

Form **990**Department of the Treasury
Internal Revenue Service**Return of Organization Exempt From Income Tax**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

▶ The organization may have to use a copy of this return to satisfy state reporting requirements.

OMB No. 1545-0047

2012**Open to Public Inspection****A** For the **2012** calendar year, or tax year beginning **JUL 1, 2012** and ending **JUN 30, 2013**

B Check if applicable: <input type="checkbox"/> Address change <input type="checkbox"/> Name change <input type="checkbox"/> Initial return <input type="checkbox"/> Terminated <input type="checkbox"/> Amended return <input type="checkbox"/> Application pending	C Name of organization FIRST LITERACY, INC. Doing Business As Number and street (or P.O. box if mail is not delivered to street address) Room/suite 160 BOYLSTON STREET, 2ND FLOOR City, town, or post office, state, and ZIP code BOSTON, MA 02116 F Name and address of principal officer: SKYE MORRISON KRAMER SAME AS C ABOVE	D Employer identification number 04-2997446 E Telephone number 617-482-3336 G Gross receipts \$ 711,540. H(a) Is this a group return for affiliates? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H(b) Are all affiliates included? <input type="checkbox"/> Yes <input type="checkbox"/> No If "No," attach a list. (see instructions) H(c) Group exemption number ▶
I Tax-exempt status: <input checked="" type="checkbox"/> 501(c)(3) <input type="checkbox"/> 501(c) () ◀ (insert no.) <input type="checkbox"/> 4947(a)(1) or <input type="checkbox"/> 527 J Website: ▶ WWW.FIRSTLITERACY.ORG K Form of organization: <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Trust <input type="checkbox"/> Association <input type="checkbox"/> Other ▶ L Year of formation: 1988 M State of legal domicile: MA		

Part I Summary

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: BECAUSE LITERACY, FUNCTIONAL ENGLISH SKILLS, AND HIGH SCHOOL CREDENTIALS ARE ESSENTIAL IN OUR 2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets. 3 Number of voting members of the governing body (Part VI, line 1a) 3 21 4 Number of independent voting members of the governing body (Part VI, line 1b) 4 21 5 Total number of individuals employed in calendar year 2012 (Part V, line 2a) 5 6 6 Total number of volunteers (estimate if necessary) 6 5 7a Total unrelated business revenue from Part VIII, column (C), line 12 7a 0. b Net unrelated business taxable income from Form 990-T, line 34 7b 0.													
Revenue	8 Contributions and grants (Part VIII, line 1h) 360,418. 9 Program service revenue (Part VIII, line 2g) 0. 10 Investment income (Part VIII, column (A), lines 3, 4, and 7d) 42,427. 11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e) 1,222. 12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12) 404,067.	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:50%;">Prior Year</th> <th style="width:50%;">Current Year</th> </tr> </thead> <tbody> <tr><td>360,418.</td><td>385,629.</td></tr> <tr><td>0.</td><td>0.</td></tr> <tr><td>42,427.</td><td>71,665.</td></tr> <tr><td>1,222.</td><td>-13,930.</td></tr> <tr><td>404,067.</td><td>443,364.</td></tr> </tbody> </table>	Prior Year	Current Year	360,418.	385,629.	0.	0.	42,427.	71,665.	1,222.	-13,930.	404,067.	443,364.
Prior Year	Current Year													
360,418.	385,629.													
0.	0.													
42,427.	71,665.													
1,222.	-13,930.													
404,067.	443,364.													
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3) 254,100. 14 Benefits paid to or for members (Part IX, column (A), line 4) 0. 15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10) 229,209. 16a Professional fundraising fees (Part IX, column (A), line 11e) 0. b Total fundraising expenses (Part IX, column (D), line 25) ▶ 65,306. 17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e) 104,879. 18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25) 588,188. 19 Revenue less expenses. Subtract line 18 from line 12 -184,121.	<table border="1" style="width:100%; border-collapse: collapse;"> <tbody> <tr><td>253,000.</td></tr> <tr><td>0.</td></tr> <tr><td>234,537.</td></tr> <tr><td>0.</td></tr> <tr><td>101,417.</td></tr> <tr><td>588,954.</td></tr> <tr><td>-145,590.</td></tr> </tbody> </table>	253,000.	0.	234,537.	0.	101,417.	588,954.	-145,590.					
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588,954.														
-145,590.														
Net Assets or Fund Balances	20 Total assets (Part X, line 16) 1,063,938. 21 Total liabilities (Part X, line 26) 21,625. 22 Net assets or fund balances. Subtract line 21 from line 20 1,042,313.	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:50%;">Beginning of Current Year</th> <th style="width:50%;">End of Year</th> </tr> </thead> <tbody> <tr><td>1,063,938.</td><td>942,972.</td></tr> <tr><td>21,625.</td><td>20,864.</td></tr> <tr><td>1,042,313.</td><td>922,108.</td></tr> </tbody> </table>	Beginning of Current Year	End of Year	1,063,938.	942,972.	21,625.	20,864.	1,042,313.	922,108.				
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1,063,938.	942,972.													
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Part II Signature Block

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 officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer SKYE MORRISON KRAMER, CEO Type or print name and title	Date
Paid Preparer Use Only	Print/Type preparer's name DANA J. MARKS, CPA Preparer's signature Date 02/06/14 Check <input type="checkbox"/> if self-employed PTIN ***** Firm's name ▶ ALEXANDER, ARONSON, FINNING & CO., P.C. Firm's EIN ▶ 04-2571780 Firm's address ▶ 21 EAST MAIN STREET WESTBORO, MA 01581 Phone no. 508-366-9100	

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

Part III Statement of Program Service AccomplishmentsCheck if Schedule O contains a response to any question in this Part III ☐ Yes ☒ No**1** Briefly describe the organization's mission:

FIRST LITERACY WAS FOUNDED IN 1988 TO PROVIDE LIFE-CHANGING
EDUCATIONAL OPPORTUNITIES FOR ADULTS AND THEIR FAMILIES IN GREATER
BOSTON, MASSACHUSETTS BY SUPPORTING ADULT LEARNERS AND THE ADULT BASIC
EDUCATION (ABE) PROGRAMS WHICH PROVIDE THEM WITH LITERACY CLASSES AND

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No

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 \$ 471,469. including grants of \$ 253,000.) (Revenue \$)
FIRST LITERACY BELIEVES THAT ACQUIRING BASIC EDUCATION IS THE FIRST
STEP MANY ADULTS MUST TAKE TO IMPROVE THEIR LIVES, THEIR COMMUNITIES,
AND THEIR CHILDREN'S FUTURE. OUR STRENGTH IS OUR EXPERTISE IN THE FIELD
OF ADULT BASIC EDUCATION. WE SERVE AS A VEHICLE FOR THOSE WISHING TO
SUPPORT ADULTS' EFFORTS TO IMPROVE THEIR LIVES THROUGH EDUCATION.

