

**Return of Organization Exempt From Income Tax**  
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

Department of the Treasury  
Internal Revenue Service

The organization may have to use a copy of this return to satisfy state reporting requirements.

**A For the 2009 calendar year, or tax year beginning and ending**

**B** Check if applicable:  
 Address change  
 Name change  
 Initial return  
 Terminated  
 Amended return  
 Application pending

**C Name of organization**  
 Please use IRS label or print or type.  
**ACCESS NOW, INC.**  
 Doing Business As  
 Number and street (or P.O. box if mail is not delivered to street address) Room/suite  
**2201 WEST BROAD STREET 205**  
 See Specific Instructions.  
 City or town, state or country, and ZIP + 4  
**RICHMOND, VA 23220**

**D Employer identification number**  
**26-1695468**

**E Telephone number**  
**804-643-6631**

**F Name and address of principal officer:** **CAROLYN E. THOMAS, MD**  
**2201 WEST BROAD STREET, SUITE 205, RICHMOND,**

**G Gross receipts \$** **387,707.**

**H(a) Is this a group return for affiliates?**  Yes  No  
**H(b) Are all affiliates included?**  Yes  No  
 If "No," attach a list. (see instructions)  
**H(c) Group exemption number** ▶

**I Tax-exempt status:**  501(c) ( **3** ) ◀ (insert no.)  4947(a)(1) or  527

**J Website:** ▶ **ACCESSNOW.RAMDOCS.ORG**

**K Form of organization:**  Corporation  Trust  Association  Other ▶

**L Year of formation:** **2007** **M State of legal domicile:** **VA**

**Part I Summary**

		Prior Year	Current Year
<b>Activities &amp; Governance</b>	<b>1</b> Briefly describe the organization's mission or most significant activities: <b>ACCESS NOW, INC. IS A COMMUNITY PARTNERSHIP TO IMPROVE ACCESS TO HEALTH CARE FOR LOW INCOME,</b>		
	<b>2</b> Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	<b>3</b> Number of voting members of the governing body (Part VI, line 1a)	<b>3</b>	<b>13</b>
	<b>4</b> Number of independent voting members of the governing body (Part VI, line 1b)	<b>4</b>	<b>13</b>
	<b>5</b> Total number of employees (Part V, line 2a)	<b>5</b>	<b>7</b>
	<b>6</b> Total number of volunteers (estimate if necessary)	<b>6</b>	<b>0</b>
	<b>7a</b> Total gross unrelated business revenue from Part VIII, column (C), line 12	<b>7a</b>	<b>0.</b>
<b>b</b> Net unrelated business taxable income from Form 990-T, line 34	<b>7b</b>	<b>0.</b>	
<b>Revenue</b>	<b>8</b> Contributions and grants (Part VIII, line 1h)	<b>318,848.</b>	<b>382,741.</b>
	<b>9</b> Program service revenue (Part VIII, line 2g)		
	<b>10</b> Investment income (Part VIII, column (A), lines 3, 4, and 7d)	<b>1,258.</b>	<b>282.</b>
	<b>11</b> Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		<b>&lt;2,427.&gt;</b>
	<b>12</b> Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	<b>320,106.</b>	<b>380,596.</b>
	<b>13</b> Grants and similar amounts paid (Part IX, column (A), lines 1-3)		
<b>Expenses</b>	<b>14</b> Benefits paid to or for members (Part IX, column (A), line 4)		
	<b>15</b> Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	<b>162,136.</b>	<b>187,182.</b>
	<b>16a</b> Professional fundraising fees (Part IX, column (A), line 11e)		
	<b>b</b> Total fundraising expenses (Part IX, column (D), line 25) ▶ <b>20,887.</b>		
	<b>17</b> Other expenses (Part IX, column (A), lines 11a-11d, 11f-24f)	<b>95,114.</b>	<b>78,907.</b>
	<b>18</b> Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	<b>257,250.</b>	<b>266,089.</b>
<b>Net Assets or Fund Balances</b>	<b>19</b> Revenue less expenses. Subtract line 18 from line 12	<b>62,856.</b>	<b>114,507.</b>
	<b>20</b> Total assets (Part X, line 16)	<b>Beginning of Current Year</b> <b>75,346.</b>	<b>End of Year</b> <b>196,638.</b>
	<b>21</b> Total liabilities (Part X, line 26)	<b>12,488.</b>	<b>19,273.</b>
	<b>22</b> Net assets or fund balances. Subtract line 21 from line 20	<b>62,858.</b>	<b>177,365.</b>

