



Finance Unlocked for Nonprofits

Unlocking Financial Literacy for Nonprofit Board Members to Deliver Mission & Protect Assets

JACOBSON JARVIS
CERTIFIED PUBLIC ACCOUNTANTS & CO. PLLC

Unlocking FUN for you today...



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Washington Nonprofits makes sure nonprofits have what they need to succeed. We are your state association.
www.washingtonnonprofits.org

In partnership with




Office of the Secretary of State
Kim Wyman

Washington Nonprofits and the Office of the Secretary of State are partnering to give nonprofit boards the tools and resources they need to succeed. For more information about this partnership, please visit www.washingtonnonprofits.org/OSOSpartnership.

Goals for Today

- Know more about nonprofit finance
- Have what you need to improve your finance practice
- Be ready to share FUN with others

"Know enough to be dangerous... enough to know whether the story you are hearing lines up with the story you are seeing in the numbers." - Erin Welch, CPA, JJCO



Hello
my name is

FUN

Unlock Financial Literacy for Nonprofit Board Members to Deliver Mission & Protect Assets



www.washingtonnonprofits.org/fun

Finance Unlocked for Nonprofits



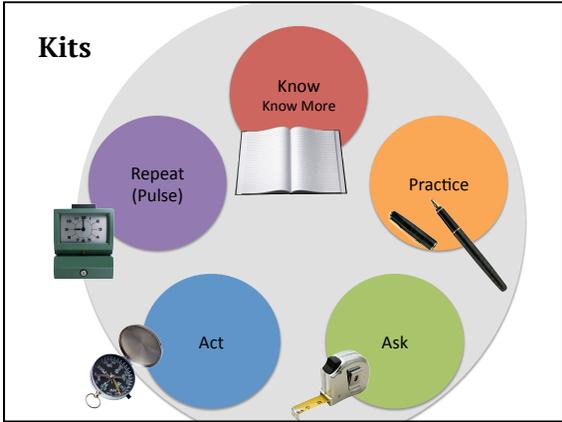
6 Short Videos



6 Kits

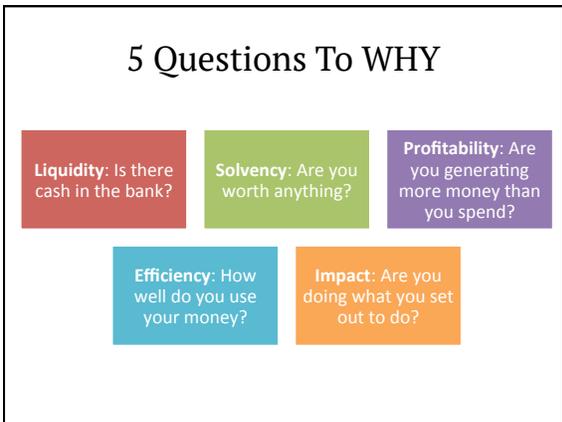


BINGO card + Summary



Why does nonprofit finance matter to your organization?

Why does nonprofit finance matter to your organization?



Finance Unlocked for Nonprofits



Why
What
Who
How



B
BALANCE
SHEET

Snapshot
Liquidity
Assets
Liabilities
Reserves



I
INCOME
STATEMENT

Period of time
Budget
Actuals
Reporting
Revenue
diversification



Public document
Marketing tool
Governance
Compliance & penalties

Stay Up-to-Date with the Secretary of State
 Nonprofit and charitable organizations need to register and stay up-to-date with the Office of the Secretary of State.

1 Check which type of organization you are. 2 Note your key dates. 3 Put those dates onto your organizational calendar.

1 Nonprofit Corporation

What is it: A private corporation for which no part of the income is distributable to its members, directors or officers. It is formed to benefit the public, a specific group of people, or the membership of the nonprofit.

Examples: Labor union, chamber of commerce, social clubs, business leagues.