WE TAKE A MULTI-PRONGED APPROACH TO OUR WORK. FIRST, WE WORK DIRECTLY
WITH THE COMMUNITY-BASED ABE PROGRAMS THAT OFFER CLASSES AND SERVICES
FREE OF CHARGE TO THESE MOTIVATED RESIDENTS. SECONDLY, WE PROVIDE
PROGRAM DEVELOPMENT ASSISTANCE TO OUR PARTNER-PROGRAMS. AND LASTLY, WE
AWARD SCHOLARSHIPS AND PROVIDE MENTORS TO ADULTS WHO HAVE GRADUATED
FROM AN ABE PROGRAM AND ARE CONTINUING ON TO COLLEGE OR ADVANCED SKILLS

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4d Other program services (Describe in Schedule O.)

(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses **471,469.**

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i>	1 X	
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> ?	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? <i>If "Yes," complete Schedule C, Part I</i>	3	X
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? <i>If "Yes," complete Schedule C, Part II</i>	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? <i>If "Yes," complete Schedule C, Part III</i>	5	X
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? <i>If "Yes," complete Schedule D, Part I</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? <i>If "Yes," complete Schedule D, Part II</i>	7	X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i>	8	X
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? <i>If "Yes," complete Schedule D, Part IV</i>	9	X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i>	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.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI</i>	11a X	
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? <i>If "Yes," complete Schedule D, Part VII</i>	11b	X
c Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII</i>	11c	X
d 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 Part X, line 16? <i>If "Yes," complete Schedule D, Part IX</i>	11d	X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X</i>	11e	X
f Did the organization's separate or 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)? <i>If "Yes," complete Schedule D, Part X</i>	11f X	
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI and XII</i>	12a	X
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional</i>	12b	X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i>	13	X
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? <i>If "Yes," complete Schedule F, Parts I and IV</i>	14b	X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or assistance to any organization or entity located outside the United States? <i>If "Yes," complete Schedule F, Parts II and IV</i>	15	X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or assistance to individuals located outside the United States? <i>If "Yes," complete Schedule F, Parts III and IV</i>	16	X
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? <i>If "Yes," complete Schedule G, Part I</i>	17	X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i>	18 X	
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i>	19	X
20a Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>	20a	X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b	

Part IV Checklist of Required Schedules (continued)

	Yes	No
21 Did the organization report more than \$5,000 of grants and other assistance to any government or organization in the United States on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>	X	
22 Did the organization report more than \$5,000 of grants and other assistance to individuals in the United States on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>	X	
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? <i>If "Yes," complete Schedule J</i>		X
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? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25</i>		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
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?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>		X
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? <i>If "Yes," complete Schedule L, Part I</i>		X
26 Was a loan to or by a current or former officer, director, trustee, key employee, highest compensated employee, or disqualified person outstanding as of the end of the organization's tax year? <i>If "Yes," complete Schedule L, Part II</i>		X
27 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? <i>If "Yes," complete Schedule L, Part III</i>		X
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):		
a A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		X
b A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		X
c 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? <i>If "Yes," complete Schedule L, Part IV</i>		X
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i>		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>		X
34 Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i>		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
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)? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19?	X	

Note. All Form 990 filers are required to complete Schedule O

Part V Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response to any question in this Part V ☐

		Yes	No
1a	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	3	
1b	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	0	
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?		
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	6	
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	X	
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?		X
b	If "Yes," has it filed a Form 990-T for this year? If "No," provide an explanation in Schedule O		
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		X
b	If "Yes," enter the name of the foreign country: See instructions for filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?		X
c	If "Yes," to line 5a or 5b, did the organization file Form 8886-T?		
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?		X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		
7	Organizations that may receive deductible contributions under section 170(c).		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?		X
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?		
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?		X
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d	
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?		X
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?		X
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?		X
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?		X
8	Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations. Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year?		
9	Sponsoring organizations maintaining donor advised funds.		
a	Did the organization make any taxable distributions under section 4966?		
b	Did the organization make a distribution to a donor, donor advisor, or related person?		
10	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12	10a	
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b	
11	Section 501(c)(12) organizations. Enter:		
a	Gross income from members or shareholders	11a	
b	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b	
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?	12a	
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b	
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		
a	Is the organization licensed to issue qualified health plans in more than one state? Note. See the instructions for additional information the organization must report on Schedule O.	13a	
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b	
c	Enter the amount of reserves on hand	13c	
14a	Did the organization receive any payments for indoor tanning services during the tax year?	14a	X
b	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	14b	

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 to any question in this Part VI ☒ **X**

Section A. Governing Body and Management

	1a	1b	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.	21			
b Enter the number of voting members included in line 1a, above, who are independent		21		
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	X
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	X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?			4	X
5 Did the organization become aware during the year of a significant diversion of the organization's assets?			5	X
6 Did the organization have members or stockholders?			6	X
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?			7a	X
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?			7b	X
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:				
a The governing body?			8a	X
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 organization's mailing address? If "Yes," provide the names and addresses in Schedule O			9	X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
10a Did the organization have local chapters, branches, or affiliates?	10a	X
b 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	
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a	X
b Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
12a Did the organization have a written conflict of interest policy? If "No," go to line 13	12a	X
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b	X
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	12c	X
13 Did the organization have a written whistleblower policy?	13	X
14 Did the organization have a written document retention and destruction policy?	14	X
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?		
a The organization's CEO, Executive Director, or top management official	15a	X
b 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	X
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	

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed **MA**

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) available for public inspection. Indicate how you made these available. Check all that apply.
☐ Own website ☒ Another's website ☒ 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, and financial 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: **SKYE MORRISON KRAMER - 617-482-3336**
160 BOYLSTON STREET, BOSTON, MA 02116

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent ContractorsCheck if Schedule O contains a response to any question in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****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.

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

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

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) JEFFREY BEALE PRESIDENT	2.50	X		X				0.	0.	0.
(2) KAREN MORRISSEY VICE PRESIDENT	1.50	X		X				0.	0.	0.
(3) JAMES NOLAN VICE PRESIDENT	1.50	X		X				0.	0.	0.
(4) JAMES W PASMAN TREASURER	1.50	X		X				0.	0.	0.
(5) SIMONE AUSTER BOARD MEMBER	0.50	X						0.	0.	0.
(6) JEANNE BARBER BOARD MEMBER	1.00	X						0.	0.	0.
(7) LAWRENCE DICARA, ESQ. BOARD MEMBER	0.50	X						0.	0.	0.
(8) MICHAEL DUCA BOARD MEMBER	0.60	X						0.	0.	0.
(9) CARMEN FIELDS BOARD MEMBER	0.50	X						0.	0.	0.
(10) JEANETTE HARRISON-SULLIVAN BOARD MEMBER	0.50	X						0.	0.	0.
(11) LISA HUGHES BOARD MEMBER	0.50	X						0.	0.	0.
(12) BENTON BERMAN BOARD MEMBER	0.50	X						0.	0.	0.
(13) THOMAS MENINO BOARD MEMBER	0.00	X						0.	0.	0.
(14) ROBERT E. MITCHELL BOARD MEMBER	0.80	X						0.	0.	0.
(15) MARY F. RAFFERTY BOARD MEMBER	0.50	X						0.	0.	0.
(16) MICHAEL RICCIUTI, ESQ. BOARD MEMBER	0.50	X						0.	0.	0.
(17) VINAY MEHRA BOARD MEMBER	0.50	X						0.	0.	0.