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

**Sign Here** ▶ *Carolyn E. Thomas* | **5/13/2010**  
 Signature of officer | Date  
 ▶ **CAROLYN E. THOMAS, MD, CHAIR**  
 Type or print name and title

**Paid Preparer's Use Only**

Preparer's signature ▶ **CLIENT'S COPY** | Date **05/07/10** | Check if self-employed  | Preparer's identifying number (see instructions)

Firm's name (or yours if self-employed), address, and ZIP + 4 ▶ **LANE & ASSOCIATES, P.C.**  
**2839 HATHAWAY ROAD**  
**RICHMOND, VA 23225**

EIN ▶ | Phone no. ▶ **(804) 272-7421**

May the IRS discuss this return with the preparer shown above? (see instructions)  Yes  No

**Part III Statement of Program Service Accomplishments**

1 Briefly describe the organization's mission:  
**TO IMPROVE HEALTH CARE TO LOW INCOME AND UNINSURED RESIDENTS OF THE RICHMOND METRO AREA BY PROVIDING ACCESS TO SPECIALTY MEDICAL SERVICES.**

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?  Yes  No  
If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services?  Yes  No  
If "Yes," describe these changes on Schedule O.

4 Describe the exempt purpose achievements for each of the organization's three largest program services by expenses. Section 501(c)(3) and 501(c)(4) organizations and section 4947(a)(1) trusts are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code: ) (Expenses \$ 205,882. including grants of \$ 103,504. ) (Revenue \$ 0. )  
**MEDICAL SERVICES PROVIDED FOR SPECIALTY AREAS OF MEDICINE**

4b (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

4c (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

4d Other program services. (Describe in Schedule O.)  
(Expenses \$ including grants of \$ ) (Revenue \$ )

4e Total program service expenses ► \$ 205,882.

**Part IV Checklist of Required Schedules**

		Yes	No
1	Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If "Yes," complete Schedule A</i> .....	X	
2	Is the organization required to complete Schedule B, Schedule of Contributors? .....	X	
3	Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If "Yes," complete Schedule C, Part I</i> .....		X
4	<b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities? <i>If "Yes," complete Schedule C, Part II</i> .....		X
5	<b>Section 501(c)(4), 501(c)(5), and 501(c)(6) organizations.</b> Is the organization subject to the section 6033(e) notice and reporting requirement and proxy tax? <i>If "Yes," complete Schedule C, Part III</i> .....		
6	Did the organization maintain any donor advised funds or any similar funds or accounts where donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If "Yes," complete Schedule D, Part I</i> .....		X
7	Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If "Yes," complete Schedule D, Part II</i> .....		X
8	Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If "Yes," complete Schedule D, Part III</i> .....		X
9	Did the organization report an amount in Part X, line 21; serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If "Yes," complete Schedule D, Part IV</i> .....		X
10	Did the organization, directly or through a related organization, hold assets in term, permanent, or quasi-endowments? <i>If "Yes," complete Schedule D, Part V</i> .....		X
11	Is the organization's answer to any of the following questions "Yes"? <i>If so, complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable</i> .....	X	
	• Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If "Yes," complete Schedule D, Part VI.</i>		
	• Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VII.</i>		
	• Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part VIII.</i>		
	• Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? <i>If "Yes," complete Schedule D, Part IX.</i>		
	• Did the organization report an amount for other liabilities in Part X, line 25? <i>If "Yes," complete Schedule D, Part X.</i>		
	• Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48? <i>If "Yes," complete Schedule D, Part X.</i>		
12	Did the organization obtain separate, independent audited financial statements for the tax year? <i>If "Yes," complete Schedule D, Parts XI, XII, and XIII.</i> .....	X	
12A	Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If "Yes," completing Schedule D, Parts XI, XII, and XIII is optional</i> .....		X
13	Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If "Yes," complete Schedule E</i> .....		X
14a	Did the organization maintain an office, employees, or agents outside of the United States? .....		X
14b	Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, and program service activities outside the United States? <i>If "Yes," complete Schedule F, Part I</i> .....		X
15	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or assistance to any organization or entity located outside the United States? <i>If "Yes," complete Schedule F, Part II</i> .....		X
16	Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or assistance to individuals located outside the United States? <i>If "Yes," complete Schedule F, Part III</i> .....		X
17	Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If "Yes," complete Schedule G, Part I</i> .....		X
18	Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If "Yes," complete Schedule G, Part II</i> .....	X	
19	Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If "Yes," complete Schedule G, Part III</i> .....		X
20	Did the organization operate one or more hospitals? <i>If "Yes," complete Schedule H</i> .....		X

