

**COMMUNITY ENTERPRISE CLINIC  
BOSTON COLLEGE LEGAL SERVICES LAB**

By Certified Mail: 7019 1120 0002 0449 6750

March 4, 2020

Internal Revenue Service  
P.O. Box 192  
Covington, KY 41012-0192

Re: Boston Postdoctoral Association, Inc.  
EIN: 84-2151162

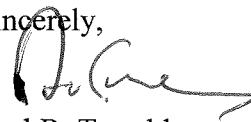
Dear Internal Revenue Service:

On behalf of Boston Postdoctoral Association, Inc. I submit to you its completed Form 1024 seeking a determination of its 501(c)(6) tax-exempt status. Enclosed please find the following:

1. Form 8718 and the applicable user fee (\$600.00);
2. Form 2848 *Power of Attorney and Declaration of Representation*;
3. Form 1024 *Application for Recognition of Exemption*;
4. Articles of Organization (conformed copy);
5. Bylaws of Corporation; and
6. Form 1024 Attachments.

Thank you for your consideration of this application.

Sincerely,



Paul R. Tremblay  
Attorney at Law

(Rev. March 2018)

Department of the Treasury  
Internal Revenue Service

### User Fee for Exempt Organization Determination Letter Request

▶ Attach this form to determination letter application.  
(Form 8718 is NOT a determination letter application.)  
▶ Go to [www.irs.gov/Form8718](http://www.irs.gov/Form8718) for the latest information.

OMB No. 1545-1798

For  
IRS  
Use  
Only

Control number \_\_\_\_\_  
Amount paid \_\_\_\_\_  
User fee screener \_\_\_\_\_

Name of organization

Employer Identification Number

**Boston Postdoctoral Association, Inc.**

**84-2151162**

**Caution:** Do not attach Form 8718 to an application for a pension plan determination letter. Use Form 8717 instead.

**1 Type of request**

**Fee**

- a  Application for recognition of exemption under section 501 or under section 521 from organizations (other than pension, profit-sharing, and stock bonus plans described in section 401). Enter the applicable fee amount . . . . . ▶ \$ 600 **\$600**
- b  Group exemption letters . . . . . ▶ \$ \_\_\_\_\_

Section references are to the Internal Revenue Code, unless otherwise noted.

### Instructions

The law requires payment of a user fee with each application for a determination letter. For more information, see Rev. Proc. 2018-5, 2018-1 I.R.B. 233, or latest annual update, available on IRS.gov.

Check only one box on line 1 for the type of application you are submitting. Then, enter the appropriate user fee amount in the space provided.

**Caution:** The application will not be processed without payment of the proper user fee.

Attach to Form 8718 a check or money order payable to the "United States Treasury" for the full amount of the user fee. If you do your application with Form 8718 to your application.

Generally, only if the Int declines to is

### Where To File

Send the determination letter application and Form 8718 to:

Internal Revenue Service  
P.O. Box 12192  
Covington, KY 41012-0192

### Who Should File

Organizations applying for federal income tax exemption, other than filers of Form 1023, Application for Recognition of Exemption Under Section 501(c)(3), or Form 1023-EZ (filed only electronically), should file Form 8718.

**Paperwork Reduction Act Notice.** We ask for the information on this form to carry out the Internal Revenue laws of the United States. If you want your organization to be recognized as tax-exempt by the IRS, you

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. The rules governing the confidentiality of Form 8718 are covered in section 6104.

The time needed to complete and file this form will vary depending on individual circumstances. The estimated average time is 5 minutes. If you have suggestions for making this form simpler, we would be happy to hear from you. You can send us comments from [IRS.gov/FormComments](http://IRS.gov/FormComments). Or you can send your comments to the Internal Revenue Service, Tax Forms and Publications, 1111 Constitution Ave. NW, Washington, DC 20224. Do not send us money or stamps. Instead, see

**BOSTON POSTDOCTORAL ASSOCIATION INC.**

DATE JAN. 26, 2020

PAY TO THE ORDER OF

UNITED STATES TREASURY

\$ 600.00

**8718** (Rev. 3-2018)

SIX HUNDRED

DOLLARS Security Features Included. Details on Back.

MEMO

FEES FOR FORM 1024

MP



## Power of Attorney and Declaration of Representative

OMB No. 1545-0150

For IRS Use Only

Received by: \_\_\_\_\_

Name \_\_\_\_\_

Telephone \_\_\_\_\_

Function \_\_\_\_\_

Date / /

▶ Go to [www.irs.gov/Form2848](http://www.irs.gov/Form2848) for instructions and the latest information.

**Part I** **Power of Attorney**

**Caution:** A separate Form 2848 must be completed for each taxpayer. Form 2848 will not be honored for any purpose other than representation before the IRS.

**1 Taxpayer information.** Taxpayer must sign and date this form on page 2, line 7.

Taxpayer name and address  <b>Boston Postdoctoral Association, Inc.</b> <b>76 South Street #1, Jamaica Plain, MA 02130</b>	Taxpayer identification number(s) <p style="text-align: center;"><b>842151162</b></p> Daytime telephone number _____ Plan number (if applicable) _____
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hereby appoints the following representative(s) as attorney(s)-in-fact:

**2 Representative(s)** must sign and date this form on page 2, Part II.

Name and address  <b>Paul Tremblay</b> <b>Boston College Legal Service LAB</b> <b>885 Centre St., Newton, MA 02459</b> Check if to be sent copies of notices and communications <input type="checkbox"/>	CAF No. <u>0308-79025R</u> PTIN _____ Telephone No. <u>617-552-0256</u> Fax No. <u>617-552-0593</u> Check if new: Address <input type="checkbox"/> Telephone No. <input type="checkbox"/> Fax No. <input type="checkbox"/>
Name and address  _____ Check if to be sent copies of notices and communications <input type="checkbox"/>	CAF No. _____ PTIN _____ Telephone No. _____ Fax No. _____ Check if new: Address <input type="checkbox"/> Telephone No. <input type="checkbox"/> Fax No. <input type="checkbox"/>
Name and address  _____ (Note: IRS sends notices and communications to only two representatives.)	CAF No. _____ PTIN _____ Telephone No. _____ Fax No. _____ Check if new: Address <input type="checkbox"/> Telephone No. <input type="checkbox"/> Fax No. <input type="checkbox"/>
Name and address  _____ (Note: IRS sends notices and communications to only two representatives.)	CAF No. _____ PTIN _____ Telephone No. _____ Fax No. _____ Check if new: Address <input type="checkbox"/> Telephone No. <input type="checkbox"/> Fax No. <input type="checkbox"/>

to represent the taxpayer before the Internal Revenue Service and perform the following acts:

**3 Acts authorized (you are required to complete this line 3).** With the exception of the acts described in line 5b, I authorize my representative(s) to receive and inspect my confidential tax information and to perform acts that I can perform with respect to the tax matters described below. For example, my representative(s) shall have the authority to sign any agreements, consents, or similar documents (see instructions for line 5a for authorizing a representative to sign a return).

Description of Matter (Income, Employment, Payroll, Excise, Estate, Gift, Whistleblower, Practitioner Discipline, PLR, FOIA, Civil Penalty, Sec. 5000A Shared Responsibility Payment, Sec. 4980H Shared Responsibility Payment, etc.) (see instructions)	Tax Form Number (1040, 941, 720, etc.) (if applicable)	Year(s) or Period(s) (if applicable) (see instructions)
<b>501(c)(6) Tax Exemption</b>	<b>1024</b>	<b>2019</b>

**4 Specific use not recorded on Centralized Authorization File (CAF).** If the power of attorney is for a specific use not recorded on CAF, check this box. See the instructions for **Line 4. Specific Use Not Recorded on CAF**

**5a Additional acts authorized.** In addition to the acts listed on line 3 above, I authorize my representative(s) to perform the following acts (see instructions for line 5a for more information):  
 Access my IRS records via an Intermediate Service Provider;  
 Authorize disclosure to third parties;  Substitute or add representative(s);  Sign a return;

Other acts authorized: \_\_\_\_\_

**b Specific acts not authorized.** My representative(s) is (are) not authorized to endorse or otherwise negotiate any check (including directing or accepting payment by any means, electronic or otherwise, into an account owned or controlled by the representative(s) or any firm or other entity with whom the representative(s) is (are) associated) issued by the government in respect of a federal tax liability.

List any other specific deletions to the acts otherwise authorized in this power of attorney (see instructions for line 5b): \_\_\_\_\_

**6 Retention/revocation of prior power(s) of attorney.** The filing of this power of attorney automatically revokes all earlier power(s) of attorney on file with the Internal Revenue Service for the same matters and years or periods covered by this document. If you **do not** want to revoke a prior power of attorney, check here

**YOU MUST ATTACH A COPY OF ANY POWER OF ATTORNEY YOU WANT TO REMAIN IN EFFECT.**

**7 Signature of taxpayer.** If a tax matter concerns a year in which a joint return was filed, each spouse must file a separate power of attorney even if they are appointing the same representative(s). If signed by a corporate officer, partner, guardian, tax matters partner, partnership representative, executor, receiver, administrator, or trustee on behalf of the taxpayer, I certify that I have the legal authority to execute this form on behalf of the taxpayer.

