all information of which	ch preparer	has any knowledge.			
		Signature of officer		Doto			
Sig		•		Date			
Her	e	Katherine C. Green, President/CEO Type or print name and title					
				Date Check 1	X PTIN		
De!-	,	Print/Type preparer's name Preparer's signature		OHOOK L	<u></u>		
Paid		Jeff T. Fucito Firm's name ▶ Mauldin & Jenkins LLC	μ	3/31/15 if self-employe	P00120748 58-0692043		
	oarer Only	Firm's name Mauldin & Jenkins LLC Firm's address 200 Galleria Pkwy SE Ste 1700		Firm's EIN	30-0032043		
USE	Unity	Atlanta, GA 30339-5946		Dhone no 77	0-955-8600		
N 4 -		·		Prilone no. 7 7	TTT		
ıvıay	tne II	S discuss this return with the preparer shown above? (see instructions)			🔼 Yes 📖 No		

Par	t III Statement of Program Service Accomplishments
	Check if Schedule O contains a response or note to any line in this Part III
1	Briefly describe the organization's mission: Seeking to put God's love into action, Habitat for Humanity brings
	people together to build homes, communities and hope. A world where
	everyone has decent place to live.
2	Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?
	If "Yes," describe these new services on Schedule O.
3	Did the organization cease conducting, or make significant changes in how it conducts, any program services? Yes No If "Yes," describe these changes on Schedule O.
4	Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses.
	Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.
4a	(Code:) (Expenses \$ 8,467,500 • including grants of \$) (Revenue \$ 3,938,435 •)
	In the fiscal year ended September 30, 2014, Habitat sold 55 homes to
	low-income families, while keeping their total monthly payments at or
	below 30% of their income. Most of these were existing homes which
	were rehabilitated to be like new, utilizing Habitat's volunteers and
	staff. Rehabilitating existing housing stock also has the effect of
	reducing our local oversupply of homes, stabilizing neighborhoods and
	integrating low-income families more seamlessly into their community.
	Habitat also remediated six homes with Chinese drywall for their
	occupants.
4b	(Code:) (Expenses \$ 956,326 • including grants of \$) (Revenue \$ 1,290,391 •)
	Habitat's thrift store exists to provide revenue for our affordable
	home ownership mission, and to provide home furnishings, appliances,
	building materials and other items to our homeowners and the general
	public at a greatly reduced cost. Homeowners are given a discount at
	the store, and may finance the purchase of furniture for their new home
	when they close on it. Businesses and individuals donate new and used
	items to the store. Homeowners volunteer in the store to gain hours
	toward their sweat equity requirements and keep the operating expenses
	as low as possible.
4c	(Code:) (Expenses \$ 1,031,317. including grants of \$) (Revenue \$ 850,467.)
	During the fiscal year October 1, 2013 to September 30, 2014, our
	Senior Housing Complex enjoyed a 97% occupancy rate. These affordable
	rental units assisted over 60 different households during that time.
4d	Other program services (Describe in Schedule O.)
	(Expenses \$ 505,747 • including grants of \$) (Revenue \$
 4е	Total program service expenses ► 10,960,890.
	i

			Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	1	х	
2	Is the organization required to complete Schedule B, Schedule of Contributors?	2	X	
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for			
	public office? If "Yes," complete Schedule C, Part I	3		Х
4	Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect			
	during the tax year? If "Yes," complete Schedule C, Part II	4	X	
5	Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III	5		Х
6	Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to			
	provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I	6		X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space,			
	the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II	7		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III	8		Х
9	Did the organization report an amount in Part X, line 21, for escrow or custodial account liability; serve as a custodian for			
	amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV	9	Х	
10	Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent			
	endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V	10		X
11	If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X			
	as applicable.			
а	Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	11a	Х	
b	Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total			
	assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII	11b		Х
С	Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total			37
	assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII	11c		X
a	Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in	444	Х	
	Part X, line 16? If "Yes," complete Schedule D, Part IX	11d	X	
	Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X	11e	21	
'	the organization's separate of consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X	11f	х	
12a	Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete			
124	Schedule D, Parts XI and XII	12a		Х
b	Was the organization included in consolidated, independent audited financial statements for the tax year?			
	If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional	12b	X	
13	Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E	13		Х
14a	Did the organization maintain an office, employees, or agents outside of the United States?	14a		X
b	Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business,			
	investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000			,
	or more? If "Yes," complete Schedule F, Parts I and IV	14b		X
15	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any			v
40	foreign organization? If "Yes," complete Schedule F, Parts II and IV	15		X
16	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to	40		Х
47	or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV	16		
17	Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I	17		х
18	Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines			
	1c and 8a? If "Yes," complete Schedule G, Part II	18	X	
19	Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes,"]	
	complete Schedule G, Part III	19	Х	<u> </u>
	Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H	20a		Х
b	If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20 b		