Form 990 (2009)

**Part IV Checklist of Required Schedules** (continued)

	Yes	No
21 Did the organization report more than \$5,000 of grants and other assistance to governments and organizations in the United States on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II		X
22 Did the organization report more than \$5,000 of grants and other assistance to individuals in the United States on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III		X
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J		X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3) and 501(c)(4) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
26 Was a loan to or by a current or former officer, director, trustee, key employee, highly compensated employee, or disqualified person outstanding as of the end of the organization's tax year? If "Yes," complete Schedule L, Part II		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor, or a grant selection committee member, or to a person related to such an individual? If "Yes," complete Schedule L, Part III		X
28 Was the organization a party to a business transaction with one of the following parties, (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
b A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
c An entity of which a current or former officer, director, trustee, or key employee of the organization (or a family member) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV		X
29 Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M		X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I		X
34 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Parts II, III, IV, and V, line 1		X
35 Is any related organization a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		X
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11 and 19?	X	

Note. All Form 990 filers are required to complete Schedule O.

**Part V Statements Regarding Other IRS Filings and Tax Compliance**

		Yes	No
<b>1a</b>	Enter the number reported in Box 3 of Form 1096, Annual Summary and Transmittal of U.S. Information Returns. Enter -0- if not applicable		
<b>1b</b>	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable		
<b>1c</b>	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?		
<b>2a</b>	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return		
<b>2b</b>	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? <i>Note.</i> If the sum of lines 1a and 2a is greater than 250, you may be required to e-file this return. (see instructions)	X	
<b>3a</b>	Did the organization have unrelated business gross income of \$1,000 or more during the year covered by this return?		X
<b>3b</b>	If "Yes," has it filed a Form 990-T for this year? If "No," provide an explanation in Schedule O		
<b>4a</b>	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		X
<b>4b</b>	If "Yes," enter the name of the foreign country: See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.		
<b>5a</b>	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		X
<b>5b</b>	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?		X
<b>5c</b>	If "Yes," to line 5a or 5b, did the organization file Form 8886-T, Disclosure by Tax-Exempt Entity Regarding Prohibited Tax Shelter Transaction?		
<b>6a</b>	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible?		X
<b>6b</b>	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		
<b>7</b>	<b>Organizations that may receive deductible contributions under section 170(c).</b>		
<b>7a</b>	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?		X
<b>7b</b>	If "Yes," did the organization notify the donor of the value of the goods or services provided?		
<b>7c</b>	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?		X
<b>7d</b>	If "Yes," indicate the number of Forms 8282 filed during the year		
<b>7e</b>	Did the organization, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?		
<b>7f</b>	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?		
<b>7g</b>	For all contributions of qualified intellectual property, did the organization file Form 8899 as required?		
<b>7h</b>	For contributions of cars, boats, airplanes, and other vehicles, did the organization file a Form 1098-C as required?		
<b>8</b>	<b>Sponsoring organizations maintaining donor advised funds and section 509(a)(3) supporting organizations.</b> Did the supporting organization, or a donor advised fund maintained by a sponsoring organization, have excess business holdings at any time during the year?		
<b>9</b>	<b>Sponsoring organizations maintaining donor advised funds.</b>		
<b>9a</b>	Did the organization make any taxable distributions under section 4966?		
<b>9b</b>	Did the organization make a distribution to a donor, donor advisor, or related person?		
<b>10</b>	<b>Section 501(c)(7) organizations.</b> Enter:		
<b>10a</b>	Initiation fees and capital contributions included on Part VIII, line 12		
<b>10b</b>	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities		
<b>11</b>	<b>Section 501(c)(12) organizations.</b> Enter:		
<b>11a</b>	Gross income from members or shareholders		
<b>11b</b>	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)		
<b>12a</b>	<b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041?		
<b>12b</b>	If "Yes," enter the amount of tax-exempt interest received or accrued during the year		