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) KENNETH ROSSANO BOARD MEMBER	1.00	X						0.	0.	0.
(19) ANNE NOBLE-KILEY BOARD MEMBER	1.00	X						0.	0.	0.
(20) RINNELLE HILTON VAN EE BOARD MEMBER	0.00	X						0.	0.	0.
(21) BARBARA HEALY SMITH BOARD MEMBER	1.50	X						0.	0.	0.
(22) SKYE MORRISON KRAMER CEO	45.00			X				0.	78,000.	3,900.
1b Sub-total								0.	78,000.	3,900.
c Total from continuation sheets to Part VII, Section A								0.	0.	0.
d Total (add lines 1b and 1c)								0.	78,000.	3,900.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **0**

	Yes	No
3 Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual		X
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

Section B. Independent Contractors

1 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.

(A) Name and business address	(B) Description of services	(C) Compensation
NONE		
2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization	0	

Part VIII Statement of RevenueCheck if Schedule O contains a response to any question in this Part VIII ☐

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512, 513, or 514
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns	1a				
	b Membership dues	1b				
	c Fundraising events	1c 200,753.				
	d Related organizations	1d				
	e Government grants (contributions)	1e				
	f All other contributions, gifts, grants, and similar amounts not included above	1f 184,876.				
	g Noncash contributions included in lines 1a-1f: \$	2,945.				
	h Total. Add lines 1a-1f		385,629.			
	2 a	Business Code				
b						
c						
d						
e						
f All other program service revenue						
g Total. Add lines 2a-2f						
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)		28,749.			28,749.
	4 Income from investment of tax-exempt bond proceeds					
	5 Royalties					
	6 a Gross rents	(i) Real (ii) Personal				
	b Less: rental expenses					
	c Rental income or (loss)					
	d Net rental income or (loss)					
	7 a Gross amount from sales of assets other than inventory	(i) Securities (ii) Other				
	b Less: cost or other basis and sales expenses					
	c Gain or (loss)					
	d Net gain or (loss)		42,916.			42,916.
	8 a Gross income from fundraising events (not including \$ 200,753. of contributions reported on line 1c). See Part IV, line 18	a 3,970.				
	b Less: direct expenses	b 17,900.				
	c Net income or (loss) from fundraising events		-13,930.			-13,930.
	9 a Gross income from gaming activities. See Part IV, line 19	a				
	b Less: direct expenses	b				
	c Net income or (loss) from gaming activities					
10 a Gross sales of inventory, less returns and allowances	a					
b Less: cost of goods sold	b					
c Net income or (loss) from sales of inventory						
Miscellaneous Revenue		Business Code				
11 a						
b						
c						
d All other revenue						
e Total. Add lines 11a-11d						
12 Total revenue. See instructions.		443,364.	0.	0.	57,735.	

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 to any question in this Part IX ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to governments and organizations in the United States. See Part IV, line 21	239,000.	239,000.		
2 Grants and other assistance to individuals in the United States. See Part IV, line 22	14,000.	14,000.		
3 Grants and other assistance to governments, organizations, and individuals outside the United States. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	81,900.	49,140.	16,380.	16,380.
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	125,750.	96,200.	3,800.	25,750.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits	5,288.	3,673.	234.	1,381.
10 Payroll taxes	21,599.	15,779.	1,678.	4,142.
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	16,343.		16,343.	
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees	7,091.		7,091.	
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	16,239.	10,728.	861.	4,650.
12 Advertising and promotion				
13 Office expenses	4,862.	3,500.	42.	1,320.
14 Information technology				
15 Royalties				
16 Occupancy	32,394.	24,564.	4,072.	3,758.
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	4,086.	3,392.	204.	490.
23 Insurance	812.	621.	56.	135.
24 Other expenses. Itemize expenses not covered 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.)				
a LITERACY AWARENESS	7,545.	7,545.		
b PRINTING AND POSTAGE	6,663.	1,278.	762.	4,623.
c MISCELLANEOUS	2,230.		449.	1,781.
d MARKETING	2,165.	1,062.	207.	896.
e All other expenses	987.	987.		
25 Total functional expenses. Add lines 1 through 24e	588,954.	471,469.	52,179.	65,306.
26 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)

Part X Balance SheetCheck if Schedule O contains a response to any question in this Part X ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing	59,028.	1	84,712.
	2 Savings and temporary cash investments		2	
	3 Pledges and grants receivable, net	13,055.	3	7,050.
	4 Accounts receivable, net		4	
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instr). Complete Part II of Sch L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	1,004.	9	330.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	44,547.		
	b Less: accumulated depreciation	26,282.		
	11 Investments - publicly traded securities	966,422.	11	830,537.
	12 Investments - other securities. See Part IV, line 11		12	
	13 Investments - program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11	2,078.	15	2,078.
16 Total assets. Add lines 1 through 15 (must equal line 34)	1,063,938.	16	942,972.	
Liabilities	17 Accounts payable and accrued expenses	21,625.	17	20,864.
	18 Grants payable		18	
	19 Deferred revenue		19	
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26 Total liabilities. Add lines 17 through 25	21,625.	26	20,864.
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets	977,363.	27	872,108.
	28 Temporarily restricted net assets	14,950.	28	0.
	29 Permanently restricted net assets	50,000.	29	50,000.
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
33 Total net assets or fund balances	1,042,313.	33	922,108.	
34 Total liabilities and net assets/fund balances	1,063,938.	34	942,972.	

Form **990** (2012)

Part XI Reconciliation of Net AssetsCheck if Schedule O contains a response to any question in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	443,364.
2	Total expenses (must equal Part IX, column (A), line 25)	2	588,954.
3	Revenue less expenses. Subtract line 2 from line 1	3	-145,590.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	1,042,313.
5	Net unrealized gains (losses) on investments	5	25,385.
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)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	922,108.

Part XII Financial Statements and ReportingCheck if Schedule O contains a response to any question in this Part XII ☒

	Yes	No
1 Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant? _____ 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: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	X	
b Were the organization's financial statements audited by an independent accountant? _____ 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: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		X
c If "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.	X	
3a 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? _____		X
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 _____		

Form **990** (2012)

Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2008	(b) 2009	(c) 2010	(d) 2011	(e) 2012	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	388,542.	363,516.	154,277.	145,963.	181,931.	1,234,229.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3	388,542.	363,516.	154,277.	145,963.	181,931.	1,234,229.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						1,234,229.

