



City of Harrisonburg APPLICATION FOR TAX EXEMPTION

FOR OFFICE USE ONLY:
PAYMENT AMOUNT: _____
RECEIVED ON: _____
CHECK NUMBER: _____

The information requested on this application must be filled out completely and returned to the City Manager's office on or before January 30. **Include a \$50 application fee made payable to City of Harrisonburg.** Applicant must pay the cost of the public hearing ad or their share if multiple applicants.

Please attach a copy of your current (1) 501(c)(3) certificate; (2) By-Laws; (3) Articles of Incorporation; (4) most recent financial statement (audited, if available); (5) most recently filed IRS Form 990 or 990EZ.

ORGANIZATION NAME:

NEW CREATION VA

MAILING ADDRESS:

3051 South Main St
Harrisonburg VA 22801

CONTACT PERSON AND PHONE:

Sabrina Doreman - Andrew
(540) 208-7446

Type of property for which request is made (circle applicable) PERSONAL PROPERTY REAL ESTATE

If requesting a personal property exemption, please attach a detailed itemized listing of the specific item(s) for which the exemption is sought.

If requesting a real estate exemption, complete the following on each parcel for which exemption is sought:

Name in which property is held 3051 S Main St LLC

Property address 3051 South Main Street

Map identification number IC 2-A

Taxes paid for the preceding three (3) years \$4,491.50 \$4,726.43 \$4,786.81

Name in which property is held _____

Property address _____

Map identification number _____

Taxes paid for the preceding three (3) years _____

Name in which property is held _____

Property address _____

Map identification number _____

Taxes paid for the preceding three (3) years _____

If requesting a personal property exemption, complete the following for each account for which exemption is sought:

Name assessed New Creation Va, Inc

Account number new account fore 2021

Asset type and location address Furniture fixtures + Computer equip.
3051 S Main St Hazelton Va

Taxes paid for the preceding three (3) years \$170.60 \$87.68 \$85.21
* paid under New Dimensions of Grace
DBA: New Creation

Name assessed _____

Account number _____

Asset type and location address _____

Taxes paid for the preceding three (3) years _____

Please complete the following questions as referenced in City Ordinance 4-2-17 (copy enclosed) and Code of Virginia § 58.1-3651.

1. Do you currently own property in the City that is already tax-exempt?
_____ Yes No
If yes, what is the property Map ID #? _____
On what date was the exemption granted? _____
How/By whom was the exemption granted? _____

2. Does the organization have any rule, regulation, policy, or practice that unlawfully discriminates on the basis of religious conviction, race, color, sex, or national origin? _____ Yes No

3. Does the organization hold a current annual alcoholic beverage license from the Virginia Alcoholic Beverage Control Board for serving alcoholic beverages on the property? If yes, please attach a copy.
_____ Yes No

4. What compensation is paid to each director, officer, and employee of the organization?
see attached

5. What services does each director, officer, and employee render?
see attached

6. Does any part of the net earnings of the organization benefit any individual? If so, please explain.

No

7. What percentage of the services provided by this organization is generated by funds received from donations, contributions, or local, state, or federal grants or funds? For purposes of this question, donation may include the providing of personal services or the contribution of in-kind or other material services. 34.8%

8. What specific services does the organization provide for the common good of the public?
Our mission is to creatively counteract human trafficking through prevention education and job creation.

9. What percentage of the activities of the organization involves carrying on propaganda or otherwise attempting to influence legislation?
None

10. Does the organization participate or intervene in any political campaign on behalf of any candidate for public office?
 Yes No

I, Sabrina Dorman-Andrew (printed name), do hereby certify that the information provided and/or attached to this Application for Tax Exemption, is true and accurate, to the best of my knowledge. I acknowledge that knowingly providing false information will result in criminal charges pursuant to *Code of Virginia* § 58.1-11. I acknowledge that the organization I represent may be subjected to audit by the Commissioner of the Revenue, or an appointed employee of the Commissioner of the Revenue, to ensure that all information provided is true and correct.

Sabrina Dorman-Andrew 1/22/2021
Signature Date
Executive Director
Title

Notary _____ My commission expires: _____

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

DEPARTMENT OF THE TREASURY

Date:

JUN 29 2020

NEW CREATION VA INC
C/O SABRINA DORMAN ANDREW
3051 S MAIN ST
HARMONSBURG, VA 22801

Employer Identification Number:
84-1862249
DLN:
29053045300000
Contact Person:
SALENA R FULTON ID# 50079
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
509(a)(2)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
February 11, 2020
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 947

NEW CREATION VA INC

Sincerely,

Stephen A. Martin

Director, Exempt Organizations
Rulings and Agreements



COMMONWEALTH OF VIRGINIA
STATE CORPORATION COMMISSION

Office of the Clerk

May 20, 2019

QUINTON B. CALLAHAN
CLARK & BRADSHAW, P.C.
92 N LIBERTY STREET
HARRISONBURG, VA 22802

RECEIPT

RE: New Creation VA, Inc.

ID: 0844540 - 5

DCN: 19-05-08-6294

Dear Customer:

This is your receipt for \$75.00, to cover the fees for filing articles of incorporation with this office.

The effective date of the certificate of incorporation is May 20, 2019.

