TAX RETURN FILING INSTRUCTIONS

FORM 990-PF

FOR THE YEAR ENDING

JUNE 30, 2017

Prepared for	THE P & G ALUMNI FOUNDATION, INC. 1708 MARTHA AVENUE CINCINNATI, OH 45223
Prepared by	BURKE & SCHINDLER, PLL 901 ADAMS CROSSING CINCINNATI, OH 45202
Amount due or refund	BALANCE DUE OF $1
Make check payable to	PAYMENTS SHOULD BE MADE USING THE ELECTRONIC FEDERAL TAX PAYMENT SYSTEM (EFTPS).
Mail tax return and check (if applicable) to	DEPARTMENT OF THE TREASURY INTERNAL REVENUE SERVICE CENTER OGDEN, UT 84201-0027
Return must be mailed on or before	NOVEMBER 15, 2017
Special Instructions	THE RETURN SHOULD BE SIGNED AND DATED. PLEASE NOTE THAT THE FORM 990-PF RETURN CONTAINS EXCESS DISTRIBUTION CARRYOVER OF $330,967. THIS MAY BE APPLIED TO TAX YEAR 2017 AND SUBSEQUENT YEARS.

600941
04-01-16

Form **990-PF**

Department of the Treasury
Internal Revenue Service

Return of Private Foundation

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

▶ Do not enter social security numbers on this form as it may be made public.

▶ Information about Form 990-PF and its separate instructions is at *www.irs.gov/form990pf.*

OMB No. 1545-0052

2016

Open to Public Inspection

For calendar year 2016 or tax year beginning JUL 1, 2016, and ending JUN 30, 2017

Name of foundation: THE P & G ALUMNI FOUNDATION, INC.

A Employer identification number: 45-3765318

Number and street (or P.O. box number if mail is not delivered to street address): 1708 MARTHA AVENUE | Room/suite

B Telephone number: 513-289-7566

City or town, state or province, country, and ZIP or foreign postal code: CINCINNATI, OH 45223

C If exemption application is pending, check here ▶ ☐

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

D 1. Foreign organizations, check here ▶ ☐

2. Foreign organizations meeting the 85% test, check here and attach computation ▶ ☐

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

E If private foundation status was terminated under section 507(b)(1)(A), check here ▶ ☐

I Fair market value of all assets at end of year *(from Part II, col. (c), line 16)* ▶$ 100,195.

J Accounting method: ☐ Cash ☒ Accrual ☐ Other (specify) *(Part I, column (d) must be on cash basis.)*

F If the foundation is in a 60-month termination under section 507(b)(1)(B), check here ▶ ☐

Part I Analysis of Revenue and Expenses

(The total of amounts in columns (b), (c), and (d) may not necessarily equal the amounts in column (a).)

		(a) Revenue and expenses per books	(b) Net investment income	(c) Adjusted net income	(d) Disbursements for charitable purposes (cash basis only)
Revenue	1 Contributions, gifts, grants, etc., received	22,776.		N/A	
	2 Check ▶ ☐ if the foundation is not required to attach Sch. B				
	3 Interest on savings and temporary cash investments	62.	62.		STATEMENT 1
	4 Dividends and interest from securities				
	5a Gross rents				
	b Net rental income or (loss)				
	6a Net gain or (loss) from sale of assets not on line 10				
	b Gross sales price for all assets on line 6a				
	7 Capital gain net income (from Part IV, line 2)		0.		
	8 Net short-term capital gain				
	9 Income modifications				
	10a Gross sales less returns and allowances				
	b Less: Cost of goods sold				
	c Gross profit or (loss)				
	11 Other income	213.	0.		STATEMENT 2
	12 **Total.** Add lines 1 through 11	23,051.	62.		
Operating and Administrative Expenses	13 Compensation of officers, directors, trustees, etc.	0.	0.		0.
	14 Other employee salaries and wages				
	15 Pension plans, employee benefits				
	16a Legal fees				
	b Accounting fees				
	c Other professional fees				
	17 Interest				
	18 Taxes				
	19 Depreciation and depletion				
	20 Occupancy				
	21 Travel, conferences, and meetings				
	22 Printing and publications				
	23 Other expenses STMT 3	191.	0.		0.
	24 **Total operating and administrative expenses.** Add lines 13 through 23	191.	0.		0.
	25 Contributions, gifts, grants paid	84,660.			84,660.
	26 **Total expenses and disbursements.** Add lines 24 and 25	84,851.	0.		84,660.
	27 Subtract line 26 from line 12:				
	a Excess of revenue over expenses and disbursements	<61,800.>			
	b **Net investment income** (if negative, enter -0-)		62.		
	c **Adjusted net income** (if negative, enter -0-)			N/A	

Part II Balance Sheets (Attached schedules and amounts in the description column should be for end-of-year amounts only.)	Beginning of year (a) Book Value	End of year (b) Book Value	End of year (c) Fair Market Value
Assets			
1 Cash - non-interest-bearing	5,038.	9,970.	9,970.
2 Savings and temporary cash investments	156,957.	90,225.	90,225.
3 Accounts receivable ▶			
Less: allowance for doubtful accounts ▶			
4 Pledges receivable ▶			
Less: allowance for doubtful accounts ▶			
5 Grants receivable			
6 Receivables due from officers, directors, trustees, and other disqualified persons			
7 Other notes and loans receivable ▶			
Less: allowance for doubtful accounts ▶			
8 Inventories for sale or use			
9 Prepaid expenses and deferred charges			
10a Investments - U.S. and state government obligations			
b Investments - corporate stock			
c Investments - corporate bonds			
11 Investments - land, buildings, and equipment: basis ▶			
Less: accumulated depreciation ▶			
12 Investments - mortgage loans			
13 Investments - other			
14 Land, buildings, and equipment: basis ▶			
Less: accumulated depreciation ▶			
15 Other assets (describe ▶)			
16 **Total assets** (to be completed by all filers - see the instructions. Also, see page 1, item I)	161,995.	100,195.	100,195.
Liabilities			
17 Accounts payable and accrued expenses			
18 Grants payable			
19 Deferred revenue			
20 Loans from officers, directors, trustees, and other disqualified persons			
21 Mortgages and other notes payable			
22 Other liabilities (describe ▶)			
23 **Total liabilities** (add lines 17 through 22)	0.	0.	
Net Assets or Fund Balances			
Foundations that follow SFAS 117, check here ▶ ☐ **and complete lines 24 through 26 and lines 30 and 31.**			
24 Unrestricted			
25 Temporarily restricted			
26 Permanently restricted			
Foundations that do not follow SFAS 117, check here ▶ [X] **and complete lines 27 through 31.**			
27 Capital stock, trust principal, or current funds	0.	0.	
28 Paid-in or capital surplus, or land, bldg., and equipment fund	0.	0.	
29 Retained earnings, accumulated income, endowment, or other funds	161,995.	100,195.	
30 **Total net assets or fund balances**	161,995.	100,195.	
31 **Total liabilities and net assets/fund balances**	161,995.	100,195.	