**Part VI Governance, Management, and Disclosure** For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

**Section A. Governing Body and Management**

	Yes	No
<b>1a</b> Enter the number of voting members of the governing body		
<b>1b</b> Enter the number of voting members that are independent		
<b>2</b> Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?		X
<b>3</b> Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors or trustees, or key employees to a management company or other person?		X
<b>4</b> Did the organization make any significant changes to its organizational documents since the prior Form 990 was filed?	X	
<b>5</b> Did the organization become aware during the year of a material diversion of the organization's assets?		X
<b>6</b> Does the organization have members or stockholders?		X
<b>7a</b> Does the organization have members, stockholders, or other persons who may elect one or more members of the governing body?		X
<b>7b</b> Are any decisions of the governing body subject to approval by members, stockholders, or other persons?		X
<b>8</b> Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
<b>a</b> The governing body?	X	
<b>b</b> Each committee with authority to act on behalf of the governing body?	X	
<b>9</b> Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O		X

**Section B. Policies** (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
<b>10a</b> Does the organization have local chapters, branches, or affiliates?		X
<b>b</b> If "Yes," does the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with those of the organization?		
<b>11</b> Has the organization provided a copy of this Form 990 to all members of its governing body before filing the form?	X	
<b>11A</b> Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
<b>12a</b> Does the organization have a written conflict of interest policy? If "No," go to line 13	X	
<b>b</b> Are officers, directors or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	X	
<b>c</b> Does the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this is done	X	
<b>13</b> Does the organization have a written whistleblower policy?		X
<b>14</b> Does the organization have a written document retention and destruction policy?	X	
<b>15</b> Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
<b>a</b> The organization's CEO, Executive Director, or top management official		X
<b>b</b> Other officers or key employees of the organization		X
If "Yes" to line 15a or 15b, describe the process in Schedule O. (See instructions.)		
<b>16a</b> Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?		X
<b>b</b> If "Yes," has the organization adopted a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and taken steps to safeguard the organization's exempt status with respect to such arrangements?		

**Section C. Disclosure**

- 17** List the states with which a copy of this Form 990 is required to be filed **NONE**
- 18** Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (501(c)(3)s only) available for public inspection. Indicate how you make these available. Check all that apply.  
 Own website     Another's website     Upon request
- 19** Describe in Schedule O whether (and if so, how), the organization makes its governing documents, conflict of interest policy, and financial statements available to the public.
- 20** State the name, physical address, and telephone number of the person who possesses the books and records of the organization: **CORPORATION - 804-643-6631**  
**2201 W BROAD STREET, SUITE 205, RICHMOND, VA 23220**

**Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**

**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees**

1a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year. Use Schedule J-2 if additional space is needed.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

Check this box if the organization did not compensate any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week	(C) Position (check all that apply)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
CAROLYN E THOMAS, MD CHAIRMAN	1.00	X		X			0.	0.	0.	
THOMAS L MOFFATT, MD VICE CHAIRMAN	1.00	X		X			0.	0.	0.	
HAZLE S KONERDING, MD SECRETARY	1.00	X		X			0.	0.	0.	
MARSHA MERRELL TREASURER	1.00	X		X			0.	0.	0.	
E CLAIBORNE IRBY, JR, MD DIRECTOR	1.00	X					0.	0.	0.	
DENISE DALY KONRAD, MS DIRECTOR	1.00	X					0.	0.	0.	
BETH MERCHANT DIRECTOR	1.00	X					0.	0.	0.	
TONI T RICE DIRECTOR	1.00	X					0.	0.	0.	
W. MATTHEW SCOTT DIRECTOR	1.00	X					0.	0.	0.	
ALICE HORSLEY SIEGEL DIRECTOR	1.00	X					0.	0.	0.	
J. LATANE WARE, MD DIRECTOR	1.00	X					0.	0.	0.	
DANIEL JANNUZZI, MD DIRECTOR	1.00	X					0.	0.	0.	
DEBORAH LOVE EXECUTIVE DIRECTOR	1.00			X			0.	0.	0.	



