Habitat for Humanity at the University of Minnesota

January 24, 2014

Student Services Fee Request for 2013 - 2014 Academic Year

300 Washington Ave SE, Minneapolis, MN 55455

Address

(816) 521 – 0617 N/A habitat@umn.edu
Phone Fax Email

“We acknowledge that the Fees Committee does not award actual dollars, but rather a penny fee that earns dollars based upon student enrollment levels. Any differences between anticipated and actual income resulting from changes in enrollment are the responsibility of the student organization, not of the Fees Committee.”

Seneca Thornley Josh Raven
Preparer’s Name Co-Preparer’s Name

seneca.thornley@uofmhabitat.org josh.raven@uofmhabitat.org
Preparer’s Email Co-Preparer’s Email

Is your organization an IRS 501 (c)(3) not-for-profit? Yes X No

If yes, please provide proof of your organization’s 501(c)(3) status. Please see Appendix A and Appendix B.

Funds are being requested for (check all that apply):

General Operating Support: Start-Up Costs: Capital:

Project / Program Support: X Technical Assistance: Other (List):

Budget

Dollar Amount Requested $15,842.80
Total Annual Organization Budget $81,416.34
Total Program Budget (apart from General Operating) $63,837.80
Section 1: Narrative

Please use the following guidelines to provide a description of your organization:

- Brief summary of organization history, including date of establishment
- Organization mission / vision statements, inclusive of organizational goals
- Describe your organization’s relationship with organizations of like mission
- Illustrate the need for your organization within the university community, inclusive of how your organization meets this need
- Detail the student benefit derived from your organization, whether or not students utilize services
- Describe student involvement within your organization

Brief summary of organization history, including date of establishment

Habitat for Humanity at the University of Minnesota has had a presence on the Twin Cities campus since 1987 and became an officially registered student group two years later. Not much information has been retained from the 1990 decade; however, there is a record of a five to seven person executive board each year. In 2006, the chapter sponsored the House That U Built, raising $25,000 to sponsor a Habitat for Humanity Home. In the following years, leadership transitions negatively impacted the chapter, with declining membership and limited volunteer events. By the 2007-2008 academic year, the chapter was minimally active on campus.

In recent years, our chapter has built itself back up and continues to grow and change: general meetings that once had an average of ten attendees now see an average of 55 attendees, and our annual pledge to Twin Cities Habitat for Humanity has grown from $4,000 to over $44,000 in May 2012. We have established weekly volunteer events and continually strive to increase the number of volunteer opportunities offered each semester, and yet University of Minnesota students are still requesting more. In the past year we have grown our number of events as well as work to establish these events as annual occurrences having an impact each year. In addition, we have expanded our volunteer opportunities to include summer builds so that our members have the option to be involved throughout the whole year.

Our existing campus events have grown in size and exposure, especially within the past two years. For example, attendance at Shantytown increased from a 20 person event to over 50 students this year – 15 of whom spent the night outside in front of Coffman Memorial - complete with a speaker and service project. In addition, hundreds of students ask about the event as they passed by Coffman Front Plaza. Our Golden 5K has continued to grow and reach Habitat and U of M students and alumni. This year’s event had nearly 50 finishers in the cold and continues to gain publicity throughout campus as the course winds its way across East and West Bank. We have also continued our Mega Build events as a way to reach out to even more of the student population and work specifically with unique colleges for the builds. For example, our Fall Mega Build partnered with CBS and a campus fraternity and joined over 40 students together to build for a day. We have even more builds planned with several other colleges and student groups in the near future. Our Act! Speak! Build! Week grew to consist of 6 days filled with over 8 events and generated a lot of interest from the student body as the various activities and events were spread throughout campus. We were even able to collaborate with the Twins this year, at which all of our volunteers were able to attend the game and walk on the field before the game and to be recognized.

