

PUBLICATIONS AVAILABLE FROM LAWYERS ALLIANCE FOR NEW YORK

ADVISING NONPROFITS

This comprehensive guide to legal issues encountered by attorneys, staff, and board members in operating and managing not-for-profit organizations has been updated substantially since the last edition to reflect changes to the New York Not-for-Profit Corporation Law enacted by the Nonprofit Revitalization Act in late 2013. Key issues relating to corporate governance and structuring, contracts, regulatory compliance, fundraising, personnel management, lobbying and political activity, intellectual property, and revenue-generating activity are covered in this edition. Copyright 2014, Sixth Edition. 526 pages, plus extensive appendices that contain model documents and practical checklists and charts. (\$100.00 plus \$7.50 shipping & handling)

This publication is also available for purchase as both an Individual Use (\$100) and a Site License (\$250) PDF download. The electronic versions include linked table of contents, index, and websites. They are available at <http://www.lawyersalliance.org/publications.php>. Receive a 20% discount on any hard copies of Advising Nonprofits purchased at the same time as a PDF version.

BUILDING SUCCESSFUL COLLABORATIONS: A GUIDE FOR NONPROFITS

This publication aims to provide nonprofit organizations with tools to make the collaboration process easy, effective, and legally strong. It includes worksheets and sample agreements. Copyright 2007, Sixth Edition. (\$40.00 plus \$6.50 shipping & handling)

BYLAWS THAT WORK: A MANUAL FOR NEW YORK NONPROFITS

This publication helps New York not-for-profit corporations prepare new or revised bylaws. It contains a legal overview of topics commonly covered in bylaws, questionnaires to assist those developing bylaws, and sample documents for not-for-profit corporations with and without members. Topics include: corporate structure, directors and officers, membership, procedures for reviewing, amending, and filing bylaws, and other basic information commonly in bylaws. Copyright 2015, 101 pages. (\$50.00 plus \$7.00 shipping & handling)

This publication is also available for purchase as both an Individual Use (\$50) and a Site License (\$100) PDF download. The electronic versions include linked table of contents and websites. They are available at <http://www.lawyersalliance.org/publications.php>. Receive a 20% discount on any hard copies of Bylaws That Work purchased at the same time as a PDF version.

CHANGING THE NAME OF A NEW YORK NOT-FOR-PROFIT CORPORATION

NEW IN JUNE 2017 This manual is a step-by-step primer on how to change the name of a not-for-profit corporation in New York. Prepared by Lawyers Alliance staff, it is useful for non-lawyers and

lawyers who are handling the name change process. It includes model forms. Copyright 2017, Fifth Edition. (\$20.00 plus \$7.00 shipping & handling)

This publication is also available for purchase as both an Individual Use (\$20) and a Site License (\$40) PDF download. The electronic versions include website links. They are available at <http://www.lawyersalliance.org/publications.php>. Receive a 20% discount on any hard copies of Changing the Name purchased at the same time as a PDF version.

CHARTING THE COURSE: LEGAL HELP FOR NONPROFITS IN TROUBLED TIMES

This report provides proven business and legal strategies to help nonprofit leaders and board members meet the continuing challenges posed by the recession. Nonprofit organizations are coping with increased demand for their services as funding remains precarious. Despite an unpredictable financial outlook, there are multiple strategies and best practices that nonprofits can pursue to minimize risks, sustain and enhance their programs, maximize their resources, and better position themselves to carry forth their charitable missions. The report focuses on five key areas: mission, people, facilities, funds, and relationships. It includes a detailed analysis and hypothetical examples of when and how legal assistance can make a positive difference. It also recommends public policies to support nonprofit advocacy, rationalize government contracting, simplify regulatory reviews, and increase access to working capital. Copyright 2012. 146 pages, plus Executive Summary. (\$45.00 plus \$7.00 shipping & handling)

A \$35 PDF version of this document, including footnotes and website links, and a free Executive Summary are available at: <http://www.lawyersalliance.org/publications.php>

DISASTER RELIEF AND RECOVERY: THE ROLE OF NONPROFITS BEYOND GROUND ZERO AND THE LEGAL IMPLICATIONS OF THEIR WORK

This white paper discusses the broad range of problems and human needs created or intensified by the September 11 attacks, particularly in New York's low-income and disadvantaged communities, and the important role of nonprofit organizations in responding to them. It also examines some of the key legal issues that nonprofit disaster relief organizations faced after September 11. Copyright 2003. (FREE. Available online at: http://www.lawyersalliance.org/publications_list.php)

EXTRA CREDIT: A LEGAL GUIDE FOR NONPROFITS OFFERING IN-SCHOOL AND AFTER-SCHOOL PROGRAMS

This manual is designed for nonprofit managers, lawyers and anyone who works with nonprofit organizations striving to make a difference in the lives of school-age children. Topics include: getting started and incorporation, hiring and training employees, understanding and reducing potential liability, and other regulatory and legal issues under New York law pertinent to programs serving school-age children. It contains examples of legal documents. Copyright 2002. The 2005 Supplement is available by request. (\$40.00 plus \$7.00 shipping & handling.)