**▶ IF NOT COMPLETED, SIGNED, AND DATED, THE IRS WILL RETURN THIS POWER OF ATTORNEY TO THE TAXPAYER.**

*Ian Mahar*

Nov. 26, 2019.

President

Signature

Date

Title (if applicable)

Ian Mahar

Boston Postdoctoral Association, Inc.

Print Name

Print name of taxpayer from line 1 if other than individual

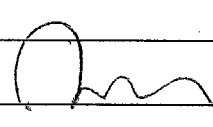
**Part II Declaration of Representative**

Under penalties of perjury, by my signature below I declare that:

- I am not currently suspended or disbarred from practice, or ineligible for practice, before the Internal Revenue Service;
- I am subject to regulations contained in Circular 230 (31 CFR, Subtitle A, Part 10), as amended, governing practice before the Internal Revenue Service;
- I am authorized to represent the taxpayer identified in Part I for the matter(s) specified there; and
- I am one of the following:
  - a Attorney—a member in good standing of the bar of the highest court of the jurisdiction shown below.
  - b Certified Public Accountant—a holder of an active license to practice as a certified public accountant in the jurisdiction shown below.
  - c Enrolled Agent—enrolled as an agent by the Internal Revenue Service per the requirements of Circular 230.
  - d Officer—a bona fide officer of the taxpayer organization.
  - e Full-Time Employee—a full-time employee of the taxpayer.
  - f Family Member—a member of the taxpayer's immediate family (spouse, parent, child, grandparent, grandchild, step-parent, step-child, brother, or sister).
  - g Enrolled Actuary—enrolled as an actuary by the Joint Board for the Enrollment of Actuaries under 29 U.S.C. 1242 (the authority to practice before the Internal Revenue Service is limited by section 10.3(d) of Circular 230).
  - h Unenrolled Return Preparer—Authority to practice before the IRS is limited. An unenrolled return preparer may represent, provided the preparer (1) prepared and signed the return or claim for refund (or prepared if there is no signature space on the form); (2) was eligible to sign the return or claim for refund; (3) has a valid PTIN; and (4) possesses the required Annual Filing Season Program Record of Completion(s). **See Special Rules and Requirements for Unenrolled Return Preparers in the instructions for additional information.**
  - k Qualifying Student—receives permission to represent taxpayers before the IRS by virtue of his/her status as a law, business, or accounting student working in an LITC or STCP. See instructions for Part II for additional information and requirements.
  - r Enrolled Retirement Plan Agent—enrolled as a retirement plan agent under the requirements of Circular 230 (the authority to practice before the Internal Revenue Service is limited by section 10.3(e)).

**▶ IF THIS DECLARATION OF REPRESENTATIVE IS NOT COMPLETED, SIGNED, AND DATED, THE IRS WILL RETURN THE POWER OF ATTORNEY. REPRESENTATIVES MUST SIGN IN THE ORDER LISTED IN PART I, LINE 2.**

**Note:** For designations d-f, enter your title, position, or relationship to the taxpayer in the "Licensing jurisdiction" column.

Designation— Insert above letter (a-r).	Licensing jurisdiction (State) or other licensing authority (if applicable).	Bar, license, certification, registration, or enrollment number (if applicable).	Signature	Date
a	MA	543147		11/31/19

**Application for Recognition of Exemption  
Under Section 501(a)**

OMB No. 1545-0057  
If exempt status is approved,  
this application will be open  
for public inspection.

Go to [www.irs.gov/Form1024](http://www.irs.gov/Form1024) for instructions and the latest information.

Read the instructions for each Part carefully. **A User Fee must be attached to this application.**  
If the required information and appropriate documents are not submitted along with Form 8718 (with payment of the appropriate user fee), the application may be returned to the organization.

**Complete the Procedural Checklist that follows the form.**

**Part I. Identification of Applicant** Must be completed by all applicants; also complete appropriate schedule.  
Submit only the schedule that applies to your organization. Do not submit blank schedules.

Check the appropriate box below to indicate the section under which the organization is applying:

- a  Section 501(c)(2)—Title holding corporations (Schedule A)
- b  Reserved for future use
- c  Section 501(c)(5)—Labor, agricultural, or horticultural organizations (Schedule C)
- d  Section 501(c)(6)—Business leagues, chambers of commerce, etc. (Schedule C)
- e  Section 501(c)(7)—Social clubs (Schedule D)
- f  Section 501(c)(8)—Fraternal beneficiary societies, etc., providing life, sick, accident, or other benefits to members (Schedule E)
- g  Section 501(c)(9)—Voluntary employees' beneficiary associations (Parts I through IV and Schedule F)
- h  Section 501(c)(10)—Domestic fraternal societies, orders, etc., not providing life, sick, accident, or other benefits (Schedule E)
- i  Section 501(c)(12)—Benevolent life insurance associations, mutual ditch or irrigation companies, mutual or cooperative telephone companies, or like organizations (Schedule G)
- j  Section 501(c)(13)—Cemeteries, crematoria, and like corporations (Schedule H)
- k  Section 501(c)(15)—Mutual insurance companies or associations, other than life or marine (Schedule I)
- l  Section 501(c)(17)—Trusts providing for the payment of supplemental unemployment compensation benefits (Parts I through IV and Schedule J)
- m  Section 501(c)(19)—A post, organization, auxiliary unit, etc., of past or present members of the Armed Forces of the United States (Schedule K)
- n  Section 501(c)(25)—Title holding corporations or trusts (Schedule A)

<b>1a</b> Full name of organization (as shown in organizing document)		<b>2</b> Employer identification number (EIN) (if none, see <b>Specific Instructions</b> )
Boston Postdoctoral Association, Inc.		8 4   2 1 5 1 1 6 2
<b>1b</b> c/o Name (if applicable)		<b>3</b> Name and telephone number of person to be contacted if additional information is needed
<b>1c</b> Address (number and street)	Room/Suite	
76 South Street	#1	
<b>1d</b> City, town or post office, state, and ZIP + 4. If you have a foreign address, see <b>Specific Instructions</b> for Part I.		Paul Tremblay ( 617 ) 552-0248
Jamaica Plain, MA 02130		<b>5</b> Date incorporated or formed
<b>1e</b> Web site address	<b>4</b> Month the annual accounting period ends	
<a href="http://bostonpostdocs.org/">http://bostonpostdocs.org/</a>	December	June 21, 2019
<b>6</b> Did the organization previously apply for recognition of exemption under this Code section or under any other section of the Code? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," attach an explanation.		
<b>7</b> Has the organization filed Federal income tax returns or exempt organization information returns? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If "Yes," state the form numbers, years filed, and Internal Revenue office where filed.		

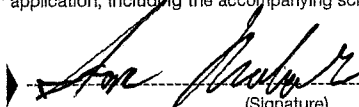
**8** Check the box for the type of organization. ATTACH A CONFORMED COPY OF THE CORRESPONDING ORGANIZING DOCUMENTS TO THE APPLICATION BEFORE MAILING.

- a  Corporation— Attach a copy of the Articles of Incorporation (including amendments and restatements) showing approval by the appropriate state official; also attach a copy of the bylaws.
- b  Trust— Attach a copy of the Trust Indenture or Agreement, including all appropriate signatures and dates.
- c  Association— Attach a copy of the Articles of Association, Constitution, or other creating document, with a declaration (see instructions) or other evidence that the organization was formed by adoption of the document by more than one person. Also include a copy of the bylaws.

If this is a corporation or an unincorporated association that has not yet adopted bylaws, check here

I declare under the penalties of perjury that I am authorized to sign this application on behalf of the above organization, and that I have examined this application, including the accompanying schedules and attachments, and to the best of my knowledge it is true, correct, and complete.

**PLEASE SIGN HERE**

 Ian Mahar, President JAN. 26, 2020.

(Signature) (Type or print name and title or authority of signer) (Date)

**Part II. Activities and Operational Information (Must be completed by all applicants)**

- 1 Provide a detailed narrative description of all the activities of the organization—past, present, and planned. Do not merely refer to or repeat the language in the organizational document. List each activity separately in the order of importance based on the relative time and other resources devoted to the activity. Indicate the percentage of time for each activity. Each description should include, as a minimum, the following: (a) a detailed description of the activity including its purpose and how each activity furthers your exempt purpose; (b) when the activity was or will be initiated; and (c) where and by whom the activity will be conducted.

Please see Attachment.

- 2 List the organization's present and future sources of financial support, beginning with the largest source first.

To date, BPDA has gained the majority of its financial support through regular contributions from industry partners within the fields of biotechnology and pharmaceutical research. Recent contributing industry partners have included (in order of the size of annual contributions): Thermo Fisher Scientific, Sanofi S.A., Elsevier, Qiagen, Massachusetts Biotechnology Council, New England Biolabs, Addgene, Astrazeneca, Rockland Immunochemicals, and Stratacuity. BPDA does not currently receive regular ongoing support from any particular industry partner and, as most previous contributions were made in support of BPDA's discontinued B-SoCCS symposium (described in the Attachment), it is not clear which organizations will continue to support BPDA in the future. BPDA does project, however, that contributions from industry partners will continue to constitute the majority of its financial support. Please see Attachment for more information.

