

CITY OF ASHLAND



Application for Economic Development, Cultural, Tourism and Sustainability Grants

****DUE NO LATER THAN 4:00 pm March 22, 2017****

**One (1) single sided, signed hard copy to
NO STAPLES PLEASE**

In an envelope titled:

City of Ashland

Attn: Diana Shiplet, Administration Department

Grant Application

20 East Main Street, Ashland, OR 97520

Applicant/Organization	Post Growth Institute		
Mailing Address	1250 Siskiyou BLVD. Taylor Bldg. Room 215, Ashland, OR 97520		
Contact Name	Stephan Moriarty	Contact Phone #1	541-324-7559
Email #1	moriarty.steve@gmail.com		
Contact Name #2	Donnie Maclurcan	Contact Phone #2	541-631-8680
Email #2	donmaclurcan@gmail.com		
Federal Tax ID	██████████	IRS Class (Exemption)	501(c)(3)
		Total Grant Request (\$5,000 min)	\$15,000

Application Submittal Checklist

In addition to the completed application form to be mailed and emailed, all submittals must contain the following;

1. List of all board members, their occupations, and years on the board;
2. Organizational client demographic profile;
3. Grant program budget (for activities/programs/events that are part of this grant application);
4. Organization 501© letter verifying your no-profit status;
5. Organization corporate bylaws;
6. Organization's most recent Form 990 IRS filing (summary page only);
7. Organization's previous year financial statement summarizing expenses and revenues.



Application for Economic Development, Cultural, Tourism and Sustainability Grants

1. Briefly describe the purpose and objectives of your organization and mission statement (*please limit to approximately 500 words*)

Post growth is about building on the existing aspects of our world that are sustainable in order to create resilient futures. This includes strengthening ecologically and socially sustainable practices, while recognizing the physical limits of the earth (From our website at postgrowth.org).

Our Mission is to build and empower a broad-based global movement for identifying, inspiring and implementing new approaches to global well-being. We accomplish this by providing thought leadership, training, consultancy, and community mobilization. Specifically, the operations of the Post Growth Institute include the following efforts:

1. **Providing support** for people seeking to start, scale or sustain not-for-profit projects, or for-profit projects seeking to become more economically and ecologically sustainable, including those shifting to a not-for-profit structure. This is accomplished through consultancy, training, such as The Not-for-Profit Way series, workshops and supporting the broader post-growth movement by creating social media content for an alliance of 50 post-growth organizations (The Post Growth Alliance).
 2. **Conducting research** about how to thrive within ecological limits, with a strong focus on the role of not-for-profit business and activities in a post-capitalist market economy (See the How on Earth project at howonearth.us), and best practices for not-for-profit initiatives (the Not-for-Profit Handbook: notforprofithandbook.org).
 3. **Raising awareness** of post-growth issues, activities and leadership through talks, webinars, blogging, writing for external media, the publication of books, maintaining a list showcasing 100 inspirational sustainability practitioners (the (En)Rich List), and running a global, pay-it-forward event where people hand out their own money to strangers (Free Money Day).
2. Reference the list of eligible activities provided in the 2012 Policy for Economic, Cultural, Tourism, and Sustainability Grant (page 10) to briefly describe how the City grant would be used and how your activities meet the eligibility criteria (*please limit to approximately 1,000 words*)

Grant funding would be used to build on and expand the reach of The Not-for-Profit Way training and workshop series. This series has been a key outreach for the Post Growth Institute to implement our model of sustainable business practice, and to share other best practices with entrepreneurs seeking to start, scale, or sustain their ideas and projects. The Rogue Valley, and in particular the Ashland community has proven to be the perfect environment for demonstrating the incredible potential and positive community impact of the Post-Growth model.

Our Executive Director, Donnie Maclurcan, has worked on over 350 business projects across 28 countries. Since establishing the Post Growth Institute headquarters in Ashland, in 2013, 63 of these projects have been right here in the Rogue Valley, with the large majority of those being based in Ashland. Through training and direct consultancy services, the PGI, directly or in support functions, meets goals within all four categories of the 2012 Economic, Cultural, Tourism and Sustainability Grants Policy. Our organization has even worked directly with a handful of past applicants and recipients of this grant, to include Stories Alive and Treehouse Books. In 2016 alone, the PGI sponsored 12 talks and workshops in the valley and completed our second iteration of the annual Not-for-Profit Way training. Ten of these events were held in Ashland, including the NFP Way training.

