

Application for Recognition of Exemption
Under Section 501(c)(3) of the Internal Revenue Code

To be filed in the Key District for the area in which the organization has its principal office or place of business.

This application, when properly completed, shall constitute the notice required under section 508(a) of the Internal Revenue Code in order that an applicant may be treated as described in section 501(c)(3) of the Code, and the notice under section 508(b) appropriate to an organization claiming not to be a private foundation within the meaning of section 509(a). (Read the instructions for each part carefully before making any entries.) The organization must have an organizing instrument (See Part II) before this application may be filed.

Part I—Identification

1 Full name of organization Center for Women in Transition		2 Employer identification number (If none, attach Form SS-4)	
3(a) Address (number and street) 222½ Washington Street		Check here if applying under section: <input type="checkbox"/> 501(e) <input type="checkbox"/> 501(f)	
3(b) City or town, State and ZIP code Grand Haven, MI		4 Name and phone number of person to be contacted Ernest D. Steiner 616-962-8149	
5 Month the annual accounting period ends October	6 Date incorporated or formed	7 Activity Codes 566 406 563	
8(a) Has the organization filed Federal income tax returns? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," state the form number(s), year(s) filed, and Internal Revenue Office where filed ▶			
8(b) Has the organization filed exempt organization information returns? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," state the form number(s), year(s) filed, and Internal Revenue Office where filed ▶			

Part II.—Type of Entity and Organizational Documents (See instructions)

Check the applicable entity box below and attach a conformed copy of the organization's organizing and operational documents as indicated for each entity.

Corporation—Articles of incorporation, bylaws. Trust—Trust indenture. Other—Constitution or articles, bylaws.

Part III.—Activities and Operational Information

1 What are or will be the organization's sources of financial support? List in order of magnitude. If a portion of the receipts is or will be derived from the earnings of patents, copyrights, or other assets (excluding stock, bonds, etc.), identify such item as a separate source of receipt. Attach representative copies of solicitations for financial support.

The primary source of funds will be C.E.T.A. Grants. Funding will also be sought from a) Private Foundations, b) Revenue Sharing Funds and c) Public Support. The booklet, "Women in Transition" is attached.

2 Describe the organization's fund-raising program, both actual and planned, and explain to what extent it has been put into effect. (Include details of fund-raising activities such as selective mailings, formation of fund-raising committees, use of professional fund raisers, etc.)

The organization has submitted proposals C.E.T.A. Funding to the proper authorities. In addition, One social event for the purpose of fund raising has been held.

I declare under the penalties of perjury that I am authorized to sign this application on behalf of the above organization and I have examined this application, including the accompanying statements, and to the best of my knowledge it is true, correct and complete.

(Signature)

(Title or authority of signer)

(Date)

Part III.—Activities and Operational Information (Continued)

- 3 Give a narrative description of the activities presently carried on by the organization, and those that will be carried on. If the organization is not fully operational, explain what stage of development its activities have reached, what further steps remain for the organization to become fully operational, and when such further steps will take place. The narrative should specifically identify the services performed or to be performed by the organization. (Do not state the purposes of the organization in general terms or repeat the language of the organizational documents.) If the organization is a school, hospital, or medical research organization, include sufficient information in your description to clearly show that the organization meets the definition of that particular activity that is contained in the instructions for Part VII-A.

The Center for Women in Transition is an organization dedicated to assisting any individual who is in crises arising from

- a) Spousal assault
- b) Death of Spouse or other family member
- c) Divorce or separation
- d) Unemployment or termination of employment
- e) Lack of education and/or marketable skills.
- f) Emotional problems

Treatment will be in the form of counseling by qualified staff personnel or referred to other social agencies or individuals who will be able to provide clinical help.

The Center now has personnel serving on a voluntary basis who are qualified as social workers. An Attorney is available to the Center's clients.

The Center has applied for C.E.T.A. funds and upon receipt of those funds will secure the necessary staff to implement all of the programs.

4 The membership of the organization's governing body is:

(a) Names, addresses, and duties of officers, directors, trustees, etc.

(b) Specialized knowledge, training, expertise, or particular qualifications

See attached schedule

Part III.—Activities and Operational Information (Continued)

4 (c) Do any of the above persons serve as members of the governing body by reason of being public officials or being appointed by public officials? Yes No
If "Yes," please name such persons and explain the basis of their selection or appointment.

(d) Are any members of the organization's governing body "disqualified persons" with respect to the organization (other than by reason of being a member of the governing body) or do any of the members have either a business or family relationship with "disqualified persons"? (See specific instructions 4(d).) Yes No
If "Yes," please explain.

