

Attachment to Form 1023, Page 1

Part IV, Narrative Description of Activities:

Rhythm Relief is an incorporated organization founded in April of 2011 to serve children who are victims of disaster, conflict, or poverty. Volunteer positions are open to anyone with an interest in enriching children's lives through the arts.

Rhythm Relief's mission is to improve the lives of children in need by providing workshops in the arts.

Introduction: Why Arts Workshops?

It is the belief of Rhythm Relief that by providing children with engaging, uplifting, and creative activities we can help them through difficult periods, especially the aftermath of disasters. A disaster "imposes severe strain on everyone in the community, but children comprise a particularly vulnerable group that requires special attention"(Gordon, vii). Children may have been displaced from family, friends, home and routine. In this vulnerable period, relationships with their peers and activities for their bodies and minds are critical:

"One of the most consistent findings regarding environmental correlates of PTSD is that various forms of social support exert a relatively significant moderating influence on both acute and longer-term reactions to traumatic stress (Pine & Cohen, 2002)... The power of social support is far from surprising given that several specific school and community social resources have been shown to promote resiliency in Children (Doll & Lyon, 1998). These resources include friendships, access to pro-social extrafamilial adult role models, and strong connections to pro-social organizations or institutions (such as school)."(Nickerson et al., 16)

Through productive, challenging and fun workshops, we will provide a forum for children to socialize, make new friends, and work creatively as a team; all of which are vital, according to the National Association of School Psychologists:

"Children with strong emotional support from others are better able to cope with adversity. Children's relationships with peers can provide suggestions for how to cope with difficulties and can help decrease isolation. In many disaster situations, friendships may be disrupted because of family relocations. In some cases parents may be less available to provide support to their children because of their own distress and their feelings of being overwhelmed. It is important for children to develop supportive relationships with their teachers and classmates. Activities may include asking children to work cooperatively in small groups in order to enhance peer support."(Lazarus, Jimerson & Brock)

Attachment to Form 1023, Page 2

We specialize in physical, creative activities that require little to no resources or facilities. Our workshops give children a sense of accomplishment, encouraging teamwork and positive thinking.

Why Rhythm Relief Organized

Rhythm Relief was organized exclusively for educational, charitable, and scientific purposes. Specifically, Rhythm Relief will provide arts education free of charge for children in need. It is our intent to give children positive and creative activities that will help to maintain their spirits through difficult times. Drawing on Rick Willett's experience as a member of the off-Broadway percussion group Stomp, Rhythm Relief is uniquely qualified to provide high quality, high impact arts education in locations with limited resources. Rhythm Relief will also draw on Rick Willett's experience teaching Body Percussion to 5th through 7th grade students at Bedford-Stuyvesant Collegiate Charter School in Brooklyn, New York.

Our Specific Activities

Rhythm Relief is a newly organized corporation and has yet to begin activities. Our main purpose is to provide workshops in the arts free of charge to children who have been affected by disaster, conflict, or poverty. We will solicit donations online to facilitate these workshops. We will also raise money by giving paid workshops to individuals and groups not affected by the above conditions. We also intend to raise funds by producing public performances of body percussion, dance, percussion, and other performing arts.

Workshops

Workshops are the reason that Rhythm Relief exists. Providing children with healthy, creative activities to help them through tough times is our exempt purpose. This is our main focus, and all of our activities are in furtherance of this purpose. We estimate 50% percent of our time will be spent travelling to and teaching these workshops.

Rhythm Relief intends to provide workshops to children around the world.

Our first project is scheduled for the Tohoku region of Japan in July 2011.

The project and future workshops will be conducted by volunteers.

Our workshops will be funded by a combination of donations, benefit performances, paid classes, and special events.

Attachment to Form 1023, Page 3

Online Fundraising

Rhythm Relief intends to use its website, and any future websites, to raise money for its charitable purposes. These donations will help fund our free of charge workshops. We estimate coordinating these efforts will take 10% of our time.