The Not-for-Profit Way training program involves an 8 week intensive for local social entrepreneurs seeking to start, scale, and sustain nonprofit initiatives, and up to 5 individual workshops responding to community

demand, and delving even deeper into specific concepts throughout the calendar year. The 8 week program offers a chance for participants to map their network and seeks to build interconnection between organizations and their community. The cost is \$350 per full-program attendee and includes 8, 2-3 hour workshops, 2 hours of one-on-one consultancy (valued at \$250), and the opportunity for the participant to pitch their project to the community at “pitch night” during the final week. Our first offering of this training was in 2015, it attracted 19 attendees and was met with incredible enthusiasm for the work being done and the value it provided to the community and local entrepreneurs. The program served 37 clients in 2016, including single class drop-in’s (a new program option that year), and the PGI provided \$1,765 in full or partial scholarships for those wishing to attend. In 2017, our goal is to double the amount of scholarships offered, and specifically focus the majority of these funds on providing opportunities for participants whose business projects directly meet the needs and goals of the local Ashland community. The NFP Way program topics include the following concepts:

- Concept Development
- Applying an Asset-based Approach to Social Change
- Business Registration and Nonprofit Incorporation
- Direct Messaging and Advanced Social-Media Skills
- Web Presence and Website Development
- Fundraising and Running Successful Crowdfunding Campaigns
- Fun, Efficient and Effective Meetings
- Community Connection and Delivering Powerful Presentations

Here are just a few of the Community Endorsements that this program has already received:

“If you’ve ever thought about creating an organization to serve the public good, The Not for Profit Way is the fastest, easiest, most informative class you can take. It will save you years of frustration, help you avoid huge mistakes, and help you save tons of money.”

~ Dee Perez, Founder, Thrive Resource Consulting

(Dee is also now the Executive Director of the Ashland Art Institute)

“The ‘Not-for-Profit Way’ was a tremendous help to me in navigating the complexities of starting a new organization. Donnie made sure we stayed true to our own strengths and our hearts, and focused on what was truly important – a key ingredient for success”

~ Marni Koopman, Climate Change Scientist

“The Not-for-Profit Way is a fun, innovative, dynamic program that every non-profit, big or small, should take. It will help you in more ways than you can imagine”

~ Tommy Letchworth, Founder, Foxtail Forestry

“The NFP-Way helped materialize our vision in a practical way. This course makes the not-for-profit world accessible to anyone with a dream for a better world”

~ Rob Leonis, Ministry Leader

With a grant from the City of Ashland’s Economic, Cultural, Tourism & Sustainability program, the PGI will seek to expand the reach of the NFP Way training in the following ways:

1. We would like to significantly increase the volume of full and partial scholarship funding, particularly for organizations whose efforts will directly meet the needs and goals of the local community.
2. We are seeking an opportunity to offer this course to a larger audience, including participants from outside the Rogue Valley. This will necessarily include a significant increase in marketing efforts and could potentially be achieved by offering a 1-week intensive NFP Way training option. This could simultaneously increase tourism activity and awareness of the many cultural offerings that Ashland has available to the PGI’s global network of follower’s and advocates.
3. As part of the 2017 series, we would like to follow-up the 8-week course with 5 individual, half-day workshops spread through the remainder of the year. These workshops will be based on community input and demand so that we are able to directly meet the ongoing support needs of the local business

community. One-day workshops could also be marketed widely to attendees from outside the local area, along with tourism-based promotional materials that would attract clients to stay and explore the area. Previous local workshops have included as many as 100 participants.

2.1. If your grant request is for date specific events, programs or activities, please complete the following table

Program/Event Title	Anticipated Dates of Event		Funding Request
	Start	End	
			\$

3. Which grant category (or categories) does your request fall under? (please check all that apply)

<input checked="" type="checkbox"/>	Grant Category	Grant Request
<input checked="" type="checkbox"/>	Economic Development	\$5,000
<p>Per Economic Development eligible activities (page 10), please explain how your activities qualify (please limit to approx. 250 words):</p> <p>PGI activities directly support the "...creation, retention, and expansion of businesses and other ventures that enrich our community." Businesses we provide training and consultation to support some of the most innovative and creative concepts from the local area and beyond. Our approach teaches socially and economically sustainable business practices that build on the passion and ingenuity of a diverse base of entrepreneurs. The Asset-Based model seeks to help business owners develop their own network and fosters deep community connections and collaboration. Through deeper relationship building and asset mapping, this method teaches us to find and leverage existing strengths within our networks and minimize dependence on organizations outside the local community.</p> <p>Many ideas that have been nurtured within the NFP Way training series have already come to fruition, such as the Heartisan Foundation (www.heartisan.foundation) and Circuit Youth (www.circuityouth.org).</p> <p>Circuit Youth is a youth makerspace located in Ashland. It is a collaborative work space for people to come together with tools and mentors to work on projects and ideas. The co-founders met through the NFP Way training program and successfully crowdfunded their startup capital thanks to their training within the program. They now have three, part time employees and rent a space in the Ashland business district.</p> <p>The Heartisan Foundation is an educational facility designed for young people, by young people, that fosters self-discovery, personal achievement, and social entrepreneurship. Based in Grant's Pass, one of their co-founders developed an understanding of the incorporation process, effective social media and fundraising through the NFP Way training. They now have three employees.</p>		

4

X	Cultural	\$2,500
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Per Cultural Development eligible activities (page 11), please explain how your activities qualify (*please limit to approx. 250 words*):

The PGI offers support services that help create, retain, and expand cultural offerings in Ashland and throughout the Rogue Valley. Many of the projects we have previously worked with are culturally based and serve to expand the cultural offerings of our community, such as The Tea Ally:

The Tea Ally is the first company of its kind to use the power of Tea Ceremony, and Tea culture, combined with mindfulness practice such as meditation and Qigong, as a rehabilitation tools for Veterans, Incarcerated Populations, and the Youth (www.teaally.com). The Tea Ally's founder established this nonprofit while attending the 2015 NFP Way program. The Tea Ally has one part-time employee.