Part III Analysis of Changes in Net Assets or Fund Balances

1 Total net assets or fund balances at beginning of year - Part II, column (a), line 30 (must agree with end-of-year figure reported on prior year's return)	1	161,995.
2 Enter amount from Part I, line 27a	2	<61,800.>
3 Other increases not included in line 2 (itemize) ▶	3	0.
4 Add lines 1, 2, and 3	4	100,195.
5 Decreases not included in line 2 (itemize) ▶	5	0.
6 Total net assets or fund balances at end of year (line 4 minus line 5) - Part II, column (b), line 30	6	100,195.

Part IV Capital Gains and Losses for Tax on Investment Income

	(a) List and describe the kind(s) of property sold (e.g., real estate, 2-story brick warehouse; or common stock, 200 shs. MLC Co.)	(b) How acquired P - Purchase D - Donation	(c) Date acquired (mo., day, yr.)	(d) Date sold (mo., day, yr.)
1a				
b	NONE			
c				
d				
e				

	(e) Gross sales price	(f) Depreciation allowed (or allowable)	(g) Cost or other basis plus expense of sale	(h) Gain or (loss) (e) plus (f) minus (g)
a				
b				
c				
d				
e				

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

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

2 Capital gain net income or (net capital loss) { If gain, also enter in Part I, line 7 / If (loss), enter -0- in Part I, line 7 } 2

3 Net short-term capital gain or (loss) as defined in sections 1222(5) and (6):
If gain, also enter in Part I, line 8, column (c).
If (loss), enter -0- in Part I, line 8 3

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

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

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

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

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

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

(a) Base period years Calendar year (or tax year beginning in)	(b) Adjusted qualifying distributions	(c) Net value of noncharitable-use assets	(d) Distribution ratio (col. (b) divided by col. (c))
2015	40,000.	95,048.	.420840
2014	68,999.	55,241.	1.249054
2013	76,999.	75,596.	1.018559
2012	79,999.	40,062.	1.996880
2011	0.	9,019.	.000000

2 Total of line 1, column (d)	2	4.685333
3 Average distribution ratio for the 5-year base period - divide the total on line 2 by 5, or by the number of years the foundation has been in existence if less than 5 years	3	.937067
4 Enter the net value of noncharitable-use assets for 2016 from Part X, line 5	4	129,129.
5 Multiply line 4 by line 3	5	121,003.
6 Enter 1% of net investment income (1% of Part I, line 27b)	6	1.
7 Add lines 5 and 6	7	121,004.
8 Enter qualifying distributions from Part XII, line 4	8	84,660.

If line 8 is equal to or greater than line 7, check the box in Part VI, line 1b, and complete that part using a 1% tax rate.
See the Part VI instructions.

Part VI Excise Tax Based on Investment Income (Section 4940(a), 4940(b), 4940(e), or 4948 - see instructions)

1a Exempt operating foundations described in section 4940(d)(2), check here ▶ ☐ and enter "N/A" on line 1. Date of ruling or determination letter: ______ **(attach copy of letter if necessary-see instructions)**				
b Domestic foundations that meet the section 4940(e) requirements in Part V, check here ▶ ☐ and enter 1% of Part I, line 27b			1	1.
c All other domestic foundations enter 2% of line 27b. Exempt foreign organizations enter 4% of Part I, line 12, col. (b).				
2 Tax under section 511 (domestic section 4947(a)(1) trusts and taxable foundations only. Others enter -0-)			2	0.
3 Add lines 1 and 2			3	1.
4 Subtitle A (income) tax (domestic section 4947(a)(1) trusts and taxable foundations only. Others enter -0-)			4	0.
5 **Tax based on investment income.** Subtract line 4 from line 3. If zero or less, enter -0-			5	1.
6 Credits/Payments:				
a 2016 estimated tax payments and 2015 overpayment credited to 2016	6a			
b Exempt foreign organizations - tax withheld at source	6b			
c Tax paid with application for extension of time to file (Form 8868)	6c			
d Backup withholding erroneously withheld	6d			
7 Total credits and payments. Add lines 6a through 6d			7	0.
8 Enter any **penalty** for underpayment of estimated tax. Check here ☐ if Form 2220 is attached			8	
9 **Tax due.** If the total of lines 5 and 8 is more than line 7, enter **amount owed** ▶			9	1.
10 **Overpayment.** If line 7 is more than the total of lines 5 and 8, enter the **amount overpaid** ▶			10	
11 Enter the amount of line 10 to be: **Credited to 2017 estimated tax** ▶		Refunded ▶	11	

Part VII-A Statements Regarding Activities

		Yes	No
1a During the tax year, did the foundation attempt to influence any national, state, or local legislation or did it participate or intervene in any political campaign?	1a		X
b Did it spend more than $100 during the year (either directly or indirectly) for political purposes (see instructions for the definition)?	1b		X
If the answer is "Yes" to 1a or 1b, attach a detailed description of the activities and copies of any materials published or distributed by the foundation in connection with the activities.			
c Did the foundation file **Form 1120-POL** for this year?	1c		X
d Enter the amount (if any) of tax on political expenditures (section 4955) imposed during the year: (1) On the foundation. ▶ $ 0. (2) On foundation managers. ▶ $ 0.			
e Enter the reimbursement (if any) paid by the foundation during the year for political expenditure tax imposed on foundation managers. ▶ $ 0.			
2 Has the foundation engaged in any activities that have not previously been reported to the IRS?	2		X
If "Yes," attach a detailed description of the activities.			
3 Has the foundation made any changes, not previously reported to the IRS, in its governing instrument, articles of incorporation, or bylaws, or other similar instruments? *If "Yes," attach a conformed copy of the changes*	3		X
4a Did the foundation have unrelated business gross income of $1,000 or more during the year?	4a		X
b If "Yes," has it filed a tax return on **Form 990-T** for this year? N/A	4b		
5 Was there a liquidation, termination, dissolution, or substantial contraction during the year?	5		X
If "Yes," attach the statement required by General Instruction T.			
6 Are the requirements of section 508(e) (relating to sections 4941 through 4945) satisfied either: • By language in the governing instrument, or • By state legislation that effectively amends the governing instrument so that no mandatory directions that conflict with the state law remain in the governing instrument?	6	X	
7 Did the foundation have at least $5,000 in assets at any time during the year? *If "Yes," complete Part II, col. (c), and Part XV*	7	X	
8a Enter the states to which the foundation reports or with which it is registered (see instructions) ▶ OH			
b If the answer is "Yes" to line 7, has the foundation furnished a copy of Form 990-PF to the Attorney General (or designate) of each state as required by *General Instruction G? If "No," attach explanation*	8b		X
9 Is the foundation claiming status as a private operating foundation within the meaning of section 4942(j)(3) or 4942(j)(5) for calendar year 2016 or the taxable year beginning in 2016 (see instructions for Part XIV)? *If "Yes," complete Part XIV*	9		X
10 Did any persons become substantial contributors during the tax year? If "Yes," attach a schedule listing their names and addresses STMT 5	10	X	