If you have any questions, please call (804) 371-9733 or toll-free in Virginia, 1-866-722-2551.

Sincerely,

Joel H. Peck
Clerk of the Commission

CORPRCPT
NEWCD
CISBJB1

**BY-LAWS OF
NEW CREATION VA, INC.**

Article One

Name and Location

Section 1.1 Name. The name of the Corporation shall be New Creation VA, Inc. (hereinafter the "Corporation").

Section 1.2 Location. The principal office of the Corporation shall be located within Harrisonburg, Virginia.

Article Two

Purposes

Section 2.1 The purpose for which the Corporation is formed is exclusively to creatively counteract human trafficking through a local and global approach and to provide prevention education on and rescue from trafficking, and other similar non-profit goals.

Article Three

Board of Directors

Section 3.1 Powers & Duties.

3.1.1 General Powers

The business and affairs of the Corporation shall be conducted under the direction of, and the control and disposal of, the Board of Directors, and the Corporations' properties and funds shall be vested in its Board of Directors, except as otherwise provided in the nonprofit corporation law of the Commonwealth of Virginia, the Corporation's Articles of Incorporation, or these Bylaws.

3.1.2 Duties

The Board of Directors is charged with two primary duties: the Duty of Care and the Duty of Loyalty.

Duty of Care requires board members to act (1) in good faith; (2) with the care an ordinarily prudent person in a like position would exercise under similar circumstances; and (3) in a manner the director reasonably believes to be in the best interests of the Corporation.

Duty of Loyalty requires board members to pursue the Corporation's best interest, whether over money or politics. The Duty of Loyalty prohibits a director from engaging in self-dealing unless there is full disclosure to the board and the transaction is clearly in the corporation's best interest.

Section 3.2 Number, Election, Term, and Qualifications.

3.2.1 Number

There shall be no fewer than 5 and no more than 13 members of the Board.

3.2.2 Term and Term Limits

Each board member shall be elected at an annual meeting by the full board to serve a three-year term. The immediate past President shall serve as a director. The term is once renewable such that a board member may serve two consecutive three-year terms. Board members shall be divided into three classes to achieve a staggered rotation of terms.

Each perspective member for membership shall complete a form approved by the Board of Directors which shall provide that the perspective member agrees to abide by the By-Laws of the Corporation. The form shall state the name and contact information of the individual seeking membership of the perspective member.

3.2.3 Eligibility for Renewal

A board member who has completed two consecutive terms shall remain off the Board for one full year before being considered for board membership again. At this time, the former board member turned candidate is eligible to serve two consecutive terms again.

3.2.4 Qualifications

The Nominating/Board Development Committee shall propose a slate of members at the annual meeting of the Board upon giving due consideration the recommendations of such persons. The Board shall be comprised of members with consideration of, but not limited to, the following skills: business, development, finance, healthcare, human resources, legal, and/or public relations and communications.

Section 3.3 Attendance.

3.3.1 Board Meetings

In order to uphold the Duty of Care, it is expected that board members attend all regularly scheduled board meetings.

3.3.2 Absence from Board Meetings

The board reserves the right to deem a member who misses three consecutive meetings, unless excused, resigned. The office shall become vacant for the remainder of the term. The minutes should note any excused absences.

3.3.3 Leave of Absence

A board member may take a "leave of absence" for up to six months with approval from the Executive Committee. The board member must submit a request in writing with a justification for the leave. Examples of acceptable reasons for leave include but are not limited to: maternity, care for family members, personal health.

Section 3.4 Nominating/Board Development.

3.4.1 Board members may be reviewed and proposed by a Nominating/Board Development Committee appointed by the President/Chairman of the Board. The Nominating/Board Development Committee shall interview all board candidates and request a resume and/or application. When selecting candidates for presentation to the board, the Nominating/Board Development Committee shall give consideration to expertise, needs of the committees, demographics of the board, and other factors as deemed appropriate in addition to the candidate's commitment to the mission of the Corporation.

3.4.2 To ensure that prospective board members are fully prepared to assume their duties, board members shall receive copies of the following materials: (1) the mission statement of the Corporation, (2) the Articles of Incorporation, (3) the Bylaws, (4) the most recent annual report, (5) financial statements including the budget and tax filing of form 990, (6) policies, (7) expectations for meeting attendance and committee work, and (8) a list of current board members with complete contact information and committee designations.

3.4.3 Upon election to the Board, new members shall have the opportunity to participate in a board member orientation.

3.4.4 The Nominating/Board Development Committee shall be responsible for the ongoing training and development of the Board including an annual assessment of board performance. As such, the committee shall give consideration to board structure (board size, committees, etc.), inputs (board member skills and time), and processes (common vision, clear roles, and meeting practices).

Section 3.5 Resignation and Vacancies.

3.5.1 Resignations

A board member may resign at any time by providing written notice to the Board Chair,

Secretary, or Executive Director.

3.5.2 Board Vacancies

A director elected to fill a vacancy due to resignation shall be elected for the unexpired term of the predecessor. Vacancies may be filled at any time by the affirmative vote of a majority of the remaining directors then in office, even if it is less than a quorum.

Section 3.6 Regular Meetings.