Rhythm Relief intends to raise money globally through our websites as well as partner websites. Rhythm Relief currently has two websites, <http://rhythmrelief.org> and <http://rhythmuniversal.org>, that both accept donations via PayPal. Money from the organization's PayPal account is deposited directly into its bank account.

Our websites are currently under construction, with full launches of both in May, 2011.

Our websites are built and maintained by volunteers.

The construction, hosting, domain name for both our websites were donated. PayPal currently charges us a 2.9% transaction fee plus \$0.30 per transaction.

Paid Classes

Rhythm Relief intends to provide paid instruction in the arts to students who are not affected by disaster, conflict, or poverty. The proceeds from these classes will help fund our free of charge workshops. We estimate that these classes will take 20% of our time.

Rhythm Relief intends to provide paid instruction around the world.

Our first paid classes are scheduled for July, 2011 in Tokyo, Japan.

The paid classes will be conducted by volunteers.

These workshops are self funding, with any costs not donated being covered out of the gross proceeds.

Special Events and Performances

Rhythm Relief intends to produce special events and performances of the arts in order to raise money for its charitable purposes. The proceeds from these events and performances will help fund our free of charge workshops. We estimate that these events and performances will take 20% of our time.

Rhythm Relief intends to produce events and performances worldwide.

Attachment to Form 1023, Page 4

We have not yet had any events or performances. We have tentatively scheduled an event for the Fall of 2011 in New York as our initial venture in this area.

Performers, artists and others performing or otherwise helping to facilitate these events will be volunteers.

These events are self funding, with any costs not donated being covered out of the gross proceeds.

Grant Giving

In the event Rhythm Relief's fundraising efforts provide a surplus of funds, Rhythm Relief intends to donate the surplus to other organizations, directly involved in relief to victims of poverty, disaster, and conflict, that qualify as exempt organizations under the section 501 (c) (3) of the Internal Revenue Code. When possible, we also intend to give short-term emergency assistance in the locations where we are active.

Rhythm Relief hopes to provide assistance globally.

We have not yet given any grants, nor do we currently have any plans to. The earliest date grants would be considered is July, 2011.

Grants will be considered by the board of directors in accordance with Article 10, Section 1 of this organization's bylaws.

Disbursed funds would come from a surplus created by our fundraising.

Planned Activities

In addition to the future activities listed above, Rhythm Relief plans to continue its charitable work as the need arises. We anticipate return trips to Japan, and are considering other projects both domestically and internationally.

Part V, Line 1a, Names, titles, mailing addresses, and compensation of officers, directors, and trustees: Pursuant to Article 3, Section 6, of the corporation's bylaws, directors will not be paid a salary. They may be allowed reasonable reimbursement or advancement for expenses incurred in the performance of their duties.

Part V, Line 1b, Names, titles, and mailing addresses of the five highest compensated employees: This corporation is newly formed, has not yet hired employees and does not expect to. However, any future employees' compensation will be reasonable and will be paid to employees in return for furthering the exempt purposes of this nonprofit corporation.

Part V, Line 1c, Names, names of businesses, and mailing addresses of your five highest compensated independent contractors: This newly formed nonprofit corporation has no current

Attachment to Form 1023, Page 5

plans to contract for services with outside persons or companies. If and when it does, any such contracts will provide for payment in commercially reasonable amounts in return for services related to the exempt functions of this nonprofit.

Part V, Line 2a, *Are any of your officers, directors, or trustees related to each other:* Rick Willett and Matthew Willett are brothers, and both are children of Diane Harmon.

Part V, Line 3a, *For each of your officers, directors, trustees, highest compensated employees, and highest compensated independent contractors listed on lines 1, 1b, or 1c, attach a list showing their name, qualifications, average hours worked, and duties:*

Rick R. Willett, President/Director

Qualificaitons: Rick Willett has 20 years of professional performance experience, including nearly a decade with the off-Broadway show Stomp. For the past two years, he has taught a Body Percussion enrichment class for grades 5 – 7 at Bedford-Stuyvesant Collegiate Charter School in Brooklyn, NY.

Responsibilities: Rick Willett serves as our President and Director and accomplishes those duties provided in our bylaws. He is currently co-directing the organization for our first project, Rhythm Universal, scheduled for May – August 2011 in Japan.

