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To: TJPDC Commissioners
From: Billie Campbell
Date: March 26, 2009
Re: TJPDC Corporation

Purpose: To request funds from TJPDC reserves for attorney fees to prepare and file the non-profit application for TJPDC Corporation.

Background: TJPDC Corporation was incorporated in 2000 with the intent of establishing a non-profit arm for TJPDC. This would be a means of pursuing private foundation grant and other funding streams that are not available to TJPDC as a political subdivision of the Commonwealth. Articles of Restatement were filed in November 2007 to clarify the purpose and revise the Board composition to prepare to file the 1023 form to apply for non-profit status. Jason Pearson offered to assist with the preparation of the form and filing.

Issues: Some work was done to begin work on the application package and Jason met with Billie Campbell and Don Reed in the months following November 2007. Progress was interrupted due to work demands on TJPDC staff as well as limitations on Jason's time. TJPDC has been approached by the Local Food Connection to possibly host their organization and serve as fiscal agent. TJPDC's ability to be of service to this group or other groups pursuing new initiatives is limited by not having non-profit status. At this point, it is uncertain whether the Local Food Connection will come to fruition, or if TJPDC will have a role, but a non-profit arm to access private funding streams is still a need for the TJPDC.

Recommendations: TJPDC staff recommends retaining an attorney to assist with the application and filing process. Gordon Walker has done some research, identified an attorney with solid experience in this, and secured a quote of \$2,500 for the work. Gordon has also offered JABA's assistance in the process.

Action Needed: Authorization to transfer \$2,500 from TJPDC reserves to TJPDC Corporation for legal fees to prepare and submit the 1023 form to apply for non-profit status.