

**Subject:** 190807 Official Communication; 2019-20 Grant Applications Ends FRI; LIFE Pro-Rated Options; Fall Workshops Begin; IRS Form Time; Tommy Moose Halloween Bags

## Official Communication for August 7, 2019

### 2019-20 Lodge Grant Application Period Ends this Friday, August 9th

The Supreme Council has again extended the Lodge Grant Program, dedicating funding of \$1,000,000 in renovations and repairs for lodges in need for 2019-20. Lodges can apply now, with the final date for submitting an application being the close of business on August 9th. No extensions will be granted. The process will be the same as last year, with access to the application automatically appearing within the Moose Admin section on the website. Only those lodges represented at the 2019 International Moose Convention will be eligible however. New this year is the ability to apply for outdoor smoking accommodations since Moose delegates approved a General Laws amendment to restrict smoking within the lodge home at the 2019 International Moose Convention. Additionally, cleaning and replacement costs (ceiling tiles, paint, carpeting, etc.) associated with lodges transitioning from smoking to non-smoking will also be considered.

On all grant applications, please make sure to include specific costs from bids received from contractors or service/product providers. Lodges should start gathering bids prior to July 8<sup>th</sup> in order to be ready for the application process. Complete guidelines for the 2019-20 Lodge Grant Program can be found in the Programs and Events section of the Moose International website ([www.mooseintl.org](http://www.mooseintl.org)).

### Life Membership Pro-Rated Options

Effective August 1, 2019, the pricing of Life Memberships have changed. The option to purchase a Life Membership at a reduced rate is now available, based on your years of service. Below is a chart indicating the current pricing for a Life Membership. Payments should be mailed via our Lockbox.

Years of Service	WOTM	LOOM	Moose Legion
0-14	600	1200	500
15-19	400	960	400
20-24	350	840	350
25-29	300	720	300
30-34	250	600	250
35-39	200	480	BUYOUT
40-44	150	360	
45-49	BUYOUT	BUYOUT	

Additional information is available on our website, [www.mooseintl.org](http://www.mooseintl.org), under Member Information/Campaigns/Membership Information/Life Membership. If you have any questions, or if you have members inquiring about the costs for this pro-rated option, please contact Member Services at 630.906.3658 for assistance.

## Fall Membership Workshops Begin

Moose International will conduct six new Regional Membership Workshops beginning in September. Workshops cover topics such as recruitment and retention challenges, as well as methods to address common issues expressed by Lodges and Chapters throughout the Fraternity. Registration is free for these one-day, interactive sessions and both men and women can sign-up today. See attached form for additional information.

Scheduled workshops include:

- September 14<sup>th</sup> – Richmond East, VA Lodge #1947
- September 21<sup>st</sup> – Elgin, IL Lodge #799
- October 19<sup>th</sup> – Cheyenne, WY Lodge 257
- November 2<sup>nd</sup> – Sellersville, PA Lodge 1539
- November 3<sup>rd</sup> – Winter Haven, FL Lodge #1023
- November 16<sup>th</sup> – Vicksburg, MS Lodge #1581

## It's IRS Form 990 Time! (United States Fraternal Units)

The annual IRS Form 990 can be filed for all fraternal units **beginning May 1, 2019**. Please be reminded that Federal Law requires all Moose Lodges, Chapters, Moose Legions, Associations, and any other unit that has a unique EIN, to file an annual IRS Form 990, 990-EZ or 990-N no later than **September 16, 2019**, for our fiscal year ending April 30, 2019. (As September 15 falls on a Sunday this year, our deadline has been extended to the following business day, Monday, September 16.) Filing a Form 990 is essentially filing income taxes for your fraternal unit. Failure to do so could result in fines, fees, or penalties, as well as the revocation of your unit's tax-exempt status.

To assist you in completing the IRS Form 990, please refer to our online tutorials. Visit [www.mooseintl.org](http://www.mooseintl.org), enter the Members Area, and then click on **Moose Training > Moose Training Demos & Tools Page > 990 Tax Forms and Help Information**. From there, you can access everything a typical Moose Unit will need to complete their 990 filing. Select the appropriate 990 Tax Form for your Moose Unit based on your Unit's gross receipts and assets. Click on the "Instructions" link to open the appropriate 990 help presentation. Your Territory/Regional Managers and Chapter Analyst Coordinators are able to provide assistance with your questions, as well as your State 990 or Government Relations Chairman. Should you require further assistance in filing your **Form 990** or **Form 990-EZ**, please contact a certified tax professional who is familiar with Fraternal Organizations. Assistance with **Form 990-N (ePostcard)** can be obtained through Moose International.

If you cannot file the 990 on time, it is essential that you file an extension by September 16, to avoid costly penalties from the IRS. Use Form 8868, which you can find on the IRS website, [www.irs.gov](http://www.irs.gov). All other schedules you may need are also available on the same IRS website.

***CAUTION:*** It has been noted that a 'Fraternal Tax Service' has been contacting units across the Moose fraternity. This 'Fraternal Tax Service' usually indicates it will file a version of the Form 990 for a fee. Please note that this company is not in any way related to Moose International, or any of its subsidiaries. Our office has received reports of several incidences where a fraternal unit has utilized the 'Fraternal Tax Services' to prepare and file their Form 990, only to find that the unit's 990 was never filed. This company does not provide proof of filing, nor do they provide your unit with a copy of the 990 they filed on your behalf.