Individual postdoctoral associations within BPDA's coalition also make infrequent financial contributions to BPDA. To date, such contributions have constituted a relatively small portion of BPDA's revenue. The amount and number of contributions by postdoctoral associations vary by year. In 2019, postdoctoral associations from the following research institutions made contributions to BPDA (listed by the size of their contributions): Harvard Faculty of Arts and Sciences, Boston Children's Hospital, and the Massachusetts Institute of Technology.

**Part II. Activities and Operational Information** (continued)

3 Give the following information about the organization's governing body:

a Names, addresses, and titles of officers, directors, trustees, etc.	b Annual compensation
Ian Mahar, President; 76 South Street #1, Jamaica Plain, MA 02130	\$0
Andrea D'Amico, Clerk; 62 South Huntington Avenue #12, Jamaica Plain, MA 02130	\$0
Meghan Pierce, Treasurer; 51 Litchfield Street #3, Boston, MA 02135	\$0
Giulio Chiesa, Director; 31 Stearns Road #3, Brookline, MA 02446	\$0
Tara MacDonald, Director; 602 Centre Street, Jamaica Plain, MA, 02130	\$0
Scott Holmes, Director; 51 Litchfield Street #3, Boston, MA 02135	\$0

4 If the organization is the outgrowth or continuation of any form of predecessor, state the name of each predecessor, the period during which it was in existence, and the reasons for its termination. Submit copies of all papers by which any transfer of assets was effected.

**Boston Postdoctoral Association operated as an unincorporated association between 2013 and 2019. The unincorporated association terminated as a result of Boston Postdoctoral Association's incorporation. Please see Attachment (Part II, Item 1) for further details regarding BPDA's history.**

5 If the applicant organization is now, or plans to be, connected in any way with any other organization, describe the other organization and explain the relationship (for example, financial support on a continuing basis; shared facilities or employees; same officers, directors, or trustees).

**BPDA has no formal contractual relationships with any postdoctoral association within the group of institutions in the Boston area, or with any industry affiliate, but does informally collaborate with both. BPDA may create formal agreements with industry partners in the future to secure consistent support. Please see Attachment for further details.**

6 If the organization has capital stock issued and outstanding, state: (1) class or classes of the stock; (2) number and par value of the shares; (3) consideration for which they were issued; and (4) if any dividends have been paid or whether your organization's creating instrument authorizes dividend payments on any class of capital stock.

**None.**

7 State the qualifications necessary for membership in the organization; the classes of membership (with the number of members in each class); and the voting rights and privileges received. If any group or class of persons is required to join, describe the requirement and explain the relationship between those members and members who join voluntarily. Submit copies of any membership solicitation material. Attach sample copies of all types of membership certificates issued.

**Please see Attachment.**

8 Explain how your organization's assets will be distributed on dissolution.

**Upon the dissolution of the Corporation, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(6) of the Internal Revenue Code, or the corresponding sections of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose.**

**Part II. Activities and Operational Information** *(continued)*

**9** Has the organization made or does it plan to make any distribution of its property or surplus funds to shareholders or members?  Yes  No  
 If "Yes," state the full details, including: (1) amounts or value; (2) source of funds or property distributed or to be distributed; and (3) basis of, and authority for, distribution or planned distribution.

**10** Does, or will, any part of your organization's receipts represent payments for services performed or to be performed?  Yes  No  
 If "Yes," state in detail the amount received and the character of the services performed or to be performed.

**BPDA charged registration fees for its annual Boston Postdoctoral Association Symposium on Careers and Collaboration in Science (B-SoCCS). In 2019 BPDA charged participating members \$25 each for registration prior to the event or \$35 to register at the door, and raised \$2,064 in total revenue from B-SoCCS registration fees. BPDA does not intend to hold B-SoCCS after 2019. Please see Attachment for more information regarding B-SoCCS.**

**11** Has the organization made, or does it plan to make, any payments to members or shareholders for services performed or to be performed?  Yes  No  
 If "Yes," state in detail the amount paid, the character of the services, and to whom the payments have been, or will be, made.

**12** Does the organization have any arrangement to provide insurance for members, their dependents, or others (including provisions for the payment of sick or death benefits, pensions, or annuities)?  Yes  No  
 If "Yes," describe and explain the arrangement's eligibility rules and attach a sample copy of each plan document and each type of policy issued.

**13** Is the organization under the supervisory jurisdiction of any public regulatory body, such as a social welfare agency, etc.?  Yes  No  
 If "Yes," submit copies of all administrative opinions or court decisions regarding this supervision, as well as copies of applications or requests for the opinions or decisions.

**14** Does the organization now lease or does it plan to lease any property?  Yes  No  
 If "Yes," explain in detail. Include the amount of rent, a description of the property, and any relationship between the applicant organization and the other party. Also, attach a copy of any rental or lease agreement. (If the organization is a party, as a lessor, to multiple leases of rental real property under similar lease agreements, please attach a single representative copy of the leases.)

**15** Has the organization spent or does it plan to spend any money attempting to influence the selection, nomination, election, or appointment of any person to any federal, state, or local public office or to an office in a political organization?  Yes  No  
 If "Yes," explain in detail and list the amounts spent or to be spent in each case.

**16** Does the organization publish pamphlets, brochures, newsletters, journals, or similar printed material?  Yes  No  
 If "Yes," attach a recent copy of each.



**Part III. Financial Data** (Must be completed by all applicants)

Complete the financial statements for the current year and for each of the 3 years immediately before it. If in existence less than 4 years, complete the statements for each year in existence. **If in existence less than 1 year, also provide proposed budgets for the 2 years following the current year.**

**A. Statement of Revenue and Expenses**

Revenue	(a) Current Tax Year	3 Prior Tax Years or Proposed Budget for Next 2 Years			(e) Total
	From 01/01/2020 To 12/31/2020	(b) 2019	(c) 2021	(d) 2022	
1 Gross dues and assessments of members . . . . .	0	0	0		0
2 Gross contributions, gifts, etc. . . . .	11,000	7,865.26	11,000	11,000	32,881.38
3 Gross amounts derived from activities related to the organization's exempt purpose (attach schedule) (Include related cost of sales on line 9.) . . . . .	0	2,064.20	0	0	4,242.2
4 Gross amounts from unrelated business activities (attach schedule)	0	0	0	0	0
5 Gain from sale of assets, excluding inventory items (attach schedule) . . . . .	0	0	0	0	0
6 Investment income (see instructions) . . . . .	0	0	0	0	0
7 Other revenue (attach schedule) . . . . .	0	0	0	0	0
8 Total revenue (add lines 1 through 7) . . . . .	11,000	9,929.46	11,000	11,000	42,929.46
<b>Expenses</b>					
9 Expenses attributable to activities related to the organization's exempt purposes . . . . .	11,000	3,210.20	11,000	11,000	36,210.20
10 Expenses attributable to unrelated business activities	0	0	0	0	0
11 Contributions, gifts, grants, and similar amounts paid (attach schedule) . . . . .	0	0	0	0	0
12 Disbursements to or for the benefit of members (attach schedule)	0	0	0	0	0
13 Compensation of officers, directors, and trustees (attach schedule)	0	0	0	0	0
14 Other salaries and wages . . . . .	0	0	0	0	0
15 Interest . . . . .	0	0	0	0	0
16 Occupancy . . . . .	0	0	0	0	0
17 Depreciation and depletion . . . . .	0	0	0	0	0
18 Other expenses (attach schedule) . . . . .	0	0	0	0	0
19 Total expenses (add lines 9 through 18) . . . . .	11,000	3,210.20	11,000	11,000	36,210.20
20 Excess of revenue over expenses (line 8 minus line 19) . . . . .	0	6,719.26	0	0	6,719.26

**B. Balance Sheet (at the end of the period shown)**

Assets		Current Tax Year as of 01/24/2020	
1 Cash . . . . .		1	6,719.26
2 Accounts receivable, net . . . . .		2	0
3 Inventories . . . . .		3	0
4 Bonds and notes receivable (attach schedule) . . . . .		4	0
5 Corporate stocks (attach schedule) . . . . .		5	0
6 Mortgage loans (attach schedule) . . . . .		6	0
7 Other investments (attach schedule) . . . . .		7	0
8 Depreciable and depletable assets (attach schedule) . . . . .		8	0
9 Land . . . . .		9	0
10 Other assets (attach schedule) . . . . .		10	0
11 <b>Total assets</b> . . . . .		11	6,719.26
<b>Liabilities</b>			
12 Accounts payable . . . . .		12	0
13 Contributions, gifts, grants, etc., payable . . . . .		13	0
14 Mortgages and notes payable (attach schedule) . . . . .		14	0
15 Other liabilities (attach schedule) . . . . .		15	0
16 <b>Total liabilities</b> . . . . .		16	0
<b>Fund Balances or Net Assets</b>			
17 Total fund balances or net assets . . . . .		17	6,719.26
18 <b>Total liabilities and fund balances or net assets</b> (add line 16 and line 17) . . . . .		18	6,719.26

If there has been any substantial change in any aspect of the organization's financial activities since the end of the period shown above, check the box and attach a detailed explanation

**Schedule C**

**Organizations described in section 501(c)(5) (Labor, agricultural, including fishermen's organizations, or horticultural organizations) or section 501(c)(6) (business leagues, chambers of commerce, etc.)**

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**1** Describe any services the organization performs for members or others. (If the description of the services is contained in Part II of the application, enter the page and item number here.)  
**The services that the organization performs for members have been described above in Part II, Item 1, through its narrative included in the Attachment, at Pages 1 – 3 of the Attachment.**

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**2** Fishermen's organizations only.—What kinds of aquatic resources (not including mineral) are cultivated or harvested by those eligible for membership in the organization?

