

Michigan Resource Center

ON DOMESTIC & SEXUAL VIOLENCE

3893 Okemos Road, Suite B2, Okemos, Michigan 48864
Phone: (517) 381-4663 TTY: (517) 381-8470 Fax: (517) 347-1060
www.resourcecenter.info

Nonprofit Start-up Resources

If you're thinking about starting a nonprofit, you may want to consider...

- ✓ First, contact your own community shelter program. Meet with the Executive Director and discuss what services they provide and if there are any unmet needs or gaps in service for victims of domestic violence in the community. You can find your local program by clicking on our website www.mcadv.org.
- ✓ Explore online free resources from Grand Valley State Nonprofit program.
 - Dorothy A. Johnson Center for Philanthropy and Nonprofit Leadership
Information to help establish a nonprofit organization is listed below and in the Nonprofit Startup Guide pdf format, rev. March 2005.
 - ✓ The Internal Revenue Service (IRS) website on Tax Information for Charities and other Non-Profits has the latest forms and information for starting a nonprofit. The publication, *The Life Cycle of a Public Charity*, includes information on starting out, application forms, annual filings, ongoing compliance and significant events.
 - ✓ The State of Michigan, Department of Attorney General website on Charitable Giving Information has forms and information on procedures and requirements for starting a nonprofit.
 - ✓ The State of Michigan, Department of Consumer and Industry Services, Corporation Division, offers new nonprofit officers, directors and members a half-day nonprofit seminar on topics such as director and officer duties and responsibilities, indemnification, charitable solicitations, financing, tax issues, filing requirements and record keeping. The fee to attend is \$50.00 per person. Please call (517) 241-6470 for more information.
- ✓ Contact your local church to see if they may want to extend their community outreach and offer support services to church members and the community
- ✓ Access the Nonprofit Start-up Packet from the Michigan Domestic Violence Prevention and Treatment Board by contacting (517) 373-8144.

Suggested Print Resources Include:

Fuerza Unida: A Manual for Engaging Communities

Fuerza Unida is a community engagement process developed by Casa de Esperanza. This manual will give you both the philosophy and "nuts and bolts" to implement a similar process in your community. Fuerza Unida (literally, Strength United) is a strategy Casa de Esperanza began as a result of our 1998 strategic plan. Fuerza Unida changed our organization: our philosophy, mission, and framework. The background and history of our organization is helpful in understanding the significance of this change. (TOC include: Decide why you are at the table; Make sure the right people are at the table; Decide what information you want to learn; Determine the best way to gather your information; Recruit people to gather the information; Support and train the interviewers to get the best possible results; Find people to interview; Gather the information; Compile what you learned; Meet with community

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members and figure out what you learned; Figure out what you want to do with what you learned; Start taking action; and take stock of how things are going). OR.C334f

The Start-up Manual: A Workbook for New Domestic Violence Service Providers

Includes information on building a board, interim service plan; personnel; services; volunteer coordination; fiscal policies; toward a community response; troubleshooting. OR.K678s

Stir It Up: Lessons in Community Organizing and Advocacy

Stir It Up - written by renowned activist and trainer Rinku Sen- identifies the key priorities and strategies that can help advance the mission of any social change group. This book addresses the unique challenges and opportunities the new global economy poses for activist groups and provides concrete guidance for community organizations of all orientations. Stir It Up will show your organization how to design and conduct actions that further campaign goals; develop effective leaders; build strong alliances and networks; generate and use solid research; design an effective media strategy; put in place a plan for internal political education and consciousness-raising. OR.S474s

Evaluating Services for Survivors of Domestic Violence and Sexual Assault

This text may prove particularly useful for researchers, evaluators, service providers and funders involved in the work to end violence against women. Written in clear, straightforward language, it addresses many complex factors that come into play when conducting victim-service evaluations, including issues of safety and confidentiality. This text outlines basic considerations of evaluations and discusses contextual issues that make evaluation in the domestic violence field unique. It also chronicles and celebrates progress made to date by the anti-violence movement. OR.R568e

Funding Resources for Domestic Violence and Sexual Assault Programs

Council of Michigan Foundations

<http://www.cmif.org>

The Council of Michigan Foundations (CMF) is a membership association of more than 400 grantmakers working to increase, enhance and improve philanthropy in Michigan. CMF helps foundations through networking, education, resources and advocacy.

Foundation Center

<http://www.fdncenter.org>

The Foundation Center collects, organizes, and communicates information on U.S. philanthropy and provides education and training on the grantseeking process.