Other culturally-based projects that have developed in this training include:

- Basically Bananas Comedy, which runs local training programs connecting people through creative activities.
- Anima Mundi Productions – The Canticle of the Black Madonna, a groundbreaking opera transforming the lives of veterans with PTSD (www.CBMopera.com).
- Theatre For Good – Dogpark The Musical, a fundraiser for humane societies, dog parks and animal rescue groups within the state of Oregon and Northern California (www.theatreforgood.strikingly.com).

X	Tourism	\$2,500
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Per Tourism eligible activities (page 11), please explain how your activities qualify (*please limit to approx. 250 words*):

The culturally based organizations that the PGI supports certainly do draw attendance for programs from beyond the local area. However, even more relevant is the fact that serving a more geographically diverse audience with the NFP Way remains one of our largest opportunity areas within this program. Approval of grant funding in this area would allow us to increase marketing efforts for NFP Way training and workshops, and would allow us to move forward with plans for additional trainings that are designed to attract more remote participants. The NFP Way offerings fit into the area of “non-traditional tourism related event[s]” and would increase hotel, restaurant and retail sales throughout the year, as courses are offered.

The PGI has a large following and online presence with over 35,000 followers on Facebook and Twitter alone, and access to over 4.67 million followers through the combined reach of the 50 member organizations within the Post Growth Alliance. The PGI mailing list has a current reach of 3,889 as well. By leveraging our existing networks there is a legitimate opportunity to draw additional interest in local PGI events from many new participants from outside the area.

X	Sustainability	\$5,000
<p>Per Sustainability eligible activities (page 11), please explain how your activities qualify (<i>please limit to approx. 250 words</i>):</p> <p>Economic, social, and environmental sustainability are the cornerstones of the PGI Message. The training we provide focuses on maximizing exposure while minimizing ecologically negative impacts. We teach business owners, through the asset-based approach, to increase community connectivity, focus on networking and collaborations, and to apply the lens of innovation in order to minimize resource waste and duplication of services, while serving the greater needs of the community. PGI directors have presented the Post Growth sustainability model at conferences, public talks, in the media, via social media and at workshops around the globe. The concepts that we have developed are now set to be presented in our first book release, <i>How on Earth</i>, set to be published in 2017 (www.howonearth.us). The sustainable business concepts delivered here draw on insights from a wide range of fields, including the latest from cognitive science, evolutionary biology, systems thinking, social psychology and behavioral economics, as well as input from global experts in business, economics, finance and sociology.</p> <p>All of this knowledge is being actively utilized right now, right here in the local community, and the NFP Way training is one of our greatest opportunities to share this model even further. This program also supports other sustainability centered organizations in their endeavors. Some of the sustainability-based programs that the PGI has supported include the following:</p> <ul style="list-style-type: none"> - The Green Power Project brings together low to middle-income neighborhoods and solar power installers to enable affordable, mass Installation of renewable energy (www.greenpowerproject.strikingly.com). - Foxtail Forestry, a living Christmas tree drop off, pick up and planting service. - Rogue Climate, a grassroots organization that brings communities in Southern Oregon together to support practical solutions to climate change that will result in cleaner energy, sustainable jobs, and a healthy environment (www.rogueclimate.org). 		

4. If you do not receive the full amount of your request, describe how your organization would use a smaller amount of funds in each of the categories being applied for (*please limit to approximately 250 words*)

Some of the funds from each category will go towards providing NFP Way scholarship opportunities for organizations within those particular categories. A smaller amount of funding may result in a less focused impact in that particular area, but will still serve to enhance overall program opportunities. The primary consideration, regardless of funding amount, is to enhance the existing 8-week NFP Way training series and offer additional scholarship opportunities for this event. The next priority will be to research, organize and promote the additional half-day workshops based on the present needs of the local business community. Our next target is increased marketing and the expansion of course offerings to participants who would attend from outside of the local area. Our increased service offerings will be prioritized in this manner, and based on the overall level of funding approval.

5. Using the attached City of Ashland Policy for Economic, Cultural, Tourism and Sustainability Grants, Section III (page 12), please explain how you will measure success or desired outcomes. *(please limit to approximately 250 words)*

The NFP Way training program is delivered with a pre and post-training survey which collects basic feedback on client satisfaction and interest in future course offerings. We will enhance this survey to collect key data sought through this grant, such as city of residence and areas of business operations. We will also seek to obtain follow-up "impact" reporting from clients at 3, 6, and 9 months out from the end of the training session. Impact requests would include information on new business registrations, number of new jobs created, community impact results and application of new or improved sustainable business practices. In addition to external data collection efforts, we will also track year over year changes in number of events held, number of participants, number and amount of scholarships provided and number of businesses served by type of industry.

Thank you for your time and efforts in preparing this information for consideration by the Grants Committee.