(e) Have any members of the organization's governing body assigned income or assets to the organization? Yes No
If "Yes," attach a copy of assignment(s) and a list of items assigned.

(f) Is it anticipated that any current or future member of the organization's governing body will assign income or assets to the organization? Yes No
If "Yes," explain fully on an attached sheet.

5 Does the organization control or is it controlled by any other organization? Yes No
Is the organization the outgrowth of another organization, or does it have a special relationship to another organization by reason of interlocking directorates or other factors? Yes No
If either of these questions is answered "Yes," please explain.

6 Is the organization financially accountable to any other organization? Yes No
If "Yes," please explain and identify the other organization. Include details concerning accountability or attach copies of reports if any have been rendered.

7 (a) What assets does the organization have that are used in the performance of its exempt function? (Do not include property producing investment income.) If any assets are not fully operational, explain what stage of completion has been reached, what additional steps remain to be completed, and when such final steps will be taken.

- 1) Checking Account and 2) Furniture and Fixtures

(b) To what extent have you used, or do you plan to use contributions as an endowment fund, i.e., hold contributions to produce income for the support of your exempt activities? It is anticipated that all contributions will be used to currently defray operating expenses.

8 (a) What benefits, services, or products will the organization provide with respect to its exempt function?
Internship programs, counseling, divorce support groups, Life planning workshops, Health and Nutrition classes, Legal Assistance counseling, Job readiness workshops, Transactional Analysis and communication counseling, Job referrals, Job skills bank, and human growth workshops.

Part III.—Activities and Operational Information (Continued)

8 (b) Have the recipients been required or will they be required to pay for the organization's benefits, services, or products? Yes No
If "Yes," please explain and show how the charges are determined. The maximum charge for the use of the Center is \$10.00 per hour. This charge is reduced according to the client's ability to pay. If the client is unable to pay, no charge is made.

9 Does or will the organization limit its benefits, services or products to specific classes of individuals? . . . Yes No
If "Yes," please explain how the recipients or beneficiaries are or will be selected.

10 Is the organization a membership organization? Yes No
If "Yes," complete the following:
(a) Please describe the organization's membership requirements and attach a schedule of membership fees and dues. Any person, family, corporation, agency or foundation who contributes ten dollars (\$10.00) to the general fund of the organization is a member for the fiscal year in which the contribution was made.
(b) Describe your present and proposed efforts to attract members, and attach a copy of any descriptive literature or promotional material used for this purpose. See the pamphlet "Women in Transition" which is attached to page one.

(c) Are benefits, services, or products limited to members? Yes No
If "No," please explain.

11 Does or will the organization engage in activities tending to influence legislation or intervene in any way in political campaigns? Yes No
If "Yes," please explain. (Note: You may wish to file Form 5768, Election/Revocation of Election by an Eligible Section 501(c)(3) Organization to Make Expenditures to Influence Legislation.)

12 Does the organization have a pension plan for employees? Yes No

13 Are you filing Form 1023 within 15 months from the end of the first month in which you were created or formed as required by section 508(a) and the Regulations thereunder? Yes No
If "No," and you are claiming that section 508(a) does not apply to you, attach an explanation of your basis for this claim.

Part IV.—Statement as to Private Foundation Status

1 Is the organization a private foundation? Yes No
2 If question 1 is answered "No," indicate the type of ruling being requested as to the organization's status under section 509 by checking the applicable box(es) below:
Definite ruling under section 509(a)(1), (2), (3), or (4) check here and complete Part VII.
Advance ruling under section 170(b)(1)(A)(vi) or 509(a)(2)—See instructions.
Extended advance ruling under section 170(b)(1)(A)(vi) or 509(a)(2)—See instructions.
3 If question 1 is answered "Yes," and the organization claims to be a private operating foundation, check here and complete Part VIII.
(Note: If an extended advance ruling is desired you must check the appropriate block for an advance ruling also.)

Statement of Receipts and Expenditures, for period ending July 15, 1977.

Receipts	1 Gross contributions, gifts, grants and similar amounts received		1048
	2 Gross dues and assessments of members		
	3 Gross amounts derived from activities related to organization's exempt purpose	47	
	Less cost of sales		47
	4 Gross amounts from unrelated business activities		
	Less cost of sales		
	5 Gross amount received from sale of assets, excluding inventory items (attach schedule)		
Less cost or other basis and sales expenses of assets sold			
6 Interest, dividends, rents and royalties			
7 Total receipts		1095	
Expenditures	8 Fund raising expenses		
	9 Contributions, gifts, grants, and similar amounts paid (attach schedule)		
	10 Disbursements to or for benefit of members (attach schedule)		
	11 Compensation of officers, directors, and trustees (attach schedule)		
	12 Other salaries and wages		
	13 Interest		
	14 Rent		150
	15 Depreciation and depletion		
	16 Other (attach schedule)		
	17 Total expenditures		340
	18 Excess of receipts over expenditures (line 7 less line 17)		490