Hours Worked Per Week: He works 3 - 8 hours per week on Rhythm Relief efforts.

Diane Harmon, Treasurer/Director

Qualificaitons: Diane Harmon has 20 years experience as an account manager, overseeing customer accounts for several national logistics companies. As such, she has excellent organizational and management skills.

Responsibilities: Diane Harmon serves as our Treasurer and accomplishes those duties provided in our bylaws. She will be in charge of organizing financial matters, accounting, overseeing expenses, and keeping financial records.

Hours Worked Per Week: She will work 2 - 5 hours per week on Rhythm Relief efforts.

Matthew Willett, Secretary/Director

Qualificaitons: Matthew Willett has 15 years of experience in the fine arts industry.

Responsibilities: Matthew Willett is our Secretary, and will be responsible for maintaining proper corporate records, including minutes of the board meetings.

Hours Worked Per Week: He will work 2 - 5 hours per week on Rhythm Relief efforts.

Part V, Line 4a, *Do you or will the individuals that approve compensation arrangements follow a conflict of interest policy:* This organization has adopted a conflict of interest policy that controls the approval of salaries to directors, officers, and other “disqualified persons” as defined in Section 4598 of the Internal Revenue Code. See Article 9, as well as Article 3, Section 6, and Article 4, Section 10, of the bylaws attached to this application. Also, Article 9, Section 5, of this

Attachment to Form 1023, Page 6

organization's bylaws applies additional conflict of interest requirements on the board and compensation committee when approving compensation arrangements.

Part V, Line 4b, *Do you or will you approve compensation arrangements in advance of paying compensation:* Article 9, Section 3 of this organization's bylaws requires the approval of compensation of directors, officers, and any "disqualified person" as defined in Section 4958 of the Internal Revenue Code in advance after full disclosure of the surrounding facts and approval by disinterested members of the governing board or committee and prior to entering into the compensation agreement or arrangement. Further, Article 9, Section 5(a), of this organization's bylaws requires specific approval of compensation arrangements prior to the first payment of compensation under such arrangements.

Part V, Line 4c, *Do you or will you document in writing the date and terms of approved compensation arrangements:* Article 9, Section 4, of the organization's bylaws, which are attached to this application, require the taking of written minutes of meetings at which compensation paid to any director, officer, or other "disqualified person" as defined in Section 4958 of the Internal Revenue Code, are approved. The minutes must include the date and the terms of the approved compensation arrangements. Further, and specifically with respect to the approval by the board or compensation committee of compensation arrangements, Article 9, Section 5(d), of the organization's bylaws requires the recordation of the date and terms of compensation arrangements as well as other specific information concerning the basis for the approval of compensation arrangements.

Part V, Line 4d, *Do you or will you record in writing the decision made by each individual who decided or voted on compensation arrangements:* Article 9, Section 4, of the organization's bylaws requires the written recordation of the approval of compensation and other financial arrangements between this organization and a director, officer, employee, contractor, and any other "disqualified person" as defined in Section 4958 of the Internal Revenue Code, including the names of the persons who vote on the arrangement and their votes. Further, and specifically with respect to the approval by the board or compensation committee of compensation arrangements, Article 9, Section 5(d), of the organization's bylaws requires the recordation of the board or committee who were present during discussion of the approval of compensation arrangements, those who voted on it, and the votes cast by each board or committee member.

Part V, Line 4e, *Do you or will you approve compensation arrangements based on information about compensation paid by similarly situated taxable or tax-exempt organizations for similar services, current compensation surveys compiled by independent firms, or actual written offers from similarly situated organizations:* Article 9, Section 5(c) of the organization's bylaws requires that the board or compensation committee considering the approval of a compensation arrangement obtain compensation levels paid by similarly situated organizations, both taxable and tax-exempt, for functionally comparable positions; the availability of similar services in the geographic area of this organization; current compensation surveys by independent firms; and actual written offers from similar institutions competing for the services of the person who is the subject of the compensation arrangement. This article also provides that it is sufficient for these

Attachment to Form 1023, Page 7

purposes to rely on compensation data obtained from three comparable organizations in the same or similar communities for similar services if this organization's three-years' average gross receipts are less than \$1 million (as allowed by IRS Regulation 53.4958-6).