A few of our largest accomplishments have been within the few past years were new events. We executed a successful advocacy campaign in which paper houses were created by our members and
then delivered to the Minnesota legislature. These personalized houses expressed our need for additional government funding for affordable housing and a bill was passed shortly thereafter in 2012. Also new was our spring event called 60K Day. This entailed the collaboration with several student organizations and colleges in order to raise nearly $50,000 in one day, all of which sponsored a local Habitat home. In addition, we have started an alumni newsletter in order to keep our previously involved members informed of our latest projects and accomplishments. These events and more culminated in 2,000+ volunteer hours, thousands of dollars in fundraising and advocacy work at the Minnesota Capitol which helped to earn nominations for a few awards. Habitat for Humanity at the University of Minnesota was awarded the Tony Diggs Excellence Award for Outstanding Undergraduate Registered Student Organization in 2012 here on campus. In addition, we were recognized on the national level as the 2012 “Campus Chapter of the Year” by Habitat for Humanity International. Our executive board is striving to continue that level of progress and has seen great developments; our President and Education Coordinator led an advocacy presentation at the Habitat for Humanity Youth Leadership Conference in Peachtree City, GA in 2012 and have also led as mentors for other campus chapters in planning education and advocacy events. In addition, our President led a Collegiate Challenge Trips presentation at the Youth Leadership Conference in Washington, D.C. this past fall. Four of our board members attended Habitat on the Hill in Washington, D.C. this past spring in order to further cultivate their advocacy skills and to advocate in front of the current Congress as well.

In the past year, we have expanded to offer summer volunteer opportunities at which we had exceptional groups working hard the build sites on hot summer days. Our members were also able to partake in our first ever housing simulation in which we were able to turn our general meeting into a real life model of the struggle some families go through to secure housing. Each member was given a scenario in which they were able to see how quickly one unfortunate turn of luck can turn into a real housing situation or that sometimes shelters offer a saving grace. We are continually striving to keep our organization up to date, offering exciting events, but most importantly passing along our message and offering ways that students can be involved.

Our organization works closely with the Twin Cities Habitat for Humanity affiliate. Within the past year, we have merged with our local affiliate due to Habitat for Humanity International requirements and insurance reasons. This closer partnership has strengthened our relationship with the affiliate and has exposed our board members to various methods of running an organization. Through the affiliate, we are able to send groups of students on house builds and other volunteer opportunities in the greater Twin Cities area throughout the academic year. We are also an official campus chapter of Habitat for Humanity International.

Organization mission / vision statements, inclusive of organizational goals

Mission: “To educate the campus and local community about affordable housing issues and the work of Habitat for Humanity, to build and rehabilitate houses in partnership with Habitat affiliates and homeowners, and to raise funds for Habitat for Humanity.”

Vision Statement: Our chapter is constantly seeking to improve our internal administrative processes and reach out to an increasing number of students on the University of Minnesota campus. Our chapter strives to build and maintain a campus chapter that fulfills its mission statement 100% and has strong partnerships with the University community, the Twin Cities Habitat for Humanity affiliate, and the greater Metro community. Our perfect vision is for every student at the University of Minnesota to have the opportunity to participate in an on-campus educational event on affordable housing, volunteer on a house build, or go on one of our week-long Winter or Spring Break trips.
Describe your organization’s relationship with organizations of like mission
Our student organization currently works with the Twin Cities Habitat for Humanity (TCHFH) affiliate in coordinating volunteer events for students of the University of Minnesota. In addition, we work with the larger Habitat for Humanity International organization. Through our State Farm matching grant that will be donated to TCHFH, our Executive Board receives consulting help to improve our relationships with other organizations, increase our fundraising efforts, and involve more students on campus. In addition, this past spring our Executive Board was also able to go through Habitat International’s future planning and strategizing program, APS. This two day long brainstorming and planning session was extremely beneficial and helped us focus our chapter and determine our largest areas we wanted to work on. In addition, our chapter has recently started building relationships with chapters at other colleges as well as other Habitat for Humanity affiliates. These ties are especially cultivated at the annual Youth Leadership Conferences where ideas are exchanged including tips on fundraising, event concepts, advocacy or education strategies, and membership retention.

In addition to organizations within Habitat for Humanity, we also partner with external organizations within the Twin Cities that are aligned with Habitat’s mission of affordable housing. Our bi-annual Compassion for Humanity event benefits the Listening House in St. Paul, a sanctuary where homeless individuals can receive practical assistance and counsel, and People Serving People, one of the largest temporary and emergency shelters in Minnesota. At our Shantytown event, we created 25 fleece blankets for both The Bridge for Youth and Youth Link, a youth center and shelter that helps homeless youth transition into stable living conditions.