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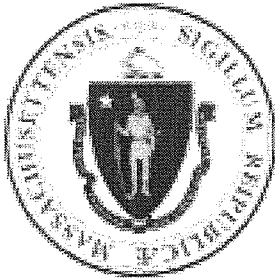
**3** Labor organizations only.—Is the organization organized under the terms of a collective bargaining agreement? . . .  Yes  No

If "Yes," attach a copy of the latest agreement.

**Articles of Organization**

**Boston Postdoctoral Association, Inc.**

**EIN: 84-2151162**



**The Commonwealth of Massachusetts**  
**William Francis Galvin**

Minimum Fee: \$35.00

Secretary of the Commonwealth, Corporations Division  
One Ashburton Place, 17th floor  
Boston, MA 02108-1512  
Telephone: (617) 727-9640

**Articles of Organization**

(General Laws, Chapter 180)

Identification Number: 001389654

**ARTICLE I**

The exact name of the corporation is:

BOSTON POSTDOCTORAL ASSOCIATION, INC.

**ARTICLE II**

The purpose of the corporation is to engage in the following business activities:

THE BOSTON POSTDOCTORAL ASSOCIATION (BPDA) IS ORGANIZED FOR CIVIC AND EDUCATIONAL PURPOSES, INCLUDING THE REPRESENTATION AND ADVOCACY FOR POSTDOCTORAL RESEARCHERS AND EMPLOYEES IN THE BOSTON AREA, WITHIN THE MEANING OF CHAPTER 180 OF THE GENERAL LAWS OF THE COMMONWEALTH OF MASSACHUSETTS AS IT NOW EXISTS OR AS HEREAFTER AMENDED ("M.G.L. CH. 180"), AND AS A BUSINESS LEAGUE WITHIN THE MEANING OF SECTION 501(C)(6) OF THE UNITED STATE INTERNAL REVENUE CODE OF 1986, AS IT NOW EXISTS OR AS HEREAFTER AMENDED (THE "CODE").

**ARTICLE III**

A corporation may have one or more classes of members. If it does, the designation of such classes, the manner of election or appointments, the duration of membership and the qualifications and rights, including voting rights, of the members of each class, may be set forth in the by-laws of the corporation or may be set forth below:

THE CORPORATION MAY (BUT NEED NOT) HAVE VOTING MEMBERS AND NON-VOTING MEMBERS, AND SUCH MEMBERSHIP, IF ANY, AND THE CLASSES THEREOF, MAY BE SET FORTH IN THE BYLAWS OF THE CORPORATION. THE MANAGEMENT AND AFFAIRS OF THE CORPORATION SHALL BE AT ALL TIMES UNDER THE SUPERVISION OF A BOARD OF DIRECTORS, WHOSE OPERATIONS IN GOVERNING THE CORPORATION SHALL BE DEFINED BY STATUTE AND MAY BE SET FORTH IN THE BYLAWS OF THE CORPORATION. NO MEMBER OR DIRECTOR SHALL HAVE ANY RIGHT, TITLE, OR INTEREST IN OR TO ANY PROPERTY OF THE CORPORATION.

**ARTICLE IV**

Other lawful provisions, if any, for the conduct and regulation of the business and affairs of the corporation, for its voluntary dissolution, or for limiting, defining, or regulating the powers of the corporation, or of its directors or members, or of any class of members, are as follows:

(If there are no provisions state "NONE")

RSONS, EXCEPT THAT THE CORPORATION SHALL BE AUTHORIZED AND EMPOWERED TO PAY REASONABLE COMPENSATION FOR SERVICES RENDERED AND TO MAKE PAYMENTS AND DISTRIBUTIONS IN FURTHERANCE OF THE PURPOSES SET FORTH IN THE STATEMENT OF PURPOSE HEREOF. THE PROPERTY OF THIS CORPORATION IS IRREVOCABLY DEDICATED TO SAID PURPOSE AND NO PART OF THE NET INCOME OR ASSETS OF THIS CORPORATION SHALL EVER INURE TO THE BENEFIT OF ANY TRUSTEE, OFFICER, OR MEMBER THEREOF, OR TO THE BENEFIT OF ANY PRIVATE INDIVIDUAL. (2) UPON THE DISSOLUTION OF THE CORPORATION, ASSETS SHALL BE DISTRIBUTED FOR ONE OR MORE EXEMPT PURPOSES WITHIN THE MEANING OF SECTION 501(C)(6) OR SECTION 501(C)(3) OF THE INTERNAL REVENUE CODE, OR THE CORRESPONDING SECTIONS OF ANY FUTURE FEDERAL TAX CODE, OR SHALL BE DISTRIBUTED TO THE FEDERAL GOVERNMENT, OR TO A STATE OR LOCAL GOVERNMENT, FOR A PUBLIC PURPOSE. (3) EXCEPT AS MAY BE OTHERWISE REQUIRED BY LAW OR BY THE BYLAWS OF THE CORPORATION, THESE ARTICLES OF ORGANIZATION MAY BE AMENDED FROM TIME TO TIME BY THE AFFIRMATIVE VOTE OF THE MEMBERS OF THE CORPORATION (IF ANY) ENTITLED TO VOTE AND HOLDING TWO-THIRDS OF THE TOTAL MEMBERSHIP VOTE, OR (IF NO MEMBERS) BY THE AFFIRMATIVE VOTE OF TWO-THIRDS OF THE DIRECTORS OF THE CORPORATION; PROVIDED, HOWEVER, THAT NO SUCH AMENDMENT SHALL IN ANY WAY AUTHORIZE OR PERMIT THE CORPORATION TO BE OPERATED OTHER THAN EXCLUSIVELY FOR CHARITABLE PURPOSES, OR FOR ANY PURPOSE OR IN ANY MANNER THAT WOULD DEPRIVE THE CORPORATION OF ITS STATUS AS AN ORGANIZATION DESCRIBED IN SECTION 501(C)(6) OF THE INTERNAL REVENUE CODE.

Notes: The preceding four (4) articles are considered to be permanent and may only be changed by filing appropriate Articles of Amendment.

**ARTICLE V**

The by-laws of the corporation have been duly adopted and the initial directors, president, treasurer and clerk or other presiding, financial or recording officers, whose names are set out on the following page, have been duly elected.

**ARTICLE VI**

The effective date of organization of the corporation shall be the date approved and filed by the Secretary of the Commonwealth. If a later effective date is desired, specify such date which shall not be more than *thirty days* after the date of filing.

**ARTICLE VII**

The information contained in Article VII is not a permanent part of the Articles of Organization.

**a. The street address (post office boxes are not acceptable) of the principal office of the corporation in Massachusetts is:**

No. and Street: 24 SIDLAW RD. #19  
 City or Town: BOSTON State: MA Zip: 02135 Country: USA

**b. The name, residential street address and post office address of each director and officer of the corporation is as follows:**

Title	Individual Name First, Middle, Last, Suffix	Address (no PO Box) Address, City or Town, State, Zip Code	Expiration of Term
PRESIDENT	IAN MAHAR	76 SOUTH ST, #1 JAMAICA PLAIN, MA 02130 USA 76 SOUTH ST, #1 JAMAICA PLAIN, MA 02130 USA	June 19th, 2020.

		BOSTON, MA 02135 USA	
CLERK	ANDREA D'AMICO	62 S HUNTINGTON #12 JAMAICA PLAIN, MA 02130 USA 62 S HUNTINGTON #12 JAMAICA PLAIN, MA 02130 USA	June 19th, 2020
DIRECTOR	GIULIO CHIESA	31 STEARNS RD BROOKLINE, MA 02446 USA 31 STEARNS RD BROOKLINE, MA 02446 USA	June 19th, 2020
DIRECTOR	TARA MACDONALD	602 CENTRE ST JAMAICA PLAIN, MA 02130 USA 602 CENTRE ST JAMAICA PLAIN, MA 02130 USA	June 19th, 2020
DIRECTOR	SCOTT HOLMES	24 SIDLAW RD #19 BOSTON, MA 02135 USA 24 SIDLAW RD #19 BOSTON, MA 02135 USA	June 19th, 2020.

