



NEVADA AFFORDABLE HOUSING ASSISTANCE CORPORATION

TAX COMPLIANCE

Policy Area: Administration	Number: 200.F
Initial Effective Date: 12-19-2013	Initial Approved Date: 12-19-2013
Revised Policy Effective Date: 12-02-2019	Revision – Date Approved: 12-02-2019
Approved by: NAHAC Board of Directors	
<p>PURPOSE:</p> <p>NAHAC is regulated for tax purposes by the Internal Revenue Service as a 501(c)(3) not-for-profit organization. Accordingly, this policy is intended to address tax reporting and compliance requirements of the organization.</p> <p>POLICY:</p> <p>NAHAC will maintain compliance with tax related laws and regulations by preparing and filing all tax forms on or before their required due dates. Federal Form 990 will be reviewed and approved by both the Executive Director or equivalent management official (Director) and the Board of Directors <u>Chairman and Board Treasurer</u> prior to filing. Payroll related tax reporting will be completed and filed by a qualified third-party provider. All other tax reporting requirements will be reviewed and approved by the Director prior to filing. No actions shall be taken by the Board of Directors, Management, or employees of NAHAC that would jeopardize the organization’s status as a 501(c)(3) not-for-profit reporting entity.</p>	