Part V Line 4f, *Do you or will you record in writing both the information on which you relied to base your decision and its source:* Article 9, Section 5(d), of the organization's bylaws requires that the written minutes of the board or compensation committee meeting at which a compensation arrangement was discussed and approved include the terms of compensation and the basis for its approval. This bylaw provision includes a list of specific information that must be included in the required written minutes.

Part V, Line 5a, *Have you adopted a conflict of interest policy consistent with the sample conflict of interest policy in Appendix A to the instructions:* The board of directors of this organization has adopted bylaws that contain a conflicts of interest policy. The policy is set out in Article 9 of the attached bylaws. This policy is based on the sample conflict of interest policy contained in Appendix A of the official instructions to IRS Form 1023. The organization has added additional requirements in Article 9, Section 5, of its bylaws for the approval of compensation arrangements that are based on the additional requirements contained in IRS Regulation Section 53.4958-6 to help ensure that all compensation arrangements are made by disinterested members of the organization's board or a duly constituted compensation committee of the board and are fair, reasonable, and in furtherance of the tax-exempt purposes of this organization.

Part VI, Line 1a, *In carrying out your exempt purposes, do you provide goods, services, or funds to individuals:*

Rhythm Relief intends to provide instruction in dance, music, and other arts, free of charge, to children and young people affected by disaster, poverty, or conflict. In order to help raise funds for these activities, Rhythm Relief also intends to provide instruction in dance, music, and other arts at a reasonable price to adults, professionals, and others who are unaffected by disaster, poverty, or conflict. Rhythm Relief intends to produce special events, including performances of the above arts, and other arts. We also intend to, when able, give grants pursuant to Article 10, Section 1 of this organization's bylaws to victims of recent disasters in order to ensure that victims have basic necessities as defined in IRS Publication 3833.

Part VI, Line 1b, *In carrying out your exempt purposes, do you provide goods, services, or funds to organizations:*

When funds allow, Rhythm Relief intends to provide disbursements and grants pursuant to Article 10, Section 1 of this organization's bylaws to other organizations that qualify as exempt organizations under the section 501(c)(3) of the Internal Revenue Code in furtherance of the exempt purposes of this organization. Guidelines for these grants are covered in this organization's "Foreign Donation Protocol" and "Domestic Donation Application", both attached to this application.

Part VIII, Line 4a, *Do you or will you undertake fundraising:*

Attachment to Form 1023, Page 8

Email solicitations: Rhythm Relief intends to conduct email fundraising among registered users of its website, contacts of its officers and directors, and others who have expressed a desire to be contacted. Rhythm Relief will also maintain an opt-in notification list enabling interested parties to receive meeting notices, information about special volunteer opportunities and other notices of interest by email. Opt-in messages always contain solicitations for contributions. Funds raised will be used in furtherance of this organization's exempt purposes.

Accept donations on your website: Rhythm Relief intends to accept donations via PayPal buttons on its websites, www.rhythmrelief.org, and www.rhythmuniversal.org, and on any of its future websites. This is a newly formed corporation and additional payment processing services (i.e. Google Checkout) may be added in the future. Funds raised will be used in furtherance of this organization's exempt purposes.

Personal solicitations: Rhythm Relief intends to raise funds through "word of mouth", and through direct contact by the officers and directors. Rhythm Relief will not do any door to door fundraising. Funds raised will be used in furtherance of this organization's exempt purposes.

Receive donations from another organization's website: Rhythm Relief intends to allow approved, "partner" websites to display Rhythm Relief's PayPal buttons which direct users to Rhythm Relief's PayPal page. This is a newly formed corporation and additional payment processing services (i.e. Google Checkout) may be added in the future. Funds raised will be used in furtherance of this organization's exempt purposes.

Government Grant Solicitations: While we currently have no plans to solicit government grants, Rhythm Relief intends to research this area. In the future, we intend to apply for appropriate grants, if any.