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2008	(b) 2009	(c) 2010	(d) 2011	(e) 2012	(f) Total
7 Amounts from line 4	388,542.	363,516.	154,277.	145,963.	181,931.	1,234,229.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources	33,083.	31,235.	34,782.	31,152.	28,749.	159,001.
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)	7,770.					7,770.
11 Total support. Add lines 7 through 10						1,401,000.
12 Gross receipts from related activities, etc. (see instructions)					12	837,755.
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2012 (line 6, column (f) divided by line 11, column (f))	14	88.10 %
15 Public support percentage from 2011 Schedule A, Part II, line 14	15	88.18 %
16a 33 1/3% support test - 2012. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input checked="" type="checkbox"/>
b 33 1/3% support test - 2011. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
17a 10% -facts-and-circumstances test - 2012. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
b 10% -facts-and-circumstances test - 2011. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization		<input type="checkbox"/>
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions		<input type="checkbox"/>

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 9 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2008	(b) 2009	(c) 2010	(d) 2011	(e) 2012	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6.)						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2008	(b) 2009	(c) 2010	(d) 2011	(e) 2012	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						

14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and **stop here** ☐

Section C. Computation of Public Support Percentage

15 Public support percentage for 2012 (line 8, column (f) divided by line 13, column (f))	15	%
16 Public support percentage from 2011 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2012 (line 10c, column (f) divided by line 13, column (f))	17	%
18 Investment income percentage from 2011 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests - 2012. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization ☐

b 33 1/3% support tests - 2011. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and **stop here**. The organization qualifies as a publicly supported organization ☐

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ☐

SCHEDULE D
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

▶ **Complete if the organization answered "Yes," to Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.**
▶ **Attach to Form 990. ▶ See separate instructions.**

OMB No. 1545-0047

2012

Open to Public Inspection

Name of the organization

FIRST LITERACY, INC.

Employer identification number

04-2997446

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" to Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate contributions to (during year)		
3 Aggregate grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? <input type="checkbox"/> Yes <input type="checkbox"/> No		
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Part II Conservation Easements. Complete if the organization answered "Yes" to Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

<input type="checkbox"/> Preservation of land for public use (e.g., recreation or education)	<input type="checkbox"/> Preservation of an historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 8/17/06, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶

4 Number of states where property subject to conservation easement is located ▶

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, and enforcing conservation easements during the year ▶

7 Amount of expenses incurred in monitoring, inspecting, and enforcing conservation easements during the year ▶ \$

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" to Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenues included in Form 990, Part VIII, line 1 ▶ \$

(ii) Assets included in Form 990, Part X ▶ \$

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenues included in Form 990, Part VIII, line 1 ▶ \$

b Assets included in Form 990, Part X ▶ \$

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

a ☐ Public exhibition

d ☐ Loan or exchange programs

b ☐ Scholarly research

e ☐ Other _____

c ☐ Preservation for future generations

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets

to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" to Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

c Beginning balance

d Additions during the year

e Distributions during the year

f Ending balance

	Amount
1c	
1d	
1e	
1f	

2a Did the organization include an amount on Form 990, Part X, line 21? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided in Part XIII ☐

Part V Endowment Funds. Complete if the organization answered "Yes" to Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance	50,000.	50,000.	50,000.	50,000.	50,000.
b Contributions					
c Net investment earnings, gains, and losses	1,210.	1,153.	1,571.	1,434.	1,478.
d Grants or scholarships					
e Other expenditures for facilities and programs	1,210.	1,153.	1,571.	1,434.	1,478.
f Administrative expenses					
g End of year balance	50,000.	50,000.	50,000.	50,000.	50,000.

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

a Board designated or quasi-endowment ☐ %

b Permanent endowment ☐ 100.00 %

c Temporarily restricted endowment ☐ %

The percentages in lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

(i) unrelated organizations

(ii) related organizations

	Yes	No
3a(i)		X
3a(ii)		X
3b		

b If "Yes" to 3a(ii), are the related organizations listed as required on Schedule R? ☐

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements		40,859.	22,594.	18,265.
d Equipment		3,688.	3,688.	0.
e Other				
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10(c).)				18,265.

Part VII Investments - Other Securities. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
(I)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 12.) ▶		

Part VIII Investments - Program Related. See Form 990, Part X, line 13.

(a) Description of investment type	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 13.) ▶		

Part IX Other Assets. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.) ▶	

Part X Other Liabilities. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
(10)	
(11)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.) ▶	

2. FIN 48 (ASC 740) Footnote. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII ☒

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return

1	Total revenue, gains, and other support per audited financial statements	1	
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
a	Net unrealized gains on investments	2a	
b	Donated services and use of facilities	2b	
c	Recoveries of prior year grants	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d	2e	
3	Subtract line 2e from line 1	3	
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b	4c	
5	Total revenue. Add lines 3 and 4c . (This must equal Form 990, Part I, line 12.)	5	

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return

1	Total expenses and losses per audited financial statements	1	
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
a	Donated services and use of facilities	2a	
b	Prior year adjustments	2b	
c	Other losses	2c	
d	Other (Describe in Part XIII.)	2d	
e	Add lines 2a through 2d	2e	
3	Subtract line 2e from line 1	3	
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b	4c	
5	Total expenses. Add lines 3 and 4c . (This must equal Form 990, Part I, line 18.)	5	

Part XIII Supplemental Information

Complete this part to provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART V, LINE 4: INCOME FROM THE ENDOWMENT FUNDS IS INTENDED TO BE USED

TOWARDS SCHOLARSHIPS.

PART X, LINE 2: FLIT FOLLOWS THE U.S. GAAP STANDARDS FOR ACCOUNTING

FOR UNCERTAINTY IN INCOME TAXES, WHICH REQUIRES FLIT TO REPORT ANY

UNCERTAIN TAX POSITIONS AND TO ADJUST ITS FINANCIAL STATEMENTS FOR THE

IMPACT THEREOF. AS OF JUNE 30, 2013, FLIT DETERMINED THAT IT HAD NO

MATERIAL UNRECOGNIZED TAX BENEFITS TO REPORT. FLIT FILES FEDERAL AND

Part XIII Supplemental Information *(continued)*

MASSACHUSETTS INFORMATIONAL TAX RETURNS. THESE RETURNS ARE GENERALLY

SUBJECT TO EXAMINATION BY TAX AUTHORITIES FOR THE LAST THREE YEARS. FLIT

DOES NOT EXPECT THAT THE AMOUNTS OF UNRECOGNIZED TAX BENEFITS WILL CHANGE

SIGNIFICANTLY OVER THE NEXT TWELVE MONTHS.