Balance Sheets		Enter dates ▶	Beginning date	Ending date 6/15/77
Assets				
19 Cash (a) Interest bearing accounts			500.00	605
(b) Other				
20 Accounts receivable, net				
21 Inventories				
22 Bonds and notes (attach schedule)				
23 Corporate stocks (attach schedule)				
24 Mortgage loans (attach schedule)				
25 Other investments (attach schedule)				
26 Depreciable and depletable assets (attach schedule) Furniture & Fix.			--	17
27 Land				
28 Other assets (attach schedule)				
29 Total assets			500	622
Liabilities				
30 Accounts payable				
31 Contributions, gifts, grants, etc., payable				
32 Mortgages and notes payable (attach schedule)				
33 Other liabilities (attach schedules)				
34 Total liabilities			--	--
Fund Balance or Net Worth				
35 Total fund balance or net worth				
36 Total liabilities and fund balance or net worth (line 34 plus line 35)			500	622

Has there been any substantial change in any aspect of your financial activities since the period ending date shown above? Yes No
 If "Yes," attach a detailed explanation.

Part VI.—Required Schedules for Special Activities

	If "Yes," check here;	And, complete schedule—
1 Is the organization, or any part of it, a school?		A
2 Does the organization provide or administer any scholarship benefits, student aid, etc.?		B
3 Has the organization taken over, or will it take over, the facilities of a "for profit" institution?		C
4 Is the organization, or any part of it, a hospital or a medical research organization?		D
5 Is the organization, or any part of it, a home for the aged?		E
6 Is the organization, or any part of it, a litigating organization (public interest law firm or similar organization)?		F
7 Is the organization, or any part of it, formed to promote amateur sports competition?		G

Part VII.—Non-Private Foundation Status (Definitive ruling only)

A.—Basis for Non-Private Foundation Status

The organization is not a private foundation because it qualifies as:

	√	Kind of organization	Within the meaning of	Complete
1		a church	Sections 509(a)(1) and 170(b)(1)(A)(i)	
2		a school	Sections 509(a)(1) and 170(b)(1)(A)(ii)	
3		a hospital	Sections 509(a)(1) and 170(b)(1)(A)(iii)	
4		a medical research organization operated in conjunction with a hospital	Sections 509(a)(1) and 170(b)(1)(A)(iii)	
5		being organized and operated exclusively for testing for public safety	Section 509(a)(4)	
6		being operated for the benefit of a college or university which is owned or operated by a governmental unit	Sections 509(a)(1) and 170(b)(1)(A)(iv)	Part VII.—B
7	X	normally receiving a substantial part of its support from a governmental unit or from the general public	Sections 509(a)(1) and 170(b)(1)(A)(vi)	Part VII.—B
8		normally receiving not more than one-third of its support from gross investment income and more than one-third of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions (subject to certain exceptions)	Section 509(a)(2)	Part VII.—B
9		being operated solely for the benefit of or in connection with one or more of the organizations described in 1 through 4, or 6, 7, and 8 above	Section 509(a)(3)	Part VII.—C

B.—Analysis of Financial Support

	(a) Most recent taxable year	(Years next preceding most recent taxable year)			(e) Total
		(b) 19.....	(c) 19.....	(d) 19.....	
1	19...76				
1	1048				
2					
3					
3	47				
4					
5					
6					
7					
8					
9	1095				
10	1048				
11					21

12 If the organization has received any unusual grants during any of the above taxable years, attach a list for each year showing the name of the contributor, the date and amount of grant, and a brief description of the nature of such grant. Do not include such grants in line 1 above. (See instructions)

CENTER FOR WOMEN IN TRANSITION

Schedule of the Members of the Board of Directors

Names, Addresses, and Duties

Specialized Knowledge, Training,
expertise, or particular
qualifications

Nancy Bird Jacobson
612 Pennoyer
Grand Haven, Michigan

Real Estate Agent

Counselling sessions and workshops in
real estate

Loren Snippe
Ottawa County Dept of Social Services
1111 Fulton
Grand Haven, Michigan