3.6.1 Regular Meetings

The Board of Directors shall meet no fewer than six times each year, including an annual meeting.

3.6.2 Definition of Annual Meeting

The annual meeting of the Board shall be the regular board meeting which occurs in December. The purpose of the meeting shall be to elect officers, board members, set the budget and calendar of meetings for the coming year, and any other business as set forth before the Board.

3.6.3 Special Meetings

The Board Chair may call a special meeting of the Board whenever deemed necessary or when requested to do so by three or more directors or by the Executive Director. Notice of a special meeting shall be provided in writing to each board member at least seven days in advance of the meeting.

3.6.4 Meeting Notification

The Board of Directors shall set the schedule of meetings for the coming year at the annual meeting. The schedule of meetings shall serve as proper notice. Meeting materials shall be prepared and distributed not later than the Friday before the meeting.

3.6.5 Rules of Order

Meetings shall be guided by specific parliamentary procedure as adopted by the Board of Directors.

Section 3.7 Quorum and Voting.

3.7.1 Meeting Quorum

A quorum exists if 2/3 of the members of the board are present for a meeting.

3.7.2 Voting

Each member of the Board shall have one vote. An action may be passed by the Board at a meeting through an affirmative vote by the majority of those present.

3.7.3 Amendment to Bylaws

The bylaws may be amended with vote of a supermajority of the Board. Proposed amendments must be submitted in writing to the Board prior to the meeting in which the vote is to be held.

Article IV

Officers and Agents

Section 4.1 Number and Qualifications. The board officers shall consist of a President, Vice President, Immediate Past President, Secretary/Treasurer.

The roles of vice president and immediate past president provide for continuity and stability in the corporation. The immediate past president serves as a mentor to the president while the vice president is continuously learning and preparing for the role of president.

Section 4.2 Election and Term of Office. The Nominating/Board Development Committee shall present a slate of officers for the coming year for vote by the full board at the annual spring meeting.

Section 4.3 Authority and Duties of Officers.

4.3.1 President

The President of the Board shall serve a one-year term. The President is responsible for convening meetings and general oversight of board activities. The President appoints the Nominating/Board Development Committee and serves on the Personnel Committee.

4.3.2 Vice President

The Vice President shall serve a one-year term with the expectation of assuming the role of President. In the event of the prolonged absence or disability of the President, the Vice President shall have all the authority and duties vested in the President.

4.3.3 Immediate Past President

The Immediate Past President serves on the Nominating/Board Development Committee

and serves as a resource to the President. The Immediate Past President serves a one-year term of office.

4.3.4 Secretary

The Secretary of the Board shall ensure that proper notice is given for meetings, and is responsible for recording and distributing minutes of meetings. In the absence of the Secretary, the President shall appoint a person to act as Secretary at a particular meeting.

4.3.4 Treasurer

The chairman of the finance committee serves as the Treasurer of the Board and as such, is a member of the Executive Committee. The Treasurer shall be responsible for submitting the annual budget for approval by the full Board. The proposed budget shall be presented for discussion at the meeting prior to the annual meeting. The budget shall be approved at the annual meeting. The Treasurer shall prepare the monthly financial reports to the Board, receive and make deposits, and make disbursements up to \$1,000. Disbursements over \$1,000 require the co-signature of the Board President. At the end of the term the Treasurer shall deliver to the successor all books, monies, and other property of the Corporation then in his or her possession.

Article V

Committees of the Board

Section 5.1 Committees.

5.1.1 Creation

The creation of committees shall be recommended by the Executive Committee to the full Board. Committees in addition to those listed below may include: program committee, resource development, public relations, and others as deemed necessary by the Board. The President of the Board may appoint committee chairs. The President of the Board may designate an ad hoc committee to carry out special projects within certain time parameters. For example, an anniversary planning committee or a long-range plans committee.

5.1.2 Executive Committee

The Executive Committee shall be comprised of the officers of the Board and the chairmen of committees. The Executive Committee has authority to exercise all the powers and functions of the board in the management and direction of the affairs of the Corporation. The Executive Committee of the Board shall hold a minimum of four meetings per year outside of the regular board meetings and shall report on such meetings at the next regular meeting of the full Board.

5.1.3 Committee Chairs

The committee chair holds the responsibility for convening meetings and ensuring that communication is upheld with the Board. The committee chair shall be appointed by the President of the Board.

5.1.3 Nominating/Board Development Committee

The Nominating/Board Development Committee shall be appointed by the President of the Board. The Nominating/Board Development Committee shall recruit, interview, and present candidates for election to the Board at the annual spring meeting of the Board. The Nominating/Board Development Committee shall be responsible for maintaining a pool of potential board members, annual assessment of board performance, and board training.

5.1.4 Audit Committee

The Audit Committee shall ensure that the financial reporting is in compliance with current statutes. The Audit Committee shall ensure that an annual audit is completed and that all tax forms are filed. Reports of the auditors and copies of tax forms shall be readily available to board members.

5.1.5 Personnel Committee

At the point in time that the Corporation shall employ an executive director and/or other staff, the Personnel Committee shall set human resources policies. The Personnel Committee shall be responsible for the hiring and annual review of the Executive Director and serves as the last point of appeal in the grievance process.