COPY

Part II Fundraising Events. Complete if the organization answered "Yes" to Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

		(a) Event #1	(b) Event #2	(c) Other events NONE	(d) Total events (add col. (a) through col. (c))
		SPELLING BEE (event type)	(event type)	(total number)	
Revenue	1 Gross receipts	204,723.			204,723.
	2 Less: Contributions	200,753.			200,753.
	3 Gross income (line 1 minus line 2)	3,970.			3,970.
Direct Expenses	4 Cash prizes				
	5 Noncash prizes	71.			71.
	6 Rent/facility costs	5,000.			5,000.
	7 Food and beverages	8,450.			8,450.
	8 Entertainment				
	9 Other direct expenses	4,379.			4,379.
	10 Direct expense summary. Add lines 4 through 9 in column (d)				(17,900)
	11 Net income summary. Combine line 3, column (d), and line 10				-13,930.

Part III Gaming. Complete if the organization answered "Yes" to Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
Revenue	1 Gross revenue				
Direct Expenses	2 Cash prizes				
	3 Noncash prizes				
	4 Rent/facility costs				
	5 Other direct expenses				
	6 Volunteer labor	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	
	7 Direct expense summary. Add lines 2 through 5 in column (d)				()
	8 Net gaming income summary. Combine line 1, column d, and line 7				

9 Enter the state(s) in which the organization operates gaming activities: _____

a Is the organization licensed to operate gaming activities in each of these states? ☐ Yes ☐ No

b If "No," explain: _____

10a Were any of the organization's gaming licenses revoked, suspended or terminated during the tax year? ☐ Yes ☐ No

b If "Yes," explain: _____

- 11** Does the organization operate gaming activities with nonmembers? ☐ Yes ☐ No
- 12** Is the organization a grantor, beneficiary or trustee of a trust or a member of a partnership or other entity formed to administer charitable gaming? ☐ Yes ☐ No
- 13** Indicate the percentage of gaming activity operated in:
- | | | |
|--------------------------------------|------------|---|
| a The organization's facility | 13a | % |
| b An outside facility | 13b | % |
- 14** Enter the name and address of the person who prepares the organization's gaming/special events books and records:

Name ► _____

Address ► _____

- 15a** Does the organization have a contract with a third party from whom the organization receives gaming revenue? ☐ Yes ☐ No

- b** If "Yes," enter the amount of gaming revenue received by the organization ► \$ _____ and the amount of gaming revenue retained by the third party ► \$ _____.
- c** If "Yes," enter name and address of the third party:

Name ► _____

Address ► _____

16 Gaming manager information:

Name ► _____

Gaming manager compensation ► \$ _____

Description of services provided ► _____

☐ Director/officer

☐ Employee

☐ Independent contractor

17 Mandatory distributions:

- a** Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license? ☐ Yes ☐ No
- b** Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ► \$ _____

Part IV **Supplemental Information.** Complete this part to provide the explanations required by Part I, line 2b, columns (iii) and (v), and Part III, lines 9, 9b, 10b, 15b, 15c, 16, and 17b, as applicable. Also complete this part to provide any additional information (see instructions).

**SCHEDULE I
(Form 990)**Department of the Treasury
Internal Revenue Service**Grants and Other Assistance to Organizations,
Governments, and Individuals in the United States****Complete if the organization answered "Yes" to Form 990, Part IV, line 21 or 22.****▶ Attach to Form 990.**

OMB No. 1545-0047

2012**Open to Public
Inspection**

Name of the organization

FIRST LITERACY, INC.

Employer identification number

04-2997446

Part I General Information on Grants and Assistance

- 1** Does the organization maintain records to substantiate the amount of the grants or assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance? ☒ **Yes** ☐ **No**
- 2** Describe in Part IV the organization's procedures for monitoring the use of grant funds in the United States.

Part II Grants and Other Assistance to Governments and Organizations in the United States. Complete if the organization answered "Yes" to Form 990, Part IV, line 21, for any recipient that received more than \$5,000. Part II can be duplicated if additional space is needed.

1 (a) Name and address of organization or government	(b) EIN	(c) IRC section if applicable	(d) Amount of cash grant	(e) Amount of non-cash assistance	(f) Method of valuation (book, FMV, appraisal, other)	(g) Description of non-cash assistance	(h) Purpose of grant or assistance
BOSTON CHINATOWN NEIGHBORHOOD CENTER - 885 WASHINGTON STREET - BOSTON, MA 02111	23-7209691	501(C(3))	15,000.	0.			TO SUPPORT AN ESOL LEARNER TUTORING PROGRAM FOR OTHER LEARNERS
BOSTON HERC 68 NORTH HAMPTON STREET BOSTON, MA 02118	04-3249198	501(C(3))	15,000.	0.			TO SUPPORT STIPENDS FOR VOLUNTEER TEACHERS AND SALARY OF THE PROGRAM DIRECTOR
BOSTON YOUTH & FAMILIES FOR PERKINS - 1483 TREMONT STREET - BOSTON, MA 02120	04-2602576	501(C(3))	8,000.	0.			TO SUPPORT CHILDCARE SERVICES FOR CHILDREN OF STUDENTS
CAMBRIDGE COMMUNITY LEARNING CENTER - 19 BROOKLINE STREET - CAMBRIDGE, MA 02139	04-3148659	501(C(3))	14,000.	0.			TO SUPPORT AN ADULT STUDENT LEADERSHIP PROGRAM
EAST BOSTON ECUMENICAL COMMUNITY COUNCIL - 50 MERIDIAN STREET, SUITE B-1 - EAST BOSTON, MA 02128	04-2774242	501(C(3))	15,000.	0.			TO SUPPORT AN ESOL CLASS FOR LATINA MOTHERS
EDUCATION DEVELOPMENT GROUP 434 MASSACHUSETTS AVENUE, SUITE G1 BOSTON, MA 02118	22-3092859	501(C(3))	10,000.	0.			TO SUPPORT SALARY OF PROGRAM DIRECTOR

2 Enter total number of section 501(c)(3) and government organizations listed in the line 1 table ▶**3** Enter total number of other organizations listed in the line 1 table ▶**LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.****Schedule I (Form 990) (2012)**

Part II Continuation of Grants and Other Assistance to Governments and Organizations in the United States (Schedule I (Form 990), Part II.)

