



# Fundamentals of Starting a **Nonprofit**

Zachary Huber, Toledo-Lucas County Public Library

# Today we will discuss:

- The steps required to start a nonprofit
- The alternatives to starting a nonprofit

# What is a nonprofit?

- **According to the IRS:**

- Exclusively for one of more charitable purposes.
  - Religious, charitable, scientific, testing for public safety, literary, educational or other specified purposes
- No benefit to private individuals, shareholders or private interests.
- Will not attempt to influence legislation or participate in a political campaign as a substantial part of its activities.

# The Basics

- **Steps to getting your 501(c)3**
  - Establish a Board of Directors
  - Develop Bylaws and Board Policies
  - File articles of Incorporation \$
  - Obtain an EIN
  - **File for tax exemption \$**
  - Register with the Attorney General

# Legal GPS

LegalGPS

Search



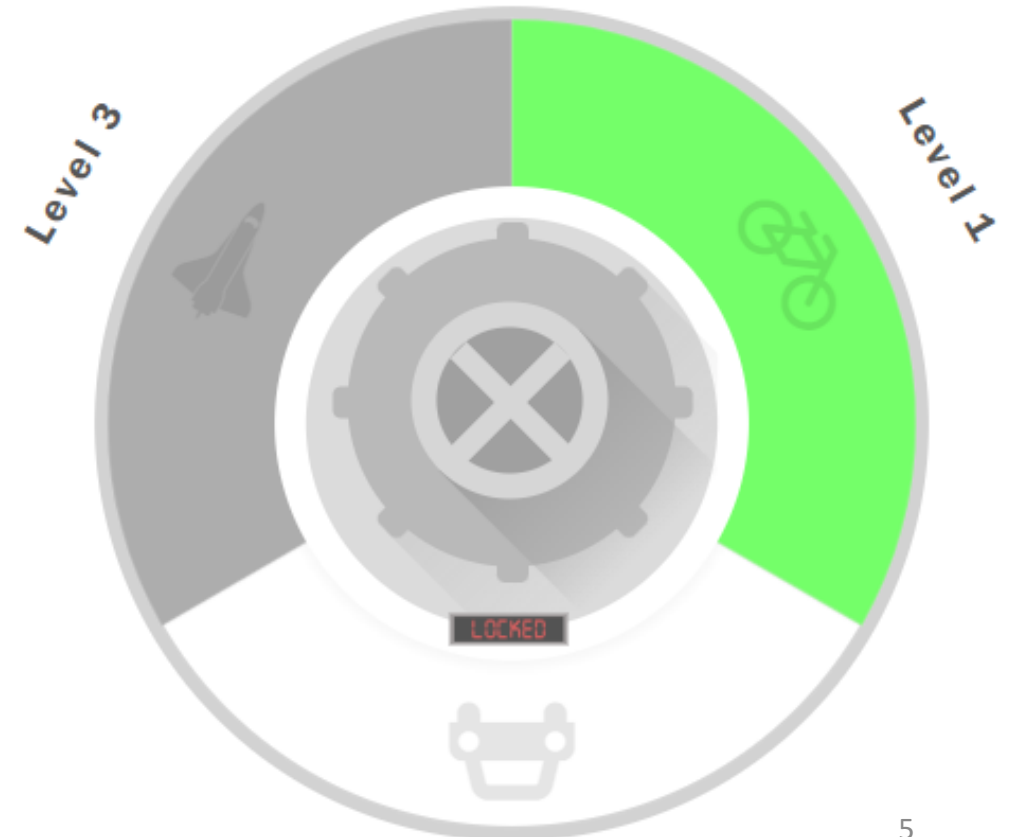
Main Menu

## Level 2



Welcome to Level 2! You'll learn step-by-step how to setup your entity of choice. If you've already done that, we'll skip straight to core legal essentials businesses overlook.

[Go to Level 2](#)



# Developing a Plan

- **Mission, vision, values**

- **Mission:** The mission statement communicates the nonprofit's purpose, what groups it serves, and how it plans to do so. For a new nonprofit, developing the mission statement is a critical first step in defining what the organization plans to do and what makes it different from other organizations in the same field.
- **Vision:** The vision is the way the world will look after your organization accomplishes its mission – the long-term, desired change.
- **Values:** Values are the beliefs which your organization's members hold in common and endeavor to put into practice. The values guide your organization's members in performing their work.

# Developing a Plan

[Find a Doctor](#)[Services](#)[Locations](#)[Blanchard Valley Medical  
Practices](#)[Patients & Visitors](#)[Education &  
Resources](#)[Health  
Profess](#)

## ABOUT BVHS

[Home](#) > [About BVHS](#)

### ABOUT BVHS

[About](#) >

[Mission, Vision & Values](#)

[History](#)

[BVHS By the Numbers](#)

[Administration](#)

[Board Members](#)

[Compliance](#)

## Mission

### Our Mission

Caring for a lifetime.

