

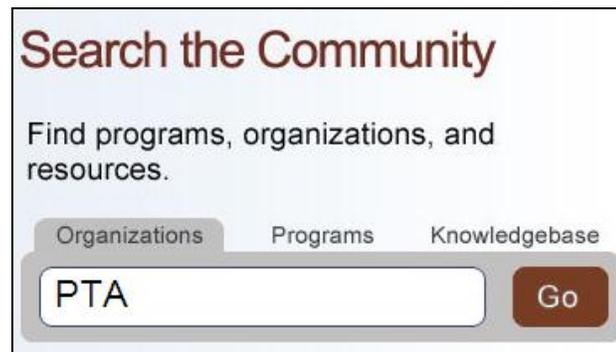
The Community Platform

Organization Update

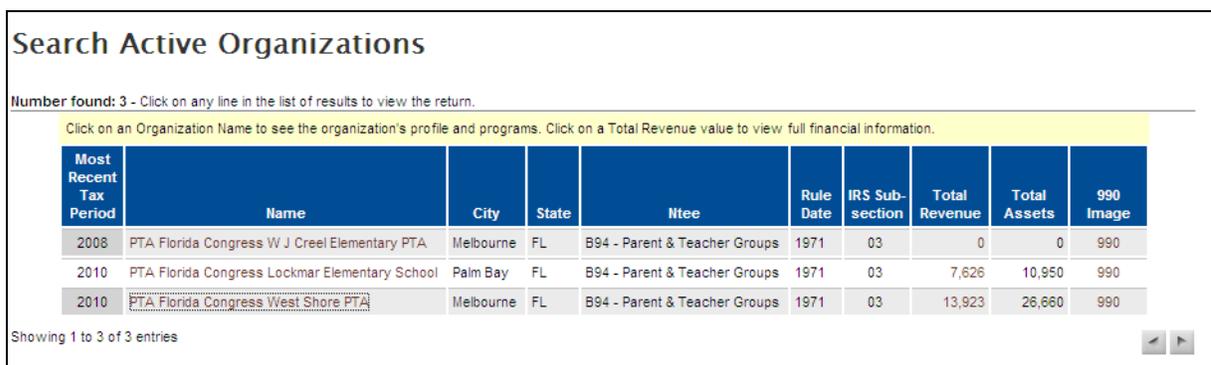
You can add, update or modify information on organization's using the National Center for Charitable Statistics' **Community Platform**. The additional information provided will allow community members and donors to quickly view programs, locate services, and get involved!

Follow these steps to update your information today:

1. Log-in using your Username and Password (If you are not yet registered, select register from the menu options).
2. Locate the organization you wish to update (Search using the Search the Community tool).



3. Select the name of the organization from the search results; this will bring you to the organization's details.



| Most Recent Tax Period | Name | City | State | Mtee | Rule Date | IRS Sub-section | Total Revenue | Total Assets | 990 Image |
|------------------------|--|-----------|-------|-------------------------------|-----------|-----------------|---------------|--------------|-----------|
| 2008 | PTA Florida Congress W J Creel Elementary PTA | Melbourne | FL | B94 - Parent & Teacher Groups | 1971 | 03 | 0 | 0 | 990 |
| 2010 | PTA Florida Congress Lockmar Elementary School | Palm Bay | FL | B94 - Parent & Teacher Groups | 1971 | 03 | 7,626 | 10,950 | 990 |
| 2010 | PTA Florida Congress West Shore PTA | Melbourne | FL | B94 - Parent & Teacher Groups | 1971 | 03 | 13,923 | 26,660 | 990 |

4. Before you can update information you need to associate yourself with the organization. At the bottom of the organization's page, click on "set association."

Are you associated with this organization? If yes, set association.

5. In the pop-up window, select your association (Officer, Member, Community Member, No association) from the drop-down menu and click Submit.

Set Organization Association

Please tell us your association with the organization

Organization: PTA Florida Congress West Shore PTA

Association: Select One

Submit Cancel

*Secondary source might be required to confirm the association

6. You can now edit an organization's information!
 - a. **Basic information:** To edit generic information about an organization such as address, phone number, or NTEE code, select the "Overview" tab, then select the "Edit" button.

PTA Florida Congress West Shore PTA
Melbourne, FL 32935

Legend:
☑ = IRS provided data
👤 = User submitted data
🔒 = Admin submitted data

Overview Programs Form 990 Filings Officials Events Report An Error/Feedback

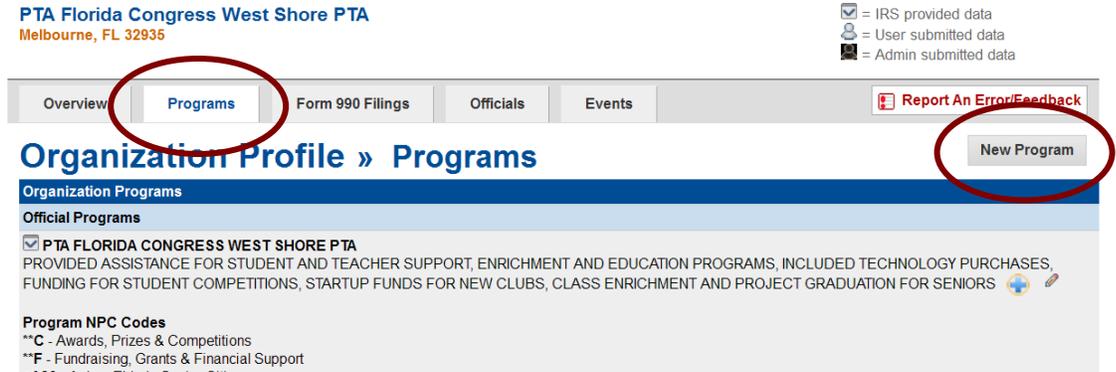
Organization Overview Edit Shared Resources