**c. The fiscal year (i.e., tax year) of the business entity shall end on the last day of the month of:**  
December

**d. The name and business address of the resident agent, if any, of the business entity is:**

Name:

No. and Street:

City or Town:

State:

Zip:

Country:

**I/We, the below signed incorporator(s), do hereby certify under the pains and penalties of perjury that I/we have not been convicted of any crimes relating to alcohol or gaming within the past ten years. I/We do hereby further certify that to the best of my/our knowledge the above-named officers have not been similarly convicted. If so convicted, explain:**

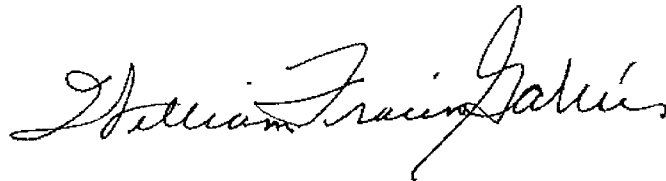
**IN WITNESS WHEREOF AND UNDER THE PAINS AND PENALTIES OF PERJURY, I/we, whose signature(s) appear below as incorporator(s) and whose name(s) and business or residential address (es) beneath each signature do hereby associate with the intention of forming this business entity under the provisions of General Law, Chapter 180 and do hereby sign these Articles of Organization as incorporator(s) this 21 Day of June, 2019. (If an existing corporation is acting as incorporator, type in the exact name of the business entity, the state or other jurisdiction where it was incorporated, the name of the person signing on behalf of said business entity and the title he/she holds or other authority by which such action is taken.)**

IAN MAHAR

THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are deemed to have been filed with me on:

June 21, 2019 12:03 AM

A handwritten signature in cursive script, reading "William Francis Galvin". The signature is written in black ink and is centered on the page.

WILLIAM FRANCIS GALVIN

*Secretary of the Commonwealth*

# **Bylaws**

**Boston Postdoctoral Association, Inc.**

**EIN: 84-2151162**



Adopted: 05/15/2015  
Amended: 06/19/2019

## **BYLAWS OF THE BOSTON POSTDOCTORAL ASSOCIATION**

### **ARTICLE I**

#### NAME, MISSION, AND FISCAL YEAR

SECTION 1. *Name.* The name of the organization shall be the Boston Postdoctoral Association, Inc. ("BPDA"). The association is a Massachusetts corporation governed by Massachusetts General Laws Chapter 180.

SECTION 2. *Mission.* The mission of the BPDA is to improve the postdoctoral experience by serving as a representative body that (i) furthers the common interests of, and (ii) addresses the shared concerns of all postdoctoral scholars working in Boston and the surrounding areas. The BPDA will support and advocate for postdocs, organize events for postdocs, and serve as a communication platform for postdoctoral associations of institutions in the Boston area ("PDAs").

SECTION 3. *Activities.* In accordance with the mission of the BPDA, our purpose and activities include but are not limited to seminars, symposia, workshops, social events and networking events designed to benefit our members.

SECTION 4: *Fiscal Year.* A fiscal year begins on January 1 and ends on December 31.

### **ARTICLE II**

#### MEMBERS

SECTION 1. *Membership.* There shall be two classes of membership of the BPDA: non-voting and voting.

SECTION 2. *Non-voting Members.* Non-voting members shall have all the rights and privileges of members of the BPDA, excluding the right to vote. Any postdoctoral scholar conducting research in the Boston metropolitan area is eligible for membership in the BPDA as a non-voting member. A postdoctoral scholar (postdoc) is an individual possessing a Ph.D., Pharm. D., Ed. D, D.Sc., Psy. D., or M.D. who is engaged in a temporary period of part-time or full-time mentored research or scholarly training for the purpose of acquiring scholarly, scientific, and/or professional skills at a research institution (including, but not limited to, a university, other non-profit or company). A person with any title other than "postdoc" (e.g., "research fellow") who fulfills these criteria will be considered a postdoc for the purposes of the BPDA.

SECTION 3. *Admission to Non-Voting Membership.* Individuals eligible for non-voting membership in the BPDA shall become a member upon entering status as a postdoctoral scholar, fellow or similar title at a Boston area research institution as defined in Article II, Section 2.

SECTION 4. *Termination of Non-Voting Membership.* Non-voting membership in the BPDA shall terminate six months after termination of status as a postdoctoral scholar, fellow or similar title at a Boston area research institution as defined in Article II, Section 2. Voting members may suspend or terminate the membership of a non-voting member provided that at least one third of such voting members consent thereto either by electronic vote or during a membership meeting, as described in Article III.

SECTION 5. *Voting Members.* Voting members shall have all the rights and privileges of members of the Association, including the right to vote on matters determined by these Bylaws. Only a postdoctoral scholar, fellow, or similar title at a Boston area research institution, as defined in Article II, Section 2, is eligible to seek admission to the BPDA as a voting member in accordance with Section 5 of Article II.

SECTION 6: *Admission to Voting Membership.* Postdoctoral scholars eligible for voting membership may submit an informal request to the BPDA via email to the Clerk stating their interest in joining the BPDA as a voting member. If the Board determines that the candidate qualifies, the Board must notify the current voting members of the prospective member's application for membership and allow the voting members 14 days to vote on such application. Membership will be immediately granted if a majority of the voting members contributing votes (in person or electronically) at the next general meeting vote in favor thereto.

SECTION 7: *Eligibility for Voting Membership.* Each Voting Member shall be an individual from a PDA. The BPDA shall have no more than eighteen voting members, with no more than one voting member from each institute that employs postdocs. Accordingly, the total number of Voting Members may equal, at most, the total number of PDAs. The number of voting members can be altered upon approval by a majority of the voting members present at either the annual membership meeting or during a BPDA members' meeting, provided the number reaches quorum. Voting members will serve one year terms and may be eligible for re-election for up to five consecutive years.

SECTION 8. *Suspension and Termination of Membership.* Voting members may suspend or terminate the membership of another voting member provided that approval by a majority of the voting members present at a membership meeting, provided the number reaches quorum, vote thereto for actions that are not consistent with the mission of the BPDA, its code of conduct or for behavior inconsistent with the common standards of a voting member. The Board of Directors of the BPDA may also suspend or terminate the membership of any voting member if that member fails to attend six or more consecutive membership meetings. In the event of a membership suspension or termination, the BPDA will provide a brief explanation to the former members regarding the reason for such suspension or termination. The BPDA may reinstate a terminated member's membership status provided a majority of the voting members present

agree thereto. Upon termination of a voting member, the BPDA Clerk shall request nominations of a new voting member within 14 days of termination and a vote upon the nominees by a majority of voting members shall occur at the next scheduled meeting.

SECTION 9. *Vacancies.* Upon death, resignation, or removal, the Board shall hold a nomination meeting, either in person or electronically, within two weeks after the position has been vacated. An election to fill the vacancy shall be held, either in person or electronically, two weeks after the nomination meeting has occurred and not later than four weeks after the position has been vacated. The vacancy may be filled if a majority of the voting members present at the meeting vote in favor of the nomination.

### ARTICLE III

#### MEETING OF THE MEMBERS

SECTION 1. *Annual Meetings.* Annual meetings of the BPDA shall be held on the second Wednesday in January or such other date as voting members determine. At least two weeks before the time appointed for each meeting, notice of the meeting shall be sent by the Board by mail or by any other means including electronic mail or other form of written communication to each voting member entitled to vote at its address or receiving number as shown by the records of the BPDA.

SECTION 2. *Special Meetings.* Special meetings of the BPDA may be called at any time by a majority of the voting members, the Board, or the officers. Upon request by a majority of the voting members, the Board must schedule such special meeting within ten business days. The location of the meeting shall be determined by the President. At least five business days before the time appointed for each meeting, notice of each meeting shall be sent by the Board by mail or by any other means including electronic mail or other form of written communication to each voting member entitled to vote at its address or receiving number as shown by the records of the BPDA.

SECTION 3. *Quorum.* At any meeting of the members, one fifth of voting members (with a minimum of 3 members present) shall constitute a quorum. Regardless of whether a quorum is present, a majority of the voting members present at a meeting may postpone any meeting to a later date that is no more than 30 days after the initial meeting.

SECTION 4. *Action by Vote.* When a quorum is present at any meeting, a majority of the votes properly cast by voting members present and voting shall decide any question, including election to any office, unless otherwise provided by law or these bylaws.

SECTION 5. *Voting by Mail or Other Means.* Voting members may vote by mail, electronic voting, electronic mail, or other form of written communication on all agenda items in which a member vote is required as well as other matters the Board considers of sufficient importance. When a vote is taken by mail or other means, a majority of the votes contributed by voting

members shall decide matters (provided that the number meets the quorum, as defined in Article III, Section 3), except for decisions requiring a two-thirds majority as specified in the other sections of these bylaws. The Clerk or an acting Clerk of the meeting shall cast such votes as indicated thereon with the same effect as if the members submitting them were personally present and voting at the meeting. When possible, voting members should be given a minimum three business days' notice, preferably one full week, to respond before a specific deadline for a given vote. If a topic brought up during the meeting requires immediate attention, the three business day notice can be waived and the board can proceed with the vote, if quorum is reached.

