



## F.A.Q. for HMA Chapters 9/1/2009

The recent announcement to Chapter Leaders that HMA's regional Chapters must dissolve, reorganize, and become independent health ministry networking groups has generated some lively conversations. A very simple way to look at this situation is likened to a young adult completing college, beginning their career and being responsible for their own personal income tax return. They would no longer be considered a dependent of their parents, but would be responsible for themselves. They would still continue to have a relationship with their parents and family, just as any newly formed regional network would continue to have a relationship with HMA. This FAQ sheet includes some of the questions that have been raised by members at Chapter meetings where these changes have been announced, in emails and in phone conversations.

### **Is HMA dissolving?**

Absolutely not. HMA is in good shape, in fact, we are in better shape organizationally and financially than we have been in several years.

### **Why is this change necessary?**

This change is necessary for HMA to be compliant with the federal tax regulations that relate to non-profit organizations. It is the most expedient and fiscally sound approach to achieving legal compliance.

### **Will HMA continue to have a relationship with local or regional networks?**

Yes, the Chapter Development board position will continue to be available for questions and referrals to regional health ministry networks. The position is being renamed. One possible new title is Regional Network Liaison.

### **What can we call our new networking group?**

The decision is yours. One suggestion would be to define your region and add Health Ministry Network or Coalition or Partnership. The New Hampshire Chapter is considering changing to New Hampshire Health Ministry Network.

### **What are the state requirements for nonprofit organizations in my state?**

All states differ in their requirements for State Charities Regulation and for State Nonprofit Corporation Filings. Here is a link to check your State:

<http://www.irs.gov/charities/article/0,,id=129028,00.html>

### **Where else can I find helpful information?**

Many states have nonprofit resources centers that may have workshops, libraries and other helpful resources.

### **Do I need to have my new network formed by October 31, 2009?**

No. All you need to do is have your current HMA Chapter dissolved and your bank account closed.

**What do I do with the money in my Chapter checking account until I have a new EIN and my new network is formed?**

If you intend on forming a new network, have a Cashiers Check made out to one of you current board members for safe keeping until your new network is formed and you receive your EIN from the IRS.

**Please direct other questions to:** Susan Carson, HMA Chapter Development- [susan.carson@chw.edu](mailto:susan.carson@chw.edu) or Craig Schneider, HMA Finance Chair- [crschnei@shp-dayton.org](mailto:crschnei@shp-dayton.org)

**Resources:**

IRS:

Charities & Non-Profits: <http://www.irs.gov/charities/index.html>

Life Cycle of an Exempt Organization: <http://www.irs.gov/charities/article/0,,id=169727,00.html>

Employee Identification Number (EIN): <http://www.irs.gov/businesses/small/article/0,,id=98350,00.html>

Stay Exempt.org

Applying for Tax Exemption: An Overview: <http://www.stayexempt.org/mini-courses/applyfortaxexempt/player.html>