Page 4

No Yes Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or Х government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II 21 22 Did the organization report more than \$5,000 of grants or other assistance to individuals in the United States on Part IX. Х column (A), line 2? If "Yes," complete Schedule I, Parts I and III 22 23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Х Schedule J 23 24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Х Schedule K. If "No", go to line 25a 24a **b** Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception? 24b c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds? 24c d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year? 24d 25a Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction with a X disqualified person during the year? If "Yes," complete Schedule L, Part I 25a b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Х Schedule L, Part I 25b Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or 26 former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? If so, Х complete Schedule L, Part II 26 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part III Х 27 28 Was the organization a party to a business transaction with one of the following parties (see Schedule L. Part IV instructions for applicable filing thresholds, conditions, and exceptions): Х A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV 28a X A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV 28b An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer. director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV Х 28c X Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M 29 29 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M X 30 Did the organization liquidate, terminate, or dissolve and cease operations? 31 If "Yes," complete Schedule N, Part I X 31 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete X Schedule N, Part II 32 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations 33 sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I Х 33 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and 34 Х Part V, line 1 34 35a Did the organization have a controlled entity within the meaning of section 512(b)(13)? b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2 35b Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? Х If "Yes," complete Schedule R, Part V, line 2 36 Did the organization conduct more than 5% of its activities through an entity that is not a related organization 37 and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI Х 37 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note. All Form 990 filers are required to complete Schedule O

Part V

	Check if Schedule O contains a response or note to any line in this Part V				Ш
		1 1		Yes	No
1a	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	1a 1'			
b	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	_ וט	2		
С	Did the organization comply with backup withholding rules for reportable payments to vendors and re-				
	(gambling) winnings to prize winners?	 I I	1c	X	
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements,		_		
	filed for the calendar year ending with or within the year covered by this return		_	37	
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns		2b	X	
_	Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions				v
		••••••	3a		X
	If "Yes," has it filed a Form 990-T for this year? If "No," to line 3b, provide an explanation in Schedule		3b		-
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other		١.		x
	financial account in a foreign country (such as a bank account, securities account, or other financial	account)?	4a		_^
D	If "Yes," enter the name of the foreign country:	A a a a unita			
5 0	See instructions for filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		5a		Х
	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction at any time during the tax year?		5a 5b		X
b			5c		
	If "Yes," to line 5a or 5b, did the organization file Form 8886-T? Does the organization have annual gross receipts that are normally greater than \$100,000, and did the statement of the statem		30		
Ua	any contributions that were not tax deductible as charitable contributions?		6a		х
h	If "Yes," did the organization include with every solicitation an express statement that such contribut		Ua		
	were not tax deductible?	-	6b		
7	Organizations that may receive deductible contributions under section 170(c).		0.0		
	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and set	rvices provided to the payor?	7a	Х	
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?		7b	Х	
	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it w		1.2		
	to file Form 8282?	•	7c		Х
d	If "Yes," indicate the number of Forms 8282 filed during the year	1 1			
е	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit of		7e		Х
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit conti		7f		Х
g	If the organization received a contribution of qualified intellectual property, did the organization file Fo	orm 8899 as required?	7g		
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization	ation file a Form 1098-C?	7h		
8	$Sponsoring\ organizations\ maintaining\ donor\ advised\ funds\ and\ section\ 509 (a) (3)\ supporting\ organizations.\ D$	* * * * * * * * * * * * * * * * * * * *			
	$organization, or a donor \ advised \ fund \ maintained \ by \ a \ sponsoring \ organization, have \ excess \ business \ holdings \ at$	any time during the year?	8		
9	Sponsoring organizations maintaining donor advised funds.				
а	Did the organization make any taxable distributions under section 4966?		9a		
b	Did the organization make a distribution to a donor, donor advisor, or related person?		9b		
10	Section 501(c)(7) organizations. Enter:	1 1			
	Initiation fees and capital contributions included on Part VIII, line 12	10a	_		
	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b	_		
11	Section 501(c)(12) organizations. Enter:	ایدا			
	Gross income from members or shareholders	11a	_		
b	Gross income from other sources (Do not net amounts due or paid to other sources against	445			
10-	amounts due or received from them.)	11b	40-		
	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form	1041? 12b	12a		
13	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	ובט			
	Is the organization licensed to issue qualified health plans in more than one state?		13a		
а	Note. See the instructions for additional information the organization must report on Schedule O.		134		
h	Enter the amount of reserves the organization is required to maintain by the states in which the				
5	organization is licensed to issue qualified health plans	13b			
С	Enter the amount of reserves on hand	13c			
14a		1.00	14a		Х
	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedul		14b		