SECTION 6. *Electronic Updates.* Every voting member of the BPDA should be included in important electronic communications, such as votes, board-meeting invitations, board meeting minutes, and other important announcements. It is the responsibility of each voting member to keep the email list of the representatives updated.

## ARTICLE IV

### OFFICERS

SECTION 1. *Enumeration of Officers.* The officers of the BPDA shall be a President, a Treasurer, and a Clerk. All officers shall be elected annually by the voting members of the BPDA. Any voting member is eligible to become an officer of the BPDA if that voting member has been a member of the BPDA or is a BPDA committee member in good standing for at least six months. Officers need not be a current postdoctoral scholar, but should be completing or have completed their postdoctoral research within the last two calendar years. Such officers shall have such duties and powers as shall be designated from time to time by the Board and they shall be responsible to and shall report to the President or to such other officer as the President or the Board shall designate.

SECTION 2. *President.* The President shall have the responsibility of overseeing the activities of the BPDA. It is therefore the responsibility of the President to establish and maintain relationships that further the mission of the BPDA, fundraise, and negotiate with potential sponsors and develop funding opportunities. The President shall also organize and preside over all meetings of the Board, voting members, and committees. The President is in charge of administering all in-person or electronic voting of the voting members or Board. If the President is unable to attend a meeting, the President must appoint a board member to temporarily act in his or her place. The President shall also have any other rights and duties customarily incident to the office or as may be designated by the voting members. Two officers may share the role and duties of President if necessary.

SECTION 3. *Treasurer.* The Treasurer shall be in charge of maintaining the general financial affairs, funds, securities and valuable papers of the BPDA and shall keep full and accurate records thereof. The Treasurer is also charged with maintaining the BPDA books of account and accounting records, and of the BPDA's accounting procedures. This requires managing all receipts, bank statements, reimbursement expenses, credit card usage, and payments to committees. The Treasurer must be notified of any transaction involving BPDA funds, and the

Treasurer must report any transaction of BPDA funds at the subsequent BPDA meeting. This includes the transfer of BPDA funds between accounts. In conjunction with the President and Clerk, the Treasurer shall develop an annual budget in collaboration with committee chairs based on projected committee needs and goals. The Treasurer shall then submit the annual budget to the annual meeting of the voting members as well as report any other financial information to the voting members as they require. The treasurer must complete any financial reporting forms (including the IRS Form 990) in a timely manner. The Treasurer shall also have other rights and duties customarily incident to the office or as may be designated by the voting members.

SECTION 4. *Clerk.* The Clerk shall have the responsibility of scheduling, requesting agenda items and attending all meetings of the Board, voting members, and whenever possible, committees of the BPDA and shall make a record of their proceedings. If the Clerk is unable to attend committee meetings, the Clerk shall be responsible for obtaining meeting notes from the Committee Co-chairs. In conjunction with the President, the Clerk, before any meeting, must distribute agendas to all potential meeting participants. If an agenda item is requested by a member but not placed on the agenda by the Clerk, the submitting member is permitted to request an explanation from the Clerk at the meeting, and if the voting members decide by a majority vote that the item merits discussion, it will be added to the agenda *ad hoc*. The records of such meetings shall be under the Clerk's control and shall not be exhibited unless authorized by the voting members or required by law. The Clerk is also charged with updating and reporting all officer, director, and voting member information to the BPDA, or any other organization or agency requiring such information. The Clerk shall be charged with the recording of all in-person or electronic voting of the voting members or Board. The Clerk shall also have such other rights and duties as may be designated by the voting members.

## ARTICLE V

### BOARD OF DIRECTORS

SECTION 1. *Composition of the Board of Directors.* The BPDA shall be governed by a board of directors (the "Board"). The Board shall consist of at least five but no more than nine directors, to be elected as described in Article VI. The officers of the BPDA are Board members by default.

SECTION 2. *Terms of Office.* Directors will serve one-year terms beginning on the date of the annual meeting of the voting members. Directors may serve up to three consecutive or non-consecutive one-year terms. No PDA may have representation on the board for more than three consecutive years, unless an exception is approved by a majority of the voting members.

SECTION 3. *Meeting and Quorum.* Regular meetings of the Board shall be held on such days and at such time as the President shall determine. The Board shall meet at least four times per year. Special meetings of the Board may be called by the President at any time. The President must call a Board meeting when requested to do so by a majority or more voting members. At least 48 hours notice by mail, electronic mail, or other written communication, telephone or word

of mouth shall be given of all meetings of the Board unless shorter notice is adequate under the circumstances. Except as otherwise specifically provided herein, one third of the Board members shall constitute a quorum (with a minimum of three Board members present).

SECTION 4. *Powers and Duties.* The BPDA Board shall act in conjunction with the voting members as the legislative and executive body of the BPDA. A simple majority of the directors present at the meeting shall decide matters, except for decisions requiring a two-thirds majority of directors or decisions requiring additional authorization from BPDA voting members, as specified in the other sections of these Bylaws. Without limiting the generality of the foregoing, the Board shall have the following powers and duties:

- A. The Board shall be responsible for notifying voting members of any need to fill vacancies of the Board, officer, or committee positions (with the voting members filing these positions in accordance with Article VI), and may nominate committee co-chair candidates. The Board will also notify the voting members of qualified applicants to voting membership, as specified in Article II.
- B. The Board shall be responsible for updating and maintaining the functionality of the BPDA bylaws and ensuring the compliance of said bylaws by officers and committees.

SECTION 5. *Standard of Care.* Each member of the Board shall perform his or her duties in good faith, in a manner he or she reasonably believes to be in the best interests of the Association, and with such care as an ordinarily prudent person in a like position would use under similar circumstances. In performing such duties, a Board member shall be entitled to rely on information, opinions, reports or records, including financial statements, books of account and other financial records, in each case presented or prepared by or under the supervision of (1) one or more officers or employees of the BPDA whom the Board member reasonably believes to be reliable and competent in the matters presented, (2) counsel, public accountants or other persons, as to matters which the Board member reasonably believes to be within such person's professional or expert competence, or (3) a duly constituted committee of the Board upon which the Board member does not serve, as to matters within its delegated authority, which committee the Board member reasonably believes to merit confidence.

SECTION 6. *Disclosures and conflicts of interest.* All voting members, officers, directors, and committee co-chairs shall disclose in writing their business involvements that may pose financial or ethical conflicts, their other board memberships and business interests, both for-profit and charitable. These disclosures shall be made at the initiation of their position and at the beginning of each subsequent calendar year at a minimum. The information disclosed shall be circulated to all voting and board members and be updated throughout the year as necessary. Any newly arising conflicts must be disclosed to the Clerk within 14 days. Disclosure of conflicts of interest, and any policies regarding conflicts of interest, will follow the associated "BPDA Conflict of Interest Policy" document in its most recently ratified form. The value and terms of any conflicts of interest will be disclosed on the organization's annual Form PC filing. Failure to disclose a

conflict of interest in a timely manner may constitute a sufficient breach as to justify removal from membership, position, or participation with the BPDA. Members that have disclosed a conflict of interest should refrain from discussion or voting on matters regarding their conflict at BPDA meetings.

SECTION 7. *Presence Through Communications Equipment.* Unless otherwise provided by law, members of the Board may participate in a meeting by means of a conference telephone or analogous communications equipment, which enables all persons participating in the meeting to hear each other at the same time. Participation by such means shall constitute presence in person at a meeting.

SECTION 8. *Action by Writing.* Any action required or permitted to be taken at any meeting of the Board may be taken without a meeting if all of the members of the Board consent to the action in writing or electronically and the written consents are filed with the records of the meetings of the Board. Such consents shall be treated for all purposes as a vote at a meeting.

## ARTICLE VI

### ELECTION OF OFFICERS AND BOARD OF DIRECTORS

SECTION 1. *Nomination of Officers and Board Members.* Any voting member interested in becoming an officer or Board member of the BPDA must be nominated by at least two other current voting members of the BPDA. The number of nominated candidates can exceed the number of available officer or director positions.

SECTION 2. *Election of Officers.* All officers of the BPDA shall be elected at the annual meeting by at least a majority of the votes by the voting members. Officers will serve one-year terms beginning on the date of the annual meeting. An officer will also serve concurrently as a director of the BPDA.

SECTION 3. *Election of Board Members.* All Board members of the BPDA shall be elected at the annual meeting by at least a plurality of the votes by the voting members. Directors shall hold office in accordance with Article V Section 2.

SECTION 6. *Suspension or Removal.* The voting members may remove or suspend any member, officer, or director provided that at least two thirds of such voting members consent thereto.

SECTION 7. *Vacancies.* Upon death, resignation, or removal the Board shall hold a nomination meeting, either in person or electronically, within two weeks after the position has been vacated. An election to fill the vacancy shall be held, either in person or electronically, two weeks after the nomination meeting has occurred and not later than four weeks after the position has been vacated. The vacancy may be filled if a majority of the voting members present at the meeting vote in favor of the nomination.