Part VII-A Statements Regarding Activities *(continued)*

			Yes	No
11	At any time during the year, did the foundation, directly or indirectly, own a controlled entity within the meaning of section 512(b)(13)? If "Yes," attach schedule (see instructions)	11		X
12	Did the foundation make a distribution to a donor advised fund over which the foundation or a disqualified person had advisory privileges? If "Yes," attach statement (see instructions)	12		X
13	Did the foundation comply with the public inspection requirements for its annual returns and exemption application?	13	X	

Website address ▶ WWW.PGALUMS.COM

14 The books are in care of ▶ JENNIFER J. TING Telephone no. ▶ 513-289-7566

Located at ▶ 1708 MARTHA AVENUE, CINCINNATI, OH ZIP+4 ▶ 45223

15 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-PF in lieu of **Form 1041** - Check here ▶ ☐

and enter the amount of tax-exempt interest received or accrued during the year ▶ | 15 | N/A

			Yes	No
16	At any time during calendar year 2016, did the foundation have an interest in or a signature or other authority over a bank, securities, or other financial account in a foreign country?	16		X
	See the instructions for exceptions and filing requirements for FinCEN Form 114. If "Yes," enter the name of the foreign country ▶			

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

	File Form 4720 if any item is checked in the "Yes" column, unless an exception applies.		Yes	No
1a	During the year did the foundation (either directly or indirectly):			
	(1) Engage in the sale or exchange, or leasing of property with a disqualified person? ☐ Yes ☒ No			
	(2) Borrow money from, lend money to, or otherwise extend credit to (or accept it from) a disqualified person? ☐ Yes ☒ No			
	(3) Furnish goods, services, or facilities to (or accept them from) a disqualified person? ☐ Yes ☒ No			
	(4) Pay compensation to, or pay or reimburse the expenses of, a disqualified person? ☐ Yes ☒ No			
	(5) Transfer any income or assets to a disqualified person (or make any of either available for the benefit or use of a disqualified person)? ☐ Yes ☒ No			
	(6) Agree to pay money or property to a government official? (**Exception.** Check "No" if the foundation agreed to make a grant to or to employ the official for a period after termination of government service, if terminating within 90 days.) ☐ Yes ☒ No			
b	If any answer is "Yes" to 1a(1)-(6), did **any** of the acts fail to qualify under the exceptions described in Regulations section 53.4941(d)-3 or in a current notice regarding disaster assistance (see instructions)? N/A	1b		
	Organizations relying on a current notice regarding disaster assistance check here ▶ ☐			
c	Did the foundation engage in a prior year in any of the acts described in 1a, other than excepted acts, that were not corrected before the first day of the tax year beginning in 2016?	1c		X
2	Taxes on failure to distribute income (section 4942) (does not apply for years the foundation was a private operating foundation defined in section 4942(j)(3) or 4942(j)(5)):			
a	At the end of tax year 2016, did the foundation have any undistributed income (lines 6d and 6e, Part XIII) for tax year(s) beginning before 2016? ☐ Yes ☒ No			
	If "Yes," list the years ▶ ____, ____, ____, ____			
b	Are there any years listed in 2a for which the foundation is **not** applying the provisions of section 4942(a)(2) (relating to incorrect valuation of assets) to the year's undistributed income? (If applying section 4942(a)(2) to **all** years listed, answer "No" and attach statement - see instructions.) N/A	2b		
c	If the provisions of section 4942(a)(2) are being applied to **any** of the years listed in 2a, list the years here. ▶ ____, ____, ____, ____			
3a	Did the foundation hold more than a 2% direct or indirect interest in any business enterprise at any time during the year? ☐ Yes ☒ No			
b	If "Yes," did it have excess business holdings in 2016 as a result of (1) any purchase by the foundation or disqualified persons after May 26, 1969; (2) the lapse of the 5-year period (or longer period approved by the Commissioner under section 4943(c)(7)) to dispose of holdings acquired by gift or bequest; or (3) the lapse of the 10-, 15-, or 20-year first phase holding period? *(Use Schedule C, Form 4720, to determine if the foundation had excess business holdings in 2016.)* N/A	3b		
4a	Did the foundation invest during the year any amount in a manner that would jeopardize its charitable purposes?	4a		X
b	Did the foundation make any investment in a prior year (but after December 31, 1969) that could jeopardize its charitable purpose that had not been removed from jeopardy before the first day of the tax year beginning in 2016?	4b		X

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

		Yes	No
5a During the year did the foundation pay or incur any amount to:			
(1) Carry on propaganda, or otherwise attempt to influence legislation (section 4945(e))? ☐ Yes ☒ No			
(2) Influence the outcome of any specific public election (see section 4955); or to carry on, directly or indirectly, any voter registration drive? ☐ Yes ☒ No			
(3) Provide a grant to an individual for travel, study, or other similar purposes? ☐ Yes ☒ No			
(4) Provide a grant to an organization other than a charitable, etc., organization described in section 4945(d)(4)(A)? (see instructions) ☐ Yes ☒ No			
(5) Provide for any purpose other than religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals? ☐ Yes ☒ No			
b If any answer is "Yes" to 5a(1)-(5), did any of the transactions fail to qualify under the exceptions described in Regulations section 53.4945 or in a current notice regarding disaster assistance (see instructions)? N/A	5b		
Organizations relying on a current notice regarding disaster assistance check here ▶ ☐			
c If the answer is "Yes" to question 5a(4), does the foundation claim exemption from the tax because it maintained expenditure responsibility for the grant? N/A ☐ Yes ☐ No			
If "Yes," attach the statement required by Regulations section 53.4945-5(d).			
6a Did the foundation, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? ☐ Yes ☒ No			
b Did the foundation, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	6b		X
If "Yes" to 6b, file Form 8870.			
7a At any time during the tax year, was the foundation a party to a prohibited tax shelter transaction? ☐ Yes ☒ No			
b If "Yes," did the foundation receive any proceeds or have any net income attributable to the transaction? N/A	7b		

Part VIII Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors

1 List all officers, directors, trustees, foundation managers and their compensation.

(a) Name and address	(b) Title, and average hours per week devoted to position	(c) Compensation (If not paid, enter -0-)	(d) Contributions to employee benefit plans and deferred compensation	(e) Expense account, other allowances
SEE STATEMENT 6		0.	0.	0.

2 Compensation of five highest-paid employees (other than those included on line 1). If none, enter "NONE."

(a) Name and address of each employee paid more than $50,000	(b) Title, and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans and deferred compensation	(e) Expense account, other allowances
NONE				

Total number of other employees paid over $50,000 ▶ 0

Form **990-PF** (2016)

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Part VIII Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors *(continued)*

3 Five highest-paid independent contractors for professional services. If none, enter "NONE."

(a) Name and address of each person paid more than $50,000	(b) Type of service	(c) Compensation
NONE		

Total number of others receiving over $50,000 for professional services ▶ 0

Part IX-A Summary of Direct Charitable Activities

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

Part IX-B Summary of Program-Related Investments

Describe the two largest program-related investments made by the foundation during the tax year on lines 1 and 2.	Amount
1 N/A	
2	
All other program-related investments. See instructions.	
3	
Total. Add lines 1 through 3 ▶	0.