Article VI

Advisory Council

Section 6.1 An Advisory Council may be appointed at the discretion of the President and the Executive Director to offer special expertise in the business, legal, educational, or health aspects related to the Corporation's purposes and powers. The Advisory Council has no governing authority but represents interested parties who have demonstrated expertise or knowledge of the community but who may not be able to serve on a governing board for various reasons. The Advisory Council shall meet at least once per year. Otherwise, Advisory Council members may be available for consultation on an individual basis.

Article VII

Indemnity of Officers and Directors

Section 7.1 Each person now or hereafter a director or officer of the Corporation (and his or her heirs, executors and administrators) shall be indemnified by the Corporation to the fullest extent permitted by the laws of the Commonwealth of Virginia (See Va. Code Ann. § 13.1-702) against all claims, liabilities, judgments, settlements, costs and expenses, including all attorney's fees, imposed upon or reasonably incurred by him or her in connection with or resulting from any action, suit, proceeding or claim to which he or she is or may be made a party by reason of his or her being or having been a director or officer of the Corporation (whether or not he or she is a director or officer at the time such costs or expenses are incurred or imposed upon him or her), except in relation to matters as to which he or she shall have been finally adjudged in such action, suit or proceeding to be liable for gross negligence or willful misconduct in the performance of his or her duties as such director or officer.

Section 7.2 Under Va. Code Ann. § 13.1-697, the Corporation has the authority to indemnify and officer or director if (1) he conducted himself in good faith, and (2) he believed in the case of conduct in his official capacity with the Corporation, that his conduct was in its best interests; and in all other cases, that his conduct was at least not opposed to its best interests; and in the case of any criminal proceeding, he had no reasonable cause to believe his conduct was unlawful.

If the determination as to whether a director or officer was guilty of gross negligence or willful misconduct is to be made by the Board, it may rely as to all questions of law on the advice of independent counsel. Such right of indemnification shall not be deemed exclusive of any rights to which an officer or director may be entitled by any bylaw, agreement, vote of members, or otherwise. The Corporation shall have the authority to purchase suitable policies of indemnification insurance on behalf of its officers, directors, or agents, the premiums for which may be paid out of the assets of the Corporation

Article VIII

Conflicts of Interest

Section 8.1.1 Conflict Defined. A conflict of interest exists when the interest or activities of any director, officer or staff member may be seen as competing with the interests or activities of the Corporation; or the director, officer, or staff member derives a financial or other material gain as a result of a direct or indirect relationship.

Section 8.1.2 Disclosure. Any conflict of interest shall be disclosed to the Board of Directors by the person who has the conflict. When the conflict relates to a matter requiring action by the Board of Directors, that person shall not participate in the discussion nor vote on the matter, but their presence may be counted if it is necessary in order to achieve the quorum.

Article IX

Account Books and Minutes

Section 9.1 The Corporation shall keep correct and complete books and records of account and financial statements and shall also keep minutes of the proceedings of its Board of Directors and Committees. All books and records of the Corporation may be inspected by any director or his or her accredited agent or attorney, for any proper purpose at any reasonable time. The minutes will be entrusted to Sabrina Dorman-Andrew, Executive Director, and will be kept at 3051 South Main Street Harrisonburg, VA 22801. In accordance with the IRS laws, the minutes will be made available to the public upon request. Additionally, the minutes will be emailed to all the Board of Directors to go over, so at the next meeting, the Board can agree to their accuracy.

Article X

Account Books and Minutes

Section 10.1 The fiscal year of the Corporation shall be January 1 through December 31, inclusive. After the close of each fiscal year of the Corporation, financial transactions of the Corporation for the preceding fiscal year shall be reviewed by certified public accountants, as directed by the Board of Directors, and a report of the review shall be made to the Board of Directors within ninety days after the close of the fiscal year.

Article XI

Loans to Directors and Officers

Section 11.1 The law of the Commonwealth of Virginia prohibits any loans or advances, other than customary travel advances, to be made by the Corporation to any of its directors or officers.

Article XII

Amendment to Bylaws

Section 12.1 These Bylaws may be amended or repealed in whole or in part by a supermajority vote (over 2/3) of the active members present and voting at any special or regular meeting of the Corporation, provided that 14-day notice of the proposed amendment or repeal be given in the call for such meeting.

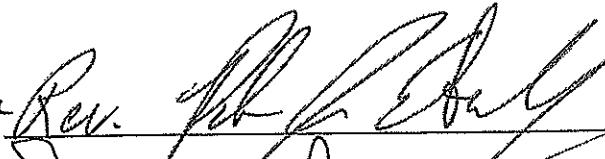

Article XIII

Dissolution

The Corporation may be dissolved at any time by approval of the Board of Directors in writing by a majority of the members. In the event of the dissolution of the Corporation, whether voluntary or involuntary or by operation of law, none of the assets of the Corporation shall be distributed to any member, but after payment of all lawful debts of the Corporation, its property

and assets shall be given to a charitable organization or organizations of similar kind. The organization or organizations will be selected by the Board of Directors.

Adopted at the organizational meeting of the Board of Directors of New Creation VA, Inc., on the 10 day of December, 2019.