(a) Name and address of organization or government	(b) EIN	(c) IRC section if applicable	(d) Amount of cash grant	(e) Amount of non-cash assistance	(f) Method of valuation (book, FMV, appraisal, other)	(g) Description of non-cash assistance	(h) Purpose of grant or assistance
EL CENTRO DEL CARDENAL (CATHOLIC CHARITIES) - 76 UNION PARK - BOSTON, MA 02118	04-2534041	501(C(3))	15,000.	0.			TO SUPPORT COMPUTER LITERACY STIPENDS FOR LEARNERS
INTERNATIONAL INSTITUTE OF BOSTON 1 MILK STREET BOSTON, MA 02109	04-2104325	501(C(3))	15,000.	0.			TO SUPPORT A BASIC LITERACY CLASS FOR IMMIGRANTS AND REFUGEES
JAMAICA PLAIN COMMUNITY CENTER ADULT LEARNING PROGRAM - 144 MCBRIDE STREET - JAMAICA PLAIN, MA 02130	23-7282116	501(C(3))	15,000.	0.			TO SUPPORT A PROGRAM COUNSELOR FOR ADULT LEARNERS
JULIE'S FAMILY LEARNING PROGRAM 133 DORCHESTER STREET SOUTH BOSTON, MA 02127	11-3692512	501(C(3))	15,000.	0.			TO SUPPORT THE EDUCATIONAL DIRECTOR OF THE ADULT BASIC EDUCATION PROGRAM
MUJERES UNIDAS AVANZANDO 54 CLAYTON STREET DORCHESTER, MA 02122	04-2753429	501(C(3))	8,500.	0.			TO SUPPORT THE OPERATIONS OF THE ADULT EDUCATION PROGRAM
PROJECT HOPE 550 DUDLEY STREET ROXBURY, MA 02119	04-2748880	501(C(3))	15,000.	0.			TO SUPPORT THE CORE CURRICULUM OF THE ADULT EDUCATION PROGRAM
PROJECT LITERACY 123 MAIN STREET WATERTOWN, MA 02472	04-3275028	501(C(3))	13,000.	0.			TO SUPPORT AN ESOL CLASS AND ASSESSMENT OF STUDENT'S LEARNING GAINS
WAITT HOUSE 117 MT. PLEASANT AVENUE ROXBURY, MA 02119	04-2688996	501(C(3))	15,000.	0.			TO SUPPORT THE COUNSELOR AND LEARNER OUTREACH WORKER
X-CEL INC. ADULT EDUCATION 7 GLENVALE TERRACE JAMAICA PLAIN, MA 02130	04-3492163	501(C(3))	10,000.	0.			TO SUPPORT ABE CLASSES

Schedule I (Form 990)

Part II Continuation of Grants and Other Assistance to Governments and Organizations in the United States (Schedule I (Form 990), Part II.)

(a) Name and address of organization or government	(b) EIN	(c) IRC section if applicable	(d) Amount of cash grant	(e) Amount of non-cash assistance	(f) Method of valuation (book, FMV, appraisal, other)	(g) Description of non-cash assistance	(h) Purpose of grant or assistance
YMCA INTERNATIONAL LEARNING CENTER 3 CENTER PLAZA BOSTON, MA 02108	02-2103551	501(C(3))	13,500.	0.			TO SUPPORT THE "NEXT STEPS" COMPUTER LITERACY CLASS
HAITIAN MULTI-SERVICE CENTER (CATHOLIC CHARITIES) - 185 COLUMBIA ROAD - DORCHESTER, MA 02121	04-2534041	501(C(3))	8,000.	0.			TO SUPPORT COMPUTER LEARNING PROJECT LED BY LEARNERS
ST. MARK COMMUNITY EDUCATION PROGRAM - 20 ROSELAND STREET - DORCHESTER, MA 02124	04-2106324	501(C(3))	14,000.	0.			TO SUPPORT BI-LINGUAL COUNSELOR POSITION
STEPS TO SUCCESS 19 KENNARD ROAD BROOKLINE, MA 02445	04-3108058	501(C(3))	5,000.	0.			TO SUPPORT THE ESOL COORDINATOR POSITION

Part III

Grants and Other Assistance to Individuals in the United States. Complete if the organization answered "Yes" to Form 990, Part IV, line 22.
Part III can be duplicated if additional space is needed.

(a) Type of grant or assistance	(b) Number of recipients	(c) Amount of cash grant	(d) Amount of non-cash assistance	(e) Method of valuation (book, FMV, appraisal, other)	(f) Description of non-cash assistance
FIRST LITERACY 2012 SCHOLARSHIP	14	14,000.	0.		

Part IV Supplemental Information. Complete this part to provide the information required in Part I, line 2, Part III, column (b), and any other additional information.

SCHEDULE I, PART I, LINE 2: FIRST LITERACY'S GRANT AND PROGRAM DEVELOPMENT

ASSISTANCE PROGRAMS PROVIDE INCENTIVES FOR PROGRAMS TO PROVIDE HIGH QUALITY

CLASSES AND SERVICES AND ENSURE THAT LITERACY EDUCATION IS LINKED TO

PROGRAM DEVELOPMENT AND STUDENT PARTICIPATION. THE FIRST LITERACY

SCHOLARSHIP PROGRAM ENABLES ADULT LEARNERS TO ATTEND COLLEGE OR JOB

TRAINING CLASSES. BOTH GRANTS AND SCHOLARSHIPS ARE AWARDED AFTER A FORMAL

PUBLIC AND COMPETITIVE APPLICATION PROCESS. ALL PROGRAM GRANTS ARE

RECOMMENDED BY THE COMMUNITY ADVISORY COUNCIL AND APPROVED BY THE BOARD OF

DIRECTORS. SCHOLARSHIP RECIPIENTS ARE SELECTED BY A COMMITTEE OF THE BOARD

Part IV Supplemental Information

CONSISTING OF INTERESTED BOARD MEMBERS, THE DIRECTOR OF PROGRAMS AND THE
CHIEF EXECUTIVE OFFICER.

THE GRANTS ARE AWARDED FOR TWO YEARS, SUBJECT TO PROGRAM PERFORMANCE AND
AVAILABILITY OF FIRST LITERACY FUNDS. THE FIRST HALF OF THE ANNUAL GRANT IS
PAID AT BEFORE THE END OF THE CALENDAR YEAR, THE SECOND HALF OF THE ANNUAL
GRANT IS CONDITIONAL UPON A) A SATISFACTORY SITE VISIT BY THE DIRECTOR OF
PROGRAMS THAT ASCERTAINS THAT THE PROGRAM IS IMPLEMENTING THE PROJECT AS
PROPOSED; AND B) DOCUMENTATION THAT THE RECIPIENT'S EXPENSES CONFORM TO THE
APPROVED BUDGET. THE FIRST HALF OF THE SECOND YEAR GRANT IS DISTRIBUTED
AFTER FIRST LITERACY RECEIVES THE END-OF-THE-YEAR REPORT FROM THE PROGRAM,
USUALLY AT THE END OF THE CALENDAR YEAR. THE SECOND HALF OF THE SECOND YEAR
GRANT IS DISTRIBUTED AFTER A SATISFACTORY SECOND SITE VISIT, USUALLY AT THE
END OF THE FISCAL YEAR.
SCHOLARSHIP RECIPIENTS RECEIVE THEIR AWARDS AT A CEREMONY HOSTED BY
BOSTON'S MAYOR. THE SCHOLARSHIPS ARE RESTRICTED TO EDUCATION RELATED
EXPENDITURES. FIRST LITERACY'S DIRECTOR OF PROGRAMS MAKES AN EFFORT TO KEEP
IN TOUCH WITH ALL SCHOLARS, MONITORING THEIR PROGRESS, AND ASSISTING THEM
WITH ISSUES THAT COME UP FROM TIME TO TIME.

