



LEGAL SERVICES OF EASTERN MISSOURI


COMMUNITY ECONOMIC DEVELOPMENT MICROENTERPRISE PROGRAM

ABOUT THIS GUIDE

This guide is part of the Microenterprise Program's materials supporting nonprofits. This guide is specific to those who are starting or operating a nonprofit business and need services outside the scope offered by Legal Services of Eastern Missouri.

This guide does not necessarily endorse any individuals or organizations but rather seeks to offer a starting point for nonprofit board members and organizers in researching resources.

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 <https://lsem.org/community-economic-development-program/>

 ced@lsem.org

**NONPROFIT RESOURCES &
REFERRALS GUIDE**

BUSINESS PLANS

THE BRIDGESPAN GROUP

Website: <https://www.bridgespan.org/insights/library/strategy-development/sample-nonprofit-business-plans>

CANDID LEARNING NONPROFIT STARTUP ASSESSMENT

Website: <https://learning.candid.org/resources/nonprofit-startup-assessment/>

GET FULLY FUNDED

Website: <https://getfullyfunded.com/annual-fundraising-plan/>

MOSOURCELINK PERSONAL ACTION PLAN

Website: <https://www.mosourcelink.com/myplan>

ST. LOUIS COUNTY LIBRARY RESOURCES

Website: <https://www.slcl.org/content/small-business-resources>

THE WASHINGTON NONPROFIT INSTITUTE

Website: <https://www.wanonprofitinstitute.org/planning/>

LEGAL RESOURCES

Program: **American Bar Association – Find Legal Help**

Website: https://www.americanbar.org/groups/legal_services/flh-home/

Program: **INTA Pro Bono Clearinghouse**

Website: <https://www.inta.org/resources/pro-bono-clearinghouse/>

Can Help With: Trademarks for low-income individuals, small- to medium-enterprises, and not-for-profit, and nonprofit or charitable organizations with low operating budgets

Program: **Entrepreneurship and Community Development Clinic (ECD)**

Sponsor: Saint Louis University School of Law

Address: 100 N. Tucker Blvd., Suite 704, St. Louis, MO 63101

Contact Number: (314) 977-2778

Website: <https://www.slu.edu/law/experiential-learning/legal-clinics/>

Can Help With: Entity formation, regulatory guidance, contracts, nonprofit guidance, General legal check up, employment guidance, nonprofit tax-exempt application, fiscal sponsorships, nonprofit governance, business licenses and zoning, policy work

Program: **Volunteer Lawyers and Accountants for the Arts (VLAA)**

Address: 3301 Washington, Ste. 2E, St. Louis, MO 63103

Contact Number: (314) 863-6930

Email Address: vlaa@vlaa.org

Website: <https://vlaa.org/>

Can Help With: Business formation, contracts, copyright, immigration, insurance, hiring, nonprofit guidance and formation, bankruptcy, real estate, tax-exempt applications, tax law, trademarks, and trusts and estates work for arts-related businesses and nonprofits

Program: **Entrepreneurship & Intellectual Property Clinic**

Sponsor: Washington University School of Law

Website: <https://law.wustl.edu/academics/clinical-education-program/entrepreneurship-and-intellectual-property-clinic/>

Can Help With: Business Formation, contracts, copyright, trademark, patent guidance, trade secret guidance, nonprofit guidance and formation

ACCOUNTANTS, TAX AND FINANCIAL ADVISORS

Agency: **The Income Tax Center**
Contact: Nate Salah
Address: 10820 Sunset Office Drive, Suite 220, Saint Louis, MO 63127
Contact Number: (314) 209-8299
Email Address: info@theincometaxcenter.com
Website: http://theincometaxcenter.com/meet_our_team.php
Can Help With: Tax preparation, Tax problems, small business accounting, payroll, strategic business planning, formation accounting planning, nonprofit financial statements, nonprofit 501(c)(3) application, QuickBooks support, business plan assistance, funding guidance, budget planning, home office tax guidance, payroll, business insurance guidance, employee tax guidance, local business licenses