Our chapter is currently working on building our relationships with other student groups on campus. We have had limited success with these partnerships in the past, as the planned events were not large enough to generate interest from other groups until recently. In spring of 2012, our Habitat chapter was able to collaborate with several student groups and colleges in order to put on 60K Day. This was a day which raised nearly $50,000 to sponsor a local Habitat home in Minneapolis through the fundraising efforts of our chapter and the student organizations and colleges. Although we decided to take a break from this event this past year, in the coming year we plan to design an event that is sustainable and geared towards campus-wide service, community engagement, and fundraising for a great cause. With the success of 60K Day it will be easier to create interest for long-term partnerships with our chapter. The position of a Campus Outreach Coordinator on our executive board has led to progress in building these relationships and pursuing ideas which bring the campus together. We have already seen a lot of success come from these partnerships by the many collaborative builds we’ve hosted in the past year. Our Fall Mega Build consisted of students from CBS and a fraternity to build alongside our general members. In addition, we’ve had two other builds collaborating with other student groups. So far these collaborations have been with a wide variety of student groups, from service based groups to social fraternities. All of these partnerships have enhanced the build experiences for our members and helped us to spread awareness about affordable housing to even more students.

Illustrate the need for your organization within the university community, inclusive of how your organization meets this need.
Habitat for Humanity at the University of Minnesota is an important group on campus to spread the message about the dire state of housing and the critical need for affordable options. Affordable housing is a serious issue both in the United States and abroad. With the current housing conditions and 1.6 billion people in need of housing around the world, the need for education and advocacy about affordable housing is more urgent than ever, especially within the Twin Cities area which has recently been seeing rent hikes and staggering increases in the number of homeless families and students.
Students across the University’s campus look for opportunities to volunteer within their community to build their resumes or fulfill requirements for programs such as the Community Engagement Program through the College of Continuing Education, the University Honors Program, or the Restorative Justice Program. Numerous inquiries are made to find out how to volunteer with our chapter, and we try to make volunteering as accessible as possible to everyone. In addition, students are looking for groups where they can meet other students, get to know people outside of their degree, and have experiences at the University outside of coursework. As one of the largest volunteer-specific organizations on campus, Habitat for Humanity at the University of Minnesota offers students all of these opportunities.

Through our campus chapter, students are able to attend bi-weekly themed general meetings, gain leadership skills by serving on a committee (fundraising, marketing, event planning, etc.), meet and interact with University students across colleges that share a passion for volunteering, and learn about the lack of affordable housing, locally, nationally, and globally, and how they can directly help this cause.

**Detail the student benefit derived from your organization, whether or not students utilize services.**

For students who are active within our chapter, there are many volunteer opportunities offered through our groups such as local landscaping and house builds, Winter and Spring break trips across the United States, and Compassion for Humanity events. These volunteer activities are a great way for students to grow as individuals and get a first-hand experience with helping others that are not as fortunate. Our meetings, campus events, and programs provide a venue for students to interact with other students who understand the importance of social responsibility and how they can directly help make a difference toward social change.

The rest of the student population that is not directly involved with our chapter through meetings or volunteer events have the chance to learn about poverty, affordable housing, and the work of Habitat for Humanity through our educational events that we hold across campus such as Shantytown and Act! Speak! Build! At this year’s Shantytown event, over two hundred students saw our 21 cardboard ‘Shanties’ set-up in front of Coffman and asked what the event was about. Our Act! Speak! Build! Week held in the spring also generates activity in front of Coffman for a week. With 6 days of activities, each focused on a unique aspect of the educational and advocacy pieces of Habitat, we can inform countless students and generate concern about our housing situation. Finally, through our fundraisers – Muddy Sunday and the Golden 5k, we are able to offer fun and exciting ways to give back. Students and members of the community take part in these active events, get to know our members and board as well as contribute to our cause. Through these public events, which are growing both in participation and budget, we are able to reach University of Minnesota students who may not directly be involved in our chapter on a regular basis. It is our hope that through these public awareness events, we are able to inspire students to volunteer in the community - either directly with our chapter or with one of the many other great volunteer opportunities our campus offers.

**Describe student involvement within your organization.**

Our organization provides many benefits and valuable experiences for students, including:

- Student Organization Leadership Experience
- Committee Experience
- Volunteering
- Social Interaction
Habitat for Humanity at the University of Minnesota provides up to sixteen students, including one incoming freshman, a chance to participate in a board position gaining valuable experience that will help them grow into leaders of the future. The communication skills and growth of working in teams is truly an immeasurable benefit that the board members experience.

Our organization is working to provide leadership experience to students through leading and working in committees. These committees help with running events led by the executive board, as well as developing and planning their own fundraisers and events sponsored by the organization. The committees are great ways for students to get a smaller taste of leadership opportunities and also to see if they might be interested in getting more involved with the organization at the executive board level. This year, our chapter has 26 students on 5 committees.