Foundation Finder

<http://lnp.fdncenter.org/finder.html>

Use the Foundation Finder to search by name for basic information about private and community foundations in the United States.

Philanthropy News Digest RFP Bulletin

<http://fdncenter.org/pnd/rfp/>

The RFP (Request for Proposals) Bulletin is published every Friday afternoon. Each RFP listing provides a brief overview of a current funding opportunity offered by a foundation or other grantmaking organization. Interested applicants should read the full RFP at the grantmaker's Web site or contact the grantmaker directly for complete program guidelines and eligibility requirements before submitting a proposal to that grantmaker.

Fundsnet

<http://www.fundsnet.org/>

Fundsnet provides a comprehensive directory of foundations and funders on the Web, including international foundations, categorized alphabetically or by specific area of interest.

Grants.gov

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<http://grants.gov>

Grants.gov allows organizations to electronically find and apply for competitive grant opportunities from all Federal grantmaking agencies. Grants.gov is a single access point for over 900 grant programs offered by the 26 Federal grantmaking agencies.

Resources for Grantseekers on the Web

American Association of Fundraising Council

www.aafrc.org

Council on Foundations

<http://www.cof.org>

The Grantmanship Center

<http://www.tgci.com>

Foundations On-line

<http://www.foundations.org/>

GrantSmart.org

<http://www.grantsmart.org/index.html>

Idealist

<http://www.idealists.org/>

Women's Philanthropy Institute

<http://www.women-philanthropy.org>

Resources to Assist with Grant Preparation

Foundation Center Virtual Classroom

<http://fdncenter.org/learn/classroom/index.html>

The Foundation Center provides online tutorials for the grant proposal process. Online tutorials include:

- Orientation to Grantseeking
- Guide to Funding Research
- Proposal Budgeting Basics
- Proposal Writing Short Course
- Demystifying the 990-PF

Nonprofit Guides Online Grant Writing Tools for Nonprofits

<http://www.npguides.org/>

Nonprofit guides are free Web based grant writing tools for nonprofit organizations, public organizations, and other charitable, educational and community groups.

EPA Grant Writing Tutorial

<http://www.epa.gov/seahome/grants/src/msieopen.htm>

This site provides an overview of grant writing including a glossary, forms, examples and a mock proposal writing activity.

The Research Assistant Grant Writing Tutorial

<http://www.theresearchassistant.com/tutorial/index.asp>

This site provides a grant writing tutorial with an interactive proposal building feature.

Sample Grant Proposals

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<http://fdncenter.org/learn/faqs/html/propsample.html>

Information for Seeking Foundation and Corporate Grants

<http://www.cmif.org/Documents/Infoforseeking2005.pdf>

Grant Readiness: The Culture and Practices of Successful Grantseeking Organizations

<http://www.azgrants.com/mp/Checklist.pdf>

Grantproposal.com–Aesthetics and Technicalities for Grantwriters

<http://www.grantproposal.com/>

Select Foundations Providing General Operating and Direct Service Funding

Kraft Foods Inc.

Kraft Foods Inc. lists one of their focus areas as domestic violence, with particular focus on providing food-related support, clothing, shelter or counseling. Visit www.kraft.com for more information.

Mary Kay Ash Charitable Fund

Mary Kay Ash Charitable Foundation will donate funds to organizations that help victims of domestic violence through their Shelter Grant Program. Funds awarded may be used for operational costs, with the exception of travel. Visit <http://www.marykay.ca/Display.asp?PageID=3123&Directory=foundation> for more information.

Avon Foundation

In its commitment to end domestic violence, the Avon Foundation supports awareness, education, direct service and prevention programs including providing general operating expenses. Visit <http://www.avoncompany.com/women/> for a foundation overview and funding guidelines.

Additional Resources:

Management and Program Development Bibliography

<http://www.mcadsv.org/mrcdsv/resource/Bibliographies/Management%20and%20Program%20Development.pdf>

Bibliography: Internet Resources for Nonprofits

<http://www.mcadsv.org/mrcdsv/resource/Bibliographies/Internet%20Resources%20for%20Nonprofits.pdf>

Getting Started: A Guide to Starting a Nonprofit Tax Exempt Organization Public Charity in the State of Michigan [see attachment]

Establishing a Nonprofit Organization [see attachment]

Sample Board Application [see attachment]

Board and Staff Responsibilities [see attachment]

Board Member Responsibilities [see attachment]

Conflict of Interest Policies Boards Should Adopt [see attachment]

Nonprofit Start-up Checklist

<http://www.cnm.org/content.aspx?page=NPSstartup>

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