

Starting A 501(c)3

By Carolyn Mains

To start a 501(c)3 you must first have an understanding of what one is. A 501(c)3 is a non-profit organization exempt from income tax that is able to receive charitable contributions that are tax-deductible. The goal of the non-profit is to support an issue of public or private interest for non-commercial purposes. The following information may be used as a guide through the start-up process; however, this can be a daunting task. It is suggested that you consult with an attorney, preferably one with non-profit experience, to be sure all of your applications and paperwork are up to speed.

Once you have decided to form a non-profit group, you will want to come up with a short, compelling mission statement that describes your organization's purpose and how it is unique from others. You will also need to find a quality group of individuals eager to devote their

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CLUB FEATURE

This month:

Kansas Horse Council

By Pattie Stalder, Administrator



Since its' beginning in 1992 the Kansas Horse Council has worked to be the voice of the horse industry in Kansas. As a nonprofit organization we are dedicated to uniting horse owners and enthusiasts to promote the development of the equine industry in our state. This unique collaborative effort provides information, education and protection for all Kansas horses and horse owners.

The KHC is composed of volunteer individuals and groups from all breeds and types of horse activities, without bias. We are amateurs and professionals, horse hobbyists, commercial producers, local riding clubs, breed associations, 4-H clubs and larger corporations. We are proud of our diversity and our unity. You may not think you're involved in the Kansas equine industry, but each time you buy a sack of feed or have your vet administer vaccinations, you're involved

To achieve our goal of protection of horses and horse owners, the KHC monitors state and national legislative activities that may impact the equine industry. The KHC was instrumental in passing the Livestock Limited Liability Act, which minimizes frivolous lawsuits involving horses. We provide KHC members with Limited Liability warning signs at a discounted price.

With over 2,200 miles of multi-use trails in Kansas, our Trails Committee monitors legislative activities, maintains trails and promotes the pleasures of seeing the beauty of Kansas from horseback.

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time and efforts to this mission to form your board of directors.

After these key pieces are in place, you will need to get official by filing Articles of Incorporation. Your state Attorney General's or state Secretary's office will have the necessary information to complete this process. Articles of Incorporation are important as they protect the board and staff from legal liability brought about by the organization.

The next few steps are to be completed by your board and include drafting bylaws, developing a working budget, and developing an accounting system. These processes will allow your newly formed non-profit to run smoothly in the future by putting specific guidelines in place now. Remember that as a non-profit you are required to maintain documentation of financial statements and meeting minutes.

Now that your organization has been formed and you have your initial rules and regulations in place it is time to file for 501(c)3 status. You will want to acquire Form 1023 and Publication 557 from your local IRS office. Using the instructions found in Publication 557, you will need to complete Form 1023 and submit it with the applicable filing fee (based on your organization's budget). You will also need to obtain a federal employer identification number (EIN) using Form SS-4, regardless of whether or not you have employees. To apply for exemption from income, sales, and property tax, you will want to get in contact with your state and local Departments of Revenue and your county/municipal clerk's offices.

Becoming a 501(c)3 can appear overwhelming, but by having a few key items in place, it can make the process smooth and rather painless. If you run in to

any snags along the way, remember to consult with a lawyer, many that work with non-profits offer their services pro bono. Good luck with your organization and start fulfilling your mission today!

Some helpful links may be found on our website at: www.associationresource.net/newsletters.html ■

Have anything you would like to share? We are always looking for short educational pieces pertaining to running a club and holding successful functions. Please submit your short article to us via mail or email to: info@associationresource.net



Member Benefit

As a member of ARG, you have access to equine insurance products provided by Equisure, Inc.

These include:
Equine Mortality/Major Medical
Riding Instructor/Trainer Insurance
Competition Insurance
And More!

Contact Equisure today for your free no obligation quote at:
800.752.2472
www.equisure-inc.com



Just 4 Laughs

Q: Why did the pony have to gargle?

A: Because it was a little horse!

INTRODUCING NATRC NEW TO ARG

Article by: Kathy Brown

NATRC (North American Trail Ride

Conference) is the nation's oldest and largest Competitive Trail Ride Organization. NATRC uses time and distance, *NOT SPEED* to challenge its horse and rider teams. What will a rider find at an NATRC ride? A one to three day adventure (most rides are two days, but we have a one day option available at all rides) with their horse. There are plenty of fellow horsemen in camp to offer help and companionship, or not if you prefer a solo adventure with the safety net of a sanctioned, organized ride. You will find the opportunity to enjoy beautiful trails on public and/or private lands not otherwise available to you. You will find two judges evaluating you and your horse in an educational and constructive way that will send you home with a to do list of tasks you want to master before the next ride.