Form **990-PF** (2016)

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08131114 789372 P&G19498 2016.05000 THE P & G ALUMNI FOUNDATION P&G194A1

Part X Minimum Investment Return (All domestic foundations must complete this part. Foreign foundations, see instructions.)

1	Fair market value of assets not used (or held for use) directly in carrying out charitable, etc., purposes:		
a	Average monthly fair market value of securities	1a	0.
b	Average of monthly cash balances	1b	131,095.
c	Fair market value of all other assets	1c	0.
d	**Total** (add lines 1a, b, and c)	1d	131,095.
e	Reduction claimed for blockage or other factors reported on lines 1a and 1c (attach detailed explanation) — 1e: 0.		
2	Acquisition indebtedness applicable to line 1 assets	2	0.
3	Subtract line 2 from line 1d	3	131,095.
4	Cash deemed held for charitable activities. Enter 1 1/2% of line 3 (for greater amount, see instructions)	4	1,966.
5	**Net value of noncharitable-use assets.** Subtract line 4 from line 3. Enter here and on Part V, line 4	5	129,129.
6	**Minimum investment return.** Enter 5% of line 5	6	6,456.

Part XI Distributable Amount (see instructions) (Section 4942(j)(3) and (j)(5) private operating foundations and certain foreign organizations check here ▶ ☐ and do not complete this part.)

1	Minimum investment return from Part X, line 6	1	6,456.
2a	Tax on investment income for 2016 from Part VI, line 5 — 2a: 1.		
b	Income tax for 2016. (This does not include the tax from Part VI.) — 2b:		
c	Add lines 2a and 2b	2c	1.
3	Distributable amount before adjustments. Subtract line 2c from line 1	3	6,455.
4	Recoveries of amounts treated as qualifying distributions	4	0.
5	Add lines 3 and 4	5	6,455.
6	Deduction from distributable amount (see instructions)	6	0.
7	**Distributable amount** as adjusted. Subtract line 6 from line 5. Enter here and on Part XIII, line 1	7	6,455.

Part XII Qualifying Distributions (see instructions)

1	Amounts paid (including administrative expenses) to accomplish charitable, etc., purposes:		
a	Expenses, contributions, gifts, etc. - total from Part I, column (d), line 26	1a	84,660.
b	Program-related investments - total from Part IX-B	1b	0.
2	Amounts paid to acquire assets used (or held for use) directly in carrying out charitable, etc., purposes	2	
3	Amounts set aside for specific charitable projects that satisfy the:		
a	Suitability test (prior IRS approval required)	3a	
b	Cash distribution test (attach the required schedule)	3b	
4	**Qualifying distributions.** Add lines 1a through 3b. Enter here and on Part V, line 8, and Part XIII, line 4	4	84,660.
5	Foundations that qualify under section 4940(e) for the reduced rate of tax on net investment income. Enter 1% of Part I, line 27b	5	0.
6	**Adjusted qualifying distributions.** Subtract line 5 from line 4	6	84,660.

Note: The amount on line 6 will be used in Part V, column (b), in subsequent years when calculating whether the foundation qualifies for the section 4940(e) reduction of tax in those years.

Part XIII Undistributed Income (see instructions)

	(a) Corpus	(b) Years prior to 2015	(c) 2015	(d) 2016
1 Distributable amount for 2016 from Part XI, line 7				6,455.
2 Undistributed income, if any, as of the end of 2016:				
a Enter amount for 2015 only			0.	
b Total for prior years: ___ , ___ , ___		0.		
3 Excess distributions carryover, if any, to 2016:				
a From 2011				
b From 2012 77,998.				
c From 2013 73,221.				
d From 2014 66,239.				
e From 2015 35,304.				
f Total of lines 3a through e	252,762.			
4 Qualifying distributions for 2016 from Part XII, line 4: ▶ $ 84,660.				
a Applied to 2015, but not more than line 2a			0.	
b Applied to undistributed income of prior years (Election required - see instructions)		0.		
c Treated as distributions out of corpus (Election required - see instructions)	0.			
d Applied to 2016 distributable amount				6,455.
e Remaining amount distributed out of corpus	78,205.			
5 Excess distributions carryover applied to 2016 (If an amount appears in column (d), the same amount must be shown in column (a).)	0.			0.
6 **Enter the net total of each column as indicated below:**				
a Corpus. Add lines 3f, 4c, and 4e. Subtract line 5	330,967.			
b Prior years' undistributed income. Subtract line 4b from line 2b		0.		
c Enter the amount of prior years' undistributed income for which a notice of deficiency has been issued, or on which the section 4942(a) tax has been previously assessed		0.		
d Subtract line 6c from line 6b. Taxable amount - see instructions		0.		
e Undistributed income for 2015. Subtract line 4a from line 2a. Taxable amount - see instr.			0.	
f Undistributed income for 2016. Subtract lines 4d and 5 from line 1. This amount must be distributed in 2017				0.
7 Amounts treated as distributions out of corpus to satisfy requirements imposed by section 170(b)(1)(F) or 4942(g)(3) (Election may be required - see instructions)	0.			
8 Excess distributions carryover from 2011 not applied on line 5 or line 7	0.			
9 **Excess distributions carryover to 2017.** Subtract lines 7 and 8 from line 6a	330,967.			
10 Analysis of line 9:				
a Excess from 2012 77,998.				
b Excess from 2013 73,221.				
c Excess from 2014 66,239.				
d Excess from 2015 35,304.				
e Excess from 2016 78,205.				

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

1 a If the foundation has received a ruling or determination letter that it is a private operating foundation, and the ruling is effective for 2016, enter the date of the ruling ▶

b Check box to indicate whether the foundation is a private operating foundation described in section ☐ 4942(j)(3) or ☐ 4942(j)(5)

	Tax year	Prior 3 years			
	(a) 2016	(b) 2015	(c) 2014	(d) 2013	(e) Total
2 a Enter the lesser of the adjusted net income from Part I or the minimum investment return from Part X for each year listed					
b 85% of line 2a					
c Qualifying distributions from Part XII, line 4 for each year listed					
d Amounts included in line 2c not used directly for active conduct of exempt activities					
e Qualifying distributions made directly for active conduct of exempt activities. Subtract line 2d from line 2c					
3 Complete 3a, b, or c for the alternative test relied upon: a "Assets" alternative test - enter: (1) Value of all assets					
(2) Value of assets qualifying under section 4942(j)(3)(B)(i)					
b "Endowment" alternative test - enter 2/3 of minimum investment return shown in Part X, line 6 for each year listed					
c "Support" alternative test - enter: (1) Total support other than gross investment income (interest, dividends, rents, payments on securities loans (section 512(a)(5)), or royalties)					
(2) Support from general public and 5 or more exempt organizations as provided in section 4942(j)(3)(B)(iii)					
(3) Largest amount of support from an exempt organization					
(4) Gross investment income					

Part XV Supplementary Information (Complete this part only if the foundation had $5,000 or more in assets at any time during the year-see instructions.)