Habitat for Humanity for Lee and

Form 990 (2013) Hendry Counties, Inc. 59-2236174 Page Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

	Check if Schedule O contains a response or note to any line in this Part VI			X
Sec	tion A. Governing Body and Management			
			Yes	No
1a	Enter the number of voting members of the governing body at the end of the tax year			
	If there are material differences in voting rights among members of the governing body, or if the governing			
	body delegated broad authority to an executive committee or similar committee, explain in Schedule O.			
b				
2	Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other	-		
	officer, director, trustee, or key employee?	2		Х
3	Did the organization delegate control over management duties customarily performed by or under the direct supervision			
•	of officers, directors, or trustees, or key employees to a management company or other person?	3		Х
4	Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4		Х
5	Did the organization become aware during the year of a significant diversion of the organization's assets?	5		Х
6	Did the organization have members or stockholders?	6		Х
7a		۰		
	more members of the governing body?	7a		Х
h	Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or			
		7b		Х
8	Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:			
а	The governing body?	8a	Х	
b	Each committee with authority to act on behalf of the governing body?	8b	X	
9	Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the			
Ŭ	organization's mailing address? If "Yes," provide the names and addresses in Schedule O	9		х
Sec	tion B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)			
	<u></u>		Yes	No
10a	Did the organization have local chapters, branches, or affiliates?	10a	X	
	If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates,			
	and branches to ensure their operations are consistent with the organization's exempt purposes?	10b	х	
11a	Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a	Х	
b				
12a	The state of the s	12a	Х	
b	Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b	Х	
С	Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe			
	in Schedule O how this was done	12c	Х	
13	Did the organization have a written whistleblower policy?	13	Х	
14	Did the organization have a written document retention and destruction policy?	14	Х	
15	Did the process for determining compensation of the following persons include a review and approval by independent			
	persons, comparability data, and contemporaneous substantiation of the deliberation and decision?			
а	The organization's CEO, Executive Director, or top management official	15a	Х	
	Other officers or key employees of the organization	15b	X	
	If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).			
16a	Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a			
	taxable entity during the year?	16a		Х
b	If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation			
	in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's			
	exempt status with respect to such arrangements?	16b		
Sec	tion C. Disclosure			
17	List the states with which a copy of this Form 990 is required to be filed ► None			
18	Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only)	availab	le	
	for public inspection. Indicate how you made these available. Check all that apply.			
	Own website Another's website X Upon request Other (explain in Schedule O)			
19	Describe in Schedule O whether (and if so, how), the organization made its governing documents, conflict of interest policy, are	d finar	ncial	
	statements available to the public during the tax year.			
20	State the name, physical address, and telephone number of the person who possesses the books and records of the organization of the person who possesses the books and records of the organization of the person who possesses the books and records of the organization of the person who possesses the books and records of the organization of the person who possesses the books and records of the organization of the person who possesses the books and records of the organization of the person who possesses the books and records of the organization of the person who possesses the books and records of the organization of the person who possesses the books and records of the organization of the person who possesses the books and records of the organization of the person who possesses the books and records of the organization of the person of	tion:		
	Richard H. Shera, Jr - 239-652-0434 1288 North Tamiami Trail, North Fort Myers, FL 33903			
	1400 NOLCH IAMIAMI IIAII, NOLCH FULL MYELS, FU 33703			

Form 990 (2013) Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated **Employees, and Independent Contractors**

Check if Schedule O contains a response or note to any line in this Part VII

Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees Section A.