Our all-day Saturday house builds and Winter and Spring Break trips are two main drivers of interest in our organization. Habitat for Humanity is becoming more familiar and recognizable among young people, and many students search for our chapter without solicitation when they get on campus. A big highlight of the organization is that all students are welcomed to join the chapter. As long as he or she has the desire to help, we will find an opportunity that they will benefit from. Habitat for Humanity does not require any training or previous experience to help. The students that participate in the volunteer events learn valuable skills about home building that they can then apply in their own lives. In addition, students can volunteer in our campus events as well as participate.

A benefit that can be found in all organizations is the chance to interact with other students and build new relationships. Many friendships are formed each year through meetings, builds, events and trips. The unique experiences that Habitat provides creates a special bonding opportunity that few other student groups can supply. We have been working to further cultivate these relationships by introducing base groups within our general meetings. These teams consist of members, board members, and first time attendees, all working to create a welcoming environment in which students will be able to feel that they have a voice, that they have established relationships within the chapter, and there will always be someone who will notice when they’re present at the meetings.

Section 2: Organizational Chart

- Provide a block diagram that supplements the narrative section and details more clearly the structure of the student group. The organizational chart should provide a clear picture of the reporting structure, student involvement and programmatic areas.
Section 3: Performance Report

- Use quantitative measures to indicate the degree of use and participation of services and programs within the student group. Figures should be used to demonstrate the impact the student group has on campus life and the collegiate experience. Consider the following details:
  - Participation/attendance figures
  - Survey results
  - Number of students served

Participation/Attendance

Our largest general meeting attendance was 182 students at our fall Kickoff event, and we averaged 55 students per meeting. 137 students participated in weekend builds, 39 went on our Fall Mega Build, 29 went on Winter Break trips, 50 participated in Shantytown, and the Golden 5K had 35 finishers. Our chapter currently has 159 paid members, with 26 members serving on our Fundraising, Mystery Bus,
and Act! Speak! Build! Week committees. In Summer and Fall 2013, our chapter achieved 2,100 volunteer hours through 16 volunteer events and 3 Winter Break trips in 5 months, a true accomplishment for our chapter and a sign of how our chapter is growing tremendously.

Communication
In Fall 2013, our mailing list had 1,120 returning subscribers and gained 767 new subscribers to reach a total of 1,887 subscribers. Our website, which serves as a key method of communication with past, present, and future members, has received 5,446 visits from 1,755 people in the year of 2013.

Section 4: Reserve Accounts
- Any student group reserve accounts must be listed and described. Include the following:
  - Name of the account(s)
  - Current amount in the account(s)
  - Purpose of the account(s)
  - Additional information the committee may find helpful

Habitat for Humanity at the University of Minnesota does not have reserve accounts.

Section 5: Fees Request
State the total amount of your student services fees request. Indicate whether this amount is a decrease from last year, an increase from last year, or if this is a first-time request. The Fees Committee will be particularly interested in the reasoning behind a fee increase.

SSF Request: $15,842.80

This request is a $3,929.7 decrease from our 2013-2014 Student Services Fees request, however it was a $3,250.70 increase from the funds we received from Student Services Fees for 2013-2014. With SSF
funding for 2013-2014, our chapter was able to continue to achieve even more campus visibility by continuing to expand our events, impact the local community, and achieve additional board training and development to grow our chapter. Though we offer many opportunities, our chapter members continue to request even greater numbers of volunteer opportunities and events, the ability to plan their own events for our chapter, as well as education and advocacy events. With an increase in our request, our chapter will be able to provide even larger events to benefit more of the student population. Additionally, increased funding will allow more of our leadership team to attend conferences and learn new education, advocacy, fundraising, and volunteering techniques, which can be brought back to and shared with the U of M community.

While our chapter provides large donations to our affiliates, these donations are considered operating expenses and come directly from our fundraising and membership efforts, and not from Student Service Fees. Our SSF funding exclusively supports programs that benefits students, in the areas of education, engagement, volunteerism, and development, as seen below in Table 1.

Table 1: Breakdown of Student Services Fees Request for 2014-2015

Our education and volunteer events directly benefit all students on campus, so we are asking that these events are supported at a nearly full capacity. The primary goals of our engagement events are to provide ways for students to interact with each other and build meaningful relationships. This ability to provide a welcoming environment for paid and general members has become one of our main focuses because it’s the time we’re able to directly impact all of those who have made a huge impact on Habitat. In addition, they also serve as a venue to build our paid chapter membership, so we feel that these events should supported by Student Services Fees. Finally, our development conferences are attended by Executive Board and committee members and are not available to everyone in the general student population. These opportunities are key catalysts for developing our chapter leaders and providing new ideas that we can bring back to students on campus. So, we are asking that our development programming is partially funded by Student Services Fees.

