

104 TREASURY DEPARTMENT REPORT ON PRIVATE FOUNDATIONS

creator, donor, director, trustee, officer, etc. Activities should be classified according to purpose in greater detail than merely charitable, educational, religious, or scientific. For example, payments for nursing service, for laboratory construction, for fellowships, or for assistance to indigent families should be so identified.

Although the actual distribution of cash, securities or other property is to be entered on this line the expenses in connection with the distributions and those expenses incurred for philanthropic programs operated by the organization itself are not to be included on this line but should be entered on line 12 and in column 4 of Schedule A.

Where the fair market value of the property at the time of disbursement is the measure of the contribution and is used in arriving at the amount to be entered on this line the schedule must also show: (1) description of the contributed property; (2) book value of the contributed property; and (3) the method used to determine the book value. In such case the difference between fair market value and book value should be reflected in the books of account.

17. In all cases where money, securities or other property aggregating \$100 or more is received directly or indirectly from one person in one or more transactions during the year attach an itemized schedule to page 1 showing the name, address, date received, and the total amount received from each such person. If the contribution is in the form of property the description and the fair market value of such property shall also be furnished. (The term "person" includes individuals, fiduciaries, partnerships, corporations, associations, and other organizations.)

21. Attach a schedule to pages 1, 3, and 5 for contributions, gifts, grants, scholarships, etc., which were paid out within the year, showing the same information required in instruction 13. For those disbursements made in prior years only the total need be shown.

Schedule A.—Attach a schedule in support of line (a) to pages 1, 3, and 5 for compensation of officers, directors, trustees, etc., showing name, position, time devoted to position, salary, and expense account allowances.

For depreciation attach a schedule to pages 1, 3, and 5 showing: (a) kind of property; (b) date acquired; (c) cost or other basis (exclude land); (d) depreciation taken in prior years; (e) method of computation; (f) rate (%) or life (years); and (g) depreciation this year.

Expenses to be entered in column 2 of Schedule A should be extended to columns 3 through 6 on the basis of accounting records. If such records do not provide for this division, expenses may be divided on any reasonable basis, such as an approximation of the use of a facility or the time spent by an individual.

Schedule B.—The balance sheet should agree with the books of account or any differences should be reconciled.

In all cases where investments in corporate stocks at the close of the taxable year include 10 percent or more of any class of stock of any corporation, attach a schedule to pages 2, 4, and 6 showing: (a) name of corporation, class of stock and whether the stock is voting or nonvoting; (b) number of shares owned of each class at beginning and end of the taxable year; (c) total number of shares outstanding of each class; (d) value of stock as recorded in the books and included in line 7; (e) date acquired; and (f) manner of acquisition.

Instructions 990-A (1962)