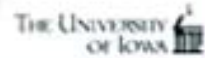




Welcome to the

**Iowa Nonprofit Resource Center**

helping strengthen community organizations



# Newsletter

February 15, 2003  
Volume 1, Issue 1

## Letter from Secretary of State: File Your Biennial Reports

January 5, 2003

Dear Non Profit Corporate Filer:

In this first newsletter of the Iowa Nonprofit Resource Center, it is appropriate to begin by commending Dr. Sandy Boyd, Mr. Richard Koontz, and all of the fine staff at the Center who have worked so hard to make this resource a reality. I recall meeting with Dr. Boyd and Mr. Koontz nearly two years ago when they were just beginning to create the Center. I was impressed then with their vision and I am now even more inspired by their accomplishment and worthy goals.

The Iowa Secretary of State's office is responsible for administering the laws overseeing the operation of businesses in Iowa. In the past, citizens and businesses interacting with this office have used paper, pen and the telephone to run their businesses. As the Secretary of State, it has been a primary goal of our administration to streamline citizen and business access to this office through the use of technology. Doing so allows faster, less expensive, and more efficient interaction with this office.

I am proud to report that we are accomplishing this goal. A recent independent report analyzing the use of technology in state government in Iowa identified the Secretary of State's office as a model for the rest of state government to follow. I pledge to continue to find more ways, through technology, to make your interaction with this office fast, friendly, and even more efficient.

One way to honor this commitment is by offering you the option of electronically filing your 2003 Biennial Report. You may recall that two years ago we offered on-line filing of Biennial Reports for the first time in the history of the office. Last year, for profit corporations also filed on-line and nearly eighty percent of these businesses took advantage of the on-line system. As a result of the tremendous success of filing Reports electronically over the last 2 years, we are again offering you the option of filing your Biennial Report on-line.

I also encourage you to take advantage of electronic filing of your Biennial Report for another reason. The last two years have been difficult for all of state government. This office alone has endured several funding and personnel cutbacks. However, we have gotten the job done with hard work, effective management, and through the use of technology. Electronic, paperless, on-line filing of nonprofit Biennial Reports is one such example.

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- ◆ Iowa Foundations
- ◆ Fundraising Training
- ◆ INRC Open House

## UI Video Center Creates Promotional Video



*Jude West  
Co-Director,  
Willard "Sandy" Boyd  
Chair*

The Iowa Nonprofit Resource Center has, after a year of production, finished a 27-minute video about the value of nonprofits to the state of Iowa. Richard Koontz, Coordinator of the INRC and Kevin Kelley of the UI Video Center did the interviews and editing of the footage of the Iowa nonprofit sector. The video features the African American Historical Museum and Cultural Center (Cedar Rapids), Northland Agency on Aging (Decorah), Jazz Arts, Inc. (Council Bluffs), Montgomery County Historical Society (Red Oak) and Family

Services League (Waterloo). Materials about the College of Law Legal Clinic's work on nonprofit cases and the INRC is included throughout the video. Boards of directors, fundraising, volunteerism and community building are issues explored with each organization in the video. We expect to distribute copies to agencies in Des Moines, as well as various libraries. A shortened, three-minute version of the video was played at half time at several UI basketball games, helping us spread the

## Iowa Foundations Funding Iowa Charities

There are over 500 private foundations in the state of Iowa, all of which fund various activities of Iowa nonprofits. The Division of Sponsored Programs at the University of Iowa created a data base for use by the public, which gives a profile of each of these private foundations. You can get to this data base through the Iowa Nonprofit Resource Center web site. Go to the News section on the home page, and then click on "Iowa Grants Guide" on the left hand side of the page. You can search by the name of the organization, if you are looking for a particular private foundation. But you can also search by the kinds of activities the foundations fund (agriculture, arts & culture, education, etc.), the geographic area the foundation funds (since many do not fund the entire state of Iowa), and/or the kinds of funding the foundations are open to (annual giving, capital campaign, endowments, scholarships, etc.) We hope that this is a useful tool to help Iowa's nonprofit community to find supportive funding sources.

