



Wisconsin Association for Home
and Community Education, Inc.

NOTE TO HCE COUNTY TREASURERS

FROM: WAHCE STATE TREASURER

To confirm information given at a recent meeting, WAHCE is a 501(c)3 non-profit educational and charitable organization. All of our county organizations are subordinate members. Clubs formed under the county organization are subordinates under the county. We are all identified the same as far as the IRS is concerned. All counties each have an IRS EIN 9 digit number verifying this status.

Also any funds raised while under this status must be spent so as not to profit any member personally.

The state board worked long and hard and at some expense to achieve this rating which grants us the right to earn funds, tax-free, and to receive donations, grants, etc. from others. Although uncommon, should any county together with its clubs take in \$50,000 or more income, they would be required to file a Form 990 with the IRS. When less than this amount, counties are required to file a Form 990-N email postcard each year to maintain their 501(c)3 status.

Because both WAHCE and/or its counties are subject to audit by the Federal government, it is important to keep accurate records, including receipts and expenses, for at least 7 years. Counties are responsible for their clubs; therefore, our strong suggestion for the club annual financial report, as well as a completed disbanding form in case of disbanding clubs (which will report how they disbursed their treasury). We of course, are stressing accountability.

We also wish to clear up some confusion that we hear occasionally that “we cannot earn interest on our money”. This is absolutely not true. It is perfectly responsible and a very good idea to invest your monies in interest earning accounts, certificates of deposit, etc. Sunshine money must not be co-mingled with HCE treasury money,

The State of Wisconsin also allows us to receive a sales tax exemption on materials that we might need in the course of our being a non-profit organization. Please contact us should you need such an application.

We appreciate your time and energy in fulfilling your duties as county treasurer. You are an important key in maintaining your county’s non-profit status.