

Form 1023 Attachments

Glendale Community Social Services Center (GCSSC)

### ***Part IV – Narrative Description of Activities***

Glendale Community Senior Care Center (GCSSC) was granted 501(c)3 status in a letter from the Internal Revenue Service dated November 1, 2004. GCSSC has now changed its name to Glendale Community Social Services Center, and has changed its officers. However, the goals, services and intentions of the original organization are very much the same.

It is GCSSC's mission is to provide low cost immigration and naturalization services. GCSSC currently provides senior outreach and support services, case management, and a wide range of programs and services for seniors.

GCSSC will provide ESL (English as a Second Language) classes to facilitate these goals.

GCSSC will provide referrals to low cost or free health care services.

GCSSC will provide assistance with insurance forms and referrals to low cost or free insurance services.

GCSSC will provide referrals to low cost housing, transitional and emergency housing.

GCSSC will provide resources and help filing forms for victims of domestic violence.

GCSSC will provide computer services to assist clients in finding gainful employment, and will provide employment referrals as well as letters of recommendation where warranted.

The CEO, Jenny Babaian, will conduct most of these activities, with the exception of job seeking, which is the responsibility of the client.

Classes, referrals and computer services will be provided at Jenny's Immigration and Social Services, 1436 West Glenoaks Blvd., Glendale CA 91201. Jenny's Immigration and Social Services normal business hours are 9:30am to 6:00pm, Monday through Friday, and 12:00 to 4:00pm.

ESL classes will be held on the weekends and in the evenings after Jenny's Postal Services normal business hours. Referrals will be provided during normal business hours. Computer services will be available during normal business hours, on the weekend, and evenings.

These activities will be funded in part by Jenny's Immigration and Social Services, Unique Vintage Thrift Store, and donations from the public.

Jenny's Immigration Services has been in business for over 25 years. Jenny has lots of experience in immigration matters and has personally seen the need for low cost immigration services.

### ***Part VII – Member Services***

At the discretion of the board of directors, we may provide goods, services, or funds to refugees. That will include our disaster relief aid (i.e. food and water) or educational materials (e.g. our educational publications and pamphlets). In order to do so, we identify these individuals based on our research and referrals in the field. These individuals will be selected regardless of their religion, race, ethnicity, and age. These individuals are not known ahead of time, and specifically at the time of preparing this application.

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### ***Part VIII – 3 Gaming Activities***

We will not operate Bingo but will utilize raffle games in our annual banquet fundraisers or at times on the corporation's website.

An example of this activity would be offering 50/50 raffle games at our fundraising banquets and auctions. The participants will buy tickets of low value (e.g. \$1) and with each ticket; they would have one chance of winning half of the pot at the end of the event. The other half of the pot will go towards the fundraising goal. Participants will generally donate their winnings back to the pot to be used toward the event's goal.

Another example of games would be holding contests on our website to raise awareness for our mission. One type of contest would require the participants to Like and/or Share our page on Facebook to be considered and with that, would have the chance of winning a prize (e.g. \$25 gift card to a sponsoring restaurant) at the end of the contest.

There will be no compensation of any sort for volunteers who carry on or help with these activities and all income and expenses will be documented as they occur.

In general, we anticipate holding our banquets in State of California and so the gaming activities related to such events. Our web contests will be conducted on our website which resides on a server in California. If the event would be held outside of the state of California, we will observe and comply with all applicable Federal and State laws in carrying on such activities and that holds true for all 50 states of the United States.

### ***Part VIII – 4a Specific Activities***

#### **Mail Solicitations**

We will be sending fundraising letters to businesses and individuals at least annually to request that they donate funds to support Glendale Community Social Services Center or to be cordially invited to attend our annual fundraising banquet and auction.

#### **Email Solicitation**

We will be utilizing internet solicitation methods, including but not limited to email, social media contacts and other mediums.

#### **Personal Solicitation**

We will be fundraising by approaching a broad spectrum of entities and individuals in person to share the mission of Glendale Community Social Services Center and seek public support.

#### **Foundation Grant Solicitations**

We will be applying for private or public foundation grants. We have no current arrangement for this method at this time.

#### **Vehicle, Boat, Plane, or Similar Donations**

We do not anticipate donation of boat or planes, but in case of donated vehicle ( such as automobile) we accept this kind of donations with the intent of using the vehicles for the corporation's mission. The donated vehicles

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will not be use for any other activities other than those that will further our status.

### **Accept Donations on Your Website**

We do accept donations on our website. This function will be accessible through “donate” tab on the website of the corporation. The payments are processed by PayPal, Inc. and are directed to the corporation’s bank account.

### **Other**

Slideshows and Lectures. We will be accepting donations during our lectures and slideshow program and expeditions. (Please see the Narrative of our Activities for further information regarding this activity.)

Small Scale Fundraising Events. At times we will be holding road-side small-scale fundraising events. The work performed for such events shall be “Volunteer Labor” and without compensation. The material used for such events shall only come from the gifts or contributed products. Volunteer charity lemonade or cookie sale would be an example.

Banquet and Auctions. We will also be holding at least one fundraising banquet and auction annually. All auction items will be from the gifts or contributed merchandise and all the work performed for such events shall be volunteer labor and without compensation.

Web-related Donations. We may make arrangements with commercial organizations for donations based on sales referrals. For example, some web sites (such as Amazon.com) allow nonprofit organizations to receive donations for sales which were referred from their web site. Some local businesses in our area might also make such offers to non-profit organizations. We would only consider this for items and services related to our organization’s activities and topics (e.g. gently worn clothing and books). We currently have no specific plans or contracts, but it’s prudent to mention the possibility.

Sale of Merchandise. We will have shirts, hats, mugs and similar items available through our website which will bear our logo and mission statement. We are only considering the sale of donated and contributed products at this time. We may sell some donated items in a small-scale thrift store or on the Internet on auction sites such as Ebay. The revenue from this activity is anticipated to be insubstantial and we have no current arrangement or contract for this.

We may accept contributions of: real property, closely held securities, intellectual property such as patents, trademarks, and copyrights, works of music or art, licenses, royalties, automobiles, boats, planes, or other vehicles, or collectibles of any type if said contributions further the purposes of this corporation. We will not accept donations if any conditions imposed by the donor on the contribution limit the corporation’s ability to achieve its purposes or force this corporation to conduct activities that are not in furtherance of 501(c)(3) purposes. We will ensure that donations are accepted in accordance with 501(c)(3) regulations and we will properly determine fair market value according to IRS Publication 561. We currently have no specific plans, but it’s prudent to mention the possibility.