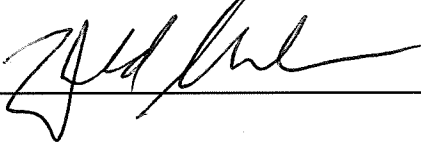
By signing below you certify that:

You, the grantee, understand that you must comply with all federal, state and local requirements applicable for the activities funded by this grant. Award of a grant by the City does not waive the grantee's obligation to obtain, at grantee's sole expense, all applicable permits that may be required for grantee's program or project.

And, that a grant may be conditioned on submission or other approvals to the City of a Certificate of General Liability Insurance in the amount of up to **\$1,000,000** naming the City of Ashland, its officers and employees as additional insured.

And, that you the undersigned have legal authority to submit the above information on behalf of the organization named above.

Name (print) Donald C. Maclurcan

Name (signature) 

Title Executive Director

ADDITIONAL SUBMITTAL INFORMATION & REFERENCE MATERIALS

The following requirements and forms are provided to assist applications in submitting a complete application package. Use of the form templates provided is not a submittal requirement, but rather an optional tool for the applicant to use if they choose to provide the required information in this format.

I. Grant Requirements (from 2012 Policy for Economic, Cultural, Tourism and Sustainability Grants)

- A. Grantee shall be registered as a 501(c) non-profit *
- B. Grantee shall be a non-government entity
- C. The minimum grant amount that can be applied for is \$5,000 and the minimum award granted is \$1,000 per category and \$5,000 per grant application
- D. Grant award shall be utilized consistent with the associated applicant proposal and shall be primarily oriented to the grantee's Ashland activities and programs. Grant funds may also be utilized for a proportionate share of Grantee's overall administrative expenses.
- E. An applicant can apply for grant funds from more than one category, however, it is the responsibility of the applicant to specify the categories and funds requested for each category and clearly describe how the proposal meets the criteria for each category.
- F. Grantees must submit the application to the City prior to the deadline, which is established each year by the City. **Absolutely no late applications will be accepted.**
- G. Incomplete applications (see application cover page) will NOT be forwarded to the grant review committee for consideration.
- H. Materials submitted beyond those required and listed on the application cover page and application form will NOT be forwarded to the grant review committee as part of the application packet.

II. Grant Submittal

- A. Grant applications for BN2017-19 are due on **March 22, 2017 by 4:00 p.m.**
- B. Completed application packets can delivered in person to the Utility Billing offices at City Hall, 20 East Main St ** or mailed to:

City of Ashland
c/o Diana Shiplet
20 East Main St
Ashland, OR 97520
- C. Questions regarding the BN 2017-19 Grant Program can be directed to Diana Shiplet, Administrative Analyst by phone at 541-552-2100 or diana.shiplet@ashland.or.us.

**If your organization is being sponsored by or legally affiliated with a registered non-profit, a letter from that organizations Board of Directors recognizing the affiliation and a copy of the 501 (c) verification of the sponsoring non-profit*

*** City of Ashland office hours are Monday to Friday 8:30am to 5:00pm.*

Tourism

As required by State law, a portion of the grant program funds must be awarded and utilized for specific tourism related activities. The grant program typically awards tourism funds in excess of the minimum amount required to meet Oregon Revised Statute (ORS) definition and criteria relating to tourism promotion.

Applicants requesting grant funds for activities that meet the ORS definition and criteria of tourism should highlight how the grant request meets the following ORS criteria:

§ 320.300 ₁
(6) 'Tourism' means economic activity resulting from tourists.
(7) 'Tourism promotion' means any of the following activities:
(a) Advertising, publicizing or distributing information for the purpose of attracting and welcoming tourists;
(b) Conducting strategic planning and research necessary to stimulate future tourism development;
(c) Operating tourism promotion agencies; and
(d) Marketing special events and festivals designed to attract tourists.
(10) 'Tourist' means a person who, for business, pleasure, recreation or participation in events related to the arts, heritage or culture, travels from the community in which that person is a resident to a different community that is separate, distinct from and unrelated to the persons community of residence, and that trip:
(a) Requires the person to travel more than 50 miles from the community of residence; or
(b) Includes an overnight stay.

Applicant Organization Board Member Information Reporting Sheet

Name	Address	Phone	Occupation	Title	Term of Office
Donnie Maclurcan	361 Engle St, apt. #102, Ashland, Oregon, 97520	541-631-8680	PGI Executive Director	Board Chair	2 years
Steve Moriarty	747 Clay Street, Ashland OR 97520	541-324-7559	Human Resources Administrator	Board Deputy-Chair	2 years
Mike Oxendine	219 N. 2nd St. Talent, OR, 97540	541-324-7876	Facilities & Maintenance Supervisor	Board Secretary	2 years
Anne Chambers	715 Pennsylvania Ave, Ashland OR 97520	541-482-3179	Retired Professor of Anthropology	Board Member	2 years
Pamela McVeagh-Lally	3003 Aurora Court, Santa Rosa CA 95405	917-340-0445	Foundation and Nonprofit Consultant	Board Member	2 years
Clint Picton	2871 Orchard Home Dr. Medford OR 97501	541-778-6605	Systems Analyst	Board Member	2 years

City of Ashland Customer Demographic Profile

The primary goal of the grant award process is to allocate funds to organizations that are providing economic, tourism, cultural and/or sustainability programs, services or events that reach a demographically diverse customer base, both locally and from outside our region. The following questions are intended to provide guidance for the possible types of customer demographics that would help the grant review/award sub-committee understand the customer types that your application would likely reach.