1 **Information Regarding Foundation Managers:**

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

NONE

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

NONE

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

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

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

SEE STATEMENT 7

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

c Any submission deadlines:

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

Part XV Supplementary Information (continued)

3 Grants and Contributions Paid During the Year or Approved for Future Payment

Recipient Name and address (home or business)	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution **	Amount
a Paid during the year				
THE LODEN FOUNDATION P.O. BOX 131 DEWA KHANGZANG, BLDG NO. 4, TOP FLOOR, THIMPHU, BHUTAN		PUBLIC CHARITY	TO FUND AN ENTREPRENEURIAL VENTURE, CARRIED OUT BY A MARGINALIZED ENTREPRENEUR IN A	14,660.
THE GREATER CINCINNATI FOUNDATION 200 WEST FOURTH STREET CINCINNATI, OH 45202		PUBLIC CHARITY	TO FUND AN INITIAL GRANT WHICH ESTABLISHES A DONOR ADVISED FUND TO DISBURSE GRANTS TO	70,000.
Total ▶ 3a				84,660.
b Approved for future payment				
NONE				
Total ▶ 3b				0.

Form **990-PF** (2016)

623611 11-23-16 ** SEE PURPOSE OF GRANT CONTINUATIONS

Part XVI-A Analysis of Income-Producing Activities

Enter gross amounts unless otherwise indicated.	Unrelated business income (a) Business code	Unrelated business income (b) Amount	Excluded by section 512, 513, or 514 (c) Exclusion code	Excluded by section 512, 513, or 514 (d) Amount	(e) Related or exempt function income
1 Program service revenue:					
a					
b					
c					
d					
e					
f					
g Fees and contracts from government agencies					
2 Membership dues and assessments					
3 Interest on savings and temporary cash investments			14	62.	
4 Dividends and interest from securities					
5 Net rental income or (loss) from real estate:					
a Debt-financed property					
b Not debt-financed property					
6 Net rental income or (loss) from personal property					
7 Other investment income					
8 Gain or (loss) from sales of assets other than inventory					
9 Net income or (loss) from special events					
10 Gross profit or (loss) from sales of inventory					
11 Other revenue:					
a INSURANCE REFUND					213.
b					
c					
d					
e					
12 Subtotal. Add columns (b), (d), and (e)		0.		62.	213.

13 Total. Add line 12, columns (b), (d), and (e) ..... 13 275.

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

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

Line No. ▼	Explain below how each activity for which income is reported in column (e) of Part XVI-A contributed importantly to the accomplishment of the foundation's exempt purposes (other than by providing funds for such purposes).
11A	INSURANCE REFUND RELATES TO A PAYMENT FROM THE PRIOR FISCAL YEAR
	FOR A POLICY THAT WAS CANCELLED PRIOR TO EXPIRING.

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

			Yes	No
1	Did the organization directly or indirectly engage in any of the following with any other organization described in section 501(c) of the Code (other than section 501(c)(3) organizations) or in section 527, relating to political organizations?			
a	Transfers from the reporting foundation to a noncharitable exempt organization of:			
	(1) Cash	1a(1)		X
	(2) Other assets	1a(2)		X
b	Other transactions:			
	(1) Sales of assets to a noncharitable exempt organization	1b(1)		X
	(2) Purchases of assets from a noncharitable exempt organization	1b(2)		X
	(3) Rental of facilities, equipment, or other assets	1b(3)		X
	(4) Reimbursement arrangements	1b(4)		X
	(5) Loans or loan guarantees	1b(5)		X
	(6) Performance of services or membership or fundraising solicitations	1b(6)		X
c	Sharing of facilities, equipment, mailing lists, other assets, or paid employees	1c		X

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

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

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

b If "Yes," complete the following schedule.

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

Sign Here

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

Signature of officer or trustee | Date | Title: TREASURER

May the IRS discuss this return with the preparer shown below (see instr.)? ☒ Yes ☐ No

Paid Preparer Use Only

Print/Type preparer's name	Preparer's signature	Date	Check ☐ if self-employed	PTIN
DAVID J. HAMPTON	David J Hampton	11-14-17		P00101198

Firm's name ▶ BURKE & SCHINDLER, PLL | Firm's EIN ▶ 31-1452011

Firm's address ▶ 901 ADAMS CROSSING
CINCINNATI, OH 45202 | Phone no. (513) 455-8200

Form **990-PF** (2016)

Part XV Supplementary Information

3a Grants and Contributions Paid During the Year Continuation of Purpose of Grant or Contribution

NAME OF RECIPIENT - THE LODEN FOUNDATION

TO FUND AN ENTREPRENEURIAL VENTURE, CARRIED OUT BY A MARGINALIZED ENTREPRENEUR IN A RURAL AREA OF BHUTAN HAVING SIGNIFICANT SOCIAL IMPACT, A COLLATERAL AND INTEREST FREE LOAN RECOVERABLE IN THREE YEARS AND RECYCLED TO ANOTHER ASPIRING AND DESERVING ENTREPRENEUR. THE ENTREPRENUERSHIP PROGRAM AIMS TO CURB UNEMPLOYMENT AND RURAL-URBAN MIGRATION BY PROMOTING AN ETHICAL, ENTREPRENEURIAL CULTURE IN THE COUNTRY AND CONTRIBUTE TOWARDS BUILDING A SELF-SUFFICIENT ECONOMY.

NAME OF RECIPIENT - THE GREATER CINCINNATI FOUNDATION

TO FUND AN INITIAL GRANT WHICH ESTABLISHES A DONOR ADVISED FUND TO DISBURSE GRANTS TO TAX-EXEMPT ORGANIZATIONS QUALIFIED UNDER SECTION 501(C)(3) OF THE UNITED STATES INTERNAL REVENUE CODE, WHICH ARE RECOMMENDED BY THE GREATER CINCINNATI FOUNDATION, AND SELECTED BY THE P&G ALUMNI FOUNDATION'S GRANT COMMITTEE IN ACCORDANCE WITH THE P&G ALUMNI FOUNDATION'S PHILANTHROPIC OBJECTIVES.

Schedule B
(Form 990, 990-EZ, or 990-PF)
Department of the Treasury
Internal Revenue Service

Schedule of Contributors

▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.
▶ Information about Schedule B (Form 990, 990-EZ, or 990-PF) and its instructions is at *www.irs.gov/form990* .

OMB No. 1545-0047

2016

Name of the organization
THE P & G ALUMNI FOUNDATION, INC.

Employer identification number
45-3765318

Organization type (check one):

Filers of:	**Section:**
Form 990 or 990-EZ	☐ 501(c)( ) (enter number) organization
	☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation
	☐ 527 political organization
Form 990-PF	☒ 501(c)(3) exempt private foundation
	☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation
	☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule.**
Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

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

Special Rules

☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of **(1)** $5,000 or **(2)** 2% of the amount on (i) Form 990, Part VIII, line 1h, or (ii) Form 990-EZ, line 1. Complete Parts I and II.

☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than $1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.

☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than $1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling $5,000 or more during the year .... ▶ $ ____________

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

Name of organization: THE P & G ALUMNI FOUNDATION, INC.