RFV. ~~PETER~~ EBRELY, BOARD CHAIR 
SABRINA DORMAN-ANDREW, EXEC DIRECTOR 

**ARTICLES OF INCORPORATION OF
NEW CREATION VA, INC.**

We hereby associate to form a nonstock corporation under the provisions of Chapter 10 of Title 13.1 of the Code of Virginia of 1950, as amended and to that end set forth the following:

Article One

Name

(1.1) The name of this Corporation shall be New Creation VA, Inc. (hereinafter referred to as "the Corporation").

Article Two

Purposes and Powers

(2.1) The purpose for which the Corporation is formed is exclusively to creatively counteract human trafficking through a local and global approach and to provide prevention education on and rescue from trafficking, and other similar non-profit goals. To maximize impact, the Corporation may seek to collaborate with other non-profit organizations which fall under the 501(c)(3) section of the internal revenue code and are operated exclusively for education and charitable purposes.

Article Three

Limitations

At all times, the following shall operate as conditions restricting the operations and activities of the Corporation:

(3.1) The assets of the Corporation shall be at all times dedicated to the purposes set out above, and none of the net earnings shall inure in whole or in part to the benefit of any private individual, association, or corporation except the Corporation shall be authorized to pay reasonable compensation for services rendered and to make payment and distributions in furtherance of the purposes set forth in Article II hereof. If for any reason it becomes necessary to dissolve or liquidate the Corporation, the remaining assets of the Corporation, after its lawful obligations and all other requirements of law are met and complied with, shall be transferred or conveyed to one or more corporations, societies, or organizations engaged in activities similar to those of the Corporation and qualifying under Section 501(c)(3) of the Internal Revenue Code, as may be specified in a plan of distribution adopted as provided by law or as directed by a court of competent jurisdiction.

(3.2) The Corporation may solicit and receive funds and property by gift, transfer, devise, or bequest, and may administer and apply such funds and property only in the furtherance of the purposes set out in Paragraph (1) above.

(3.3) The Corporation shall not engage in any lobbying activities, attempting to influence legislation, nor shall it directly or indirectly participate or intervene (including publishing or

distributing statements) in any political campaigns on behalf of any candidate for public office or any other activity not within the recreational purposes set out in Paragraph (1) above. Notwithstanding any other provision of these Articles, the Corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this Corporation.

(3.4) The Corporation shall do any and all lawful things which may be necessary, useful, suitable, or proper for the furtherance or accomplishment of the purposes and powers of the Corporation, and shall exercise all powers possessed by Virginia corporations of similar character, including the power to own, lease, contract for the purchase and sale of, and to mortgage or otherwise encumber, real and personal property.

Article Four

Membership

(4.1) The Corporation shall have no members.

Article Five

Board of Directors

(5.1) The affairs of the Corporation shall be managed by the Board of Directors. The number of directors to constitute the first Board of Directors is 5_____. After this initial Board of Directors is organized, it may change the number of directors in the manner provided in the By-Laws and consistent with the laws of the Commonwealth of Virginia.

(5.2) The Board of Directors shall elect its successor directors at the annual membership meeting, and the immediate past President shall serve as a director.

(5.3) The names and addresses of the persons to serve as initial directors are as follows:

Sabrina Dorman-Andrew 816 Fourth St. Elkton, VA 22827

Mike Souder 1084 Roman Road, Mt. Sidney, VA 24467

Kate Renalds 3179 Charleston Blvd. Harrisonburg VA 22801

Sarah Prusak 3253 Hill Gap Road, Bridgewater, Va. 22812

Peter Eberly 37 Emery Street Harrisonburg VA 22801

David Larson 301 West Bank Street Bridgewater VA 22812

Commonwealth of Virginia



STATE CORPORATION COMMISSION

Richmond, May 20, 2019

This is to certify that the certificate of incorporation of

New Creation VA, Inc.

was this day issued and admitted to record in this office and that the said corporation is authorized to transact its business subject to all Virginia laws applicable to the corporation and its business. Effective date: May 20, 2019



State Corporation Commission

Attest:

Joel Heck
Clerk of the Commission

Article Six

By-Laws

(6.1) In furtherance and not in limitation of the powers conferred upon the Board of Directors by law, the Board of Directors shall adopt, amend, and repeal from time to time, the By-Laws of the nonprofit corporation.

Article Seven

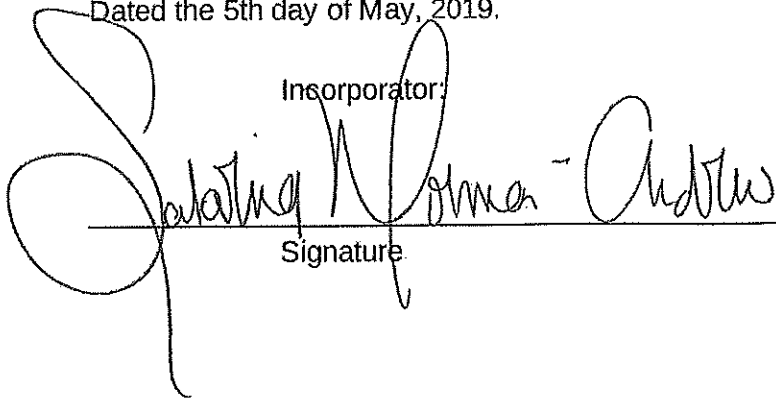
Registered Agent and Principal Business Office

(7.1) The initial registered office of the Corporation is to be located at 92 N. Liberty Street, Harrisonburg, VA 22802. The name of the city in which the initial registered office is physically located is the City of Harrisonburg, Virginia. The name of the initial registered agent is Clark & Bradshaw, P.C., which is a domestic or foreign stock or nonstock corporation or limited liability company authorized to transact business in Virginia and whose business office is the same as the registered office of the Corporation.