- 1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.
- List all of the organization's current officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
 - List all of the organization's current key employees, if any. See instructions for definition of "key employee."
- List the organization's five current highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's former officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization. more than \$10,000 of reportable compensation from the organization and any related organizations.

Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

(A) Name and Title	(B) Average hours per week	box	not cl unle	ss pe	ition more rson	than is bot	h an	(D) Reportable compensation from	(E) Reportable compensation from related	(F) Estimated amount of other
	(list any hours for related organizations below line)	Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former	the organization (W-2/1099-MISC)	organizations (W-2/1099-MISC)	compensation from the organization and related organizations
(1) Sharon Thompson	4.00	x		х				0.	0.	0
Chairman (2) Al Brislain	1.00	^		Λ		<u> </u>		0.	0.	0.
Director	1.00	x						0.	0.	0.
(3) Bill Valenti	1.00	^				\vdash			0.	•
Director	1.00	x						0.	0.	0.
(4) Carl Joseph Coleman	1.00								0.	
Director	1:00	x						0.	0.	0.
(5) Donny Andrews	1.00								•	
Director		x						0.	0.	0.
(6) Edward Canterbuy	1.00	 							•	
Director		x						0.	0.	0.
(7) Gary Aubuchon	2.00									
Director		х						0.	0.	0.
(8) Greg Blurton	1.00									
Director		Х						0.	0.	0.
(9) Janet Watermeier	1.00									
Director		Х						0.	0.	0.
(10) Joe Gammons	1.00									
Director		Х						0.	0.	0.
(11) John Grisik	1.00									
Director		Х						0.	0.	0.
(12) John Tobler	1.00								_	_
Director		Х						0.	0.	0.
(13) Karen L. Hawes	2.00									
Director		Х						0.	0.	0.
(14) Miguel C Fernandez, III	2.00									
Director		Х						0.	0.	0.
(15) Mitch Hutchcraft	2.00	ļ.,							_	_
Director	1 00	Х			_	<u> </u>	\vdash	0.	0.	0.
(16) Pamela Avesian	1.00	x						0.	0.	0.
Director (17) Roger Brownell	2.00	^			_	\vdash	\vdash	0.	0.	<u> </u>
(17) Roger Brownell Director	4.00	x						0.	0.	0.
DITECTOI		Λ					<u> </u>	1 0.	0.	- 000

	Juitte		<u> </u>						37 2230		Гс	age C
Part VII Section A. Officers, Directors, Trus	tees, Key Em	ploy	/ees	, an	d Hi	ghe	st C	ompensated Employe	es (continued)			
(A)	(B)	(B) (C) (D) (E)									(F)	
Name and title	Average	(do	not c	Pos	ition	than	one	Reportable	Reportable	Es	timate	ed
	hours per	box	, unle	ss pe	rson	is bot	h an	compensation	compensation	am	ount o	of
	week	\vdash	cer ar	nd a d	irecto	or/trus	itee)	from	from related		other	
	(list any	ector						the	organizations		pensa	
	hours for	or director	يو			ated		organization	(W-2/1099-MISC)		om the	
	related organizations	量	truste		a.	bens		(W-2/1099-MISC)			anizati	
	below	la tr	onal		ploye	t co m					d relate	
	line)	Individual	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			orga	ınizatio	JUS
(18) Sandy Robinson	2.00	트	트	0	훏	王占	프					
Director		x						0.	0.			0.
(19) Teri Hansen	1.00	╁						•	•			
Director		x						0.	0.			0.
(20) Shawn R. McIntyre	2.00											
Secretary		x		Х				0.	0.			0.
(21) Brian Lucas	3.00											
TREASURER		Х		Х				0.	0.			0.
(22) Dave Dale	2.00								_			_
VICE CHAIR		Х		Х				0.	0.			0.
(23) Katherine Green	40.00	1								١		
President & CEO				Х				166,100.	0.	1	3,0	<u> 17.</u>
(24) Richard H. Shera, Jr.	40.00	1		l				110 050				
Vice President & CFO				Х				113,250.	0.	10	0,7	<u>61.</u>
		1										
			-									
		1										
1b Sub-total		<u> </u>	<u> </u>				—	279,350.	0.	2	3,7	78.
c Total from continuation sheets to Part V								0.	0.			0.
d Total (add lines 1b and 1c)								279,350.	0.	2	3,7	78.
2 Total number of individuals (including but r								eceived more than \$100	0.000 of reportable			
compensation from the organization						,		•	,			2
<u> </u>											Yes	No
3 Did the organization list any former officer,	director, or tru	uste	e, ke	ev er	nplo	yee	, or h	nighest compensated e	mployee on			
line 1a? If "Yes," complete Schedule J for s										3		X
4 For any individual listed on line 1a, is the su	um of reportab	le co	omp	ensa	atior	n and	d oth	ner compensation from	the organization			
and related organizations greater than \$15	0,000? If "Yes,	" co	mpl	ete S	Sche	edule	e J fo	or such individual		4	Х	
5 Did any person listed on line 1a receive or a	•				-			_				
rendered to the organization? If "Yes," com	plete Schedul	e J t	for s	uch	pers	son				5		X
Section B. Independent Contractors												

Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

	<u>, , , , , , , , , , , , , , , , , , , </u>		
	(A)	(B)	(C)
	and business address	Description of services	Compensation
Universal Trax, LI	<u>IC</u>	Dirt, Fill and	
4255 Loblolly Bay	Road, Labelle, FL 33935	Hauling of Materials	364,561.
FBI Air		A/C Units and	
1533 Canal Street	, Lehigh Acre, FL 33936	Installation	232,716.
L&A Truttling Ceme	ent & Masonry, Inc.	Slabs and	
3416 Dora Street,	Fort Myers, FL 33916	installation	111,592.
		1	

Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization

Habitat for Humanity for Lee and Form 990 (2013) Hendry Counties, Inc.

Part VIII Statement of Revenue

		Check if Schedule O cont	aine a reenone	or note to any lin	a in this Part VIII			
		Check ii Concadie C cont	ans a respons	or note to any iin	(A)	(B)	(C)	(D) Revenue excluded
					Total revenue	Related or	Unrelated	Revenuè éxcluded from tax under
						exempt function revenue	business revenue	sections 512 - 514
Contributions, Gifts, Grants and Other Similar Amounts	1 2	Federated campaigns	1a			10101100	Tovolido	312 314
		Membership dues						
				252,284.				
		Fundraising events						
		Related organizations		1,509,037.				
		Government grants (contributions) all other contributions, gifts, grant		1,303,037.				
je E	т			3 689 920				
물히		similar amounts not included above		3,689,920.				
and and	•	Noncash contributions included in lines		2,100,967.	E 4E1 041			
	n	Total. Add lines 1a-1f			5,451,241.			
	_	Walter Direct Manhana		Business Code	2 722 205	2 772 205		
ا <u>ن</u> ۋ		Habitat First Mortgage		531390	3,732,205.	3,732,205.		
le j	b			442000	1,290,391.	1,290,391.		
e e	С	Rental Housing Income		531110	850,467.	850,467.		
Re	d	Mortgage Interest		531390	111,074.	111,074.		
Program Service Revenue	е	Application Fees		531390	95,156.	95,156.		
٦		All other program service reve			C 080 000			
\dashv		Total. Add lines 2a-2f			6,079,293.			
	3	Investment income (including			01 000			01 000
		other similar amounts)			21,807.			21,807.
	4	Income from investment of tax						
	5	Royalties						
			(i) Real	(ii) Personal				
		Gross rents						
		Less: rental expenses						
		Rental income or (loss)						
		Net rental income or (loss)		>				
	7 a	Gross amount from sales of	(i) Securities	(ii) Other				
		assets other than inventory		23,857.				
	b	Less: cost or other basis						
		and sales expenses		37,030.				
	С	Gain or (loss)		-13,173.				
	d	Net gain or (loss)		.	-13,173.			-13,173.
<u>е</u>	8 a	Gross income from fundraising events (not						
eur		including \$ 252,284. of						
Other Revenu		contributions reported on line	•					
e		Part IV, line 18	6					
돌	b	Less: direct expenses	ا	140,748.				
Ŭ	С	Net income or (loss) from fund	draising events	>	69,182.			69,182.
	9 a	Gross income from gaming ac						
		Part IV, line 19	8					
		Less: direct expenses		56,549.				
	С	Net income or (loss) from gam	ing activities		95,806.			95,806.
	10 a	Gross sales of inventory, less	returns					
		and allowances	6	a				
	b	b Less: cost of goods soldb						
	С	Net income or (loss) from sale	s of inventory					
		Miscellaneous Revenue Business Code						
	11 a	Refunds, Reimbursement	s	900099	12,192.			12,192.
	b							
	С							
	d	All other revenue						
	е	Total. Add lines 11a-11d			12,192.			
	40	Total revenue See instructions			11 716 348	6 079 293	0	185 814