Employer identification number: 45-3765318

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

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	PREMIERE SPEAKERS BUREAU 109 INTERNATIONAL DRIVE, SUITE 300 FRANKLIN, TN 37067	$ 5,000.	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
2	UTE HAGAN LEHMBERG 20 AMELINGHAUSEN, GERMANY 21385	$ 10,000.	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
3	P&G ALUMNI NETWORK, INC. 16 WAGNER POINT ROAD ALBURGH, VT 05440	$ 6,113.	Person [X] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)
		$	Person [ ] Payroll [ ] Noncash [ ] (Complete Part II for noncash contributions.)

Name of organization: THE P & G ALUMNI FOUNDATION, INC.

Employer identification number: 45-3765318

Part II **Noncash Property** (See instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions)	(d) Date received
		$	

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions)	(d) Date received
		$	

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions)	(d) Date received
		$	

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions)	(d) Date received
		$	

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions)	(d) Date received
		$	

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions)	(d) Date received
		$	

Name of organization: THE P & G ALUMNI FOUNDATION, INC.

Employer identification number: 45-3765318

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

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

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held

(e) Transfer of gift

Transferee's name, address, and ZIP + 4	Relationship of transferor to transferee

FORM 990-PF INTEREST ON SAVINGS AND TEMPORARY CASH INVESTMENTS STATEMENT 1

SOURCE	(A) REVENUE PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME
PNC BANK	62.	62.	
TOTAL TO PART I, LINE 3	62.	62.	

FORM 990-PF OTHER INCOME STATEMENT 2

DESCRIPTION	(A) REVENUE PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME
INSURANCE REFUND	213.	0.	
TOTAL TO FORM 990-PF, PART I, LINE 11	213.	0.	

FORM 990-PF OTHER EXPENSES STATEMENT 3

DESCRIPTION	(A) EXPENSES PER BOOKS	(B) NET INVEST- MENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
BANK CHARGES	91.	0.		0.
REGISTRATION FEES	100.	0.		0.
TO FORM 990-PF, PG 1, LN 23	191.	0.		0.

FOOTNOTES STATEMENT 4

PART VII-A LINE 8B:
PURSUANT TO RECENT CHANGES TO THE ADMINISTRATIVE RULES AND REGULATIONS OF OHIO'S CHARITABLE TRUST ACT, NO COPY OF FORM 990-PF HAS BEEN FILED WITH OHIO. ADMINISTRATIVE RULES NOW ALLOW ORGANIZATIONS HEADQUARTERED IN OHIO TO SUBMIT A "VERIFICATION OF FILING WITH THE INTERNAL REVENUE SERVICE" FORM IN LIEU OF THE FEDERAL TAX RETURN, ALONG WITH ANY APPLICABLE FILING FEE.

FORM 990-PF | LIST OF SUBSTANTIAL CONTRIBUTORS PART VII-A, LINE 10 | STATEMENT 5

NAME OF CONTRIBUTOR	ADDRESS
UTE HAGAN	LEHMBERG 20 AMELINGHAUSEN, GERMANY 21385
THE P&G ALUMNI NETWORK, INC.	16 WAGNER POINT ROAD ALBURGH, VT 05440
PREMIERE SPEAKERS BUREAU	109 INTERNATIONAL DRIVE, SUITE 300 FRANKLIN, TN 37067

FORM 990-PF | PART VIII - LIST OF OFFICERS, DIRECTORS TRUSTEES AND FOUNDATION MANAGERS | STATEMENT 6

NAME AND ADDRESS	TITLE AND AVRG HRS/WK	COMPEN-SATION	EMPLOYEE BEN PLAN CONTRIB	EXPENSE ACCOUNT
HARI NAIR 1708 MARTHA AVENUE CINCINNATI, OH 45223	CHAIRMAN 5.00	0.	0.	0.
SUE WILKE 1708 MARTHA AVENUE CINCINNATI, OH 45223	VICE CHAIRMAN 5.00	0.	0.	0.
GUYER MCCRACKEN 1708 MARTHA AVENUE CINCINNATI, OH 45223	TRUSTEE 2.00	0.	0.	0.
ED TAZZIA 1708 MARTHA AVENUE CINCINNATI, OH 45223	TRUSTEE 5.00	0.	0.	0.
MOHAN MOHAN 1708 MARTHA AVENUE CINCINNATI, OH 45223	TRUSTEE 5.00	0.	0.	0.
DEBORAH M. KIELTY 1708 MARTHA AVENUE CINCINNATI, OH 45223	TRUSTEE 5.00	0.	0.	0.

JENNIFER TING 1708 MARTHA AVENUE CINCINNATI, OH 45223	TREASURER 5.00	0.	0.	0.
NISHANT SAXENA 1708 MARTHA AVENUE CINCINNATI, OH 45223	TRUSTEE 4.00	0.	0.	0.
PATRICIA MCKAY 1708 MARTHA AVENUE CINCINNATI, OH 45223	SECRETARY 5.00	0.	0.	0.
CHRIS HESSLER 1708 MARTHA AVENUE CINCINNATI, OH 45223	TRUSTEE 5.00	0.	0.	0.
ALEJANDRA CORONA 1708 MARTHA AVENUE CINCINNATI, OH 45223	TRUSTEE 3.00	0.	0.	0.
JESSICA HALL 1708 MARTHA AVENUE CINCINNATI, OH 45223	TRUSTEE 5.00	0.	0.	0.
JOHN MENNELL 1708 MARTHA AVENUE CINCINNATI, OH 45223	TRUSTEE 1.00	0.	0.	0.
VINCE SPIZIRI 1708 MARTHA AVENUE CINCINNATI, OH 45223	TRUSTEE 5.00	0.	0.	0.
TOTALS INCLUDED ON 990-PF, PAGE 6, PART VIII		0.	0.	0.

FORM 990-PF GRANT APPLICATION SUBMISSION INFORMATION STATEMENT 7
PART XV, LINES 2A THROUGH 2D

NAME AND ADDRESS OF PERSON TO WHOM APPLICATIONS SHOULD BE SUBMITTED

SEE ATTACHED P&G ALUMNI FOUNDATION 2016 GRANT APPLICATION DOCUMENT

EMAIL ADDRESS

PHILANTHROPY@PGALUMS.COM

FORM AND CONTENT OF APPLICATIONS

SEE ATTACHED P&G ALUMNI FOUNDATION 2016 GRANT APPLICATION DOCUMENT

ANY SUBMISSION DEADLINES

SEE ATTACHED P&G ALUMNI FOUNDATION 2016 GRANT APPLICATION DOCUMENT

RESTRICTIONS AND LIMITATIONS ON AWARDS

THE P&G ALUMNI FOUNDATION DOES NOT RESTRICT GRANTS TO ANY PARTICULAR GEOGRAPHY OR TYPE OF ORGANIZATION. WE DO REQUIRE THAT GRANTS FIT OUR MISSION OF ECONOMIC EMPOWERMENT, AND LOOK FOR OPPORTUNITIES TO GIVE TO ORGANIZATIONS AROUND THE WORLD THAT FURTHER OUR MISSION.

