ANNUAL REPORT
2015

RESOURCES
- Staff
- Action & Advisory Committee
- Interns
- Board of Directors
- Donors
- Core Values

ACTIVITIES
- Low-Bono Legal Aid
- Nonprofit Incubator
- Research & Development
- Project Management
- Training & Education

OUTCOMES & IMPACT
- 3,000+ hours of pro and low bono legal help
- 3,500+ hours of applied research and development
- 30 volunteers on the Action & Advisory Committee
- 3,500+ volunteer hours
- 36 socially minded organizations in the Nonprofit Incubator and Social Change Accelerator
- $13,000+ donated to high-impact charities
- 5 public workshops and training opportunities
- 100 one-on-one technical assistance sessions
- 2 published articles
A NOTE FROM THE BOARD OF DIRECTORS

Dear Side Project Inc. Stakeholders,

Thank you for investing your time, talent and treasure in our organization and our mission of supporting grassroots social change in 2015. Over the past three years you have helped grow Side Project Inc. into a sustainable social enterprise. The collective impact of each of our individual charitable side projects has made a large impact in the communities that we live and work in.

In 2015, we provided resources, training and technical assistance to nonprofit leaders and social change agents in Florida and Pennsylvania. We support, incubate and accelerate the work of these people by following an Asset Based Community Development strategy (See http://www.abcdinstitute.org/). Using this strategy, we seek to build on and support community assets and work to mobilize individuals, associations and institutions to come together to build on to their existing assets. This approach focuses on the potential of a community, not its deficits. Many communities address social and economic problems with only a small portion of the community's total capacity. This is the challenge and opportunity of community engagement. Our strategy starts with the assumption that EVERYONE IN A COMMUNITY HAS SOMETHING TO OFFER.

Our work supports individuals, organizations and institutions focused on social change as they try to begin to identify, utilize and add to the existing assets of a community. Our resources, training and technical assistance focuses on:

1. The Rules, Regulations and Laws Impacting Social Change Efforts
2. Community Organizing & Development Strategies
3. Inclusion Of ALL People In The Community
4. Evaluation & Outcome Measurement

We continue to build social capital as an organization. In 2015, we were active in a variety of community groups including The Florida Bar Public Interest Law Section, the Pittsburgh Urban Magnet Project (PUMP), The Pennsylvania Association of Nonprofit Organizations, the Greater Erie Chamber of Commerce, and The Bayer Center for Nonprofit Management.

Thank you for your support and please enjoy our story,

Jeff Fromknecht
Chairman of the Board
EXECUTIVE SUMMARY

Side Project Inc. is a 501(c)(3) tax-exempt nonprofit organization. Our mission is to promote social justice and social change by linking micro-assets to the macro-environment. We combine the philosophy of social work with the tools of the law to incubate and develop grassroots projects focused on social change.

Side Project is led by co-founder and Chief Executive Officer Jeff Fromknecht, who received his M.S.W. from the University of Pittsburgh School of Social Work. A social worker turned attorney, Jeff received his J.D. from Duquesne University School of Law in 2012. He is licensed to practice law in Florida, Pennsylvania, and the United States Tax Court. Jeff has worked at nonprofits his whole career and has more than 12 years of experience working at health and human service nonprofits.

Major Accomplishments

Legal Counsel for 36 Nonprofit Organizations and Grassroots Projects

- Obtained 501(c)(3) status for 9 nonprofit organizations
- Fundraising Legal Issues
- State Charitable Organization Registration & Compliance Issues
- Executive Compensation Issues
- Social Enterprise Issues
- Corporate Governance Issues
- Contract Review
- General Counsel

Applied Research & Evaluation

- Community Based Exploratory Research focused on identifying emerging organization best practices for building inclusive communities
- Program Evaluation of CLASS Kids Vocational Ventures Project
- Logic Model Development for more than 12 projects

Development of Educational Materials & Presentations on:

- The Inclusion of People with Disabilities in the Community
- Understanding State and Federal Legal and Tax Issues Impacting 501(c)(3) Nonprofit Organizations
- How to Start a Nonprofit Organization and Apply for Tax-Exempt Status
- Using Logic Models and Documenting Social Impact
- Ethical Implications of Pro Bono Legal Work
- Legal Responsibilities of the Nonprofit Board of Directors
CLIENTS & PROJECTS

During the past year, Side Project has provided more than 6,500 hours of resources, training and technical assistance to nonprofit leaders and social change agents in Florida and Pennsylvania. We worked with more than 36 socially minded projects and organizations in Western Pennsylvania and South Florida.

