

Neighborhood Associations – Registrations & Requirements

Coalition: East Portland Community Office;
13 neighborhoods joined as East Portland coalition

Documents:

- * Memorandum of Agreement with Office of Neighborhood Involvement
- * Annual EPCO Workplan & Budget

Benefits:

- * Insurance coverage for activities
- * Funding and staff support
- * Priority access to East Portland Neighborhood Association News, and eastportland.org website
- * Fiscal Sponsorship of projects
- * Communication and promotion of coalition issue committees for collaborative action; Land Use & Transportation, Parks, EPAP

Responsibilities:

- * Chairs or Presidents meeting monthly of the EPNA Chairs Group (there is an expectation of participation): share information about issues and actions in neighboring areas; take collaborative actions; give direction to EPCO services
- * Delegates meet bi-monthly for East Portland Neighbors meeting; (all NAs are encouraged to participate); provide fiscal sponsorship for projects; produce EPNAN; provide insurance

City of Portland: Recognition by Office of Neighborhood Involvement

Documents:

- * Office of Neighborhood Involvement Standards

Benefits

- * Funding and staff support through EPCO
- * Promotion through ONI website, lists, and documents
- * Notification of Land Use actions within area

Responsibilities

- * Open process & records; public notice, public invited to all meetings; all decisions made at meetings; minutes, bylaws and policy documents public and provided to coalition office
- * Open membership, within described area, residents, property owners, business licensees
- * Non-discrimination
- * No involvement with electoral politics

State of Oregon: Incorporated public benefit non-profit membership organization

Documents:

- * Oregon Revised Statutes Chapter 65
- * Articles of Incorporation

Benefits

- * Creates a tax/financial entity that can do business
- * Some protection from board member liability

Responsibilities

- * Requires at least one annual meeting and 3 Board members
- * Prohibition of Board member receiving financial gain from association
- * Annual filing of Corporate report and CT-12
- * Assumes tax-exempt status
- * Board Member responsible for governance – attentiveness, reasonableness, loyalty (attendance, active, and acting in the best interests of the association.)

Federal: IRS Exempt tax status – 501(c)(3); 501(c)(4)

Documents

- * Publication 557
- * Determination letter

Benefits

- * Exemption from 15% federal corporate tax
- * Fulfill expectations of State Dept of Justice
- * 501(c)(3) can receive most grants and offer deductibility for donations

Responsibilities

- * Annual filing - 990-N
- * Prohibition of engaging in electoral politics
- * Restrictions on income sources
- * Limitation on issue (ballot measure) politics; grass-roots lobbying (501c3)