*** If your organization tracks this data or other related data, in other formats, please feel free to submit that format directly. This form is provided as a template and is not required to be completed in this format, but customer demographic information is an application submittal requirement.**

Organization Name: Post Growth Institute

Program/Event Name: The Not-for-Profit Way

For the Twelve month period of: July 2017 – June 2018

I. Customer Age (percentage)

Youth 0 to 17 years	<u>5</u>	%
Adult 18 to 39 years	<u>40</u>	%
Adult 40 to 64 years	<u>40</u>	%
Adult 65 and over	<u>15</u>	%
Unknown		%
Total	<u>100</u>	%

II. Staff Residence (percentage)

Ashland	<u>100</u>	%
Rogue Valley		%
Other		%
Total	<u>100</u>	%

II. Customer Residence (percentage)

Ashland	<u>50</u>	%
Rogue Valley (Including Ashland)	<u>65</u>	%
Other (within 50 miles)	<u>3</u>	%
Other (greater than 50 miles)	<u>32</u>	%

III. Of the Customers identified above, what percent do you estimate stayed overnight to attend your program, service or event? 3 %

**CITY OF ASHLAND
GRANTS PROGRAM BUDGET**

Please use this form to identify costs associated with the program, activity or event that you are requesting funds for. This form is provided as a template to use. If your organization tracks grant related financials in a different reporting format, please submit in that format if you choose.

APPLICANT/ORGANIZATION: Post Growth Institute

PROGRAM/EVENT TITLE: The Not-for-Profit Way

PROJECT PERIOD: July 1, 2017 to June 30, 2018

PGI Budget Narrative:

With the anticipated release of two books, and the addition of an operations manager for FY2017, we expect sales and service revenues to see a moderate increase. Staff time will also be refocused on additional fundraising efforts in this FY, including direct community support through local and remote donors and a significant increase in requests for grant funding. Increased activity in the NFP Way training series will provide a small increase in event revenues but will also significantly increase expenses for event organization and support. The primary value, from a cost-benefit perspective, is in the ability to increase efforts in establishing PGI methodology within the local community thus magnifying the exposure and practical advancement of PGI's mission through the examples offered through local, results-driven data.

REVENUE		
City of Ashland Grant Funds		\$15,000
Jackson County Funds: Additional Local Requests (eg United Way, Carpenter)		\$2,500
Other State or Federal Funds : Additional Grant Requests		\$2,500
Other Funds /Identify: Private/Community Donations		\$1,500
Other Funds (cont) Training and Workshop Fees		\$7,500
TOTAL REVENUE		\$29,000
EXPENDITURES		
A. PERSONAL SERVICES <i>(List costs by job title or function)</i>		
Total Salaries	% of time to project	
1. <u>Executive Director</u>	<u>20</u> %	\$4,800
2. <u>Operations Manager</u>	<u>40</u> %	\$6,400
3. <u>Workshop Facilitation</u>	<u>100</u> %	\$5,000
4. <u>Client Consultancy Services</u>	<u>25</u> %	\$5,000
Total Benefits		\$0
1. _____		
2. _____		
3. _____		
4. _____		
TOTAL PERSONAL SERVICES		\$21,200
B. MATERIALS & SERVICES:		
Room Rentals		\$3,800
Videography		\$2,000
Food		\$1,000
Marketing (Graphic Design, Printing, and Distribution)		\$1,000
TOTAL MATERIALS & SERVICES		\$7,800
TOTAL EXPENDITURES		\$29,000

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

APR 29 2015

POST GROWTH INSTITUTE
1250 SISKIYOU BOULEVARD
ASHLAND, OR 97520-5001

Employer Identification Number:

DLN:

Contact Person:

CUSTOMER SERVICE

ID# 31954

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status:

170(b)(1)(A)(vi)

Form 990/990-EZ/990-N Required:

Yes

Effective Date of Exemption:

April 15, 2015

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 5436

17

POST GROWTH INSTITUTE NON-PROFIT CORPORATION BYLAWS

Article I. Name

The name of this Corporation is Post Growth Institute, herein referred to as 'the Corporation'.

Article II. Principal Office

The registered office for the transaction of the business of the Corporation shall be located in the state of Oregon. The board of directors may, at any time, change the location of the registered office within Oregon.

Article III. Purposes and Powers

Section 1. Purposes

Post Growth Institute is a non-profit corporation and shall be operated exclusively for educational and charitable purposes. Subject to limitations stated in the Articles of Incorporation, the purposes of the Corporation are to engage in any lawful activities, none of which are for profit, for which corporations may be organized under Chapter 65 of the Oregon Revised Statutes (or its corresponding future provisions) and Section 501(c)(3) of the Internal Revenue Code of 1954 (or its corresponding future provisions).