Prices above include sales tax. To place an order on behalf of a sales tax exempt organization, contact our office at (212) 219-1800, ext. 221.

*Publications may be ordered by mail from
Lawyers Alliance for New York, 171 Madison Avenue, 6th Floor, New York, NY 10016
or online at <http://www.lawyersalliance.org>.*

GETTING ORGANIZED

This updated manual is designed as a guide for nonprofit managers and attorneys representing organizations that seek to incorporate and secure recognition of tax-exempt status. Since publication of the last edition of *Getting Organized*, there have been significant legal and practical developments in state and federal law related to nonprofit organizations and tax-exempt organizations. The Nonprofit Revitalization Act provides significant changes to the New York Not-for-Profit Corporation Law (N-PCL) that strengthens corporate governance and nonprofit accountability, modernizes certain aspects of the N-PCL, and eliminates some administrative and procedural burdens. This edition contains step-by-step instructions with legal commentary and extensive Appendices with sample forms and resources. Copyright 2015. Sixth Edition. 327 pages. (\$100 plus \$7.50 shipping & handling.)

This publication is also available for purchase as both an Individual Use (\$100) and a Site License (\$250) PDF download. The electronic versions include linked table of contents, index, and websites. They are available at <http://www.lawyersalliance.org/publications.php>

JOINT VENTURES FOR HOUSING ORGANIZATIONS

The first of three publications that Lawyers Alliance will issue on the topic of joint ventures for housing organizations, Joint Ventures for Housing Organizations covers when an organization should consider entering in to a joint venture and what the legal issues are when a nonprofit enters into a joint venture with a business entity. Copyright 2007. (FREE. Available online at: http://www.lawyersalliance.org/publications_list.php)

MERGERS AND STRATEGIC ALLIANCES FOR NEW YORK NOT-FOR-PROFIT CORPORATIONS

This manual addresses the legal issues surrounding mergers and other types of strategic alliances of not-for-profit corporations. Topics include the legal steps which must be accomplished in order to merge, whether a merger or some other form of strategic alliance is in the best interest of the organization, and how to protect nonprofit programs and assets when entering into these relationships. Copyright 2003. (\$40.00 plus \$6.50 shipping & handling)

THE VOLUNTEER WORKFORCE: LEGAL ISSUES AND BEST PRACTICES FOR NONPROFITS

This publication is aimed at nonprofits working with volunteers and other unpaid staff. Legal topics include: distinctions between volunteers and employees, reference and background checks, expense reimbursement and stipends, setting up and managing volunteer relationships, understanding and managing liability risks, and working with young volunteers. Copyright 2007. (\$45.00 plus \$6.50 shipping & handling.)

Prices above include sales tax. To place an order on behalf of a sales tax exempt organization, contact our office at (212) 219-1800, ext. 221.

*Publications may be ordered by mail from
Lawyers Alliance for New York, 171 Madison Avenue, 6th Floor, New York, NY 10016
or online at <http://www.lawyersalliance.org>.*

PUBLICATION ORDER FORM

Qty	Title	Price	S/H	Line Total
		\$	\$	\$
TOTAL				\$

To place an order on behalf of a sales tax exempt organization, contact our office at (212) 219-1800, ext. 221.

SHIPPING INFORMATION

Date of Order: _____

Name: _____

Title: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Tel.: _____ Fax: _____ Email: _____

Method of Payment (check one): ☐ Visa ☐ MasterCard ☐ Amex ☐ Check ☐ Money Order

Cardholder Name _____

Credit Card Number _____ Amount \$ _____

Signature _____ Expiration Date _____

How did you hear about the publication(s) you ordered?

☐ Email ☐ Newsletter ☐ Website ☐ Word of Mouth ☐ Other _____

Mail this order form and check or credit card information to Lawyers Alliance for New York, 171 Madison Avenue, 6th Floor, New York, NY 10016. Credit card orders may also be faxed to (212) 941-7458 or placed online at <http://www.lawyersalliance.org/publications.php>. Make checks payable to "Lawyers Alliance for New York." For more information, please call (212) 219-1800.