A special kind of foundation is called a "community foundation." There are now 21 community foundations serving Iowa. Community foundations differ from private foundations in that they are usually more widely funded by the community. Donors to community

foundations generally have some say over the use of their funding by the community foundation.

Some work is being done on the idea of a state wide community foundation that would focus on serving communities not currently served by a community foundation structure.

There is an organization that helps Iowa's foundation community with its shared issues, the Iowa Council of Foundations, which has been in existence approximately 4 years. The Iowa Council of Foundation web site, [www.iowacounciloffoundations.org](http://www.iowacounciloffoundations.org) lists every foundation that is a member of the organization.

Use this Web site to find out more about joining this statewide network, making donations or obtaining grants. Click on Membership Information to apply for membership on-line or to use our on-line membership directory and contact one of Iowa's foundations or charitable giving organizations.



*Counties that are served by  
Community Foundations in  
the state of Iowa*

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Chet Culver  
Iowa Secretary of State

Instructions on how to file your Report electronically and obtain a Change of Registered Office or Agent form online at [www.sos.state.ia.us](http://www.sos.state.ia.us).

## Sec of State continued...

While technology is a wonderful option for some, we are certainly aware that it is still not available to everyone. For those nonprofit corporations without access to the necessary computer equipment to file on-line, please consider visiting your public library, local Small Business Development Center, community college or university, or Chamber of Commerce to file the Report.

Please know, however, that if you are unable to file electronically using your own or one of these alternative resources, you may still obtain a paper Report from this office. Simply call 515-281-5204 to request a paper Report and it will be mailed immediately.

Instructions for filing Reports on-line were mailed to all nonprofit corporations at the beginning of this month. Unlike previous years, you will not automatically receive a paper copy of your Biennial Report or the Change of Registered Office or Agent form. Instead, the Notice contains instructions on how to file your Report electronically and obtain a Change of Registered Office or Agent form online at [www.sos.state.ia.us](http://www.sos.state.ia.us).

Thousands of corporate and business filers have discovered that electronic filing is fast, efficient, and friendly. I am confident you will have a similar positive experience filing your 2003 Biennial Report on-line with the Secretary of State's office. Just remember, Iowa law requires your Report to be received by this office **by April 1, 2003**. Have a Happy New Year and please contact my office if we can be of further assistance.

Sincerely,

Chet Culver  
Iowa Secretary of State

## Fundraising Training Opportunity

If your organization is a 501(c)(3) with limited constituencies, and you would like to expand your organization's fundraising capacity, consider attending a fundraising training seminar offered through the Iowa Nonprofit Resource Center.

Frank Harris, an expert in fundraising, will provide a free seminar on fundraising for Iowa's charitable organizations. Harris plans to discuss basic fundraising issues, to provide examples of different types of fundraising, and to outline how capital campaigns are structured, publicized, started and finished. In addition to covering the

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## Iowa Nonprofit Resource Center Open House

INRC has a new location and the center wants to invite the nonprofit community to visit our house. Our new location is 130 Grand Avenue Court, west of the Boyd Law Building, north of our old home, and east of the new Athletic Learning Center in skeleton form.

Featured at the center's open house will be the premier of our 26 minute promo-

tional video entitled, "The Essence of Community- Iowa's Nonprofits". Food and beverages will be provided.

Mark your calendar now for:

Friday, March 14, 2003 from 1:00pm to 4:00pm

Video premiere will be shown promptly at 1:30

INRC  
130 Grand Avenue Court  
Iowa City, Iowa 52242

## About Our Organization

The Iowa Nonprofit Resource Center is a University of Iowa interdisciplinary collaboration to make more accessible educational and service programs focused on strengthening the operational capacity of Iowa nonprofit organizations. The Center creates new knowledge through research activities and provides information and training resources to charitable, nonprofit organizations and interested persons throughout Iowa. We build the capacity and develop the effectiveness of community

based organizations and enhance the overall effectiveness of local organizations in building communities. The Center also introduces students to the nonprofit sector and develops their sense of public and community service.

Our mission is guided by The University of Iowa's core values: learning, community, responsibility, integrity, and quality.



<http://nonprofit.law.uiowa.edu/>

to donate: <http://www.givetoioowa.org/inrc>

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