## ARTICLE VII

### COMMITTEES

SECTION 1: *Establishment.* Committees may be established by a majority vote of the voting members. BPDA Committees shall promote the mission of the BPDA. Committees may be established either as permanent (long-term) component of the BPDA or as an ad-hoc (short-term) panel by a majority vote of the board. The Board shall appoint the members of such committee(s) and shall have the power at any time to discharge, change the membership or authority of, or fill vacancies in, any such committee through a simple majority vote.

SECTION 2: *Co-Chairs.* Each committee shall have one or more chairs, whose title(s) shall be chair or co-chairs, respectively. Committee co-chairs shall have the power to recruit new committee members, update the board and officers regarding committee with committee-related business, find sponsors for events and committee activities following consultation with the President and/or Treasurer and their written approval of such actions, utilize their budget to support the mission of their committees in a manner consistent with their mandate, to represent the BPDA to potential partners with approval of the President and/or Treasurer, to create content for the BPDA website and social media and distribute it upon approval of the President or Clerk. The co-chairs shall be responsible for updating the President on a quarterly basis of the activities of the committee.

The Board shall appoint the co-chairs of such committee(s) via a nomination process consisting of an initial nomination followed by a second nomination during a board meeting. All new co-chairs shall be approved by a majority of the board. The board shall have the power at any time to change the authority of, or fill vacancies in, any such position through a majority vote.

SECTION 3: *Eligibility and election of Co-Chairs.* Nominees for committee co-chair must have served as an active member of a BPDA committee for at least one month or have attended at least one committee meeting prior to nomination. Election requires an initial nomination from a voting member, board member or committee co-chair followed by a second nomination with a majority of the board of directors voting to approve the election of the new committee co-chair.

SECTION 4: *Committee organization and responsibilities.* Committees should meet at least bimonthly to organize and plan events and activities that are keeping the with mission of their committee mandates and the mission of the BPDA. At each meeting, one committee member shall be designated to take meeting minutes and share those minutes with the BPDA Clerk and President.

SECTION 5: *Suspension or Removal of Co-Chairs.* Voting members may suspend or remove a co-chair provided that at least two thirds of such voting members consent thereto.

SECTION 6: *Membership in Committees.* Committee member positions are available to both voting and non-voting members. Committee membership does not require a vote by the board or committee. To be considered a committee member in good standing, committee members must



attend at least three meetings within a calendar year or to participate in one committee-led event annually.

SECTION 7. *Termination of Committees.* Long-term committees may be terminated by a majority vote of voting members present. Short-term committees and working groups may be terminated by a majority vote of the Board.

## ARTICLE VIII

### INDEMNIFICATION OF BOARD OF DIRECTORS AND OFFICERS

SECTION 1. *Right to Indemnification.* The corporation shall, to the extent legally permissible and only to the extent that the status of the BPDA as an organization under Section 501(c)(6) of the Internal Revenue Code is not affected thereby, indemnify each person who may serve or who has served at any time as a voting member, officer, director, committee co-chair, committee member, or employee of the corporation against all expenses and liabilities up to \$10,000, including, without limitation, counsel fees, judgments, fines, excise taxes, penalties and settlement payments, reasonably incurred by or imposed upon such person in connection with any threatened, pending or completed action, suit or proceeding ("Claim") in which he or she may become involved by reason of his or her service in such capacity; provided that no indemnification shall be provided for any such person with respect to any matter as to which he or she shall have been finally adjudicated in any proceeding not to have acted in good faith in the reasonable belief that such action was in the best interests of the corporation, or with respect to a criminal matter where he or she has reasonable cause to believe that his or her conduct was unlawful. Furthermore, no indemnification shall be provided to any person with respect to any claim by or in the right of the BPDA if such person is adjudicated to be liable to the BPDA or makes a settlement payment to the BPDA, unless a court otherwise determines that indemnification is appropriate under the circumstances. The indemnification provided hereunder shall inure to the benefit of the heirs, executors and administrators of persons entitled to indemnification hereunder.

SECTION 2. *Payments.* All payments of any indemnification under this Article shall be authorized by any one of the following procedures:

A. The Board shall, by vote of a disinterested quorum of its Directors (without counting the vote or presence for purposes of a quorum of any member who is claiming such indemnification or is a party to the Claim in question), that the person claiming such indemnification is eligible to receive the same and, in the case of a settlement, that the amount paid in the settlement, or the portion thereof as to which indemnification is to be given, is reasonable under the circumstances; or

B. The voting members of the BPDA, by vote of disinterested quorum of its voting members (without counting the vote or presence for purposes of a quorum of any member who is claiming such indemnification or is a party to the Claim in question), shall have specifically determined that such person is eligible for such indemnification; or

C. A court having jurisdiction shall have entered a final order ordering the payment of such indemnification

SECTION 3. *Non-Exclusivity*. The right of indemnification under this Article shall be in addition to and not exclusive of all other rights to which any person may be entitled.

SECTION 4. *Insurance*. The Board shall have power to authorize the purchase and maintenance of insurance at the expense of the Association for its benefit and the benefit of its Officers and Directors against any liability for indemnification hereunder, whether or not the BPDA would have the power to furnish such indemnification under this Article.

SECTION 5. *Amendment*. No amendment or repeal of the provisions of this Article which adversely affects the right of an indemnified person under this Article shall apply to such person with respect to those acts or omissions which occurred at any time prior to such amendment or repeal, unless such amendment or repeal was made with the informed written consent of such indemnified person.

## **ARTICLE IX**

### PERSONAL LIABILITY

The members of the Board and the officers and members of the BPDA shall not be personally liable for any debt, liability, or obligation of the BPDA. All persons, corporations or other entities extending credit to, contracting with, or having any claim against the BPDA may look only to the funds and property of the BPDA for payment of any such contract or claim, or for payment of any debt, damages, judgment, or decree, or any money that may otherwise become due or payable to them from the BPDA.

## **ARTICLE X**

### INTERESTED OFFICERS, DIRECTORS, AND MEMBERS

No contract or transaction between the BPDA and one more of its members, officers, or Board members, or between the BPDA and any other corporation, partnership, association, or other organization in which one or more of its members, officers, or directors, are directors or officers, or have a financial or other interest, shall be void or voidable solely for this reason, or solely because the member, officer, or director is present at or participates in the meeting of the Board or committees thereof which authorized the contract or transaction, or solely because his, her or their votes are counted for such purpose.

## **ARTICLE XI**

### PARTNERSHIPS

All ongoing financial partnerships totaling \$1000 or more between the BPDA and other organizations, including any associated contracts or verbal agreements regarding the partnership, must be presented to the Board prior to their initiation and approved by a two-thirds majority. In the event of a conflict of interest, the affected members must amend their conflict of interest disclosures pursuant to the relevant bylaws regarding conflicts of interest.

## **ARTICLE XII**

### AMENDMENT OF BYLAWS

SECTION 1. *Amendment by the Voting Members.* Voting members may, at any meeting with a proper quorum as defined in Article III, Section 3, by a vote of two-thirds majority present at the meeting, amend or repeal its Bylaws, provided that no proposal for such amendment or repeal shall be acted upon unless a description or the text of such amendment or repeal is given to all members and directors.

SECTION 2: *Amendment Proposals by the Board.* If the Board determines that the Bylaws should be amended, the Board must propose such amendment to the voting members in writing.

SECTION 3: *Review.* The BPDA Board shall conduct a review of the Bylaws of the BPDA at least annually at least 30 days prior to the annual meeting so as to ensure that current procedures and policies of the BPDA comport with these Bylaws.

## **ARTICLE XIII**

### DISSOLUTION

SECTION 1: *Voting on Dissolution.* The BPDA may be dissolved if two-thirds of voting members vote in favor of dissolution.

SECTION 2: *Distribution of Assets.* If the corporation should be dissolved, the Board shall, after paying or making provision for the payment of all of the liabilities of the corporation, dispose of the assets of the corporation exclusively for the purposes of the corporation, or contribute them to such organization or organizations organized and operated exclusively for charitable, educational or scientific purposes as shall at the time qualify as an exempt organization or organizations under Section 501(c)(3) or 501(c)(6) of the Internal Revenue Code of 1954 (or the corresponding provision of any future United States Internal Revenue Law).

**Attachment, Form 1024**

**Boston Postdoctoral Association, Inc.**

**EIN: 84-2151162**

**Form 1024—Application for Recognition of Exemption**

**PART II (1) ACTIVITIES AND OPERATIONAL INFORMATION**

**A. Overview of “Postdocs” and Boston Postdoctoral Association, Inc.**

A postdoctoral researcher (“postdoc”) is a person who has earned a doctorate degree (M.D., Ph.D., Psy.D., etc.) and is engaged in a temporary period of supervised research in order to gain practical experience necessary to secure long-term employment in her or his professional field. Due to the inherently temporary nature of postdoctoral research, obtaining long-term employment represents a crucial goal for any postdoc. Despite the temporary nature of their work, however, postdocs typically work as full-time researchers making valuable contributions to their employers, and face the same concerns regarding compensation, hours, and employee-employer relations as any other full-time employees. The Boston Postdoctoral Association, Inc.’s mission is to provide programming and resources to address each of the above concerns while also enriching the postdoctoral experience by providing a sense of community to Boston area postdocs.