(7.2) The initial principal office of the Corporation at which all records of the Corporation shall be kept is 3051 South Main Street, Harrisonburg, Virginia.

Dated the 5th day of May, 2019.

Incorporator:

A large, stylized handwritten signature in black ink, appearing to read 'Sabrina Dorman-Andrew', written over a horizontal line.

Signature

Sabrina Dorman-Andrew

Printed Name

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2019

▶ Do not enter social security numbers on this form as it may be made public.
▶ Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

A For the 2019 calendar year, or tax year beginning **2019**, and ending **20**, 20

B Check if applicable:
 Address change
 Name change
 Initial return
 Final return/terminated
 Amended return
 Application pending

C Name of organization **NEW DIMENSIONS OF GRACE**
 Doing business as
 Number and street (or P.O. box if mail is not delivered to street address) Room/suite
3337 EMMAUS ROAD
 City or town, state or province, country, and ZIP or foreign postal code
HARRISONBURG, VA 22801

D Employer identification number
27-1758422

E Telephone number
(540) 271-6461

F Name and address of principal officer: **Merle Shank**
3337 Emmaus Road, Harrisonburg VA 22801

G Gross receipts \$ **488,001**

H(a) Is this a group return for subordinates? Yes No
H(b) Are all subordinates included? Yes No
 If "No," attach a list. (see instructions)

I Tax-exempt status: 501(c)(3) 501(c) () ◀ (insert no.) 4947(a)(1) or 527

J Website: ▶ <https://www.transformtheburg.org>

K Form of organization: Corporation Trust Association Other ▶ Not for Profit

L Year of formation: **2010**

M State of legal domicile: **VA**

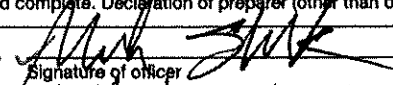
H(c) Group exemption number ▶

Part I Summary

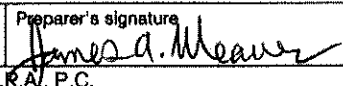
Activities & Governance	1 Briefly describe the organization's mission or most significant activities: New Dimensions is an umbrella mission organization focused on serving the Harrisonburg region by identifying and meeting critical needs bridging cultural, economic, ethnic, and social boundaries. New Creations and Renew are mission organizations serving as part of New Dimensions of Grace.		
	2 Check this box <input type="checkbox"/> If the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3 Number of voting members of the governing body (Part VI, line 1a)	3	4
	4 Number of independent voting members of the governing body (Part VI, line 1b)	4	4
	5 Total number of individuals employed in calendar year 2019 (Part V, line 2a)	5	9
	6 Total number of volunteers (estimate if necessary)	6	380
	7a Total unrelated business revenue from Part VIII, column (C), line 12	7a	0
b Net unrelated business taxable income from Form 990-T, line 39	7b	0	
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
	9 Program service revenue (Part VIII, line 2g)	164,494	202,318
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)		
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		
	12 Total revenue—add lines 8 through 11 (must equal Part VIII, column (A), line 12)	812,418	488,001
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1–3)		
	14 Benefits paid to or for members (Part IX, column (A), line 4)		
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5–10)	438,845	168,664
	16a Professional fundraising fees (Part IX, column (A), line 11e)		
	b Total fundraising expenses (Part IX, column (D), line 25) ▶		
	17 Other expenses (Part IX, column (A), lines 11a–11d, 11f–24e)	402,615	280,887
	18 Total expenses. Add lines 13–17 (must equal Part IX, column (A), line 25)	841,460	449,551
19 Revenue less expenses. Subtract line 18 from line 12	(29,042)	38,450	
Net Assets or Fund Balances	20 Total assets (Part X, line 16)	Beginning of Current Year	End of Year
	21 Total liabilities (Part X, line 26)	607,820	641,252
	22 Net assets or fund balances. Subtract line 21 from line 20	189,829	184,811
		417,991	456,441

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here  Signature of officer Date **7/24/20**
Merle Shank Board Chair
 Type or print name and title

Paid Preparer Use Only

Print/Type preparer's name JAMES A. WEAVER	Preparer's signature 	Date 7/22/2020	Check <input type="checkbox"/> if self-employed	PTIN PO 1344965
Firm's name ▶ JAMES A. WEAVER C.R.A., P.C.	Firm's EIN ▶ 54-1691645	Firm's address ▶ 3612 CRICKET LANE, BRIDGEWATER VA 22812		
Phone no. (540) 830-4396				

May the IRS discuss this return with the preparer shown above? (see instructions) Yes No

