

Form 1023 Workshop



2017 NONPROFIT ORGANIZATIONS
COMPLIANCE AND INTERNAL REVIEW
WORKSHOP

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PRESENTED BY: MEGAN C. SANDERS |
BOURLAND, WALL & WENZEL, P.C. | FORT
WORTH, TEXAS

Basic Requirements – Eligibility of Exemption



- **Must be organized and operated exclusively for...**
 - religious, charitable, scientific, testing for public safety, literary, or educational purposes, or to foster national or international amateur sports competition, or for the prevention of cruelty to children or animals
- **Not necessary for churches, integrated auxiliaries of churches, and conventions or associations of churches, or an organization with gross receipts in each taxable year of no more than \$5,000**

Tools for Vigilant Service to Nonprofit Organizations		Chapter 1	
Blazek & Vetterling Certified Public Accountants 2900 Wesleyan, Suite 200 Houston, TX 77027-5132 (713) 439-5739 tax (713) 439-5757 audit		APPENDIX C	
Tools for Vigilant Service to Nonprofit Organizations		Chapter 1	
SUITABILITY FOR TAX-EXEMPT STATUS, p.2			
<p><i>A predominance of "yes" answers to the following questions indicate the proposed organization is NOT a suitable candidate for tax-exempt status or that special rules may apply. Proposed transactions with creators and board members will be thoroughly scrutinized by IRS and for private foundations may be prohibited. Chapter sections cited below from Tax Planning & Compliance for Tax-Exempt Organizations can be studied for more discussion of each issue.</i></p>			
1 Is a new organization necessary, or could the project be carried out as a branch of an existing organization?		<u>Yes</u>	<u>No</u>
<ul style="list-style-type: none"> • Life of the project is short. _____ • It is a one-time project with no prospect for ongoing funding. _____ • Project could operate under auspices of another EO. _____ • Duplication of administrative effort is too costly. _____ • Cost of obtaining and maintaining independent exemption is excessive in relation to total budget. (Ch.18) _____ • Group exemption is available through a national EO. (Ch.18.2j) _____ 			
2 Which §501(c) category of exemption is appropriate to the goals and purposes of the project?		<u>Yes</u>	<u>No</u>
<ul style="list-style-type: none"> • The organization participates in efforts to influence elections or otherwise participate in political campaigns. (Ch.23) _____ • Purposes of the organization only be accomplished through legislative and grassroots lobbying activity. (Ch.6 and 23) _____ • The organization's activities benefit a group of business persons or a social group. (Ch.7, 8, and 9) _____ • Persons benefited by the proposed activities represent a limited group rather than a charitable class. (Ch.2.2a) _____ 			
3. Are the sources of revenue suitable for an exempt organization?		<u>Yes</u>	<u>No</u>
<ul style="list-style-type: none"> • Organization plans to sell goods produced by members indicating a cooperative, benefiting members not charitable class. (Ch.2.2e) _____ • A significant amount of the revenues will come from services to be rendered in competition with nonexempt businesses, such as legal services or insurance. (Ch.21.8) _____ • Over half of revenues will be from unrelated businesses operated in competition with for-profit companies. (Ch.21.4(b)) _____ • A majority of the funding will come from a particular individual, family, or limited group of people that may require classification as a private foundation. (Chs. 11-17) _____ 			
<p style="text-align: right;">© J. Blazek 2013 <small>Chapter sections in parenthesis refer to Blazek, Tax Planning & Compliance for Tax-Exempt Organizations 5th Edition, 2012, John Wiley & Sons.</small></p>			

Basic Requirements – Application for Recognition of Exemption

- Proper Notice is provided on Form 1023
- Must be filed with the Ohio District Office (Covington, Kentucky)
 - Within 27 months from the end of the month of its organization for retroactive application of exemption
- A substantially completed filing begins the running of the 270-day period in which the key District Director must rule on the application
 - Can seek declaratory judgment
- Must be timely in furnishing additional information requested by the IRS

Form 1023 Packet



- User fee, enclosed but *not* attached;
- Form 1023 checklist;
- Form 2848, Power of Attorney and Declaration of Representative (if applicable, which usually it is);
- Application, including the Form 1023 and Schedules A through H as required;
- Organizing document;
- Amendments to organizing document, in chronological order;
- Bylaws (or other rules of operation) and any amendments;
- All other attachments, including explanations, financial data, etc. (“Exhibit C”)

Basic Requirements – Local Application



- After receiving the federal exemption determination letter, application should be made to state and local taxing authorities for exemption from franchise taxes, real and personal property taxes, rent taxes, and sales taxes
- Confirm any out-of-state registration requirements, if applicable
- See The National Association of State Charity Officials for links to various states for state registration requirements (www.nasconet.org)

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