The "vet" judge judges the horse only, not the rider. He performs an initial exam of all horses entering competition. This is called check-in. The vet will check each horse for any obvious problem which would preclude the horse from going down the trail safely. The vet will check hydration, muscle tone, gut sounds, capillary refill, mucous membranes, withers, loin, back, girth area, and legs and feet. He will check for soundness by having you lead your horse in-hand at the trot, circle your horse in both directions at the trot, and trot back to the judge. Manners are important: make sure your horse stands quietly, lifts his feet when asked, and does not try to bite or kick. On the trail, the vet judge will have many opportunities to observe your horse's trail ability and manners. After the ride, the horse is checked out in the same manner as check-in.

The horsemanship judge judges the rider, not the horse. She observes check-in to see if the rider is in control at all times and if the horse is clean and well cared for. On the trail, she will check for the rider's balance and lightness in the saddle, body and leg positions, and control of the horse and use of aids. She will observe whether the rider assists the horse over terrain and obstacles and the rider's ability to mount and dismount easily and lightly. The horsemanship judge also looks for trail safety and courtesy, safety of stabling, and trail care. She will see if gear is clean and fitted properly, whether the horse has adequate food and water at the trailer, and if stabling at the trailer is clean and safe.



Photo by Chisty Cumberworth

Even the most experienced riders talk about how much they learn from judges and other competitors by participating in competitive trail riding. **Nobody knows it all!** The judges do not expect you to be an expert. You will find that the judges want you to succeed. They and your fellow competitors will help you get started. **But the important question at the end of the ride is: Did you have fun?**

[You will find a variety of classes to compete in depending on your experience and goals:](#)

CLASSES

Novice Class for riders and horses new to the sport of competitive trail riding. It affords an opportunity to familiarize yourself and your horse with the sport. Novice is timed at a slower pace than Open; between 3.5 to 5 mph, depending on terrain and weather. Most horses walk at around 4 mph. Novice class rides no less than 30 or more than 40 miles over two days, which usually translates to 4-1/2 to 6 hours of riding per day. There are three classes: lightweight for rider + tack of 189 lbs or less; heavyweight for rider + tack of 190 lbs or more; and junior for riders under age 18 (no weight classes).

Competitive Pleasure Class is for experienced competitive trail riders who prefer the pace and miles of Novice, but because of their experience, are no longer permitted to ride Novice. There are no weight classes.

Open Class is for experienced competitors who ride between 50 and 60 miles at 4 to 6 mph, depending on terrain and weather. There are lightweight, heavyweight, and junior classes.

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Distance Only Class: You may choose to ride in any of the above divisions and compete for mileage only. Your horse will need to meet veterinary metabolic and soundness criteria but you may choose to 'do' the judged observations. You may also use protective hoof and leg protection in the DO class. You will not be placed, but will receive a comment card. This is a great alternative for the new competitor wanting to "check out CTR" or the seasoned competitor who wants a break from competing for placings!

NATRC was founded on and fiercely maintains these principles:

Competitive Trail Riding

- encourages a true partnership between horse and rider
- educates horse and rider to help achieve higher skill levels
- promotes the performance of horses over the long term
- focuses on the health and safety of the horse
- helps train competent, happy, and willing horses
- promotes conditioning programs to help horses reach their potential
- fosters camaraderie in which riders consider themselves part of a family dedicated to their horses, trail riding, and spirited competition

Ready to ***Come Ride With Us?*** Then go to www.natrc.org to get more information about the next ride or clinic in your area! ■



Photo by Cristy Cumberworth







One accomplishment we are most proud of is EquiFest of Kansas. In 1997 the KHC Board of Directors had a dream to create something big and new for Kansas. The following February the first EquiFest of Kansas was held at the Kansas Coliseum in Wichita. As the largest equine event in Kansas, it has become a tremendously popular three day equine extravaganza that attracts fans from all across the United States.

Through our activities, events, committees and volunteers we strive to rally a stronger voice for the horses and horse enthusiasts of Kansas. Please visit our website at www.kansashorsecouncil.com for member benefits and options.

It is important to remember that your membership is our strength. If you are currently a member, we appreciate your support and would like to thank you. If you are not yet a member, please consider joining. It is only through the combined efforts of individuals that we can protect and support horses and their owners. ■

**ARG would like to feature one or two of our member clubs in each newsletter. If you would like to be featured in a future edition, please send us a short article, 1000 words or less, telling us about your club, what makes it unique, and how it has become successful. You may also include a photo of members of your club participating at a show, event, or function.*

Things to remember:

-  Send in your dues as soon as you receive your invoice to avoid any lapse in membership
-  Members with Personal Excess policies- your monthly member reports are due on the 20th of each month
-  Check out the ARG website for new member benefits, links, and more!
-  Submit your events to be added to our online event calendar.

ARG CONTACT INFORMATION

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