Part IX | Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A). Check if Schedule O contains a response or note to any line in this Part IX (A) Total expenses **(D)** Fundraising (B) Do not include amounts reported on lines 6b. Management and general expenses Program service 7b, 8b, 9b, and 10b of Part VIII. expenses expenses Grants and other assistance to governments and organizations in the United States, See Part IV, line 21 Grants and other assistance to individuals in the United States. See Part IV. line 22 Grants and other assistance to governments. organizations, and individuals outside the United States, See Part IV, lines 15 and 16 Benefits paid to or for members Compensation of current officers, directors. 15,299. 305,973. 247,721. 42,953. trustees, and key employees Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B) Other salaries and wages 591,501. 397,735. 102,294. 91,472. 7 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions) Other employee benefits 241,105. 154,994. 62,455. 23,656. 9 Payroll taxes 10 Fees for services (non-employees): Management 37,366. 33,560. 3,806. Legal 45,073. 45,073. Accounting Lobbying Professional fundraising services. See Part IV. line 17 Investment management fees Other. (If line 11g amount exceeds 10% of line 25, 45,044. 42,127. 2,917. column (A) amount, list line 11g expenses on Sch O.) 2,441. 383. 2,824. Advertising and promotion 12 94,434. 30,615. 27,359. 36,460. 13 Office expenses 34,716. 17,405. 10,362. 6,949. Information technology 14 15 Royalties 176,376. 137,025. 37,075. 2,276. 16 Occupancy 17 Travel 18 Payments of travel or entertainment expenses for any federal, state, or local public officials 10,379. 6,386. 19,369. 2,604. Conferences, conventions, and meetings 19 161,958. 153,296. 8,662. 20 Interest 21 Payments to affiliates 351,739. 316,095. 35,644. Depreciation, depletion, and amortization 22 104,771. 69,962. 34,809. 23 Other expenses, Itemize expenses not covered 24 above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.) 7,353,048. 7,353,048. Cost of Home Constructi Cost of Donated Clothin 1,288,399. 1,288,399. 255,167. 255,167. Impairment Loss 191,188. 186,539. d Repairs & Maintenance 4,641. 297,583. 271,425. 8,573. 17,585. All other expenses 10,960,890. 446,236. 11,597,634. 190,508. Total functional expenses. Add lines 1 through 24e 25 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here if following SOP 98-2 (ASC 958-720)