P&G Alumni

FOUNDATION

GRANT APPLICATION

INVITATION TO APPLY FOR A 2016 P&G ALUMNI FOUNDATION GRANT

You are invited to apply for a 2016 P&G Alumni Foundation Grant award by submitting a full proposal. Our Grants Committee will review all completed applications and notify you as to our final 2016 grant decisions.

Process	Timing
Grant Applications Due	Sept 15, 2016 (Thursday)
Vetting Process • International Applicants Complete GlobalGiving's (GG) Due Diligence Application	Oct 2016
• U.S. Registered 501(c)(3) organizations. undergo GuideStar Charity Check review by Grants Committee	During Application Review & Prior to Awarding Grants
Award Winners Notified By	Jan 2017

Guidelines

Please complete the Grant Application after reviewing these Guidelines and the Selection Criteria provided next.

- Individual grant awards are expected to be in the $10,000- $15,000 range. The amount available for grant-making in 2016 is $100,000. Grants are annual awards and limited to one-year commitments. Applications to expand or build on projects previously funded is permissible.

- **Grant Applications are due by Thursday, September 15, 2016** and must be emailed to: philanthropy@pgalums.com.
  - Limit your response to the questions asked. Please **do not send in any information** that is not explicitly asked for in the application.
  - Using 12-point font size, application must be typed, single-spaced, single sided. The narrative for Sections 2 (Organization Profile) through 7 (Collaboration, Replication & Multiplier Effect) should not exceed five pages.
  - Funding cannot be used primarily for salaries, administrative costs or any fundraising events.
  - **Submit the entire application as a single PDF document.** Our system cannot accept numerous attachments. Incomplete or inaccurate applications will NOT be reviewed.

- If selected to receive a grant, applicants must first successfully complete a vetting process as outlines in Section 11. If a grant is awarded, the recipient organization must submit interim and final progress reports.

- Questions regarding the application process, can be directed to Deb Kielty, Chair of the P&G Alumni Foundation Grants Committee. **Do not send completed applications to Deb.**

Selection Criteria

The P&G Alumni Foundation accepts grant requests from tax-exempt 501(c)(3) organizations in the U.S.

and from charitable equivalents outside the U.S. Grant applications will be evaluated primarily against the following selection criteria. Please keep these in mind as you are making your request.

- ✓ Alignment and fit of organization's mission and of the project or program seeking funding with the Foundation's mission of economically empowering those in need.

Mission

The P&G Alumni Foundation improves quality of life by economically empowering individuals in need to achieve greater financial independence and economic well-being for themselves, their families and their communities around the world.

Through strategic grant-making to established charitable organizations with significant P&G Alumni involvement, the P&G Alumni Foundation invests in programming that contributes toward sustainable employment opportunities including:

- Job skills development & vocational training
- Business-related skills education & training
- Entrepreneurial or business ventures viable in local communities

- ✓ Proposal's contribution toward sustainable employment opportunities *(examples provided above in the Mission)* and how results will be measured.

- ✓ Active and meaningful involvement of one or more P&G Alumni with the charitable organization and/or the project or program requesting funding. This is a very important consideration in approving grant requests so please be specific as to how this / these individual(s) are involved and the impact they are making (i.e., specific accomplishments & related results).
  - The Alum(s) must be involved with the organization for a minimum of one year.
  - If more than one Alumnus is involved, a designated Alumnus must sign the grant application and provide an endorsement letter.
  - If a grant is awarded, the designated Alumnus must also sign off on the final grant award review.

- ✓ Financial stability and organizational sustainability. Completeness and accuracy of Grant Application.

- ✓ Successful completion of this year's new vetting process to ensure our grant partners are performing their charitable work in a transparent and accountable manner while meeting registration requirements with local governments. The Charity Check is an internal review performed by the Grants Committee. The Due Diligence for international applicants will be initiated after all applications have been received.
  - International charitable organizations *not registered in the U.S.* must complete a Due Diligence application with GlobalGiving and be approved by them to receive a grant award if selected.
  - U.S. registered nonprofits must be compliant with IRS regulations governing 501(c)(3) organizations including a review of the GuideStar Charity Check.

1. **Organization Information, Summary of Request & Signatures:** Please complete the following chart - noting much but not all information was requested on the Letter of Inquiry.

P&G Alumni
FOUNDATION

GRANT APPLICATION

A. Organization Information	
Applicant Organization (Full Legal Name)	
Street Name & Address: • Street & City • State & Zip	
Country	
Continent	
"Doing Business As" Name (if applicable)	
Previous Name, if changed	
Mailing Address *(if different than Street Name above)*	
If registered in U.S., IRS Name as listed on 501(c)(3) Determination Letter	
IRS 501(c)(3) Determination Letter Date	
Website URL	
Phone (including area code & country code)	
Fax (including area code & country code)	
Tax Exempt ID # (EIN) if applicable	
Executive Director/CEO	
• Direct Phone • Email Address	
Annual Operating Budget	$
Organization's Major Funding Sources	
Endowment Size (if applicable)	$
P&G Alumnus/i Sponsor(s) including Name(s) & Email(s)	
State the organization's mission and list primary programs	
Indicate geographic area(s) where your organization's program activities are provided	

B. Summary of Request	
Program/Project Title	
Proposal contact name	
E-mail	
Timetable for implementation: From	To

Type of Support (**please check one**):

☐ Capacity building
☐ Capital project or equipment
☐ General & operating support *(exc. Salaries)*
☐ Program / Project *(if checked, answer next question)*
☐ Technical Assistance

B. Summary of Request (cont.)	
If you checked Program/Project above, indicate one of the following: ☐ New Program ☐ Support of Existing Program ☐ Expansion of Existing Program	
Total Project/Program Budget: $	Amount of this Request: $

GRANT APPLICATION

Describe the geographic area and target population the program/project will impact (i.e. # of people to be served, number of people served last year, age group, socio-economic status, disability, etc.).

C. Signatures (both are required unless otherwise specified by funder)	
Signature of Executive Director	
Signature of P&G Alumnus supporting grant request	

2. **Organization Background:** Please provide:
   a. Brief summary of organization's history.
   b. Organization's mission statement.
   c. Brief description of organization's current programs, projects and activities.
   d. Evidence of organization's overall effectiveness. Can include: track record, growth, major accomplishments, recognition / awards received, etc.

3. **Statement of Need & Mission Relevance:**
   a. What specific need does your program or project meet?
   b. What evidence, research and/or statistics is there that this need / opportunity exists?
   c. How will this program / project address or meet this need?
   d. Describe how organization's mission and the project or program seeking funding are aligned with the mission of the P&G Alumni Foundation's mission of economically empowering those in need.

4. **Project Description:**
   a. Provide a brief description of the program or project for which funds are being sought.
   b. Explain how this project advances the mission of your organization and how it fits with organization's long-term strategic plan.
   c. Describe the proposed use of the grant funds including a general implementation plan, timeline and the duration of the program / project.
   d. Explain how your organization is qualified to accomplish and sustain the proposed program or project.