The Boston Postdoctoral Association, Inc. (BPDA) was incorporated on June 21, 2019 exclusively for civic and educational purposes, including to represent and advocate for postdoctoral researchers in the Boston area, within the meaning of Chapter 180 of the General Laws of the Commonwealth of Massachusetts and as a business league within the meaning of Section 501(c)(6) of the United States Internal Revenue Code. BPDA is composed of an informal coalition of 19 individual postdoctoral associations at Boston-area research institutions. Individual postdocs themselves make up BPDA’s formal membership. Any postdoc conducting research at a Boston area institution is eligible for membership. Prior to incorporation, BPDA functioned as an unincorporated association of postdocs since 2013.

BPDA seeks to foster professional development and community among Boston area postdocs through career development, social networking, and education. Generally, BPDA dedicates one-third of its time and effort to each area of activity, and separate committees manage BPDA’s career development, social networking, and education efforts. BPDA’s career development and social networking activities include regular events for the BPDA membership. Between 2016 and 2017, when BPDA was an unincorporated association, BPDA held 20 such events with about 1,000 attendees. Since 2016 the volume and character of BPDA’s regular events have remained largely consistent. BPDA’s educational efforts include gathering or developing educational materials relevant to working as a postdoc, distributing these materials on BPDA’s website, and organizing occasional events and presentations. BPDA also holds general body meetings once every two months to discuss the needs of Boston area postdocs and plan events.

**B. Career Development Activities**

BPDA's career development events include panels or discussions addressing relevant topics such as how to prepare a grant application or apply for a professorship. These events are conducted by BPDA's Career Development Committee. BPDA holds twelve or more career development events per year. BPDA typically holds career development events at venues owned by its university partners. For example, in February of 2017 BPDA held a data science career panel and networking event on the campus of the Massachusetts Institute of Technology (MIT). Career development events serve BPDA's mission of improving the professional climate and career prospects of Boston's postdoctoral community by improving the professional competency of Boston area postdocs as a class.

From 2017 through 2019, BPDA's career development efforts also included an annual Boston Postdoctoral Association Symposium on Careers and Collaboration in Science (B-SoCCS). B-SoCCS was a weekend-long event which offered programming designed to advance scientific research, foster professional development, and develop strategies to build academia-industry connections. Typical B-SoCCS programming included professional skills workshops examining topics such as how to edit a professional publication. BPDA held its B-SoCCS symposia at the Broad Institute in Cambridge Massachusetts. The symposia were conducted primarily by BPDA itself with aid from institutional affiliates such as MIT. B-SoCCS served each of BPDA's goals of professional development, advocacy, and social networking by developing the professional skills of Boston area postdocs and creating professional connections between BPDA members and professionals within their industries. BPDA has decided it will not hold B-SoCCS symposia after 2019. The cessation of B-SoCCS accounts for the significant difference between BPDA's 2019 budget and its financial projections for the next two years, which are displayed in Part III of BPDA's Form 1024. As many of BPDA's industry partners supported BPDA only in conjunction with B-SoCCS, it is also uncertain which will continue to provide financial support to BPDA in future years.

**C. Social and Networking**

BPDA's social and networking events include trivia nights and receptions with industry affiliates, and an annual party for BPDA's membership. BPDA's Social Committee hosts four to eight social and networking events each year. Generally, BPDA holds these events at Boston area bars or restaurants. For example, in September of 2016 BPDA held a trivia night for BPDA members at Aeronaut in Somerville, and a networking event for industry professionals from Boston biotech and pharma companies at Lansdowne Pub in Boston. Social and networking events are intended to foster a sense of community and collaboration between BPDA's members and industry professionals, and to aid postdocs in securing long-term employment by forming connections within their industries.

D. Educational Efforts

BPDA's educational efforts are overseen by its Advocacy Committee, which does not engage in political lobbying, but rather provides informational resources to BPDA members. BPDA's educational resources typically address career development opportunities, industry trends, or the legal rights and benefits available to postdoctoral workers. BPDA maintains a website where it hosts such educational materials. For example, BPDA's website contains a publicly accessible spreadsheet of benefit comparisons for postdoctoral employees across Boston institutes. BPDA began to operate its website in 2015. BPDA's Advocacy Committee occasionally advocates for Boston area postdocs before related organizations. In 2017, for example, the Advocacy Committee presented a cross-institutional comparison of benefits for postdocs and a model for trainee-led career development activities to the National Postdoctoral Association.

The Advocacy Committee also seeks to survey BPDA members to identify issues and common concerns facing the Boston postdoc community so that BPDA may address these concerns through informational resources or programming. BPDA's Advocacy Committee occasionally presents information directly to the postdoc community in person and holds one or two educational events per year for BPDA members. In 2016, for example, the Advocacy Committee led an event discussing healthcare options available for postdocs.

E. Qualified Rationale

BPDA is qualified for exemption under Section 501(c)(6) of the Code because it is an association of persons having a common business interest and its activities serve to promote that common interest. *See* 26 C.F.R. 1.501(c)(6)-1. By offering career development programming BPDA develops the professional competency of Boston area postdocs as a class. As described above, BPDA's symposia both provided valuable professional development opportunities and created connections between academia and industry. BPDA's social and networking events both foster a sense of community between Boston area postdocs and build professional connections between BPDA members and professionals within their industries. Finally, the information provided by BPDA's educational efforts creates a more informed postdoc community within Boston. Each area of BPDA's activity thus promotes the general business climate for postdocs within the Boston area. Therefore, for all of the reasons described here, BPDA qualifies for exemption under Section 501(c)(6) of the Internal Revenue Code.

**PART II (5) CONNECTIONS WITH OTHER ORGANIZATIONS**

BPDA operates as an informal coalition of 19 individual postdoctoral associations and collaborates extensively with these organizations. As described above, BPDA often works with individual postdoctoral associations within its coalition to plan and hold events. Individual postdoctoral associations also occasionally make small financial donations to BPDA, typically ranging from \$100 to \$750 each. BPDA does not maintain a contractual relationship with any

individual postdoctoral association, however, working instead on an ad hoc basis. BPDA currently collaborates with postdoctoral groups from the following institutions: The Beth Israel Deaconess Medical Center, Boston College, Boston Children's Hospital, Boston University and Boston University Medical Campus, Brandeis University, Brigham and Women's Hospital, The Broad Institute, Dana-Farber Cancer Institute, Harvard Medical School and Harvard School of Dental Medicine, Harvard T.H. Chan School of Public Health, Harvard University, Joslin Diabetes Center, Massachusetts Eye and Ear Infirmary, Massachusetts General Hospital, Massachusetts Institute of Technology, Novartis Institutes for Biomedical Research, Tufts University, Whitehead Institute for Biomedical Research, and Worcester Polytechnic Institute.

BPDA also collaborates with industry partners. Prior to 2019, industry partners provided financial support on a continuing basis. As described above in Part II(1)(B), BPDA is uncertain whether industry partners will continue to support BPDA in coming years. As described above, industry partners also occasionally provide support for BPDA programs in the form of event space or personnel. Industry partners that recently provided BPDA with financial support are listed on Part II, Item 2 of BPDA's Form 1024. Industry participation in BPDA events is not currently formal or continuous but rather provided on a case-by-case basis. For example, on March 14, 2019 STEMCELL Technologies, Inc., a biotechnology company, hosted an open house for BPDA members at its Boston office. In the future, the BPDA may create formal agreements with industry affiliates in order to secure funding on a continuous basis and increase collaboration in hosting events for BPDA's membership.

## **PART II (7) MEMBERSHIP**

BPDA offers two classes of membership: voting and nonvoting. All postdocs employed by a research institution within Massachusetts automatically become non-voting members of BPDA upon becoming postdocs. BPDA defines postdocs as individuals holding a doctoral degree and engaged in a temporary period of full-time mentored research or scholarly training for the purpose of acquiring skills necessary to pursue a career in their chosen industry. Non-voting members have the right to attend BPDA meetings and participate in BPDA events.

Non-voting members may seek to become voting members by submitting a request to BPDA's clerk via email. The applicant will then become a voting member with approval of a majority of BPDA's board. Voting members have the same rights as non-voting members with the additional right to vote at BPDA meetings, including for the election of directors and officers. BPDA may only designate one postdoc from each of its affiliate postdoc associations as a voting member. Accordingly, BPDA currently has 19 voting memberships.



**PART III (A) STATEMENT OF REVENUE AND EXPENSES**

As described in the Part II, Item 1 Narrative above, BPDA in the past, as an unincorporated association, received some funding through registration fees charged to members who attended the B-SoCCS conferences. After 2019, BPDA will no longer host any B-SoCCS events. The expected revenue going forward, listed on Line 2 for the three projected fiscal years, will come from contributions from individual PDAs and from partnerships with companies that will collaborate with BPDA to co-sponsor and co-create events for the postdocs. The revenues generated from those sources will be spent on the programming described in Part II, Item 1.