Foundation Grant Solicitations: Rhythm Relief does not currently have plans to solicit foundation grants, but intends to research this area. We intend to apply for appropriate grants, if any.

Other: Rhythm Relief intends to start a Facebook page with links to the donations page on our website(s). Direct donations from within Facebook are being researched. Funds raised will be used in furtherance of this organization's exempt purposes.

Part VIII, Line 4d, List all states and local jurisdictions in which you conduct fundraising: Online, Rhythm Relief intends to conduct fundraising worldwide via the internet. We are also planning fundraising events in New York, Colorado, Nevada, California and Florida. In all locations, Rhythm Relief will be fundraising for itself.

Part VIII, Line 12b, Name the foreign countries and regions within the countries in which you operate:

Rhythm Relief intends to provide services to victims of the recent disaster in Japan, specifically the Tohoku region.

Part VIII, Line 12c, Describe your operations in each country and region in which you operate:

Attachment to Form 1023, Page 9

Japan

Rhythm Relief intends to provide workshops in body percussion and music performance free of charge to children affected by the March 11, 2011 disaster in Japan. Rhythm Relief also intends to give grants to local organizations that qualify as exempt organizations under the section 501 (c) (3) of the Internal Revenue Code.

We intend to raise funds to further our exempt activities through benefit workshops taught in Tokyo, and possibly other cities. We have benefits scheduled for early July 2011 in Tokyo. Additionally, Rhythm Relief intends to raise funds in Japan via its websites and the websites of partners. Rhythm Relief intends to continue with similar efforts in the future.

Rhythm Relief hopes to expand operations into other countries as the need arises.

Part VIII, Line 12d, Describe how your operations in each country and region further your exempt purposes:

Studies have shown that after disasters, physical group activities and tasks can be one of the best ways for children to cope with the stress of the aftermath. With many children displaced by the disaster in Japan, our operations are designed to help them meet friends in their new surroundings, while also giving them a creative physical activity. Together, they can make music to ease the transition to their new lives.

Rhythm Relief's operations in Japan will further our charitable mission by allowing us to directly help some of the victims of the March 11, 2011 disaster. We will also be conducting fundraising in Japan to help with the costs of this project. Our goal is to serve the needs of those affected by offering classes for children free of charge, to remove some of the stress in this difficult time. Additionally, Rhythm Relief intends to make grants to assist with the relief efforts there.

Part VIII, Line 13b, Describe how your grants, loans, or other distributions to organizations further your exempt purposes:

It is Rhythm Relief's mission to give relief to victims of poverty, disaster, and conflict. In the event Rhythm Relief's fundraising efforts provide a surplus of funds, Rhythm Relief intends to donate the surplus to other organizations directly involved in providing relief to victims of poverty, disaster, and conflict.

Part VIII, Line 13c, Do you have written contracts with each of these organizations:

We have not yet given any grants, loans, or distributions to any other organizations. Organizations that receive grant funding will have to sign this organization's Donation Application, copies of which are included in the "Foreign Donation Protocol" and "Domestic Donation Application" attached to this application.

Part VIII, Line 13d, Identify each recipient organization and any relationship between you and the recipient organization:

Rhythm Relief is a newly formed corporation and has not given any grants, loans, or distributions to any other organizations.

Attachment to Form 1023, Page 10

Part VIII, Line 13e, *Describe the records you keep with respect to the grants, loans, or other distributions you make:*

Rhythm Relief is a newly formed corporation and has not given any grants, loans, or distributions to any other organizations, nor created related records.

Once grants are made, we will require information including justification and how funding will be used and with whom, and interim and final reports on how funds have been utilized to support the exempt purpose of our organization. Expiry dates for use of funds and for return to us of unused funds will be included. We will seek feedback from intended end recipients, as to receipt of benefit from the grant vis-à-vis the grantee organization. All input and feedback pertaining to such grants will be documented in our records.