Organization Details

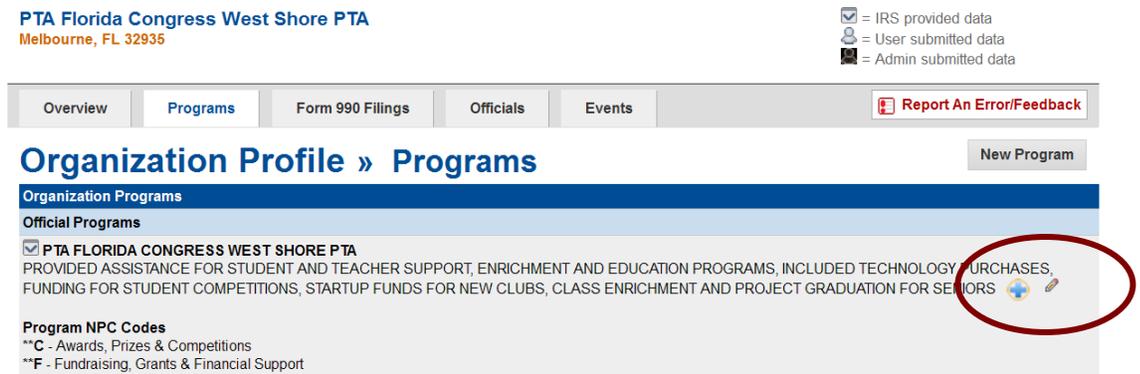
| | |
|---|---|
| EIN: | 593542328 |
| Secondary Name: | West Shore PTA -- Google |
| Location: <input checked="" type="checkbox"/> | 250 Wildcat Aly Melbourne, FL 32935 |
| County: | Brevard County |
| Ruling Date: | 1971 (Approximate year when founded) |
| IRS Type: | 501(c)(3) - Public charity: Religious, educational, charitable, scientific, and literary organizations... |
| Legal basis for public charity or private foundation status (FNDNCD): | 15 - Organization with a substantial portion of support from a governmental unit or the general public |
| NTEE: <input checked="" type="checkbox"/> | B94 - Parent & Teacher Groups |
| Most recently completed fiscal year (TAXPER) | 06/2010 |
| Total Revenue | \$13,923 |

b. **Programs:** To add, modify, or delete an organization’s program(s), select the “Programs” tab.

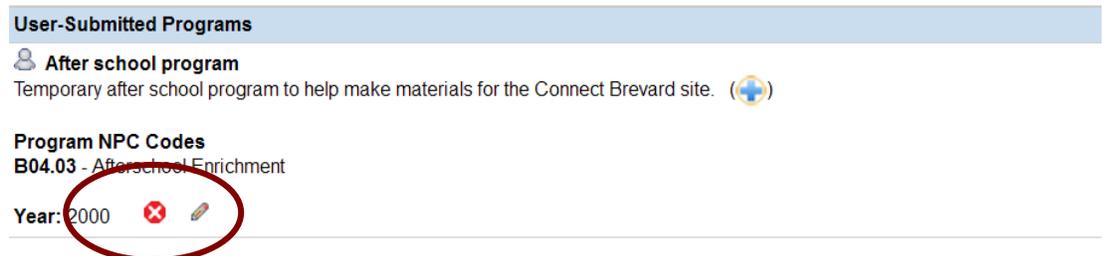
i. **Add program:** To add a new program, select the “New Program” button.



ii. **Edit program:** To edit an existing program, select the pencil icon following the program description. (Clicking on the plus sign will give you more detailed information about the program).



iii. **Delete program:** To delete a program, select the Red X at the end of the program information.



- c. **Officials:** To add or modify an organization’s officers or board members, select the “Officials” tab, and then select the “New Official” button.

PTA Florida Congress West Shore PTA
Melbourne, FL 32935

= IRS provided data
 = User submitted data
 = Admin submitted data

Overview | Programs | Form 990 Filings | **Officials** | Events | [Report An Error/Feedback](#)

Officials/Officers Within This Organization [New Official](#)

| Name | Title/Position | Contact | Updated |
|---|---|---------|---------|
| <input checked="" type="checkbox"/> Kathy Crain | President (salary: \$0, benefits: \$0) | | 2010 |
| <input checked="" type="checkbox"/> Jennifer Cope | President (salary: \$0, benefits: \$0) | | 2008 |

- d. **Events:** To add or modify an organization’s event calendar, select the “Events” tab, and then select the “New Event” button.

PTA Florida Congress West Shore PTA
Melbourne, FL 32935

= IRS provided data
 = User submitted data
 = Admin submitted data

Overview | Programs | Form 990 Filings | Officials | **Events** | [Report An Error/Feedback](#)

Events for This Organization [New Event](#)

« Prev Next »

| September, 2011 | | | | | | |
|-----------------|--------|---------|-----------|----------|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |

Questions? Please contact NCCS at NCCS@urban.org or 202-261-5536