Remember – the appropriate IRS Form 990 for your Moose Unit **must be filed by September 16, 2019.**

### **Tommy Moose Halloween Bags**

Tommy Moose Halloween Trick-or-Treat Bags are designed with safety tips to keep kids alert during trick-or-treating. Each bag is large enough to hold a full night's worth of trick-or-treating candy. They also make great goody bags, if your Lodge or Chapter is planning a kid's Halloween Party. Tommy Moose Halloween Bags are available in bundles of 50 for only \$11.00/pack. Contact Catalog Sales to order your Halloween Bags today, Call 630.966.2250 or online <https://shopmoose.mooseintl.org/Tommy-Moose-Halloween-Treat-Bags-185>

# HALLOWEEN TREAT BAGS

## TOMMY MOOSE



\* Bag Features Safety Tips for Trick-Or-Treating

\* \$11.00 per bundle of 50 bags PLUS shipping & handling

\* Bags Measure 12.5" X 18"

\* Catalog #185

\_\_\_ Qty #185 @ \$11.00 ea

Please ship the following order, which you will find enclosed  
Check No. \_\_\_\_\_ for \$ \_\_\_\_\_ (IL orders add 7% sales tax)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone #: \_\_\_\_\_

Credit Card: \_\_\_\_\_ Exp Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Mail Orders & Payments to:

Catalog Sales  
85 N International Dr  
Mooseheart, IL 60539

### PACKING & SHIPPING CHART

Please use this chart to compute your packaging/shipping cost. These charges represent only part of the actual cost, we pay the rest. Illinois residents please include 7% sales tax.

ORDERS	ADD
Up to \$15.....	\$6.30
\$15.05 to \$25.00.....	\$9.50
\$25.01 to \$35.00.....	\$12.35
\$35.01 to \$50.00.....	\$13.75
\$50.01 to \$75.00.....	\$15.75
\$75.01 to \$100.00.....	\$18.50
\$100.01 to \$125.00.....	\$20.25
\$125.01 to \$150.00.....	\$22.75



Please state Catalog # when ordering.  
Phone (630)966-2250  
Fax (630)859-3505  
catalogsales@mooseintl.org

# Attend A Regional Membership Growth & Retention Workshop!

This fall, Moose International's Membership Department will be conducting a series of regional workshops to discuss recruitment and retention challenges, as well as methods to address common issues expressed by Lodges and Chapters throughout the Fraternity.

Scheduled workshops include:

- September 14<sup>th</sup> – Richmond East, VA Lodge #1947
- September 21<sup>st</sup> – Elgin, IL Lodge #799
- October 19<sup>th</sup> – Cheyenne, WY Lodge 257
- November 2<sup>nd</sup> – Sellersville, PA Lodge 1539
- November 3<sup>rd</sup> – Winter Haven, FL Lodge #1023
- November 16<sup>th</sup> – Vicksburg, MS Lodge #1581

What you will learn from attending:

- New programs to help attract and retain members and make your lodge more profitable.
- Marketing ideas for the fraternity.
- Strategies for retaining members through a monthly program of communication, programming, and activity tracking.
- Review of the all new Online Mobile Application.
- Communicating the value of the Moose to potential members.
- Best membership practices from around the Fraternity.

Details:

- All interested Loyal Order of Moose or Women of the Moose members are invited to participate.
- There is no fee to attend.
- You may attend any workshop on the schedule, regardless of your location.
- All workshops run from 10:00am – 3:00pm, allowing most individuals the option of driving in and out the same day.
- A working lunch is provided by each Lodge at a cost of \$8.00 per attendee. Cash will be collected at the Lodge the day of each workshop.
- All workshops are business casual-to-casual dress.
- Sessions are meant to be interactive between participants and presenters. Please bring questions and suggestions.
- Please check the Lodge websites for any evening activities prior to or following the workshops.
- RSVP's are required to attend in order to allow for the proper amount of materials and food.
  - **Email the following information to the appropriate address below:**  
Membership Growth & Retention workshop (followed by):  
Your name; MID#; Lodge/Chapter #; Lodge/Chapter office you hold (if any); names of others accompanying you; a contact phone #; and an email address
  - For Richmond East: [lmeade@mooseintl.org](mailto:lmeade@mooseintl.org) (RSVP Deadline: Wednesday, September 11<sup>th</sup>)
  - For Elgin: [dobrien@mooseintl.org](mailto:dobrien@mooseintl.org) (RSVP Deadline: Wednesday, September 18<sup>th</sup>)



- For Cheyenne: [bcavanaugh@mooseintl.org](mailto:bcavanaugh@mooseintl.org) (RSVP Deadline: Wednesday, October 16<sup>th</sup>)
- For Sellersville: [bpowell@mooseintl.org](mailto:bpowell@mooseintl.org) (RSVP Deadline: Wednesday, October 30<sup>th</sup>)
- For Winter Haven: [rsaindon@mooseintl.org](mailto:rsaindon@mooseintl.org) (RSVP Deadline: Wednesday, October 30<sup>th</sup>)
- For Vicksburg: [lriddler@mooseintl.org](mailto:lriddler@mooseintl.org) (RSVP Deadline: Wednesday, November 13<sup>th</sup>)

Questions? Please email the contacts above for information pertaining to a specific site.