

Description of Organization: February 2022

Friends of Lebanon Recreation and Parks

Address: 51 North Park Street P.O. Box 369 Lebanon, NH 03766

Phone: (603)448-5121

Website: www.friendsoflebrec.org

Contact

Dan Moriarty

President of Board

Email: info@friendsoflebrec.org

Mission

The organization is structured under Section 501(c)(3) of the Internal Revenue Code. It's Mission is to advocate for and raise funds through various means to support and enhance recreational activities and parks for all residents in Lebanon and West Lebanon, NH. It also serves as a fiscal sponsor for organizations raising funds to support parks and recreation directly and community activities held within Lebanon and West Lebanon, NH park facilities or locations.

Year Organization became 501(c)(3): 2014

Year of first fiscal sponsorship: 2015

Number of sponsored projects: 10

Projects/Services Sponsored: Time limited/Project specific

Arts and Culture: Parks or community based events

Recreational activities or events that span entire inter generational spectrum

Economic Development - park related construction

Festivals and Events - park or community related

Eligibility Criteria

Aligned mission/values: Must have some affiliation with Lebanon Recreation and Parks

Geographic: Lebanon and West Lebanon, NH

Other: Must sign and adhere to stipulations in Memorandum of Agreement

Services Offered

Provide fiscal sponsorship

1. Establish and maintain bank accounts
2. Retrieve checks from P.O. Box
3. Prepare deposit slip and deliver checks to bank
4. Provide copy of checks, account ledger and deposit slip to Project Manager
5. Issue checks at the direction of Project Manager for any expenses to be paid

6. Bookkeeping/Accounting - establish account ledger: post donations (date, name, address, amount) to account ledger; post expenses (date, name, address, amount) to account ledger and provide copies to Project Manager
7. Establish and monitor an online portal to receive donations: dollars, property and stock; post to account ledger
8. Issue acknowledgement to donors for charitable receipts
9. Provide financial information to accountant for completion of annual tax return

Fiscal Sponsorship Fee

4% Management Fee based on total donations pledged for project during fund raising campaign for project.

Based on **Fiscal Sponsorship: Six Ways To Do It Right*** our mode of fiscal sponsorship is:

Modified Model A: Direct Project: Events, Activities and Education

*"Attachment D - Fiscal Sponsorship: Six Ways To Do It Right - A Synopsis" by Gregory L. Colvin of Silk, Adler & Colvin, San Francisco, CA; The Exempt Organization Tax Review, April 1993, vol. 7, No. 4, pts 604 - 611.