Agency: **Steadfast Accounting Solutions, LLC**
Contact: Dawn L. Dahmer, CPA
Address: 11720 Old Ballas Rd, Suite C, St. Louis, MO 63141
Contact Number: (314) 341-9075
Website: <http://www.steadfasttaxes.com/DawnDahmer.php>
Can Help With: Small Business accounting, payroll, CFO assistance, tax preparation and planning, QuickBooks support, drafting loan proposals, strategic business planning, budget preparation, nonprofit 501(c)(3) registration, nonprofit compliance support, bookkeeping

Agency: **Volunteer Lawyers and Accountants for the Arts (VLAA)**
Address: 3301 Washington, Ste. 2E, St. Louis, MO 63103
Contact Number: (314) 863-6930
Email Address: vlaa@vlaa.org
Website: <https://vlaa.org/>
Can Help With: Bookkeeping, financial/estate planning, IRS assistance, sales tax guidance, tax preparation, auditing and nonprofit compliance, tax-exempt applications, QuickBooks support

COMMERCIAL INSURANCE

THE CONLEY FINANCIAL GROUP @ MILLENNIUM CENTER

Contact: Kathy Conley-Jones, LUTCF
Address: 9201 Watson Road, Suite 200, St. Louis, MO 63126
Contact Number: (314) 930-3551
Email: info@theconleyfingrp.com
Website: <http://theconleyfingrp.com/main.htm>
Can Help With: Risk management solutions, employee benefit solutions,
property and casualty solutions, re-insurance brokerage

MISSOURI FARM BUREAU INSURANCE AGENT

Contact: Mike Gardner
Address: 12674 Lamplighter Square Shopping Center,
St. Louis, MO 63128
Contact Number: (314) 849-6111
Email: mgardner@mofb.com
Website: <https://www.mofbinsurance.com/Agent/MichaelGardner>
Can Help With: Business insurance and umbrella liability insurance

ORGANIZATION AND FUNDING RESOURCES - LOCAL

ARK ADVISING

Contact Number: (314) 818-5011

Email: joy@arkadvising.com

Website: <https://arkadvising.com/>

Resources: Grant Research and Writing, Strategic Consultation

ASSOCIATION OF FUNDRAISING PROFESSIONALS

Website: <https://afpstl.org/index.php>

Resources: Events, job postings, volunteer postings, resource hub, mentoring program

DK SOLUTIONS

Contact Number: 314-200-4456

Email: info@dksolutions.org

Website: <https://dksolutions.org/>

Resources: One-on-one consulting, project/event planning and execution, media services, team trainings, coaching, strategic business planning

ENTERPRISE UNIVERSITY

Website: <https://www.enterprisebank.com/eu>

Resources: Classes hosted by experts on the topic of business leadership, finance, human resources, information technology, marketing & sales, and personal development

KIRKWOOD PUBLIC LIBRARY NONPROFIT TOOLKIT PATHFINDER

Website: <https://kirkwoodpubliclibrary.org/nonprofit-toolkit/>

Resources: Digital and print books, databases including Foundation Center, nonprofit news, equipment including: canopy pop up tent, scanner, laptop and printer

ORGANIZATION AND FUNDING RESOURCES - LOCAL

THE MISSION CENTER

Website: <http://missioncenterl3c.com/>

Resources: Accounting, Consulting, Insurance, Administrative Services

NETWORK FOR STRONG COMMUNITIES

Website: <https://nscnow.org/>

Resources: Workshops, Training, Consulting, Operation Support, Knowledge Center

THE ROME GROUP

Website: <http://www.theromegroup.com/>

Resources: Fund Development and coaching, planning studies, audit plans, organizational planning, board development, job postings