Please provide additional detail if you are requesting one-time, special or a significant funding increase as part of your SSF request. Include plausible/realistic plans, evidence that the applicant has thought through the facility, security, permitting and/or other requirements for putting on significant events, and demonstrate an understanding of the true full cost of the events or other applicant requests (where one-time, special or
significant funding increases are included in the SSF application). The SSF Advisor is available to consult with applicants who wish to request one-time, special or significant funding increases.

N/A

For groups requesting more than $15,000 in annual SSF support, indicate if your organization will be either 0%, 50% or 100% operational in the summer of 2014.

Habitat for Humanity at the University of Minnesota will operate at 50% in Summer 2014. Although we will not hold General Meetings during the summer, we already have several volunteer opportunities planned for students to be involved in. In addition, the summer operations will consist of planning and holding the Muddy Sunday event as well as preparation for the 2014-15 school year. These preparations are comprised of plans for general meetings, fundraising events, educational events, volunteer opportunities and marketing strategies as well as grant writing.

If your organization has an office, will it be open in the summer?
Our organization does not have a permanent office; however, we use campus classrooms to hold occasional office hours to meet with members during the academic year. During the summer, there is no office per say, but the executive board members are always available via email or online through our chapter website or social media sites such as Facebook or Twitter.

What programs and services will your student group offer in the summer?
Our organization does not have regular programs, general meetings, or services through the summer however; we host our summer event Muddy Sunday. This is an annual mud volleyball tournament fundraiser. In addition, we have 6 Habit Builds planned along with two opportunities to volunteer with the local temporary and emergency shelter, People Serving People. In addition to these many volunteer events, our executive board is also happy to assist students in finding volunteer opportunities during the summer.

How will students who pay the Student Services Fee in the summer benefit from your organization?
Students paying Student Services Fees in the summer are encouraged to participate with our organization by volunteering at one of our many events we have planned. Students are able to benefit from our organization all throughout the year and even in the summer by maintaining involvement in the community and giving back by going on one of our builds. Although no office or face-to-face meetings are planned in the summer for our chapter, our executive board members are always available. Students are able to reach out to our chapter via email or online, including the chapter website and our social media sites. We are still able to provide a valuable service for summer semester students by maintaining communication and always providing information on other available summer volunteer opportunities by connecting students with the Twin Cities affiliate or similar organizations. Finally, our Muddy Sunday tournament is open to all students, staff, faculty, and community members. This past August, we had over 280 players turn out for our one day event in addition to the multitude of spectators and volunteers. Students can be involved in this tournament at a spectator, player, or planning level of commitment.
Section 6: External Funding

- Describe your organization’s efforts to secure funding in addition to Student Services Fee income
- Describe your organization’s financial need for Student Services Fee support that cannot be fulfilled with alternative sources of income
- State the percentage of your budget that comes from Student Services Fee income and any other sources of revenue

Describe your organization’s efforts to secure funding in addition to Student Services Fee income

Our chapter’s efforts to secure funding outside of Student Services Fees has greatly expanded within the past few years and made the difference in terms of being able to expand our opportunities, visibility, and events. One of our main efforts includes applying to State Farm for their $10,000 grant each year in addition to the $1,000 matching grant. Typically, these funds, if received, have helped towards our donation to the affiliate. By earning these grants, we’ve been able to donate even more to our affiliate who does so much for us, in addition to freeing up some more of our fundraising money for events, scholarships, and conference uses. In addition to State Farm, we have applied and received a multitude of grants through Coke and SUA Grants. This year alone, we were able to obtain nearly $700 to pay for costs associated with the Youth Leadership Conference and 3 separate $1,000 grants through Coke to lower the cost of our service trips. Our Collegiate Challenge Coordinators also reached out to local restaurants and held fundraisers to reduce the price even further. Finally, two of our events - Mega Build and Shantytown - benefitted from SUA grants for a total of $1,000 in assistance. In the coming year, we are working on partnership packets in order to expand funding for several of our different needs.