5. **Goals, Impact & Evaluation**
   a. State the program or project's measurable goals and objectives.
   b. Indicate which of the following *(i.e., programming that contributes toward sustainable employment opportunities)* is most representative of this grant request *(select only one)*.
      i. Business-related skills education & training
      ii. Entrepreneurial or business ventures
      iii. Job skills development
      iv. Vocational training

c. Please specify up to three (3) impacts and related targets that you will be measuring and tracking. The chart below (**Exhibit 1**) provides some examples that you may choose from or you can identify others if not listed below. Targets should be realistic and measurable.
d. Describe the process and tools that will be used to measure, track and evaluate the impact and results of this project / program.
e. Indicate the # of people you estimate will improve their economic standing or potential for economic advancement as a direct result of the Alumni grant. Please specify target population (e.g., youth, adult men & women, women only, etc.).

EXHIBIT 1

IMPACT & RELATED KPIS
---PROVIDED FOR REFERENCE / EXAMPLES IN ANSWERING SECTION 5.C.---

Job skills development & vocational training	Business-related skills education & training	Entrepreneurial or business ventures viable in local communities
• # of individuals who complete training program • # of individuals who obtain and maintain gainful employment for 1+ year(s) • # of individuals who advance in job position and/or increase earnings	• # of individuals who complete skills education / training • # of individuals furthering their education • # of individuals who obtain and maintain gainful employment for 1+ year(s) • # of individuals who advance in job position and/or increase earnings	• # of new jobs *(full-time & part-time)* created and sustained for 1+ year(s) including those earning a living wage • # of individuals who advance in job position and/or increase earnings • # of entrepreneurial and business ventures created and sustained for 1+ year(s) • Micro-Lending: 1. repayment rates *(high rates preferably of 95%+)* 2. Bad Debt Expense *(low $'s & %'s of loans that can't be repaid)*

6. **P&G Alumni Involvement**
   a. Describe how P&G Alumni have been actively and meaningfully involved with your organization including:
      i. type of involvement (e.g., Board or committee membership, program development or participation in program, financial supporter, etc.)
      ii. duration of service and in what capacity (specify # of years or date Alum began volunteering)
      iii. impact and results of the Alum's involvement
      iv. how and why they are involved
   b. Provide a letter of support and endorsement for the project by the designated P&G Alumnus including their past and present involvement.

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7. **Collaboration, Replication & Multiplier Effect**
   a. Describe how the organization will collaborate with other organizations on this particular project / program, if applicable, including with whom and how.
   b. Explain how your project is being (or could be) replicated in other communities and/or countries, if applicable.
   c. Indicate if this project represents a new approach to addressing the need or opportunity or if it is an expansion or continuation of an existing program.
      i. If new approach, explain why you believe this approach will have the "hoped for" impact. Provide evidence of use of best practices and applicable research.
      ii. If continuation or expansion, provide evidence of project's impact and effectiveness.
   d. Describe how you will leverage a grant from the P&G Alumni Foundation to secure additional funding (monetary, in-kind and/or matching grants) or generate positive publicity for your organization or project.

8. **Funding Plans**
   a. List other funders to which this current proposal has been and will be submitted by completing the following chart. You may add additional rows as needed.

Name of Funder	**Amount Requested**	**Status of Request** Choose From: 1. To Be Submitted 2. Pending 3. Funded 4. Declined	**If Funded: list amount & date received**

   b. Provide other anticipated funding for this current proposal (e.g., earned income, in-kind support, special events, fundraisers, etc.).

9. **Required Financial Attachments:**
   a. For the most recently completed fiscal year (need not be audited), please provide your organization's:
      i. Statement of Revenue / Support and Expenses
      ii. Balance Sheet
   b. Please provide the Project Budget for your <u>entire project</u>.

NOTE: See attached example forms for State of Revenue and Expense and the Project Budget. If your existing financials are in a similar format as the attached, they may be submitted instead.

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10. Required Non-Financial Attachments

a. IRS Letter of Determination 501(c)(3) if in the U.S. If registered outside the U.S., please provide proof of your charitable status.

b. List of key staff members' names, titles, and qualifications. Short bios are helpful but not required.

c. List of current board members including name, employer, occupation and if they hold an officer position on your Board.

d. If you have received prior grant(s) from the Foundation, please provide year(s), amount(s) granted and program(s) or project(s) supported.

11. **Vetting:** By signing below, I acknowledge that I have read and understand the following vetting requirements *(sign only one)*.

International: I understand that as an international charitable organization *not registered in the U.S.* our organization must complete GG's Due Diligence and be approved by them to receive a grant award if selected. I have reviewed the information required by GG and agree to perform the Due Diligence at a time indicated by the Grants Committee.

- We may begin assembling this information at any time.
- However, our organization we will be instructed when to submit this information to GG by the Grants Committee and then have 7-10 days to do so in early October 2016.

Signature (electronic or typed in) Date

U.S. Registered Charity.: I understand that as a nonprofit *registered in the U.S.*, our organization must comply with IRS regulations governing 501(c)(3) organizations including a review of the Guidestar Charity Check, which is initiated and conducted by the P&G Alumni Foundation's Grants Committee. We are available to answer questions.

Signature (electronic or typed in) Date

STATEMENT OF REVENUE/SUPPORT & EXPENSE
FOR MOST RECENTLY COMPLETED FISCAL YEAR
Name of Agency:

P&G Alumni
FOUNDATION

GRANT APPLICATION

Time Period:

REVENUE/SUPPORT	
Corporate grants	
Foundation grants	
Govt. grants/contracts/per diem (identify)	
Contributions	
United Way/Other federated campaigns(identify)	
Membership dues	
Special events, fundraisers	
Sponsorships	
Admissions	
Sales, rent	
Revenue, tuition	
Investment income	
Interest, dividends	
Other	
Total Revenue/Support	
EXPENSES	
Salaries	
Employee benefits, taxes	
Professional fees	
Equipment, supplies, materials	
Telephone, utilities	
Postage, mailing	
Occupancy	
Insurance	
Training, staff development	
Travel	
Conferences	
Evaluations	
Other	
Total Expenses	
Revenue less Expenses	

If expenses exceeded revenues/support, please explain.
Accompanying narrative welcome if additional explanation is warranted.

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2016 Grant Application

PROGRAM REQUEST BUDGET

Name of Project:

Time Period:

(Items typical for operating a program)	**BUDGET**	
REVENUE/SUPPORT	TOTAL BUDGET	
Corporate grants		
Foundation grants		
Govt. grants/contracts/per diem (identify)		
Contributions		
United Way/Other federated campaigns(identify)		
Membership dues		
Special events, fundraisers		
Sponsorships		
Admissions		
Sales, rent		
Revenue, tuition		
Investment income		
Interest, dividends		
Other		
Total Revenue/Support		
EXPENSES		
Salaries		
Employee benefits, taxes		
Professional fees		
Equipment, supplies, materials		
Telephone, utilities		
Postage, mailing		
Occupancy		
Insurance		
Training, staff development		
Travel		
Conferences		
Evaluations		
Other		
Total Expenses		
Revenue less Expenses		

If expenses exceed revenues/support, please explain how the difference will be offset.
Accompanying narrative welcome if additional explanation is warranted, for example an explanation of in-kind gifts.