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
▶ Attach to Form 990 or 990-EZ.

OMB No. 1545-0047

2012

Open to Public
Inspection

Name of the organization

FIRST LITERACY, INC.

Employer identification number

04-2997446

FORM 990, PART I, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

SOCIETY, FOR THE PAST 25 YEARS FIRST LITERACY HAS PROVIDED

LIFE-CHANGING RESOURCES TO COMMUNITY-BASED ADULT LITERACY PROGRAMS IN

GREATER BOSTON. THROUGH OUR FUNDING, PROFESSIONAL DEVELOPMENT AND

SUPPORT SERVICES, AND SCHOLARSHIPS WE HAVE HELPED NEARLY 45,000 ADULT

LEARNERS AND THEIR FAMILIES ON A PATH TO A BETTER LIFE. WE TAKE CARE

OF THEIR FIRST STEPS.

FORM 990, PART III, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

RELATED SERVICES. FLIT OFFERS PROFESSIONAL DEVELOPMENT WORKSHOPS FOR

ADULT EDUCATORS AND PROJECT GRANTS FOR ABE PROVIDERS. FLIT ALSO AWARDS

SCHOLARSHIPS TO ADULTS WHO HAVE COMPLETED THEIR BASIC EDUCATION AND ARE

CONTINUING ON TO COLLEGE OR ADVANCED SKILLS TRAINING. THE LITERACY

AWARENESS ACTIVITIES SPONSORED BY FLIT ARE DESIGNED TO INCREASE THE

PUBLIC'S UNDERSTANDING OF THE IMPORTANCE OF ADULT LITERACY EDUCATION

AND THE NEED FOR ADDITIONAL RESOURCES TO ENSURE THAT EVERY ADULT WHO

NEEDS TO RECEIVE LITERACY EDUCATION IS ABLE TO DO SO. FLIT RECEIVES ITS

SUPPORT FROM CORPORATIONS, THE GENERAL PUBLIC, AND COMMUNITY AND

PRIVATE FOUNDATIONS.

FORM 990, PART III, LINE 4A, PROGRAM SERVICE ACCOMPLISHMENTS:

TRAINING.

1) FIRST LITERACY AWARDED GRANTS FOR SPECIFIC PROJECTS TO 19

COMMUNITY-BASED PROGRAMS IN FY 2013. GRANTS AWARDED RANGE IN AMOUNTS

FROM \$5,000 TO \$15,000 AND TOTAL \$239,000. TOGETHER THE PROJECTS

INVOLVE 1,200 LEARNERS AND INCLUDE CORE ABE CLASSES SUCH AS BASIC

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

232211
01-04-13

Schedule O (Form 990 or 990-EZ) (2012)

Name of the organization FIRST LITERACY, INC.	Employer identification number 04-2997446
--	--

LITERACY AND ESOL, AS WELL AS CLASSES THAT GO BEYOND THE SCOPE OF CORE
 ABE CLASSES, PROVIDING STUDENTS WITH EDUCATIONAL FOUNDATIONS IN HEALTH
 AND WELLNESS, LEARNING STRATEGIES, AND ORAL PRESENTATION SKILLS. FIRST
 LITERACY ALSO SUPPORTS THE USE OF ADULT PEERS AS MENTORS AND EDUCATORS,
 WORKING AS TEACHERS' AIDES, TUTORS, AND TEACHERS. BECAUSE WE UNDERSTAND
 THE CHALLENGES THAT COMMUNITY-BASED ORGANIZATIONS FACE IN PROVIDING
 SERVICES, FIRST LITERACY'S GRANTS ALSO INCLUDE CRUCIAL SUPPORT FOR
 SERVICES SUCH AS EDUCATIONAL, CAREER AND PERSONAL COUNSELING, AND CHILD
 CARE. PUBLIC FUNDING IS OFTEN UNAVAILABLE FOR SUCH SERVICES; HOWEVER
 WITHOUT THEM MANY ADULT LEARNERS WOULD NOT BE ABLE TO PARTICIPATE IN OR
 COMPLETE CLASSES.

2) PROGRAM DEVELOPMENT ASSISTANCE IS A CRITICAL PART OF OUR WORK AND
 TAKES THE FORM OF SITE VISITS TO OUR PARTNER-PROGRAMS AND PROFESSIONAL
 DEVELOPMENT WORKSHOPS OFFERED TO ALL LITERACY PROGRAMS IN THE AREA.
 DURING THE COURSE OF THE YEAR, MICHAEL FEHER, OUR DIRECTOR OF PROGRAMS,
 CONDUCTED SITE VISITS TO THE PROGRAMS THAT RECEIVE FUNDING, OFTEN WITH
 A MEMBER OF THE COMMUNITY ADVISORY COUNCIL, BOARD, OR STAFF. WHETHER IT
 WAS FEEDBACK ON A CLASS OBSERVED, THE SUGGESTION OF TEACHING
 APPROACHES, OR ADVICE ON PROGRAM EVALUATION AND PLANNING FOR PROGRAM
 DIRECTORS, WE PROVIDED REGULAR SUPPORT TO PROGRAMS SO THEY MIGHT
 CONTINUOUSLY IMPROVE THEIR CLASSES AND SERVICES.

FOR THE SECOND YEAR, FIRST LITERACY HOSTED PROFESSIONAL DEVELOPMENT
 WORKSHOPS. OVER 100 ADULT EDUCATION PROFESSIONALS, INCLUDING PROGRAM
 DIRECTORS, TEACHERS, COUNSELORS, AND COORDINATORS, FROM MORE THAN 30
 PROGRAMS THROUGHOUT NEW ENGLAND, ATTENDED OUR WORKSHOPS IN FY 2013. ON
 AVERAGE, THESE ADULT EDUCATORS SERVE 52 STUDENTS PER YEAR. NOT ONLY ARE
 WE MAKING A DIFFERENCE IN THE PROFESSIONAL LIVES OF ADULT
 EDUCATORS, WE ARE MAKING A DIFFERENCE IN THE LIVES OF 5,000 STUDENTS

Name of the organization FIRST LITERACY, INC.	Employer identification number 04-2997446
--	--

WHO BENEFIT FROM THEIR IMPROVED SKILLS AND RENEWED PASSION FOR THEIR
WORK.