Describe your organization’s financial need for Student Services Fee support that cannot be fulfilled with alternative sources of income

Our budget is very tightly controlled, and all listed expenses are relevant to our operations and programming. If we were to lose support from Student Services Fees, our large annual programs, Shantytown and Act! Speak! Build! Week would not be able to be held as envisioned and planned. In order to reach a large University audience, it is necessary to have large, well-funded events. By reducing the quality of these events and the advertising associated with them, we would lose participation and the ability to educate students on campus about affordable housing. In addition, we would not be able to meet our volunteer or engagement needs. This would result in fewer students having the ability to engage with our chapter and the Twin Cities community as a whole. Finally, our developmental programs would be severely reduced due to financial constraints and result in severely hurting our chapter from future collaborations with other chapters and the exchange of ideas to expand our organization. Currently our financial needs are not met based upon the income from fundraisers and donations, seeing as the majority of our donors are college students who are typically in financially tight situations as well. We are actively involved in seeking alternative income, however it is very rare to find partial or even close to full funding for our large educational events since they are held on a college campus. Our chapter has ambitious goals and is seeking to continue our growth in the 2014-2015 school year, which with Student Services Fees is possible.

State the percentage of your budget that comes from Student Services Fee income and any other sources of revenue

Student Services Fees are ONLY for our programs that directly benefit students - trips, fundraising, and donations are not included in this. When compared to our total income budget of $81,416.34 we are only asking that Student Services Fees assist us with 19% of that budget, or $15,842.80
In terms of our Student Services Fees breakdown, **89% is directly benefitting students**, with just $1,800 going towards partially funding our development programs. The rest of our Student Services Fees will go towards our Education, Engagement, and Volunteer events which directly benefit students and anyone is welcome to engage with our chapter.

Our campus chapter of Habitat for Humanity provides great benefits for the University of Minnesota, providing the campus many opportunities to create relationships with others, volunteer with local organizations, and positively impact our local, national, and global community. In summary, to reduce funding for Habitat for Humanity would ultimately reduce these benefits for students, faculty, and the Twin Cities community.
Appendix A: 501(c)(3) status of Twin Cities Habitat for Humanity

Internal Revenue Service
District Director

Date: May 9, 1990

Twin Cities Habitat for Humanity Inc
3001 4th Street S.E.
Minneapolis, MN 55414

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
Ruth Ohmer 31-03158
Customer Service Specialist
Telephone Number:
877-829-5500
Fax Number:
513-684-5936
Federal Identification Number:
36-3363171

Dear Sir or Madam:

This is in response to your telephone request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in January 1987, granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in section 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than $25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of $20 a day, up to a maximum of $10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of $100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.
Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization’s present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

Because this letter could help resolve any questions about your organization’s exempt status and foundation status, you should keep it with the organization’s permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization’s exempt status.

Sincerely,

[Signature]

C. Ashley Bullard
District Director
Appendix B: Tax partnership and EIN agreement with Twin Cities Habitat for Humanity in 2012

Tax partnership agreement

As a campus group, you are required to go under the tax-exemption status of either your school or local Habitat affiliate. Although chapters can receive tax exemption under their school or affiliate, Habitat for Humanity International strongly advises the chapter to go under the Habitat affiliate. Whichever entity decides to include you under its tax-exempt status and employer identification number will be responsible for including your chapter's financial activity in its financial statements and tax filings. The school or affiliate will need to ask its legal and tax advisers what reporting is required by state law.

Tax-exempt status under the umbrella of the chapter's school or affiliate will allow for tax-deductible contributions. It will allow the chapter not to pay tax on interest income. Please note that this status applies only to federal income tax paid to the Internal Revenue Service.

Your chapter will need to provide complete accounting records to your school or affiliate. These records may be subject to the school's or affiliate's external financial audit. Your school or affiliate should dictate what is needed for reporting purposes, and how and when the information is needed to meet deadlines.

Since your group will be reporting its financial activity under the school or affiliate's tax forms, your chapter is not required to file independent tax forms.

Please check one of the following options:

- We have met with our school and will go under our school's tax-exempt status.
- We have met with our local affiliate and will go under its tax-exempt status.

Please have a representative from the entity you identified read and sign the statement below, along with the campus chapter president: We, Twin Cities Habitat for Humanity have agreed to include University of Minnesota HFH Campus Chapter under our tax-exempt status and employer identification number (EIN). Our employer identification number is 36-3363171. We will provide guidance to the chapter in keeping accurate financial records and will include it in our annual Form 990.

Signature of school or affiliate representative: [Signature]
Title: CFO

Signature of campus chapter president: [Signature]
Date: 2/21/2012