Form 990 (2013)
Part X | Balance Sheet

Pa	rt X	Balance Sheet			
		Check if Schedule O contains a response or note to any line in this Part X			
			(A) Beginning of year		(B) End of year
	1	Cash - non-interest-bearing	2,563,861.	1	1,203,473
	2	Savings and temporary cash investments	1,317,365.	2	335,709
	3	Pledges and grants receivable, net	414,643.	3	300,360
	4	Accounts receivable, net	150,374.	4	62,617
	5	Loans and other receivables from current and former officers, directors,	130/3/11	7	02/01/
		, ,			
		trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6	Part II of Schedule L Loans and other receivables from other disqualified persons (as defined under		3	
	"	section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing			
		employers and sponsoring organizations of section 501(c)(9) voluntary			
S		employees' beneficiary organizations (see instr). Complete Part II of Sch L		6	
Assets	7	Notes and loans receivable, net	4,878,915.	7	6,319,097
As	8	Inventories for sale or use	115,067.	8	165,507
	9	_ · · · · · · · · · · · · · · · · · · ·	289,609.	9	83,342
	1	Prepaid expenses and deterred charges Land, buildings, and equipment: cost or other	203,003.	9	03/312
	lua	basis. Complete Part VI of Schedule D			
	b	2 607 660	7,043,543.	10c	10,153,963
	11	Investments - publicly traded securities	252,858.	11	252,239
	12	Investments - other securities. See Part IV, line 11	23270301	12	2327233
	13	1 1 1 0 B 1 N 1 1 4 4		13	
	14			14	
	15	Intangible assets	3,710,673.	15	4,655,333
	16	Total assets. Add lines 1 through 15 (must equal line 34)	20,736,908.	16	23,531,640
	17	Accounts payable and accrued expenses	586,037.	17	572,184
	18	Grants payable and accided expenses		18	0.27202
	19	Deferred revenue		19	
	20	Tax-exempt bond liabilities		20	
	21	Escrow or custodial account liability. Complete Part IV of Schedule D	64,029.	21	41,838
S	22	Loans and other payables to current and former officers, directors, trustees,			
Liabilities		key employees, highest compensated employees, and disqualified persons.			
ig		Complete Part II of Schedule L		22	
Ë	23	Secured mortgages and notes payable to unrelated third parties	122,742.	23	2,969,300
	24	Unsecured notes and loans payable to unrelated third parties	914,643.	24	800,360
	25	Other liabilities (including federal income tax, payables to related third	<u> </u>		<u> </u>
		parties, and other liabilities not included on lines 17-24). Complete Part X of			
		Schedule D	163,682.	25	143,469
	26	Total liabilities. Add lines 17 through 25	1,851,133.	26	4,527,151
		Organizations that follow SFAS 117 (ASC 958), check here ▶ X and			
S		complete lines 27 through 29, and lines 33 and 34.			
nce	27	Unrestricted net assets	18,471,302.	27	18,704,299
alaı	28	Temporarily restricted net assets	414,473.	28	300,190
d B	29	Permanently restricted net assets	, -	29	•
Ë		Organizations that do not follow SFAS 117 (ASC 958), check here ▶□			
or F		and complete lines 30 through 34.			
ts (30	Capital stock or trust principal, or current funds		30	
SSE	31	Paid-in or capital surplus, or land, building, or equipment fund		31	
Net Assets or Fund Balances	32	Retained earnings, endowment, accumulated income, or other funds		32	
	33	Total net assets or fund balances	18,885,775.	33	19,004,489
_					23,531,640

Habitat for Humanity for Lee and Hendry Counties, Inc.

Pai	TEXT RECONCILIATION OF NET ASSETS							
	Check if Schedule O contains a response or note to any line in this Part XI		<u></u>			Ш		
1	Total revenue (must equal Part VIII, column (A), line 12)	1		.,71				
2	Total expenses (must equal Part IX, column (A), line 25)	2	11	.,59				
3	Revenue less expenses. Subtract line 2 from line 1	3				14.		
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	18	,88	5,7	75.		
5	Net unrealized gains (losses) on investments	5						
6	Donated services and use of facilities	6						
7	Investment expenses	7						
8	Prior period adjustments	8						
9	Other changes in net assets or fund balances (explain in Schedule O)					0.		
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33,							
	olumn (B))		19	,00	4,4	89.		
Part XII Financial Statements and Reporting								
	Check if Schedule O contains a response or note to any line in this Part XII					X		
					Yes	No		
1	Accounting method used to prepare the Form 990: Cash X Accrual Other							
	If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule	Ο.						
2a	Were the organization's financial statements compiled or reviewed by an independent accountant?					Х		
	If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a							
	separate basis, consolidated basis, or both:							
	Separate basis Consolidated basis Both consolidated and separate basis							
b	Were the organization's financial statements audited by an independent accountant?				X			
	If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis,							
	consolidated basis, or both:							
	Separate basis X Consolidated basis Both consolidated and separate basis							
С	f "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit,							
	review, or compilation of its financial statements and selection of an independent accountant?							
	If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.							
За	As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit							
	Act and OMB Circular A-133?					Х		
b	b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit							
	or audits, explain why in Schedule O and describe any steps taken to undergo such audits							