3) IN JUNE, FIRST LITERACY SELECTED THE RECIPIENTS OF THE SCHOLARSHIPS
WHICH IT GIVES ANNUALLY TO ADULTS CONTINUING THEIR EDUCATION AT LOCAL
COLLEGES OR SKILLS TRAINING FACILITIES. WE AWARDED FIRST YEAR
SCHOLARSHIPS TO TEN AND CONTINUING SCHOLARSHIPS TO FOUR ADULTS AT AN
ON-FIELD EVENT PRIOR TO THE JULY 22 RED SOX GAME AGAINST THE TAMPA BAY
RAYS AT FENWAY PARK. THE SCHOLARSHIPS THAT FIRST LITERACY AWARDS TO
ADULTS WHO HAVE COMPLETED BASIC EDUCATION OR ENGLISH LANGUAGE PROGRAMS
AND ARE CONTINUING ON TO HIGHER EDUCATION, AND THE MENTORING THAT IS
PROVIDED TO FIRST YEAR SCHOLARS, ARE AN IMPORTANT COMPONENT OF OUR
PROGRAM WORK. THROUGH THESE AWARDS, FIRST LITERACY IS CHANGING LIVES.

SET FORTH BELOW ARE EXAMPLES OF THE PROGRESS MADE BY STUDENTS IN

CLASSES SUPPORTED BY FIRST LITERACY IN 2013:

645 ADULTS MADE MEASURABLE EDUCATION PROGRESS

539 DEMONSTRATED IMPROVED COMPUTER SKILLS

18 OBTAINED THEIR GED OR HIGH SCHOOL DIPLOMA

57 ENTERED SKILLS TRAINING PROGRAMS

49 ENTERED COLLEGE

60 UPGRADED THEIR EMPLOYMENT

201 ENTERED EMPLOYMENT

244 HELPED CHILDREN WITH HOMEWORK

43 JOINED A PARENT ORGANIZATION AT CHILDREN'S SCHOOL

OUR SUPPORT MADE A DIFFERENCE TO OVER 1,200 ADULTS IN THE GREATER
BOSTON AREA, MANY OF WHOM ACCOMPLISHED MORE THAN ONE MILESTONE.

FORM 990, PART VI, SECTION B, LINE 11: THE ORGANIZATION'S GOVERNING BODY

REVIEWS THE FORM 990 BY COMPARING THE DATA TO THE FINANCIAL STATEMENTS AND

Name of the organization FIRST LITERACY, INC.	Employer identification number 04-2997446
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THE ORGANIZATION'S GENERAL INFORMATION. ONCE THE REVIEW IS DONE, THE FORM
990 IS SUBMITTED.

FORM 990, PART VI, SECTION B, LINE 12C: STAFF SIGNS CONFLICT OF INTEREST
POLICY; BOARD DISCUSSES RELATED PARTY ISSUES AT THE BOARD MEETINGS AND
PROPERLY DISCLOSES, IF ANY.

FORM 990, PART VI, SECTION B, LINE 15A: BOARD OFFICERS DISCUSS PERFORMANCE
AND SUGGEST CHIEF EXECUTIVE OFFICER'S SALARY WHICH IS THEN APPROVED BY THE
BOARD

FORM 990, PART VI, SECTION C, LINE 18: THE ORGANIZATION MAKES ITS FORM 990
AVAILABLE FOR PUBLIC INSPECTION THROUGH WWW.GUIDESTAR.ORG

FORM 990, PART VI, SECTION C, LINE 19: THE ORGANIZATION MAKES ITS
GOVERNING DOCUMENTS AND FINANCIAL STATEMENTS AVAILABLE TO THE PUBLIC UPON
REQUEST.

FORM 990, PART XII, LINE 1C: FLIT HAS A COMMITTEE RESPONSIBLE FOR
OVERSEEING THE REVIEW AND FOR SELECTING AN INDEPENDENT ACCOUNTANT. NO
CHANGES IN THE OVERSIGHT PROCESS TOOK PLACE IN 2012.

Application for Extension of Time To File an Exempt Organization Return

OMB No. 1545-1709

► **File a separate application for each return.**

- If you are filing for an **Automatic 3-Month Extension**, complete only **Part I** and check this box ☒ **X**
- If you are filing for an **Additional (Not Automatic) 3-Month Extension**, complete only **Part II** (on page 2 of this form).

Do not complete Part II unless you have already been granted an automatic 3-month extension on a previously filed Form 8868.

Electronic filing (e-file) . You can electronically file Form 8868 if you need a 3-month automatic extension of time to file (6 months for a corporation required to file Form 990-T), or an additional (not automatic) 3-month extension of time. You can electronically file Form 8868 to request an extension of time to file any of the forms listed in Part I or Part II with the exception of Form 8870, Information Return for Transfers Associated With Certain Personal Benefit Contracts, which must be sent to the IRS in paper format (see instructions). For more details on the electronic filing of this form, visit www.irs.gov/efile and click on *e-file for Charities & Nonprofits*.

Part I Automatic 3-Month Extension of Time. Only submit original (no copies needed).

A corporation required to file Form 990-T and requesting an automatic 6-month extension - check this box and complete

Part I only ☐

All other corporations (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns.

Type or print	Name of exempt organization or other filer, see instructions. FIRST LITERACY, INC.	Employer identification number (EIN) or 04-2997446
File by the due date for filing your return. See instructions.	Number, street, and room or suite no. If a P.O. box, see instructions. 160 BOYLSTON STREET, 2ND FLOOR	Social security number (SSN)
	City, town or post office, state, and ZIP code. For a foreign address, see instructions. BOSTON, MA 02116	

Enter the Return code for the return that this application is for (file a separate application for each return) 0 1

Application Is For	Return Code	Application Is For	Return Code
Form 990 or Form 990-EZ	01	Form 990-T (corporation)	07
Form 990-BL	02	Form 1041-A	08
Form 4720 (individual)	03	Form 4720	09
Form 990-PF	04	Form 5227	10
Form 990-T (sec. 401(a) or 408(a) trust)	05	Form 6069	11
Form 990-T (trust other than above)	06	Form 8870	12

SKYE MORRISON KRAMER

- The books are in the care of ► 160 BOYLSTON STREET - BOSTON, MA 02116
Telephone No. ► 617-482-3336 FAX No. ► 617-522-2799
- If the organization does not have an office or place of business in the United States, check this box ☐
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) . If this is for the whole group, check this box ☐ . If it is for part of the group, check this box ☐ and attach a list with the names and EINs of all members the extension is for.

1 I request an automatic 3-month (6 months for a corporation required to file Form 990-T) extension of time until FEBRUARY 15, 2014, to file the exempt organization return for the organization named above. The extension is for the organization's return for:
► ☐ calendar year or
► ☒ tax year beginning JUL 1, 2012, and ending JUN 30, 2013.

2 If the tax year entered in line 1 is for less than 12 months, check reason: ☐ Initial return ☐ Final return
☐ Change in accounting period

3a If this application is for Form 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions.	3a	\$	0.
b If this application is for Form 990-PF, 990-T, 4720, or 6069, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit.	3b	\$	0.
c Balance due. Subtract line 3b from line 3a. Include your payment with this form, if required, by using EFTPS (Electronic Federal Tax Payment System). See instructions.	3c	\$	0.

Caution. If you are going to make an electronic fund withdrawal with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions.

LHA **For Privacy Act and Paperwork Reduction Act Notice, see instructions.**

Form **8868** (Rev. 1-2013)