



ADDITIONAL RESOURCES

The National PTA *Local PTA Leader Kit's* finance section has a wealth of information. Create an account at **PTA.org** to access other resources such as E-Learning courses. National PTA has gathered several articles relating to basic financial management to help you effectively run your PTA and fulfill your goals while maintaining fiscal responsibility.

Refer to the LAPTA site at **LouisianaPTA.org/treasurer** for up-to-date information, forms, and training. Contact the LAPTA Treasurer at Treasurer@LouisianaPTA.org with any questions.

The Internal Revenue Service website is **IRS.gov**. The “charities and non-profits” section is especially helpful to PTAs and allows downloading of forms and instructions as well as informational brochures. One of the most useful is Publication 4221, “Compliance Guide for 501(c)(3) Tax-Exempt Organizations” which addresses records, what should be kept, and for how long.