Part VIII, Line 13f, *Describe your selection process, including whether you do any of the following:*

i. *Do you require an application form:*

Rhythm Relief requires an application form from all potential grantees. A copy of this application is included in both the “Foreign Donation Protocol” and “Domestic Donation Application” which are attached to this application.

ii. *Do you require a grant proposal:*

The Grant proposal is a part of the application.

- Responsibilities are given for the grantee.
- Grant funds are required to be used exclusively for the stated purpose of the grant.
- Periodic written reports and a final written report on the use of the grant funds are required of the grantee.
- Grant funds may be recovered in the event of perceived misuse of the funds by the grantee.

Part VIII, Line 13g, *Describe your procedures for oversight of distributions that assure you the resources are used to further your exempt purposes, including whether you require periodic and final reports on the use of resources.*

Periodic interview of, and written reporting from, the grantee will be utilized to assess utilization of grant funds for our exempt purpose; in addition, we will seek feedback from those who are to receive benefit of the grant via the grantee.

Part VIII, Line 14b, *Provide the name of each foreign organization, the country and regions within a country in which each foreign organization operates, and describe any relationship you have with each foreign organization:*

Rhythm Relief is a newly formed corporation and has not established any relationships with any foreign organizations. In the event Rhythm Relief’s fundraising efforts provide a surplus of funds, Rhythm Relief intends to donate the surplus to other organizations, foreign and domestic, directly involved in relief to victims of poverty, disaster, and conflict, that qualify as exempt organizations under the section 501 (c) (3) of the Internal Revenue Code. An example of a likely organization to whom we would provide a grant would be the United Nations High Commissioner for Refugees.

Attachment to Form 1023, Page 11

Part VIII, Line 14c, *Does any foreign organization listed in line 14b accept contributions earmarked for a specific country or specific organization?*

The UNHCR accepts earmarked contributions, although it would not necessarily be Rhythm Relief’s intention earmark donations.

Part VIII, Line 14d, *Do your contributors know that you have ultimate authority to use contributions made to you at your discretion for purposes consistent with your exempt purposes:* Rhythm Relief intends to place the following statement on any printed donation solicitation materials, including websites, and to confer the following verbally in the case of personal donation solicitations:

“**Tax Exemption:** Rhythm Relief has ultimate authority to use contributions made to Rhythm Relief at Rhythm Relief’s discretion for purposes consistent with Rhythm Relief’s tax-exempt purposes, which are to provide arts workshops to those affected by disaster, conflict and poverty, and to provide emergency assistance to the same.”

Part VIII, Line 14e, *Do you or will you make pre-grant inquiries about the recipient organization:*

Rhythm Relief intends to make pre-grant inquiries of all potential grantees. Article 10, Section 1 of this organization’s bylaws calls for a review of any request for funds before a grant is made. We will consider awarding a grant to an organization only after assessing and determining if satisfactory interest, capability, track record and financial stability are apparent.

Part VIII, Line 14f, *Describe your procedures for oversight of distributions that assure you the resources are used to further your exempt purposes, including whether you require periodic and final reports on the use of resources.*

Our volunteer agents will assess compliance and effectiveness toward support of our exempt purpose. This will include the interview of the ultimate recipients as well as site visits by our volunteers. All distributions will be made according to Rhythm Relief’s “Foreign Donation Protocol”, which is attached to this application. We require a minimum of quarterly reports on the use of the granted funds and a final report detailing the project’s impact and the use of resources.

Part IX, Line 15, *Contributions, gifts, grants, and similar amounts paid out:*

As Rhythm Relief is a new organization, these numbers are a projection and no grants have yet been given out.

Part IX, Line 23, *Any expense not otherwise classified, such as program services:*

This estimated budget includes funds for transporting volunteers and providing a small per diem.

	2011	2012	2013
Per Diem	\$1000	\$1000	\$1000
Travel	\$4600	\$4600	\$4600

Works Cited

Gordon, Norma S., Farberow, Norman L., Maida, Carl A. *Children and Disasters*. Philadelphia: Brunner/Mazel, 1999. Print.

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Nickerson, Amanda B. et al.. *Identifying, Assessing, and Treating PTSD at School*. New York: Springer, 2009. Print.