The Post Growth Institute is an international group exploring and inspiring paths to global prosperity that do not rely on economic growth. The Corporation's mission is to build and empower a broad-based global movement for identifying, inspiring and implementing new approaches to global well-being. The Corporation provides thought leadership, training, consultancy and community mobilization.

Section 2. Powers

The corporation shall have the power, directly or indirectly, alone or in conjunction or cooperation with others, to do any and all lawful acts that may be necessary or convenient to affect the charitable purposes for which the Corporation is organized, and to aid or assist other organizations or persons whose activities further accomplish, foster, or attain such purposes. The powers of the Corporation may include, but are not limited to, the acceptance of contributions from the public and private sectors, whether financial or in-kind contributions.

Section 3. Non-profit Status and Exempt Activities Limitation

(a) Non-profit Legal Status. The Post Growth Institute is organized exclusively for charitable and educational purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

(b) Exempt Activities Limitation. No part of the net earnings of the Corporation shall inure to the benefit of, or be distributable to its members, trustees, officers or other private persons, except that the Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in the Purposes clause hereof. No substantial part of the activities of the Corporation shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements), any political

campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, the Corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by a corporation, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

(c) Distribution Upon Dissolution. Upon the dissolution of the Corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the Corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

Article IV. Membership

Section 1. No Membership Classes

The corporation shall have no members who have any right to vote or title or interest in or to the Corporation, its properties and franchises.

Section 2. Non-Voting Affiliates

The board of directors may approve classes of non-voting affiliates with rights, privileges and obligations established by the board. Affiliates may be individuals, businesses and other organizations that seek to support the mission of the Corporation. The board, a designated committee of the board, or any duly elected officer in accordance with board policy, shall have authority to admit any individual or organization as an affiliate, to recognize representatives of affiliates and to make determinations as to affiliates' rights, privileges and obligations. At no time shall affiliate information be shared with or sold to other organizations or groups without the affiliate's consent. At the discretion of the board of directors, affiliates may be given endorsement, recognition and media coverage at fundraising activities, clinics, other events or on the Corporation's websites. Affiliates have no voting rights and are not members of the Corporation.

Section 3. Dues

Any dues for affiliates shall be determined by the board of directors.

Article V. Board of Directors

Section 1. General Powers.

The business and affairs of the Corporation shall be governed by its board of directors. The board may delegate power and authority as allowed under state and federal law.

Section 2. Board Members

(a) Number. The number of directors of the Corporation shall consist of no less than five (5) and no more than twelve (12) directors.

(b) Qualification. Membership on the board of directors shall be open to all persons with a demonstrated commitment to identifying, inspiring and implementing new approaches to global well-being.

(c) Election. Directors may be elected at any board meeting by the majority vote of the existing board of directors.

(d) Term of Office. The term of office of each director shall be two (2) years, commencing immediately upon election. However, the term may be extended until a successor has been elected. Directors may be elected to successive terms of office and may serve on the board for a maximum of six (6) consecutive years. After serving six consecutive years, a person may be reappointed to a director role after a break of one (1) year.

(e) Removal. Any director may be removed, with or without cause, by a vote of two-thirds (2/3) of the existing board.

(f) Resignation. Any director may resign at any time by giving written notice to any officer of the board. Any resignation shall take effect at the date of the receipt of the notice or at any later time specified in the notice. The acceptance of the resignation shall not be necessary to make it effective.

(g) Vacancies. The board of directors may fill vacancies due to the expiration of a director's term of office, resignation, death or removal. The board of directors may also appoint new directors to fill a previously unfilled board position, subject to the maximum number of directors under these Bylaws.

(h) No Salaries. Directors shall not receive salaries for their board services but may be reimbursed for authorized expenses related to board service.

(i) Compensation for Professional Services by Directors. Directors are not restricted from being remunerated for professional services provided to the Corporation. Such remuneration shall be reasonable and fair to the Corporation, and must be reviewed and approved in accordance with the Corporation's conflict of interest policy and state law.

Section 3. Meetings

(a) Annual Meeting. The annual meeting of the directors shall be held on a date and at a place determined by the board of directors. The annual meeting shall be held upon at least ten (10) days' notice. The notice shall be deemed to be delivered upon its deposit in the mail or transmission via electronic mail to the recipient. Notice of all board meetings shall specify the date, time and place of meeting. The purpose of the meeting need not be specified.

(b) Regular Meetings. In addition to the annual meeting described in Section 3(a) above, the board of directors shall have a minimum of one (1) regular meeting each calendar year at times and places determined by the board. Regular board meetings shall be held upon at least seven (7) days' notice.

(c) Special Meetings. Special meetings of the board may be called by the Chair, Deputy Chair, Secretary, Treasurer or any two (2) other directors of the board of directors. A special meeting must be preceded by at least 2 days' notice to each director.

Section 4. Meeting Processes

(a) Quorum. A majority of the board directors in office, including at minimum one officer of the board, shall constitute a quorum for the transaction of business at that meeting of the board. No business shall be considered official at any meeting at which a quorum is not present. Any business that is considered at a meeting at which a quorum is not present may be subsequently considered for approval using a "circular resolution" process, in which a written motion setting forth the action to be taken is signed by all the board's directors.