### Our Vision

Extraordinary people. Exceptional care.

### Our Values

Integrity, Compassion, Skill, Collaboration, Innovation and Humor

# Industry Analysis

- Who else is doing this work?
- Is there a successful business model out there?
- Are we innovative or duplicative?
- [GuideStar](#)
- Ask Yourself:
  - What would happen if we didn't exist?



# Your Team

## Board members

- Ohio requires a minimum of three
  - Legally responsible for the nonprofit
  - Well balanced and represents the populations you serve

## Staff Members

- Not likely in the early years

## Volunteers/Committees



# The Need

- What is the need in your community that you plan to fill in?
  - It is not YOUR need.
- You need evidence and documentation.
- Get buy-in from community leaders.

# Programs and Services

- How will you address the need?
- What are the goals and objectives tied to these activities?
- How will you measure success?

# Finances

- What is the proposed initial budget?
- Where do you plan to get most of your funding?
  - Contributions
  - Fees for Service
  - Grants
  - In-kind donations
- What are the financial procedures and infrastructures?

# \$471.44 billion

In 2020, Americans gave \$471.44 billion to charity, a 5.1% increase over 2019.

## Where did the generosity come from?

### Contributions by source

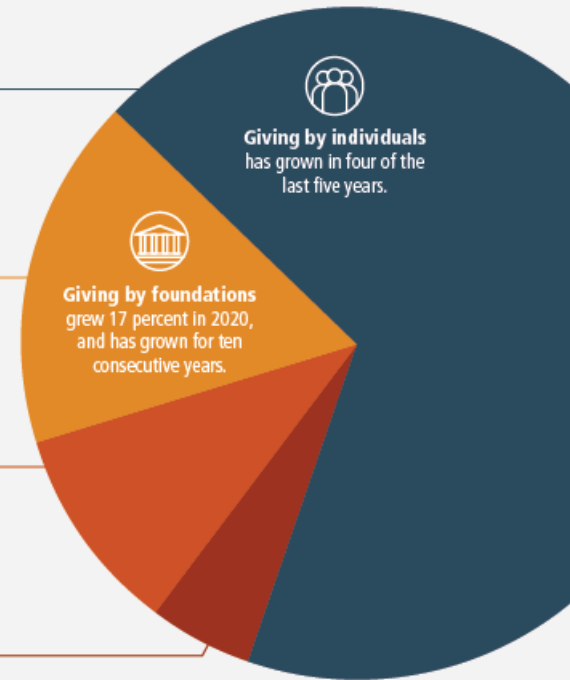
By percentage of the total

**Giving by  
Individuals**  
\$324.10 billion  
**69%** ↑ 2.2%  
increased 2.2 percent over 2019.

**Giving by  
Foundations**  
\$88.55 billion  
**19%** ↑ 17.0%  
increased 17.0 percent over 2019.

**Giving by  
Bequest**  
\$41.91 billion  
**9%** ↑ 10.3%  
increased 10.3 percent over 2019.

**Giving by  
Corporations**  
\$16.88 billion  
**4%** ↓ 6.1%  
declined 6.1 percent from 2019.



TOLEDO  
LUCAS COUNTY  
PUBLIC  
LIBRARY

# Marketing & Outreach

- How will you reach your target population?
- How will you keep them/the public informed?

# Other Considerations

- Space
- Equipment
- Technology
- Insurance/Background checks
- Human Resources
- Annual reporting requirements

# Alternative Options

- Volunteer
- Find employment with a similar organization
- Start an advocacy group
- Serve on a board
- Fiscal sponsorship



# Advantages

- Tax exemption/deduction
- Eligibility for public/private grants
- Formal structure
- Limited Liability

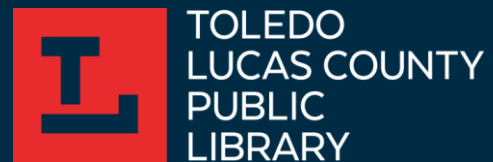
# Disadvantages

- Cost
- Paperwork/administration
- Shared control
- Scrutiny by the public

# Resources

- [Nonprofit Startup Assessment](#)
- [StayExempt.Org](#)
- [Toledo Pro Bono Association](#)
- [Candid Learning](#)

# Questions?



[toledolibrary.org](http://toledolibrary.org)





# Toledo Lucas County Public Library

Zachary.Huber@ToledoLibrary.org

toledolibrary.org

419.214.6131

