



Side Project Inc.

Annual Report

2012-2013

RESOURCES

Staff
Action & Advisory Committee
Board of Directors
Donors

ACTIVITIES

Legal Support

Nonprofit corporate law, tax-exempt law, fundraising & solicitation law

Administrative Support

Grant research, writing, & review; program development & evaluation; fundraising; fiscal sponsorship

OUTCOMES & IMPACT

2,000+ hours of service
15 socially minded organizations supported
12 volunteers recruited and committed to Action & Advisory Committee
500+ volunteer hours
Helped two nonprofits secure tax-exempt status
\$37,000 secured in grant funding for client projects
\$5,000 raised and donated to Western Pennsylvania charities

ABOUT SIDE PROJECT INC.

August 16, 2013, marks the one year anniversary of the founding of Side Project Inc. The mission of Side Project is to support small nonprofits and socially minded grassroots efforts. During the past year, Side Project has provided more than 2,000 hours of legal and administrative services to 15 socially minded organizations in Western Pennsylvania and South Florida through a dedicated network of more than a dozen volunteers and one paid staff member.

Side Project is a nonprofit corporation (tax-exempt status currently pending) with offices in West Palm Beach, FL, and Pittsburgh, PA, and is led by co-founder and President Jeff Fromknecht, who received his M.S.W. from the University of Pittsburgh School of Social Work. A social worker turned attorney, Jeff received his J.D. from Duquesne University School of Law in 2012. He is licensed to practice law in Florida and is admitted to practice before the United States Tax Court (Pennsylvania license pending). Jeff has worked at nonprofits his whole career and has more than 10 years of experience working at health and human service nonprofits, including working the last six at a large human service nonprofit in Western Pennsylvania.

The goal of Side Project is to take care of the administrative and legal side projects that small nonprofits and grassroots efforts face, allowing their staff to spend more time with their clients. Side Project enhances the social impact of these projects—and saves nonprofits money—by providing reliable professionals at less cost than finding, hiring, and training an additional employee. These professionals comprise Side Project's Action & Advisory Committee. This year more than 500 volunteer hours were logged by the Action & Advisory Committee. Volunteers include:



Side Project staff and volunteers . From left, Drew, Jeff, Adam, Steve, Dan, and Dave.

- David Brown (Accounting/Budgets/Finance Committee, Pittsburgh)
- Ted Casey (Legal/Finance Committee, Pittsburgh)
- Christine Serra Cornell (Legal, Pittsburgh)
- Adam Causgrove (Marketing/Outreach, Pittsburgh)
- Nicole DiMario (Communication, Virginia)
- Sara Kelly (Development, Pittsburgh)
- Brandon Keller (Legal, Pittsburgh)
- Steve Fetzner (Legal, Erie)
- Jerome Fitzgerald (Technology/Business Development, Pittsburgh)
- Andrew Miskowiec (Marketing/Development/Finance Committee, Pittsburgh)
- Pam Tatti (Graphic Design/Marketing, West Palm Beach)
- Brett Wiler (Business Development, Erie)

CURRENT AND PREVIOUS PROJECTS

Side Project primarily works with nonprofit organizations but has also supported both individuals and grassroots community organizations dedicated to socially minded projects. This year's services have focused on helping clients with a diverse array of legal and administrative support services, including nonprofit corporate law issues, tax-exempt law issues, fundraising and solicitation law issues, grant research, grant proposal writing and reviewing, event planning, and fiscal sponsorship services. Some of our clients and projects have included:

- **The Arts for Autism Foundation:** The Arts for Autism Foundation of Pittsburgh is a new nonprofit that supports the arts in Western Pennsylvania by providing arts programs and experiential learning opportunities for people with and without autism. Jeff worked with the organization and helped it to incorporate and apply for tax-exemption with the IRS. Jeff also worked with the executive director to research foundations and to help develop and review grant proposals.
- **The Rukmini Foundation:** The Rukmini Foundation's mission is to improve the lives of underprivileged girls by empowering them through a holistic program of quality education, supportive mentoring services, and a physical well-being program. Jeff worked with the IRS to secure tax-exempt status.
- **The Washington County Sports and Recreation Foundation:** The Washington County Sports and Recreation Foundation provides summer camp and sports opportunities for children in Washington County. Side Project staff completed a change of name with the IRS, advised on charitable registration requirements, and conducted grant research and program development.
- **The Interdependence Network:** The Interdependence Network is a coalition of human service agencies from the United States and Canada dedicated to promoting, encouraging, and measuring civic and community engagement for people with disabilities. Jeff organizes and manages the group and provides grant research and proposal development. A proposal that Jeff prepared was awarded a \$37,000 grant by the Milbank Foundation for Rehabilitation. These funds are being used to conduct workshops and trainings around the United States.

- **Community Living and Support Services (CLASS):** CLASS is a nonprofit organization that supports people with disabilities in Western Pennsylvania. CLASS offers a variety of individualized services ranging from independent-living skills training in the classroom to community-based case management for social, recreational, and residential supports. Jeff works with several of the CLASS programs, helping with program evaluation and research activities.
- **One9Five.org:** One9Five.org serves the veteran community and gives back to the men and women who give so much to protect us every day. Side Project staff helped with program development and Federal tax filings.
- **The George Snow Scholarship Fund:** The George Snow Scholarship Fund, a Boca Raton-based 501(c) 3 Public Charity, provides educational grants to some of the area's brightest and most deserving young scholars. Side Project staff is working with the CEO and staff to develop a continuous quality improvement program aimed at capturing the Scholarship Fund's impact on the community.



Side Project sponsored a cornhole tournament at the St. James Church Annual Festival in Erie, Pa.