ST. LOUIS COUNTY LIBRARY RESOURCES

Website: <https://www.slcl.org/content/small-business-resources>

Resources: Book a librarian, databases for grants, creating mailing lists and researching for planning

ST. LOUIS PUBLIC LIBRARY GRANTS AND FOUNDATION CENTER

Website: <https://www.slpl.org/grants-and-foundation-center-online-resources/>

Resources: Foundation Directory, Candid Learning Grants and Requests for Proposals

ORGANIZATION AND FUNDING RESOURCES - LOCAL

ST. LOUIS PUBLIC LIBRARY PATENT AND TRADEMARK RESOURCE CENTER

Website: <https://www.slpl.org/ptrc/>

Resources: Learn about patents and trademarks, assistance with searching, access books and also literature from the USPTO

UNITED WAY'S VOLUNTEER CENTER

Website: <https://www.stlvolunteer.org/>

Resources: Volunteer Recruitment and Matching

ORGANIZATION AND FUNDING RESOURCES - NON-LOCAL

ASSOCIATION OF FUNDRAISING PROFESSIONALS

Website: <http://www.afpnet.org/>

Resources: Tools for fundraising including classes, certifications, research, templates and sample documents

BDO INSTITUTE FOR NONPROFIT EXCELLENCE

Website: <https://www.bdo.com/resource-centers/institute-for-nonprofit-excellence>

Resources: Nonprofit education, best practice guides, events and webinars, newsletter

BOARDSOURCE

Website: <https://boardsource.org/>

Resources: Board Development Program

CANDID LEARNING

Website: <https://learning.candid.org/>

Resources: Training, Sample Documents, e-Books, Foundation Directory,

GRANTS.GOV

Website: <https://www.grants.gov/>

Resources: Grants Learning Center, Searchable Federal Government Grant Database and Applications

GRANTWATCH

Website: <https://www.grantwatch.com/>

Resources: Grant Search and Application Database

ORGANIZATION AND FUNDING RESOURCES - NON-LOCAL

GUIDESTAR

Website: <https://www.guidestar.org/>

Resources: Search nonprofit data

IDEALIST

Website: <https://www.idealist.org/>

Resources: Tools for onboarding, job and volunteer postings

INSTRUMENTL

Website: <https://www.instrumentl.com/>

Resources: Grant discovery, research, and tracking

MINNESOTA COUNCIL ON FOUNDATIONS

Website: <https://mcf.org/resources/search>

Resources: Best practices, research documents and philanthropy insights including tips on communications, DEI, finance, grants, leadership and policy

PROPUBLICA NONPROFIT EXPLORER

Website: <https://projects.propublica.org/nonprofits/>

Resources: Search nonprofit data

SOCIAL IMPACT ARCHITECTS

Website: <https://socialimpactarchitects.com/>

Resources: Business planning, education, executive coaching, feasibility studies, growth planning, impact measurements

INCUBATORS & COWORKING SPACES

CIC ST. LOUIS

Address: 4240 Duncan Ave, #200, St. Louis, MO 63110
4220 Duncan Ave #201, St. Louis, MO 63110
20 S Sarah St, St. Louis, MO 63108