**Pennsylvania Clients**

- The Arts for Autism Foundation of Pittsburgh
- Childhood Apraxia of Speech Association of North America
- Community Living and Support Services (CLASS)
- Collective Legacy Project
- The Entertainment Consortium
- Evolve Coaching, Inc.
- Face2Face Healing
- Fallen Soldiers Picnic
- Gateway Horseworks
- Global Sisterhood, Inc.
- Hiram Grand Lodge AF&AM Inc.
- The Interdependence Network
- Innovation Collaboration
- Mothers Against Teen Violence (MATV)
- Mars Area Youth Wrestling Club
- National Scenic Visitors Center
- Pet Connection Inc.
- Project for Human Development
- Steel City Beard and Mustache Club
- Shared Hope for Orphans
- TailGREAT
- The Que Abides
- The Matt Arch Foundation
- Wilkinsburg Christian Housing, Inc.

**Florida Clients**

- American Disabilities Foundation
- A True Jewel, Inc.
- Lutheran Services of Florida
- Friends & Stars, Inc.
- The George Snow Scholarship Fund
- Hope 4 Mobility
- HOPE Outreach Center Inc.
- Perks & Moore
- South Florida Link Coalition
- TailGREAT
- Tigerlili Resources
- Unicorn Children’s Foundation

© 2016 Side Project Inc. All Rights Reserved
Our work is rooted in a set of core values. These core values (listed above) are the foundation of Side Project’s unique purpose and perspective. The primary mission of Side Project Inc. is to enhance community well-being, with particular attention to the needs and empowerment of people who are vulnerable, oppressed and living in poverty. Fundamental to our work is attention to the environmental forces that create, contribute to and address societal issues. We support organizations that are attempting to impact systemic and macro-level change.
A major factor to Side Project’s success this year has been the Action & Advisory Committee. The Action & Advisory Committee is Side Project’s volunteer corps and harnesses the power and energy of over 30 young (and young-at-heart) professionals who want to give back to the community by taking on a charitable side project. The volunteer corps has an eclectic background, including social work, law, nonprofit administration, grant administration, business administration, computer science, accounting, marketing, fundraising and education. The Action & Advisory Committee logged more than 3,500 volunteer hours in 2015, helping out on projects in Pennsylvania and Florida.
# Action & Advisory Committee
## 2015 Members

### Erie
- Nate Bish
- Paul Causgrove
- Jean Causgrove
- Sean Causgrove
- Steve Fetzner, Esquire
- Dan Fromknecht
- Ken Fromknecht
- Mary Fromknecht
- Frank McGrath
- Will Law
- Chris Thomas
- Corinne Thomas
- Brett Wiler
- Steve Zoni

### Pittsburgh
- Lauren Arnita
- David Brown, MBA
- Sara Brown
- Adam Causgrove
- Chelsea Causgrove
- Christine Serra Cornell, Esquire
- Troy Crumrine, Esquire
- Joe Dopirak
- Jerome Fitzgerald
- Sally Joe Guzik
- Brandon Keller, Esquire
- Nick Koch, Esquire
- Bethy Mackin
- Andrew Miskowiec
- Angel Pappalardo, MPA
- Garret Young

### Palm Beach County
- William Colangelo
- Mike Colangelo
- Michelle N. DeLong, Esquire
- Anne Fromknecht
- Susan George
- Dave George
- Brad Gies
- Nolan King
- Valerie Mock
- Henry Norwood
- Leighton Regis
- Erick Solms
- Phil Staff
- Pam Tatti
- Loren Varvarigos

### Cleveland
- Mark Kujawinski
- Pete Waldinger

### Scranton
- Athena Aardweg
- Ted Casey, Esquire

### Virginia/DC
- Nicole DiMario
- Gabriela Steier, Esquire
COMMUNITY AFFILIATIONS

Our staff and volunteers have a strong passion for civic engagement. We are active and contributing members of the following community groups and associations:

FLORIDA
Florida Bar – Public Interest Law Section
Delray Beach Estate Planning Council
George Snow Scholarship Fund – Scholars Council
Boynton Beach Parks & Recreation Department
Adopt-a-Park Program

PENNSYLVANIA
Forbes Fund Consultant Directory
Greater Erie County Chamber of Commerce
Pennsylvania Bar Association
Pennsylvania Association of Nonprofit Organizations
Pittsburgh Urban Magnet Project
St. James Church Festival

NATIONAL
Association of Community Organizing & Social Administrators
Fiscal Sponsorship Directory
National Legal Aid and Defenders Association
National Council of Nonprofits
NCS Services Inc.
Here at Side Project, we take fun and games very seriously. In 2015, we hosted four community TailGREAT parties. The TailGREAT is a tailgate themed fundraiser and friendraiser. These events are not only fundraisers, raising dollars for great nonprofits, but they also bring together millennials and baby-boomers who share a common interest and passion for doing great things for their community. The events are planned around a sporting event or concert with all of the proceeds of the event supporting local charities in each TailGREAT community. Since 2008, thousands of people have attended and more than $20,000 has been raised and donated to charity.