New Creation

BALANCE SHEET

As of January 22, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10000 Summit	74,478.20
10500 Petty Cash	571.63
10600 Pay Pal	3,852.90
10700 Square	0.00
10800 Savings	58,225.28
10900 GCG platform	0.00
10901 Shopify Holding	71.57
Total Bank Accounts	\$137,199.58
Other Current Assets	
12000 Undeposited Funds	1,540.00
12100 Inventory Asset	53,863.32
Total Other Current Assets	\$55,403.32
Total Current Assets	\$192,602.90
Fixed Assets	
15000 Furniture and Equipment	8,470.95
15100 Land/Property	259,000.00
15200 Renovations	52,558.58
Total Fixed Assets	\$320,029.53
TOTAL ASSETS	\$512,632.43
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
22100 Capital One CC	11,957.18
Total Credit Cards	\$11,957.18
Other Current Liabilities	
22000 Mortgage-Summit-3051 S Main St	150,653.54
24000 Payroll Tax Payable	1,969.28
25500 Sales Tax Payable	314.92
25501 VA Department of Taxation Payable	628.93
25502 Out Of Scope Agency Payable	0.00
Total 25500 Sales Tax Payable	943.85
25505 Gift Card Liability	4,180.00
25510 Store Credit Liability	6,103.21
Direct Deposit Payable	0.00
Total Other Current Liabilities	\$163,849.88
Total Current Liabilities	\$175,807.06
Total Liabilities	\$175,807.06
Equity	
30000 Opening Balance Equity	0.00
32000 Unrestricted Net Assets	377,270.21
Net Income	-40,444.84
Total Equity	\$336,825.37
TOTAL LIABILITIES AND EQUITY	\$512,632.43

New Creation

PROFIT AND LOSS

January - December 2020

	TOTAL
Income	
43400 INCOME - Donations	
43410 Corporate/Business Donations	10,910.00
43420 Individual Contributions	47,353.83
43430 Church Donations/Sponsorships	16,187.47
43450 Mailers	3,026.89
43460 Misc Income	23,213.25
43480 Building Donations	2,050.00
43490 Sabrina's Salary Support	5,003.00
43500 Fundraisers	7,038.00
43510 Night of Light Fundraiser	25,335.00
43530 Caitlin Salary Support	5,655.00
43540 Steve's Salary Support	1,300.00
43560 Christina Salary	11,270.00
43580 Great Community Give	19,771.50
Total 43400 INCOME - Donations	178,113.94
43600 INCOME - Sales	-660.00
43610 Sales Discounts	-432.01
43620 Taxable Sales Income	322,472.07
43630 NON-Taxable Sales	7,408.80
43650 Consignment	2,050.00
Total 43600 INCOME - Sales	330,838.86
Unapplied Cash Payment Income	2,464.94
Uncategorized Income	35.79
Total Income	\$511,453.53
GROSS PROFIT	\$511,453.53
Expenses	
60000 DONATIONS OUT	1,552.00
60009 Street Ransom	300.00
60014 Community	2,075.09
60015 Do Good Fridays	850.00
Total 60000 DONATIONS OUT	4,777.09
61000 COST OF GOODS (incl inventory)	37,643.04
61101 Freight & Delivery In	3,322.77
61103 International Sanctuary	1,290.30
61104 Sak Saum	11,935.43
61105 Global Goods Partners	1,681.00
61106 Remnant Internat'l	578.00
61109 Good Paper {Sanctuary Spring}	410.00
61110 Starfish Project	1,782.32
61111 Thistle Farms	3,853.00

New Creation

PROFIT AND LOSS

January - December 2020

	TOTAL
61115 JOYN	7,594.60
61116 Center for Global Impact byTavi	552.20
61117 Basha (Open River Imports)	-22.50
61118 Just Love Coffee	775.60
61119 Mitscoots Outfitters	-6.00
61120 Moon River {Sydni Brawley}	-40.00
61121 Matr Boomie	3,664.50
61122 Equal Exchange	-10.66
61123 Eden Women's Ministry	1,153.85
61124 Haiti Design Co-Op	-45.00
61125 Eleventh Candle Co	4,147.24
61126 Mata Traders	268.20
61127 Sutisana	-110.00
61130 BRANDED Collective	4,068.50
61131 Tayo	-11.00
61133 Art Story	6,216.00
61135 Serrv	14,358.30
61137 Theo	3,128.98
61138 JusTea	2,113.32
61139 Mercy House Global	4,373.98
61140 FarFetched	250.00
61141 Fair Anita	8,409.60
61145 Mia Tribe	-42.85
61148 Mission Lazarus	620.00
61149 Prodigal Pottery	2,285.50
61150 Sojourn Studios	-7.00
61151 Pebble (Kahiniwalla)	639.55
61152 Blessed Hope Nepal	-72.50
61156 World Finds	3,062.70
61157 CauseGear	-57.00
61158 ETHICGOODS	5,264.00
61160 Rover & Kin	487.25
61161 Consciously Baby	-10.00
61162 Asha Project	2,897.50
61163 Conscious Step	3,144.71
61164 Sewing New Futures	1,881.76
61165 Sweeter Cards	121.50
61166 HUGG Mission Market	2,085.35
61167 Hon's Honey	1,812.14
61169 Ganesh Himal Trading	661.70
61170 Loreto	2,458.00
61172 The Winding Road	1,420.79
61173 Freeleaf	-5.78