(b) Majority Vote. Except as otherwise required by law or by the Articles of Incorporation, the act of the majority of the directors present at a meeting at which a quorum is present shall be the act of the board.

(c) Hung Board Decisions. On the occasion that directors of the board are unable to make a decision based on a tied number of votes, the Chair shall have the power to swing the vote based on his/her discretion.

(d) Participation. Directors may participate in a regular, special or annual meeting through the use of any means of communication by which all directors participating may simultaneously communicate with each other during the meeting, including but not limited to in-person, internet video meeting or by telephonic conference call.

(e) Proxies. There shall be no voting by proxy.

(f) Action by Consent. Any action required or permitted to be taken at a meeting of the board may be taken without a meeting if consent in writing, setting forth the action to be taken, shall be signed by all the board's directors.

Article VI. Committees

Section 1. Committees.

By resolution adopted by a majority of the directors then in office, the board may designate one or more committees (which may be referred to as "circles"), each consisting of two or more directors, and may invest the committee with such powers and responsibilities as it sees fit. All committees or their representatives shall present a progress report at each board meeting while the committee is active.

Section 2. Limitations on the Powers of Committees.

No committee may authorize payment of a dividend or any part of the income or profit of the Corporation to its directors or officers; may approve dissolution, merger or the sale, pledge or transfer of all or substantially all of the Corporation's assets; may elect, appoint, or remove directors or fill vacancies on the board or on any of its committees; nor may adopt, amend or repeal the bylaws or any resolution by the board of directors.

Article VII. Officers

Section 1. Titles

The officers of the Corporation shall consist of a Chair, Deputy Chair, Treasurer, Secretary and any other such officers as the board may appoint. All officers of the Corporation must be members of the board of directors.

One person may hold two or more board offices, but no board officer may act in more than one capacity where action of two or more officers is required, including voting and quorum counts.

The board of directors is responsible for appointing and supervising the Executive Director.

Section 2. Roles

(a) Chair. The Chair of the board of directors shall be the chief volunteer officer of the Corporation. The board Chair shall lead the board of directors in performing its duties and responsibilities,

including, if present, presiding at meetings of the board of directors, and shall perform all other duties incident to the office or properly required by the board of directors.

(b) Deputy Chair. In the absence of the Chair or in the event of her/his inability or refusal to act, the Deputy Chair shall perform the duties of the Chair and, when so acting, shall have all the powers of the Chair. The Deputy Chair shall perform such other duties as from time to time may be assigned by the Chair or by the board of directors.

(c) Secretary. The Secretary of the board of directors shall have overall responsibility for all record keeping of the board. The Secretary shall keep (or cause to be kept) the minutes of all meetings and actions of directors and committees. The minutes of each meeting shall state the time and place that it was held and any other information needed to determine what actions were taken and whether the meeting was held in accordance with the law and these Bylaws. The Secretary shall cause notice to be given of all meetings of directors and committees as required by the Bylaws. The Secretary shall have such other powers and perform such other duties as may be prescribed by the board of directors or the board Chair. The Secretary may appoint, with approval of the board, a director to assist in performance of all or part of the duties of the Secretary.

(d) Treasurer. The Treasurer shall be the lead director for oversight of the financial condition and affairs of the Corporation. The Treasurer shall oversee and keep the board informed of the financial condition of the Corporation and of audit or financial review results. In conjunction with other directors, officers, members of staff or other suitably qualified persons, the Treasurer shall oversee budget preparation and shall ensure that appropriate financial reports, including an account of major transactions and the financial condition of the Corporation, are made available to the board of directors on a timely basis or as may be required by the board of directors. The Treasurer shall perform all duties properly required by the board of directors or the board Chair. The Treasurer may appoint, with approval of the board, a qualified fiscal agent or member of the staff to assist in performance of all or part of the duties of the Treasurer.

(e) Other Officers. The board of directors may elect or appoint such other officers and agents as it shall deem necessary or desirable. These persons shall hold their offices for such terms and shall have such authority and perform such duties as shall be determined by the board of directors.

Section 3. Terms and Election

(a) Nomination and Election. Officers shall be nominated by the board of directors. They shall be elected or re-elected at the annual meeting by a majority vote of a quorum of the board.

(b) Terms. Officers shall serve for a term of one (1) year or until their successors are duly elected, except that no officer shall be elected to the same office for more than three (3) consecutive terms. Terms of office begin immediately upon election.

(c) Removal. Any person elected or appointed by the board may be removed from office by a vote of a majority of the board members then serving on the board. Removal as an officer shall not necessarily mean removal as a board member.

(d) Resignation. Any officer may resign at any time by giving written notice to any officer of the board. Any resignation shall take effect at the date of the receipt of the notice or at any later time specified in the notice. The acceptance of the resignation shall not be necessary to make it effective.

(e) Vacancy. A vacancy in any office shall be filled by the board of directors as soon as possible following the meeting at which the vacancy was reported.

