



c/o: [RESPONSIBLE PARTY]

Org: [ORGANIZATION]

EIN: XX-653XXXX

## **Part IV – Narrative Description of Your Activities**

### **What are the activities?**

- The activities of [ORGANIZATION] are the delivery of presentations and seminars to the public and the publication of materials that support the topics presented. Topics relate to promoting financial literacy and individual achievement.

### **Who conducts the activity?**

- The presentation and publication activities shall initially be conducted by [FOUNDER NAME], founder of the Organization. He has been deemed the best individual suited for carrying out such activities due to his professional background and experience.

### **When is the activity conducted?**

- The activities are conducted regularly throughout the year. Scheduling will depend on:
  - o public demand,
  - o budgeting, and
  - o availability of resources

### **What city is the activity conducted in?**

- The Organization's target delivery area will be the [REGION NAME] region of [GEOGRAPHIC TARGET AREA] and will extend to other regions both in and out of the state as opportunities become available.

### **How does the activity further your exempt purposes?**

- The Organization was formed for educational and literary purposes. The delivery of presentations and seminars are educational in nature, and the publication of written materials that support educational endeavors are considered literary in nature.

### **What percentage of your total time is allocated to the activity?**

- The Organization allocates time as follows:
  - o 30%: administration and marketing – includes updating the website, processing public donations, coordinating facilities and other activities related to operations
  - o 60%: delivery of presentations, seminars, lectures as well as production and publication of literary material
  - o 10%: research and development – includes expanding and enhancing educational material as well as replacing outdated material

### **How is the activity funded?**

- Our operations are funded primarily through contributions from the public, including, but not limited to individuals, nonprofit organizations, government agencies and corporations.

### **List alternative names under which you operate?**



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*The Narrative of Activities is one of the most challenging elements of the Form 1023. This IRS-approved example is one of the easiest to model, due to the question-and-answer format. Check out our guaranteed, fast, cost-effective "No-Lawyer Non-Profit Launch Kit" at [www.GetNonProfitStatus.com/launch-kit-offer](http://www.GetNonProfitStatus.com/launch-kit-offer)*

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- Due to the broad nature of what activities constitute educational and literary purposes as defined under IRC 501(c)(3), we felt it beneficial to the public that we create separate operational divisions that distinguish specific objectives and/or target audiences of [ORGANIZATION]. Our organization's name, [signifies a diverse interest in separate but related endeavors. [DIVISION1], a division of [ORGANIZATION], promotes financial literacy by providing resources and tools that educate the public on topics relating to personal financial management. [DIVISION2], a second division of [ORGANIZATION], promotes individual achievement by offering tools and resources that help individuals achieve success on their own terms. The pairing of these two divisions results in dynamic presentation capabilities. Additionally, [DIVISION3], a third division of [ORGANIZATION], is the publishing arm which will maintain and protect the intellectual property rights of [ORGANIZATION]. All three divisions are considered to fall under the meaning of educational and literary purposes as defined in IRC 501(c)(3).