New Creation

PROFIT AND LOSS

January - December 2020

	TOTAL
61174 Feelgoodz	695.10
61175 Andes Gifts	3,477.00
61176 Rahab's Rope	2,021.90
61177 Thirty One Bits	675.90
61178 Grain of Rice	718.00
61179 Imani Collective	4,527.89
61180 Paper Baristas	509.50
61181 Venture Imports	1,029.79
61182 Aid Through Trade	245.00
61183 Marydean Draws	91.20
61184 Karama Collection	788.00
61185 ViBella	687.13
61186 Sale Collections	252.00
61187 Lucia's Imports	3,108.60
61188 Zambeezi	786.74
61189 Blue Planet Eco-Eyewear	2,203.10
61190 Made Free	720.00
61191 Repurposed on Purpose	300.75
61192 GOEX Apparel	2,105.52
61193 Acacia Creations	72.50
61194 Daughters of Hope	239.00
61195 Abba + Nim	381.80
61900 OTHER	5,763.01
Total 61000 COST OF GOODS {incl inventory}	183,372.32
62000 EXPENSES_GENERAL	
62010 Rent/Storage	5,515.16
62020 Postage & Shipping Out	15,199.43
62030 Printing and Copying	1,994.41
62040 General Supplies	4,086.62
62041 Office Supplies	3,991.66
62050 Internet, Telephone, Email, App	4,098.61
62060 Banking Fees	4,028.82
62061 Bank/Other Fees	1,720.93
62062 Clover Merchant Services	6,870.35
62063 Paypal Fees	1,505.33
62064 Shopify Fees	1,078.52
62065 Clover Apps	434.20
Total 62060 Banking Fees	15,638.15
62070 Advertising and Marketing	9,754.98
62080 Insurance	3,240.00
62090 Shoppe Supplies	824.63
62100 Misc/Other	3,815.14

New Creation

PROFIT AND LOSS

January - December 2020

	TOTAL
62110 Travel Expenses	4,333.69
62120 Conf./Cont. Ed./Pers. Dvlpmt	47.50
62140 Meals	1,523.65
62400 Survivor Services	4,782.67
62410 Social Enterprise	514.68
Total 62400 Survivor Services	5,297.35
62500 Team Morale	409.38
62510 Team/Volunteer Events	889.42
62520 Volunteer Morale	152.23
62530 Staff Morale	2,764.46
Total 62500 Team Morale	4,215.49
Total 62000 EXPENSES_GENERAL	83,576.47
63000 3051 EXPENSES	
63100 Utilities	
63110 Electric	2,247.73
63120 Water	827.52
Total 63100 Utilities	3,075.25
63400 Mortgage Interest	9,421.52
63500 Taxes	4,872.02
63900 Maintenance	2,736.86
Total 63000 3051 EXPENSES	20,105.65
64000 DESIGNATED_EXPENSES	
64300 Fundraisers	6,711.35
64400 Payroll Expenses	14,082.19
64401 Sabrina	52,903.83
64402 Emily Bowles	1,271.25
64403 Steve	34,603.15
64404 Christina	32,739.31
64405 Jenny Anne Flory	1,219.50
64406 Rebecca Wright	1,087.50
64407 Caitlin Tice	14,541.69
64408 Shannon	35,239.52
64409 Alexandria	2,993.25
64410 Addison	7,588.50
64411 Caitlin Weaver	1,593.00
64499 RENEW	3,683.97
Total 64400 Payroll Expenses	203,546.66
Total 64000 DESIGNATED_EXPENSES	210,258.01
Payroll Expenses (deleted-1)	
Wages (deleted)	1,673.50
Total Payroll Expenses (deleted-1)	1,673.50

New Creation

PROFIT AND LOSS

January - December 2020

	TOTAL
Unapplied Cash Bill Payment Expense	0.00
Total Expenses	\$503,763.04
NET OPERATING INCOME	\$7,690.49
Other Expenses	
67000 Shrinkage	3,159.18
Reconciliation Discrepancies-1 (deleted-2)	-5.22
Total Other Expenses	\$3,153.96
NET OTHER INCOME	\$ -3,153.96
NET INCOME	\$4,536.53

New Creation VA, Inc

Employee	Title / Job Description	Annual Wage
Andrew, Steven	Donor Relations + Inventory Control Specialist Manages relationships with donors & supervises inventory for our retail locations	\$ 34,603.00
Blosser, Shannon	Office + Events Coordinator Oversees daily office operations & coordinates all outside events (retail and educational)	\$ 35,240.00
Dorman-Andrew, Sabrina	Executive Director Manages all aspects of organization both retail and educational	\$ 52,904.00
Flory, Jenny Anne	Seasonal Sales Associate Helped in our retail locations	\$ 1,593.00
Shafer, Addison	Part Time Sales Associate Helps in our retail locations	\$ 7,588.00
Swecker, Christina	Shop Manager + Volunteer Coordinator Oversees retail location + trains/manages all part time staff + volunteer team members	\$ 32,739.00
Tice, Mary	Bookkeeper Mantains books for the organization	\$ 15,542.00
Wright, Rebecca	Part Time Sales Associate Helps in our retail locations	\$ 1,263.00