



Food Assistance – Alternate 501(c)(3) Church Verification

Washington State Department of Agriculture (WSDA) Food Assistance (FA) programs require a participating food pantry or meal program to have current proof of 501(c)(3) status with the Internal Revenue Service (IRS). If a church does not have proof of 501(c)(3) status, they may be required to complete this form and obtain verification from a local elected official that the organization is recognized in the community as a church. Lead Agencies are authorized to request Sub Agencies complete this church verification form. A "church" may include conventions and associations of churches as well as integrated auxiliaries of a church.

Are either of the following true? If yes, please include applicable documentation.

- 1. The organization has applied to the IRS for 501(c)(3) status and been denied.
- 2. The organization has had its 501(c)(3) status revoked by the IRS.

The IRS uses 14 characteristics to determine whether an organization qualifies as a church. In accordance with this provision, the WSDA requires that a church without current proof of 501(c)(3) status declare that **at least 9** of these characteristics are evidenced by its program. Documentation of checked items must be provided where appropriate. The characteristics are as follows (please check all items that apply):

- 1. A distinct legal existence
- 2. A recognized creed and form of worship
- 3. A definite and distinct ecclesiastical government
- 4. A formal code of doctrine and discipline
- 5. A distinct religious history
- 6. A membership not associated with any other church or denomination
- 7. An organization of ordained ministers
- 8. Ordained ministers selected after completing prescribed courses of study
- 9. A literature of its own
- 10. Established places of worship
- 11. Regular congregations
- 12. Regular religious services
- 13. Sunday schools for religious instruction of the young
- 14. Schools for the preparation of its ministers

<p>As a duly authorized officer of _____, <small style="text-align: center;">Church Name</small></p> <p>I declare under penalty of perjury that this organization meets the above requirements indicated for the identification as a church.</p> <p>Signed: _____ <small style="text-align: center;">Signature of Pastor</small></p> <p>Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>	<p>As an elected official of _____, <small style="text-align: center;">Community/City Name</small></p> <p>I confirm to the best of my knowledge that the above organization meets the requirements indicated for the identification as a church.</p> <p>Signed: _____ <small style="text-align: center;">Signature of Elected Official</small></p> <p>Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>
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Food Pantry/Meal Program Information	
Pantry/Meal Program Name: _____	Director/Contact Name: _____