Contact Number: (314) 615-6301

Website: <https://cic.com/stlouis>

NEBULA

Address: 3407 S Jefferson Ave., St. Louis, MO 63118

Contact Number: (314) 632-6488

Email: info@nebulastl.com

Website: <https://nebulastl.com/>

NEXCORE

Address: 9700 MacKenzie Road, St. Louis, MO 63123

Contact Number: (314) 635-0500

Email: hello@thenexcore.com

Website: <https://www.thenexcore.com/>

OPO STARTUPS

Address: 119 South Main Street, Saint Charles Missouri 63301

Contact Number: (314) 328-4656

Email: info@opostartups.com

Website: <https://www.opostartups.com/>

RISE COLLABORATIVE WORKSPACE

Address: 8820 Ladue Road, Suite 203, St. Louis, MO 63124

Contact Number: (314) 325-6799

Email: info@riseworkspace.com

Website: <https://www.riseworkspace.com/>

INCUBATORS & COWORKING SPACES

SPARK ST. LOUIS

Address: 6 Cardinal Way, Suite 900
St. Louis, MO 63102

Contact Number: (314) 278-5297

Email: info@spark-stl.com

Website: <https://sparkcoworking.com/st-louis/>

TECHARTISTA – CENTRAL WEST END

Address: 4818 Washington Blvd., St. Louis, Missouri 63108

Website: <https://www.techartista.org/central-west-end>

TECHARTISTA – DOWNTOWN

Address: 401 Pine Street, St. Louis, MO 63102

Website: <https://www.techartista.org/downtown>

TECHARTISTA – UNIVERSITY CITY

Address: 725 Kingsland Avenue, University City, MO 63130

Website: <https://www.techartista.org/ucity>

INCUBATORS & COWORKING SPACES



THRIVECO

Address: 222 S Meramec Ave, Suite 202
St. Louis, MO 63105

Contact Number: (314) 810-6605

Email: katie@thrive-coworking.com

Website: <https://www.thrive-coworking.com/>

T-REX

Address: 911 Washington Blvd. , St. Louis, MO 63110

Contact Number: (314) 241-7500

Website: <http://www.downtowntrex.org/>

WEWORK

Address: One Metropolitan Square
211 North Broadway #2200, St. Louis, MO 63102

Website: <https://www.wework.com/l/coworking-space/st-louis>



LOCAL UNIVERSITY SUPPORT PROGRAMS

UMKC MIDWEST CENTER FOR NONPROFIT LEADERSHIP

Website: <https://bloch.umkc.edu/mcni/>

Resources: Custom leadership and development plans, capacity building, research

UMSL NEIGHBORHOOD LEADERSHIP ACADEMY

Website: <http://www.umsi.edu/wholecommunities/neighborhoodleadershipacademy/>

Resources: Provides leadership training in community building principles and strategies, project planning, organizational leadership and management practices, and personal leadership skills.

UMSL NONPROFIT MANAGEMENT AND LEADERSHIP PROGRAM

Website: <https://www.umsi.edu/npml/>

Resources: Credit and noncredit courses for nonprofit students, staff, board members, and community leaders

WASHINGTON UNIVERSITY CENTER FOR EXPERIENTIAL LEARNING

Website: <https://olin.wustl.edu/EN-US/partners-resources/Center-for-Experiential-Learning/Pages/default.aspx>

Resources: Pairing of students with organizations to deliver critical information and insights to grow your nonprofit through the Taylor Community Consulting Program and Olin/United Way Board Fellows Program

LOCAL FUNDING

AREA RESOURCES FOR COMMUNITY AND HUMAN SERVICES (ARCHS)

