

How Can RNI Help You?

We believe that professional family child care providers should be knowledgeable about several key business topics. The Institute provides resources and services in these areas:

- Marketing
- Contracts and Policies
- Record Keeping and Taxes
- Insurance and Legal Issues
- Managing Money and Retirement Planning

More information about our programs and services:

- To bring training to your area, contact our training coordinator, Ann Forstie, at 651-641-6668 or ann@redleafinstitute.org.
- To join the Institute, call 800-423-8309 or visit our Web site: www.redleafinstitute.org.
- To take our Internet classes on record keeping, contracts, and marketing, visit www.rcclearningcenter.org.
- For the latest news, see our comprehensive Web site which contains a business newsletter, IRS tax forms and publications, a tax preparer directory, a listing of insurance companies, and much more.

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Redleaf National Institute is a division of Resources for Child Caring, a non-profit agency.



The National Center for the Business of Family Child Care

We are dedicated to helping you
succeed in your business



New Providers



Promoting
Your Business



Contracts &
Policies



Record Keeping
& Taxes



Reducing Risks



Retirement Planning

www.redleafinstitute.org

Redleaf National Institute

Redleaf National Institute has been the leading educator of and advocate for the business interests of family child care providers since 1992. Our goal is to assist providers in becoming successful in their business.

We Educate

We are the national experts on family child care tax and business issues. We help providers and support organizations (family child care associations, Child Care Resource and Referral agencies, Food Program sponsors, and tax preparers) by keeping track of the latest tax changes, conducting research to find answers to complex questions, and maintaining a database of resources.

We share up-to-date information with the family child care field through:

- Training workshops (live and via the Internet)
- Articles and books (Web site, newsletters, and books published by Redleaf Press)
- Individual business support via telephone and e-mail



Director of Redleaf National Institute

Director Tom Copeland has been an advocate for family child care providers for the past twenty years, teaching, writing, defending providers in IRS audits, and lobbying the IRS on behalf of providers.

In 2003 Tom received the "Friends of NAFCC" award from the National Association for Family Child Care.

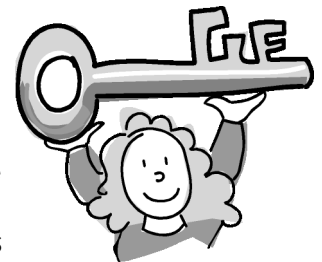
We Advocate

We work with providers individually to help them resolve contract disputes with parents, protect themselves when investigated by regulators, defend themselves in IRS audits, seek out the proper insurance to protect their business, and much more. We also act as an advocate on behalf of the family child care field by lobbying the IRS and the U.S. Congress.

- In 1991 we launched a national campaign to reverse an IRS memorandum that would have required providers to keep track of how many hours they used each room in the home for business purposes. Our efforts resulted in IRS Ruling 92-3 that clarifies how providers should track the use of their home.
- In 1993 we successfully lobbied the IRS to clarify in its publication 587 *Business Use of Your Home* that providers don't have to report as income any Food Program reimbursements for their own children.
- In 2000 we made a number of suggestions to a draft of the *IRS Child Care Providers Audit Guide* that were accepted. This *Audit Guide* is used by the IRS when they audit providers.
- In 2003 we lobbied the IRS to write a new rule that will allow providers to use a standard meal allowance to claim food expenses.

You Benefit from Our Advocacy

Even though you may not notice, you have benefited from our professional expertise and advocacy work in the past and will continue to do so in the future. To help support our unique role in advocating on behalf of providers, we urge you to join the Institute. Members receive discounts on Redleaf Press books and our online business classes, a toll-free telephone number to answer your business questions, IRS audit assistance, a quarterly members-only newsletter, monthly e-mail updates, and more.



Membership