**POTENTIAL COMPLIANCE ISSUES**

August 1, 2013

After completing the pre-board meeting compliance steps, prepare a memo to the VP-Finance providing information on any potential compliance issues of the requests being recommended for award at the upcoming meeting. Indicate name of the staff member preparing the write-up for each item included in the memo. Also include actions you will be taking for each situation.

Items to include are:

1. Organizations for which we do not yet have an IRS determination letter on file; note what status is found in Guidestar, if any.
2. All 509(a)(3) organizations: indicate Type 1, 2, 3 and functionally integrated or not.
3. Non 501(c)(3) entities.
4. Organizations revoked by IRS.
5. Foreign grantees recommended; include whether or not the grantee is current in responding to expenditure accounting requests.