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.

PUBLISHED OCTOBER 2021

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/
<table>
<thead>
<tr>
<th>Program:</th>
<th>American Bar Association – Find Legal Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Website:</td>
<td><a href="https://www.americanbar.org/groups/legal_services/flh-home/">https://www.americanbar.org/groups/legal_services/flh-home/</a></td>
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</tbody>
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<table>
<thead>
<tr>
<th>Program:</th>
<th>INTA Pro Bono Clearinghouse</th>
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<tbody>
<tr>
<td>Website:</td>
<td><a href="https://www.inta.org/resources/pro-bono-clearinghouse/">https://www.inta.org/resources/pro-bono-clearinghouse/</a></td>
</tr>
<tr>
<td>Can Help With:</td>
<td>Trademarks for low-income individuals, small- to medium-enterprises, and not-for-profit, and nonprofit or charitable organizations with low operating budgets</td>
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<thead>
<tr>
<th>Program:</th>
<th>Entrepreneurship and Community Development Clinic (ECD)</th>
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<tbody>
<tr>
<td>Sponsor:</td>
<td>Saint Louis University School of Law</td>
</tr>
<tr>
<td>Address:</td>
<td>100 N. Tucker Blvd., Suite 704, St. Louis, MO 63101</td>
</tr>
<tr>
<td>Contact Number:</td>
<td>(314) 977-2778</td>
</tr>
<tr>
<td>Website:</td>
<td><a href="https://www.slu.edu/law/experiential-learning/legal-clinics/">https://www.slu.edu/law/experiential-learning/legal-clinics/</a></td>
</tr>
<tr>
<td>Can Help With:</td>
<td>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</td>
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<tr>
<th>Program:</th>
<th>Volunteer Lawyers and Accountants for the Arts (VLAA)</th>
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<tbody>
<tr>
<td>Address:</td>
<td>3301 Washington, Ste. 2E, St. Louis, MO 63103</td>
</tr>
<tr>
<td>Contact Number:</td>
<td>(314) 863-6930</td>
</tr>
<tr>
<td>Email Address:</td>
<td><a href="mailto:vlaa@vlaa.org">vlaa@vlaa.org</a></td>
</tr>
<tr>
<td>Website:</td>
<td><a href="https://vlaa.org/">https://vlaa.org/</a></td>
</tr>
<tr>
<td>Can Help With:</td>
<td>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</td>
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<tr>
<th>Program:</th>
<th>Entrepreneurship &amp; Intellectual Property Clinic</th>
</tr>
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<tbody>
<tr>
<td>Sponsor:</td>
<td>Washington University School of Law</td>
</tr>
<tr>
<td>Website:</td>
<td><a href="https://law.wustl.edu/academics/clinical-education-program/entrepreneurship-and-intellectual-property-clinic/">https://law.wustl.edu/academics/clinical-education-program/entrepreneurship-and-intellectual-property-clinic/</a></td>
</tr>
<tr>
<td>Can Help With:</td>
<td>Business Formation, contracts, copyright, trademark, patent guidance, trade secret guidance, nonprofit guidance and formation</td>
</tr>
<tr>
<td>Agency:</td>
<td>The Income Tax Center</td>
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<tr>
<td>-----------------------------</td>
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<tr>
<td>Contact:</td>
<td>Nate Salah</td>
</tr>
<tr>
<td>Address:</td>
<td>10820 Sunset Office Drive, Suite 220, Saint Louis, MO 63127</td>
</tr>
<tr>
<td>Contact Number:</td>
<td>(314) 209-8299</td>
</tr>
<tr>
<td>Email Address:</td>
<td><a href="mailto:info@theincometaxcenter.com">info@theincometaxcenter.com</a></td>
</tr>
<tr>
<td>Website:</td>
<td><a href="http://theincometaxcenter.com/meet_our_team.php">http://theincometaxcenter.com/meet_our_team.php</a></td>
</tr>
<tr>
<td>Can Help With:</td>
<td>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</td>
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<tr>
<th>Agency:</th>
<th>Steadfast Accounting Solutions, LLC</th>
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<tbody>
<tr>
<td>Contact:</td>
<td>Dawn L. Dahmer, CPA</td>
</tr>
<tr>
<td>Address:</td>
<td>11720 Old Ballas Rd, Suite C, St. Louis, MO 63141</td>
</tr>
<tr>
<td>Contact Number:</td>
<td>(314) 341-9075</td>
</tr>
<tr>
<td>Can Help With:</td>
<td>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</td>
</tr>
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<tr>
<td>Email Address:</td>
<td><a href="mailto:vlaa@vlaa.org">vlaa@vlaa.org</a></td>
</tr>
<tr>
<td>Website:</td>
<td><a href="https://vlaa.org/">https://vlaa.org/</a></td>
</tr>
<tr>
<td>Can Help With:</td>
<td>Bookkeeping, financial/estate planning, IRS assistance, sales tax guidance, tax preparation, auditing and nonprofit compliance, tax-exempt applications, QuickBooks support</td>
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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
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.enterprisебank.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
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
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/mcnl/
Resources: Custom leadership and development plans, capacity building, research

UMSL NEIGHBORHOOD LEADERSHIP ACADEMY
Website: http://www.umsl.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.umsl.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
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
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
ONLINE GRANT WRITING PROGRAMS

**COUSERA**
- Website: [https://www.coursera.org/search?query=non%20profit&](https://www.coursera.org/search?query=non%20profit&)
- Resources: Online classes and guided projects

**NONPROFIT READY**
- Website: [https://www.nonprofitready.org/](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](https://www.udemy.com/courses/search/?src=ukw&q=nonprofit)
- Resources: Courses for nonprofit management including grant writing
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.
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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