Volunteer Coordinator
Ottawa County Department of
Social Services

Referral of clients to volunteer agency

Barbara Timmer
13691 Lakeshore
Grand Haven, Michigan

Attorney

Legal Counsel

JoAnn Landman
18287 N. Shore Estates
Spring Lake, Michigan

Business Woman

Workshops and Counselling of clients
about to enter the business world

Ms. Jerry Lamb
820 S. Lake
Grand Haven, Michigan

Alcoholism Rehabilitation

Alcoholism Rehabilitation

Barbara Foster
1638 Colfax
Grand Haven, Michigan

Developmental Psychology

Childcare Workshops

Center for Women in Transition
Schedule of the Members of the Board of Directors
Page 2

Patricia Woodall
1435 Ohio
Grand Haven, Michigan

Homemaker

To provide input to the Board of
Directors from the position of the
homemaker

Judy Ralya
1115 Taylor
Grand Haven, Michigan

Registered Nurse

Medical services as nurse

Helen Lystra
529 Arlington
Grand Haven, Michigan

Secretary

Employment workshops

Reverend Laird Stuart
First Presbyterian Church
508 Franklin
Grand Haven, Michigan

Minister

Counselling

Robert Jaehnig
Ottawa County Friend of the Court
414 Washington Street
Grand Haven, Michigan

Ottawa County Friend of the
Court

Divorce Counselling

Carolyn Kroes
11579 168th Avenue
Grand Haven, Michigan

Feminist Therapy

Feminist workshops

CENTER FOR WOMEN IN TRANSITION

Form 1023 Part V Line 16
Schedule of Other Expenditures

Office Expenses	\$124.00
Travel Expenses	28.86
Purchase of Furniture and Fixtures	16.33
Telephone	130.36
Education	40.00
Total Other Expenditures	<hr/> \$339.55

CENTER FOR WOMEN IN TRANSITION

Form 1023 Part VII(B)

Line 13(a)

Schedule of Persons Contributing Over 2%
of Total Contributions

<u>Name</u>	<u>Amount</u>
Nancy Jacobsen	\$500.00
Cindy Hall	100.00
Valerie Eggert	100.00
Marilyn Sherwood	100.00
Cynthia Morse	42.00
Sally Harbeck	22.00
	<hr/>
Total	\$864.00

Form **872-C**

(Rev. May 1977)

**Consent Fixing Period of Limitation
Upon Assessment of Tax Under Section
4940 of the Internal Revenue Code**

(See instruction 2 of Part IV—Form 1023 instructions.)

To be used
with Form
1023 only.
Submit in
duplicate.

Pursuant to section 6501(c)(4) of the Internal Revenue Code and as part of a request submitted with Form 1023, that the within designated organization be treated as a publicly supported organization within the meaning of section 170(b)(1)(A)(vi) or section 509(a)(2) during an extended advance ruling period,

Center for Women in Transition <small>(Name of organization)</small>	District Director
222½ Washington Street, Grand Haven, MI <small>(Number, street, city or town, State and ZIP code)</small>	and the Detroit, Michigan

consent and agree as follows:

The period of limitation upon assessment of the tax imposed under section 4940 of the Code for **any taxable year** within the advance ruling period as extended shall not expire prior to one year from the date of expiration of the time prescribed by law for the assessment of a deficiency for the last taxable year within the advance ruling period, as extended, to wit (check one)—

- First taxable year at least 8 months:** The period of limitations for the first 5 taxable years shall extend 8 years, 4 months, 15 days beyond the end of the first taxable year.
- First taxable year less than 8 months:** The period of limitations for the first 6 taxable years shall extend 9 years, 4 months, 15 days beyond the end of the first taxable year,

except that if a notice of deficiency in tax for any such years is sent to the organization before expiration of such period, the time for making an assessment shall be further extended for the period in which the making of an assessment is prohibited and for 60 days thereafter.

Ending date of first taxable year: October 31, 1977

Name of organization	Date
Center for Women in Transition	November 14, 1977
Officer or trustee having authority to sign	
Signature	Date
District Director	

By ▶

Form 872-C (Rev. May 1977)	Department of the Treasury—Internal Revenue Service Consent Fixing Period of Limitation Upon Assessment of Tax Under Section 4940 of the Internal Revenue Code (See Instruction 2 of Part IV—Form 1023 instructions.)	To be used with Form 1023 only. Submit in duplicate.
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Pursuant to section 6501(c)(4) of the Internal Revenue Code and as part of a request submitted with Form 1023, that the within designated organization be treated as a publicly supported organization within the meaning of section 170(b)(1)(A)(vi) or section 509(a)(2) during an extended advance ruling period,

Center for Women in Transition <small>(Name of organization)</small>	}	District Director
222½ Washington Street, Grand Haven, MI <small>(Number, street, city or town, State and ZIP code)</small>	}	and the Detroit, Michigan

consent and agree as follows:

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Officer or trustee having authority to sign	
Signature	Date
District Director	Date

By