

**Application for Recognition of Exemption**  
**Under Section 501(c)(3) of the Internal Revenue Code**  
 For Paperwork Reduction Act Notice, see page 1 of the instructions.

OMB No. 1545-0056  
 Expires 3-31-89  
 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, constitutes the notice required under section 508(a) of the Internal Revenue Code so that an applicant may be treated as described in section 501(c)(3) of the Code, and the notice required under section 508(b) for 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.) If required information, a conformed copy of the organizing and operational documents, or financial data are not furnished, the application will not be considered on its merits and the organization will be notified accordingly. Do not file this application if the applicant has no organizing instrument (see Part II).

**Part I Identification**

1 Full name of organization <b>FLAGLER HOME</b>		2 Employer identification number (If none, see instructions)	
3a Address (number and street)		Check here if applying under section: <input type="checkbox"/> 501(e) <input type="checkbox"/> 501(f) <input type="checkbox"/> 501(k)	
3b City or town, state, and ZIP code		4 Name and telephone number of person to be contacted <b>John C. Kenny 804)644-7851</b>	
5 Month the annual accounting period ends <b>June 30</b>	6 Date incorporated or formed <b>December 29, 1989</b>	7 Activity codes	
8 Has the organization filed Federal income tax returns or exempt organization information returns? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes," state the form number(s), years filed, and Internal Revenue office where filed.			

**Part II Type of Entity and Organizational Document (see instructions)**

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

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

**Part III Activities and Operational Information**

1 What are or will be the organization's sources of financial support? List in order of size.  
 At present:

- (a) a commitment of The Flagler Foundation of a maximum of \$250,000 per year for a 5-year period;
- (b) a state grant of \$47,240 for capital improvements to the building housing the program, including asbestos removal;
- (c) a commitment of St. Joseph's Villa, sole member of Flagler Home, to contribute approximately \$ to the operating and capital budget each year;
- (d) an unknown amount from individuals to support the program.

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.) Attach representative copies of solicitations for financial support.

Solicitations will be and have been made to:

- (a) friends and past contributors to St. Joseph's Villa, a Virginia non-profit corporation, sole member of Flagler Home;
- (b) foundations deemed to have an interest in the homeless;
- (c) for state and federal grants.

All fund-raising efforts will be undertaken by the Development Staff of St. Joseph's Villa.

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) ..... (Date)

**Part III** Activities and Operational Information (Continued)

- 3 Give a detailed narrative description of the organization's past, present, and proposed future activities, and the purposes for which it was formed. The narrative should identify the specific benefits, services, or products the organization has provided or will provide. If the organization is not fully operational, explain what stage of development its activities have reached, what further steps remain for it to become fully operational, and when such further steps will take place. (Do not state the purposes and activities 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 enough 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 VI-A.

SEE EXHIBIT A ATTACHED AND MADE A PART HEREOF.

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

a Names, addresses, and titles of officers, directors, trustees, etc.	b Annual compensation
<u>Officers</u> President - Mrs. E. G. Bowles Vice President - Mr. Ramon E. Pardue Secretary-Treasurer - Patricia Reno	Volunteer No compensation* No compensation* *Staff of St. Joseph's Villa
<u>Directors</u> Mrs. E. G. Bowles Mr. Robert L. Hintz Mr. John C. Kenny	Volunteer Volunteer Volunteer

**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," name those 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 the Specific Instructions for line 4d.)  Yes  No  
If "Yes," explain.

e Have any members of the organization's governing body assigned income or assets to the organization, or is it anticipated that any current or future member of the governing body will assign income or assets to the organization?  Yes  No  
If "Yes," attach a complete explanation stating which applies and including copies of any assignments plus a list of items assigned.

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," explain.

St. Joseph's Villa, a Virginia non-stock corporation, qualified as a 501(c)(3) entity, is the sole member of this corporation and, as such, appoints the directors. In addition, the program of this organization is an outgrowth and extension of the over-all social programs of St. Joseph's Villa.

6 Is the organization financially accountable to any other organization?  Yes  No  
If "Yes," explain and identify the other organization. Include details concerning accountability or attach copies of reports if any have been submitted. This organization is in effect a subsidiary corporation of St. Joseph's Villa, a non-stock 501(c)(3) corporation which is the sole member. The member is interested in the financial stability of this organization and will review periodic financial reports to insure sound financial practices. No such reports are available as yet.

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 their status, what additional steps remain to be completed, and when such final steps will be taken. The only assets used in its program ~~is~~ the personal property, a van for transportation, particularly for transporting parents to and from educational courses and furniture, etc., for residential purposes.

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? No intent to use contributions as an endowment fund; contributions will be used for operating and capital budgets.

8 Will any of the organization's facilities be managed by another organization or individual under a contractual agreement?  Yes  No  
If "Yes," attach a copy of each contract and explain the relationship between the applicant and each of the other parties.

The staff of this organization will be employees of St. Joseph's Villa but will operate under the direction of the officers and directors of this organization

EXHIBIT A

Part III - Activities and Operational Information (continued)

Question No. 3

The purpose of the organization is to furnish residential housing for a maximum of 24 months to homeless parents and children to provide the parent sufficient time to improve his or her employment skills to the extent that the parent will be able to support the family under independent living conditions. Each family will have a separate room or rooms for their sleeping and bath needs and will share kitchen and leisure privileges with the other resident families. Each family will be responsible for maintaining their own room(s) and help with cleaning and maintaining the common areas, including the kitchen.

The program is housed in a large residential building capable of housing 25 individuals including parents and children. If sufficient funding can be obtained, the program will be expanded to a second building to include <sup>an additional 25</sup> approximately 50 individuals in the <sup>second</sup> two buildings.

The parents are directed to various educational courses offered in the Richmond metropolitan area. Children below school age attend a day care center operated nearby by St. Joseph's Villa. School age children attend public schools in the area. The staff maintains close supervision of the parents and children to be certain that they are progressing toward their objectives, i.e., to prepare themselves to support their families with independent living when they leave the program. Prior to entering

the program, the parents agree in writing to specific regulations, including no alcohol or drugs, etc., and to certain educational goals.

The program was only commenced in May, 1989, and there has not been sufficient experience to determine the success or failure of the program. The staff will remain in contact with the families after they leave the program and will continue to help them with any social, employment and financial problems they experience after leaving the program.

The staff includes professional and experienced social workers who are capable of advising and counseling the residents with respect to problems which have contributed to their homeless status. Also, the staff is capable of screening applicants to determine whether they are capable of functioning and succeeding in a program of this nature.

MEMORANDUM

TO: JCK

*Re St Jos Villa. Transitional Home  
Flagler Home - Vt Corp.*

To do:

1. Apply for identification number *Done*
2. Possibly apply to IRS for specific exemption of Flagler Home although it probably qualifies as exempt under the exemption of St. Joseph's Villa and the Richmond Catholic Diocese.

For purposes of Lawrence Lewis and the Flagler Foundation, it would be advisable to obtain a specific exemption.

JCK

JCK:em