This year our events included the Erie TailGREAT, the Mercyhurst TailGREAT, the Pittsburgh TailGREAT, and the West Palm Beach TailGREAT.

Volunteers for the events included Dan Fromknecht, Adam Causgrove, Chelsea Causgrove, Sean Causgrove, Mary Fromknecht, Ken Fromknecht, Anne Fromknecht, Jeff Fromknecht, Jean Causgrove, Paul Causgrove, Patty Nguyen, Steve Fetzner, Dave Brown, Sara Brown, Nick Koch, Kelly Boland, Brett Wiler, Mark Kujawinski, Andrew Miskowiec, Tim Grow, Chris Thomas, Corinne Thomas, Nolan King, Robert Urso, Mike Colangelo, William Colangelo, Loren Varvarigos, Nicole DiMario Joe Dopirak, Garret Young, Steve Zoni, Will Scheider, Shawn Adamczyk, Frank McGrath and Bethy Mackin.
SUNDAY FUNDAYS: BOYNTON BEACH BARRIER FREE PARK

Park Clean Up Project

In 2015, Side Project partnered with the City of Boynton Beach’s Parks and Recreation Department to adopt Barrier Free Park. The park is designed to accommodate people of all ages and abilities on an equal level. Every other month a group of 5-10 volunteers get together to clean up trash at the park. We provide grabbers, garbage bags, Side Project T-shirts and the first round of beers following the clean-up.

Volunteers for the events included Jeff Fromknecht, Anne Fromknecht, Nolan King, William Colangelo, Mike Colangelo, Susan George, Dave George, Loren Varvarigos, Valerie Mock, Pam Tatti and Rob Urso.
THE ST. JAMES FESTIVAL BEAN BAG TOSS TOURNAMENT

This annual event, which Side Project sponsors, takes place in August at the St. James Church Festival. It raises money for the church’s programs and St. James Elementary School. Board Member Dan Fromknecht chairs the event and has secured several sponsors including:

Hertel and Brown
Physical Therapy
Doleski Orthodontics
Brandel Painting
Hess Landscaping
Kris Hess
Causgrove Family

Volunteers included Dave Brown, Sara Brown, Jeff Fromknecht, Dan Fromknecht, Dick Bargielski, Sean Causgrove, Kiley Mier and Amanda Wiertel.

Congratulations to the 2016 Champions Ben Ladaika and Jake Van Slyke!
2016 STRATEGIC VISION & GOALS

The Legal Services Fund

This is a Board of Directors restricted fund that is dedicated to providing funds for legal, development and related administrative supports to small nonprofits (organizations with revenue less than $150,000.00). The goal of the legal services fund is to raise funds to allow Side Project to hire legal and administrative support. The fundraising strategy includes both online website fundraising, crowd funding and word of mouth. Internally, an amount equal to 5% of all revenue in 2016 will be invested in the Fund.

Lawyers4Nonprofits

Lawyers4Nonprofits is a new division of Side Project with the goal of providing continuing legal education courses to lawyers who serve on the Board of Directors of a Nonprofit. Courses are designed for civically engaged lawyers and focus on Nonprofit Corporate and Tax Law Issues, Nonprofit Fundraising Legal Issues, Ethical Issues in Pro Bono Work, Social Enterprise Law and Board Duties and Responsibilities. In 2016, we will be working to offer accredited Continuing Legal Education (CLE) credits for lawyers in both Pennsylvania and Florida. In 2016, our goal is to host at least six lunch-and-learn style CLE courses.

As always, we are looking to continue to develop connections within the communities we work in. In the upcoming year, Side Project staff and volunteers will stay focused on getting more involved in our local communities. The heart of what we do will always be to benefit our local communities, but our larger focus is to impact change on a macro level. Our first three years have been eye-opening, humbling, rewarding, and, ultimately, very successful, but it is just the framework upon which we hope to build a bigger and better network to serve the community. Please join us as we continue to do great things.
2015 MAJOR DONORS