Annual Requirements:

- What: Annual Report
- When: Last day of organization's incorporation month. A reminder will be sent to the registered agent at least 30 days prior to required filing date.
- Cost: \$10

2 Your incorporation date: _____
 Your annual report filing date: _____
 For example, an incorporation date of March 3, 2002 would have an annual report filing date of March 31, 2015. (file online!)

3 **ADD TO CALENDAR**
 ...and don't forget to update address changes if you move or change contact person.

Nonprofit and Charitable Organization

What is it: 40% of charitable organizations are also nonprofit corporations.

Examples: They include many of the organizations we know providing direct service, supporting the arts, or advocating for causes.

2 They follow both sets of requirements to be in compliance with the Secretary of State.

Developed by: **Washington Nonprofits**

3 **Office of the Secretary of State**

Charitable Organization
 or individuals soliciting on behalf of organizations

What is it: An entity that solicits or collects contributions from the general public in Washington to be used to support a charitable purpose. May or may not be a corporate structure.

In Washington, includes organizations that:

- Raise at least \$50,000 annually in Washington.
- Pay anyone to carry out the activities of the organization.

Examples: Education, health, social service, religious, cultural, and scientific organizations. **Examples that are NOT necessarily nonprofit corporations:** Individual fundraisers, not of state organizations, foreign corporations, some associations. Churches may register but are not required.

Annual Requirements:

- What: Annual Renewal
- When: **NO LATER DATE** the last business day of the eleventh month after the end of the organization's accounting year. Earlier reporting welcome!
- Cost: \$40

2 Your accounting year end: _____
 Your charter filing date: _____
 For example, an accounting year end of February 28, 2014 would have an annual renewal filing date of January 31, 2015.

3 **More information:**
<http://www.sos.wa.gov/charities/SelfAssessmentGuide.aspx>
<http://www.sos.wa.gov/charities/AllForms.aspx>



Communication
Pledge
Endowment
In-kind
Restrictions



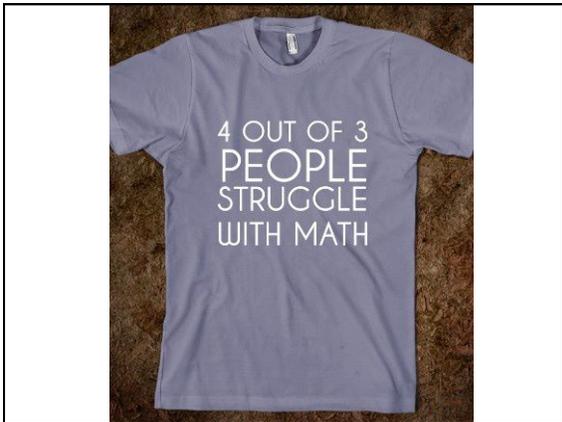
Who is involved in nonprofit finance

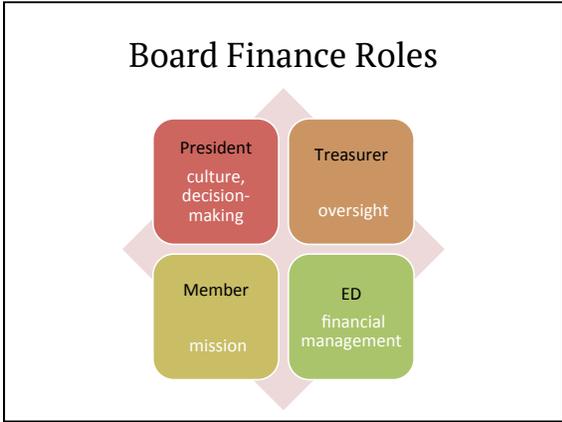
Why
What
Who
How

Joy

Math

1+1 $\sum_{k=0}^{n-1} k+1$





How to strengthen financial literacy

Why
What
Who
How

- Culture  See (stuff)
Observe
Sense
- Calendar  Orientation
Board mtgs
Committee mtgs
Individual learning



Questions?

Nonprofit Finance!
Deliver Mission + Protect Assets