

Qualifications to be in the Combined Federal Campaign:

1. Official documentation of IRS 501(c)3 status
2. Provide an EIN number that is specific to your local organization. The EIN number cannot be from the national / parent organization.
3. Annual audit conducted by an independent auditor.
4. Utilizing GAAP (Generally Accepted Accounting Principles) and GAAS (Generally Accepted Auditing Standards)
5. Utilizing an accrual method of accounting
6. Current signed IRS form 990 (not 990 EZ)
7. Have a dedicated phone line and address (not a P.O. Box), and be open at least 15 hours per week
8. The agency's overhead is 25% or below using the formula below:
Add lines 14 (management and general) and 15 (fundraising) from the IRS form 990. Divide the total of lines 14 and 15 by line 12 (total revenue). The result is the percentage of the agency's overhead.
9. The agency does not receive more than 80% of its total support/revenues from government sources using one of the two formulas below:
Using IRS form 990, divide line 1c by line 12.
OR, subtract Medicaid from line 1c then divide by line 12.
The result is the percentage of income is from government sources.
10. An annual report that includes: a full description of activities and services provided by the agency; identity of the Board of Directors, terms of office for officers, and dates, times, and places of meetings.
11. Certify that the organization does not knowingly employ or fund terrorists.
12. The agency is providing health and welfare services.
13. Be registered as a non-profit organization with the Secretary of State.