Article VIII. Executive Director

The Executive Director shall be the chief executive officer of the Corporation and, subject to the direction of the board of directors, shall be responsible for the general operation of the Corporation. S/he is also responsible for hiring other staff, in accordance with approved budget guidelines. The Executive Director shall attend all board meetings and provide updates as requested by the board of directors. The Executive Director may be a member of the board of directors.

Article IX. Corporate Indemnity

The Post Growth Institute will indemnify to the fullest extent not prohibited by law any person who is made or threatened to be made a party to an action, suit or other proceeding to which they may become subject by reason of their positions with the Corporation or their service in its behalf. This shall be interpreted to extend the most liberal indemnification possible—substantively, procedurally and otherwise. This right to indemnity shall include reimbursement of all reasonable costs of defense including attorneys’ fees. Indemnification payments and advances of expenses shall be made on a priority basis but only in such increments and at such times as will not jeopardize the ability of the Corporation to pay its ordinary and necessary obligations as they become due.

Article X. Conflicts of Interest

The board shall adopt and periodically review a conflict of interest policy to protect the Corporation’s interest when it is contemplating any transaction or arrangement which may benefit any director, officer, employee, affiliate or member of a committee with board-delegated powers.

Article XI. Amendment of Bylaws

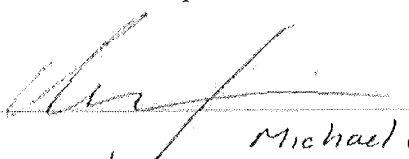
These Bylaws may be amended or repealed, and new Bylaws adopted, by the board of directors by an affirmative vote of two-thirds (2/3) of directors present, if a quorum is present. Prior to the adoption of the amendment, each director shall be given at least ten (10) days’ notice of the date, time and place of the meeting at which the proposed amendment is to be considered, and the notice shall state that one of the purposes of the meeting is to consider a proposed amendment to the Bylaws and shall contain a copy of the proposed amendment.

Article XII. Amendment of Articles of Incorporation

Any amendment to the Articles of Incorporation may be adopted by approval of two-thirds (2/3) of the board of directors.

CERTIFICATE OF ADOPTION OF BYLAWS

I do hereby certify that the above stated Bylaws of Post Growth Institute were approved by the Post Growth Institute’s board of directors on Thursday, October 13, 2016 and constitute a complete copy of the Bylaws of the Corporation.

Secretary  Michael Oxendine

Date: 10/13/2016

23

POST GROWTH INSTITUTE

Sincerely,

A handwritten signature in cursive script that reads "Thomas Rippard". The signature is written in dark ink and is centered on the page.

Director, Exempt Organizations

Form 990-N

Electronic Notice (e-Postcard)

OMB No. [REDACTED]

Department of the Treasury
Internal Revenue Service

for Tax-Exempt Organization not Required to File Form 990 or 990-EZ

2016

Open to Public Inspection

A For the 2016 Calendar year, or tax year beginning 2016-01-01 and ending 2016-12-31

B Check if available

- Terminated for Business
 Gross receipts are normally \$50,000 or less

C Name of Organization: POST GROWTH INSTITUTE

1250 Siskiyou BLVD Taylor
Rm 215. Ashland. OR. US.
97520

D Employee Identification
Number [REDACTED]

E Website:

postgrowth.org

F Name of Principal Officer: Donald Maclurcan

1250 Siskiyou BLVD Taylor
Rm 215. Ashland. OR. US.
97520

Privacy Act and Paperwork Reduction Act Notice: We ask for the information on this form to carry out the Internal Revenue laws of the United States. You are required to give us the information. We need it to ensure that you are complying with these laws.

The organization is not required to provide information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of the Form 990-N is covered in code section 6104.

The time needed to complete and file this form and related schedules will vary depending on the individual circumstances. The estimated average times is 15 minutes.

Note: This image is provided for your records only. Do Not mail this page to the IRS. The IRS will not accept this filing via paper. You must file your Form 990-N (e-Postcard) electronically.

25

Income Statement

Post Growth Institute
 1/1/2016 - 12/31/2016
 Financial Statements in U.S. Dollars

Revenue

Sales	\$1,000
Services	\$23,828
Donations and Grants	\$1,405
Bank Interest	\$0
Net Sales	\$26,233

Expenses

Salaries	\$21,091
Contractor Fees	\$8,499
Sales Costs	\$126
Service Costs	\$178
Donations and Grants Costs	\$53
Marketing	\$0
I.T.	\$862
Registrations, Memberships, & Insurance	\$599
Miscellaneous	\$106
Total Expenses	\$31,514
Net Operating Income (Loss)	(\$5,281)

1/1/2015 - 12/31/2015
 Financial Statements in U.S. Dollars

Revenue

Sales	\$1,100
Services	\$23,973
Donations and Grants	\$13,926
Bank Interest	\$0
Net Sales	\$38,999

Expenses

Salaries	\$23,141
Contractor Fees	\$8,365
Sales Costs	\$86
Service Costs	\$1,411
Donations and Grants Costs	\$0
Marketing	\$132
I.T.	\$903
Registrations, Memberships, & Insurance	\$450
Miscellaneous	\$0
Total Expenses	\$34,488
Net Operating Income (Loss)	\$4,511