Website: <https://www.stlarchs.org/>

Resources: Grants and Trainings

THE BALSA FOUNDATION

Website <http://www.balsafoundation.org/balsa-grant/>

Resources:: Resources: \$1,000 grant and 10-week learning series

NONPROFIT RESOURCES

BOOKS

THE COMPLETE BOOK OF GRANT WRITING: LEARN TO WRITE GRANTS LIKE A PROFESSIONAL

Author: Nancy Burke Smith

DONOR-CENTERED FUNDRAISING: HOW TO HOLD ON TO YOUR DONORS AND RAISE MUCH MORE MONEY

Author: Penelope Burk

THE EXECUTIVE DIRECTOR'S GUIDE TO THRIVING AS A NONPROFIT LEADER

Authors: Mim Carlson and Margaret Donohoe

GRANT WRITING FOR DUMMIES

Author: Beverly A. Browning

NONPROFIT FUNDRAISING 101- A PRACTICAL GUIDE WITH EASY TO IMPLEMENT IDEAS & TIPS FROM INDUSTRY EXPERTS

Author: Darian Rodriguez Heyman

NONPROFIT KIT FOR DUMMIES

Authors: Stan Hutton and Frances Phillips

THE ONLY GRANT-WRITING BOOK YOU'LL EVER NEED

Authors: Ellen Karsh and Arlen Sue Fox

NONPROFIT RESOURCES

BOOKS

SOCIAL STARTUP SUCCESS: HOW THE BEST NONPROFITS LAUNCH, SCALE UP, AND MAKE A DIFFERENCE

Author: Kathleen Kelly Janus

START YOUR ENGINES: NONPROFIT MANAGEMENT MADE SIMPLE

Author: Rachel Brookhart

WINNING GRANTS STEP BY STEP: THE COMPLETE WORKBOOK FOR PLANNING, DEVELOPING AND WRITING SUCCESSFUL PROPOSALS

Authors: Tori O'Neal-McElrath, Lynn Kanter and Lynn Jenkins English

SUPPLIES

FIRST BOOK

Website: <https://firstbook.org/>

What It Is: Provides free children's books for nonprofits serving children in need

GOOD360

Website: <https://good360.org/nonprofit>

What It Is: Distributes a large variety of goods to nonprofits and social causes including school supplies, toys, furniture, clothes, computers and more

GREEN STANDARDS

Website: <https://greenstandardsltd.com/>

What It Is: Provides used office furniture to nonprofit organizations in need

TECHSOUP

Website: <https://www.techsoup.org/>

What It Is: Sells equipment and digital tools to nonprofit organizations at a discounted rate

NONPROFIT RESOURCES

ONLINE GRANT WRITING PROGRAMS

COUSERA

Website: <https://www.coursera.org/search?query=non%20profit&>

Resources: Online classes and guided projects

NONPROFIT READY

Website: <https://www.nonprofitready.org/>

Resources: Free online courses and how-to guides, and certificates

UDEMY

Website: <https://www.udemy.com/courses/search/?src=ukw&q=nonprofit>

Resources: Courses for nonprofit management including grant writing

NONPROFIT RESOURCES

ONLINE GRANT WRITING CERTIFICATES

ARIZONA STATE UNIVERSITY

Website: <https://lodestar.asu.edu/content/grant-development-proposal-writing-certificates>

Cost: \$1,050.00 (introductory program); \$1,175.00 (advanced program)

What It Is: ASU offers two fast-paced, intensive online certification programs: the 6-week, introductory "Grant Development: State and Foundation Proposals" and the 7-week "Advanced Grant Development: Federal Proposals." ASU recommends spending 12-15 hours per week on each program.

FORT HAYS STATE UNIVERSITY

Website: <https://www.fhsu.edu/sociology/university-grant-writing-certification-program/index>

Cost: \$175.00.

What It Is: FHSU offers an 8-week, online certificate program. The class meets online for 2 months, and is held 3 times a year. Participants must receive a passing score to earn a certificate.

UNIVERSITY OF SOUTH CAROLINA

Website: https://sc.edu/about/offices_and_divisions/continuing_education/professional_education_and_certificate_programs/grant_writing/index.php

Cost: \$1,322.00

What It Is: USC offers four online courses totaling 30 credit hours, which include: Introduction to Grant Writing, Needs Based Assessment and Research, Intermediate Grant Writing and Program Development and Evaluation.

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COMMUNITY ECONOMIC DEVELOPMENT - MICROENTERPRISE PROGRAM



Disclaimer:

Legal Services of Eastern Missouri's Community Economic Development Microenterprise Program made this guide to educate entrepreneurs on additional resources to help their businesses succeed. This guide is for general information purposes only. While we try to make it as accurate and up-to-date as possible, contacts and organizations can and will change.

Nothing in this guide constitutes legal advice from Legal Services of Eastern Missouri. This guide is not an advertisement or solicitation.

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