SOCIAL IMPACT

SUPPORTING INDIVIDUAL PHILANTHROPY

Side Project provided fiscal support, management, and event planning support for the 2013 Tail-GREAT, a Pittsburgh-based annual charitable event. Under Side Project's management, this year's Tail-GREAT was an unprecedented success, raising \$5,000 to be donated to Western Pennsylvania charities, including St. James Church, Animal Rescue League, and Steps to Independence. The Tail-GREAT event was co-chaired by Side Project's Adam Causgrove and Andrew Miskowiec and many Side Project volunteers helped out.



Members of the Tail-GREAT Committee celebrating another successful Tail-GREAT.

Additionally, in Pittsburgh, Side Project's Adam Causgrove has recently launched his Dinfinity project, which he describes as a grassroots social experiment and which will be overseen and managed by Side Project. Dinfinity aims to bring together a group of strangers to share a meal and an experience and to contribute to a charitable cause. Every Dinfinity dinner guest brings a dollar to contribute to the Dinfinity fund and pledges to host a dinner of his or her own the following month. In this way, the Dinfinity community can grow exponentially and bring together a potentially infinite group of socially conscious individuals. On July 1, 2014, the dollars collected in the Dinfinity fund will be donated to a charity to be determined at a later date.

NONPROFIT DEVELOPMENT

Side Project staffers secured more than \$37,000 dollars in grant funding for the Interdependence Network. Those funds are being used to provide professional development to some 300 individuals working at human service organizations across the country and in Canada. The Interdependence Network works to provide continuing, on-the-job training and education services to ensure that staff of local human service organizations are as prepared as possible to provide for the needs of their unique communities.

LEGAL SERVICES

In the past year, Side Project has helped in the launch of a number of socially minded organizations operating on both a local and global level. These include the aforementioned Arts for Autism Foundation, Rukmini Foundation, and Interdependence Network.

Since its founding, the driving mission behind Side Project has been to positively impact our home communities through supporting socially conscious individuals and organizations. Nothing is more important to the continued development of our community than educating and caring for the next generation. That is why we are especially proud of our work with the Rukmini Foundation and the Arts for Autism Foundation, both of which are focused on providing education and aid programs for youth. By helping these organizations secure their tax-exempt status, Side Project is able to help ensure that a larger portion of their budget can be devoted towards directly providing programs and services for children.

In South Florida, Side Project is also helping Tigerlili Resources and Perks & Moore, Inc. Jeff helped review its application for tax-exempt status and consulted with the executive director about development and grant proposal related issues. Tigerlili Resources empowers single mothers in Palm Beach County with the tools needed to build a better life for their families through guidance, mentoring, referrals to public and private resource assistance programs, prayer, and peer support.

Side Project has provided general legal services to Perks & Moore, Inc., a 501(c)3 nonprofit organization dedicated to reaching out to caregivers. Perks & Moore provides education and supportive services to caregivers.

ONGOING AND UPCOMING PROJECTS

Side Project looks to continue to grow our fiscal sponsorship portfolio through partnering with likeminded community organizations and individuals, as well by sponsoring the individual projects of our staff and volunteers. Both Dinfinity and the Interdependence Network are long-term, ongoing projects that are only in the beginning stages of development. Although both projects have already shown results, we hope to see the scope of these projects continue to expand in the years to come.

Side Project is pleased to announce our newest client, Jam2Jam, which is a Pittsburgh-based quarterly literary, art, and music performance series. Side Project will be providing fiscal sponsorship for Jam2Jam and will be assisting with event planning for upcoming Jam2Jam events.

This venture with Jam2Jam will also help to expand the event planning services that Side Project will continue to offer. In addition to working with Jam2Jam and other groups that wish to organize fundraising events, Side Project will look to expand the Tail-GREAT brand. There are plans to begin hosting a winter version of the Tail-GREAT, and the experience that Side Project's group of volunteers has gained through running a successful fundraising event such as the Tail-GREAT for a number of years is easily translatable to any sort of fundraiser. Our fundraising efforts thus far have all been grassroots, but as we look to expand our philanthropic impact, we are actively seeking out partnerships with local businesses and other nonprofits.

This year we had one major donor who provided support for in-house counsel services for one nonprofit organization. We are working to develop relationships with additional donors who would like to enter into a mutually beneficial partnership with a responsible and socially-minded nonprofit.

As always, we are looking to continue to develop connections within the communities we work in. This past year we joined several community groups, including the National Legal Aid and Defender Association and the Chamber of Nonprofit Health and Human Services Agencies in Palm Beach County. President Jeff Fromknecht was elected to the executive committee of the Florida Bar's Public Interest Law Section and is a member of the Palm Beach County Bar Association. In Western Pennsylvania, Side Project staffers are on the Forbes Fund consultant directory. In the upcoming year, Side Project staff and volunteers will be focused on getting more involved in our local communities.

The heart of what we do will always be to benefit our local communities, but our larger focus is to impact change on a macro level. Our first year has been eye-opening, humbling, rewarding, and, ultimately, very successful, but it is just the framework upon which we hope to build a bigger and better network to serve the community. Please join us as we continue to do great things.

2012 FINANCIAL REPORT

Side Project's fiscal year runs from January 1 – December 31. A full financial report will be issued in January 2014. The report below is a report for Side Project's first fiscal year, August 2012 through December 31, 2012.

INCOME	
Fee for Service	\$6,200.00
TOTAL INCOME	\$6,200.00

EXPENSES	
State & Federal Registration Fees	\$1,276.00
Admin/Marketing	\$920.00
Program Expenses/Payroll	\$3,495.00
TOTAL Expenses	\$5,691.00

REVENUE IN EXCESS OF EXPENSES	
Unrestricted Cash Funds	\$509.00
TOTAL	\$509.00