QUANTUM FOUNDATION
West Palm Beach, FL

ASMC INVESTMENT LLC
Pittsburgh, PA

WAHL
National

RUSSELL C. SCHMIDT & SON FUNERAL HOME, INC
Erie, PA

PHILIP STAFF, CRPC®
West Palm Beach

BRAD GIES, ESQUIRE
West Palm Beach
## 2015 Financial Report

### Profit and Loss
January - December 2015

<table>
<thead>
<tr>
<th>Revenue</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Contributions, gifts, grants and similar amounts</td>
<td>$39,505</td>
</tr>
<tr>
<td>Donations</td>
<td></td>
</tr>
<tr>
<td>Fundraising Events</td>
<td>$21,522</td>
</tr>
<tr>
<td>Program Service Revenue</td>
<td>$63,411</td>
</tr>
<tr>
<td>Other</td>
<td>$138</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>$124,576</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Expenses</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Charitable Contributions</td>
<td>$13,657</td>
</tr>
<tr>
<td>Program Expenses</td>
<td></td>
</tr>
<tr>
<td>Workshops</td>
<td>$4,520</td>
</tr>
<tr>
<td>Staff &amp; Subcontractors</td>
<td>$38,834</td>
</tr>
<tr>
<td>General Program Expenses (Office, Phone, Supplies)</td>
<td>$12,925</td>
</tr>
<tr>
<td>PR &amp; Advertising</td>
<td>$8,681</td>
</tr>
<tr>
<td>Fundraising Expenses</td>
<td>$20,550</td>
</tr>
<tr>
<td>General and Admin Expenses</td>
<td></td>
</tr>
<tr>
<td>Insurance</td>
<td>$4,478</td>
</tr>
<tr>
<td>Bank Charges</td>
<td>$356</td>
</tr>
<tr>
<td>Licenses, Dues, Subscriptions</td>
<td>$1,321</td>
</tr>
<tr>
<td>Accounting Fees</td>
<td>$2,050</td>
</tr>
<tr>
<td><strong>Total Expenses</strong></td>
<td><strong>$120,900</strong></td>
</tr>
<tr>
<td>Revenue in Excess of Expenses</td>
<td><strong>$4,169</strong></td>
</tr>
</tbody>
</table>

### Statement of Assets, Liabilities and Net Assets (Unaudited)
(Cash Basis)
December 31, 2015

<table>
<thead>
<tr>
<th>ASSETS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Assets</td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>$36,914</td>
</tr>
<tr>
<td><strong>Total Current Assets</strong></td>
<td>36,914</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>$36,914</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>LIABILITIES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Current Liabilities</td>
<td></td>
</tr>
<tr>
<td>Credit Cards</td>
<td>$2,288</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>2,288</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td>$2,288</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NET ASSETS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Unrestricted</td>
<td>7,533</td>
</tr>
<tr>
<td>Permanently restricted</td>
<td>27,093</td>
</tr>
<tr>
<td><strong>Total Net Assets</strong></td>
<td>34,626</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES AND NET ASSETS</strong></td>
<td>$36,914</td>
</tr>
</tbody>
</table>
2015-2017 BOARD OF DIRECTORS & OFFICERS

Jeffrey Fromknecht, MSW, Esquire
Chief Executive Officer & Chairman of the Board of Directors
Attorney at Law, Side Project Inc.

David Brown, MBA
Chief Financial Officer & Treasurer of the Board of Directors
Controller, Community Living and Support Services

Nathan Bish, MBA
Board of Directors
Compensation Analyst, Erie Insurance Exchange

Ted Casey, Esquire
Board of Directors
Family Law Attorney CLRP

Adam Causgrove
Chief Community Officer
Corporate Relations Associate, Medical and Health Sciences Foundation

Nicole DiMario
Board of Directors
Language Arts Teacher, Loudoun County Public Schools

Stephen Fetzner, Esquire
Board of Directors
Associate, Knox McLaughlin Gornall & Sennett, P.C.

Daniel Fromknecht
Board of Directors
Graduate Assistant, Shriners Hospital for Children

Nicholas Koch, Esquire
Board of Directors
Managing Associate, Frost Brown Todd LLC

Andrew Miskowiec
Officer at Large
Bartender, Full Pint Brewery

Kelsey Ripper, Esquire
Board of Directors
Director, Microenterprise Project at Volunteers of Legal Service
For More Information on Side Project Inc., please contact:

Jeffrey Fromknecht, MSW  
Managing Attorney

FLORIDA OFFICE  
980 North Federal Hwy  
Suite 110  
Boca Raton, Florida 33432  
561-755-7433  
(By Appt. Only)

PITTSBURGH OFFICE  
1400 S. Braddock Ave  
Pittsburgh, Pennsylvania 15218  
800-330-5807  
(By Appt. Only)

SideProjectinc.org  
Facebook.com/Sideprojectinc  
@sideprojectinc