**Part VIII Statement of Revenue**

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512, 513, or 514		
Contributions, gifts, grants and other similar amounts	1 a	Federated campaigns						
	1 b	Membership dues						
	1 c	Fundraising events	18,000.					
	1 d	Related organizations						
	1 e	Government grants (contributions)						
	1 f	All other contributions, gifts, grants, and similar amounts not included above	364,741.					
	g	Noncash contributions included in lines 1a-1f \$						
	h	<b>Total.</b> Add lines 1a-1f	382,741.					
	Program Service Revenue	2 a						
2 b								
2 c								
2 d								
2 e								
2 f		All other program service revenue						
g		<b>Total.</b> Add lines 2a-2f						
Other Revenue	3	Investment income (including dividends, interest, and other similar amounts)	282.			282.		
	4	Income from investment of tax-exempt bond proceeds						
	5	Royalties						
	6 a	Gross Rents	(i) Real					
			(ii) Personal					
			b	Less: rental expenses				
			c	Rental income or (loss)				
	d	Net rental income or (loss)						
	7 a	Gross amount from sales of assets other than inventory	(i) Securities					
			(ii) Other					
			b	Less: cost or other basis and sales expenses				
			c	Gain or (loss)				
	d	Net gain or (loss)						
	8 a	Gross income from fundraising events (not including \$ 18,000. of contributions reported on line 1c). See Part IV, line 18	a	4,684.				
			b	Less: direct expenses	7,111.			
c			Net income or (loss) from fundraising events	<2,427.>			<2,427.>	
9 a	Gross income from gaming activities. See Part IV, line 19	a						
		b	Less: direct expenses					
		c	Net income or (loss) from gaming activities					
10 a	Gross sales of inventory, less returns and allowances	a						
		b	Less: cost of goods sold					
		c	Net income or (loss) from sales of inventory					
Miscellaneous Revenue		Business Code						
11 a		a						
		b						
		c						
		d	All other revenue					
e	<b>Total.</b> Add lines 11a-11d							
12	<b>Total revenue.</b> See instructions.		380,596.	0.	0.	<2,145.>		

**Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns.

All other organizations must complete column (A) but are not required to complete columns (B), (C), and (D).

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to governments and organizations in the U.S. See Part IV, line 21				
2 Grants and other assistance to individuals in the U.S. See Part IV, line 22				
3 Grants and other assistance to governments, organizations, and individuals outside the U.S. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	148,446.	122,946.	5,100.	20,400.
8 Pension plan contributions (include section 401(k) and section 403(b) employer contributions)				
9 Other employee benefits	27,226.	17,198.	6,685.	3,343.
10 Payroll taxes	11,510.	7,271.	2,826.	1,413.
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	3,410.	3,410.		
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other	13,969.	13,669.	300.	
12 Advertising and promotion	261.	261.		
13 Office expenses	9,466.	5,206.	4,260.	
14 Information technology				
15 Royalties				
16 Occupancy	13,421.	10,066.	3,355.	
17 Travel				
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	2,201.	2,201.		
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	3,339.		3,339.	
23 Insurance	1,812.	251.	1,561.	
24 Other expenses. Itemize expenses not covered above. (Expenses grouped together and labeled miscellaneous may not exceed 5% of total expenses shown on line 25 below.)				
a SOFTWARE & COMPUTER SUP	13,191.	11,872.	1,319.	
b EQUIPMENT LEASE	6,155.	4,616.	1,539.	
c DUES & CONFERENCE	3,414.	3,414.		
d TELEPHONE	3,241.	1,783.	1,458.	
e MISCELLANEOUS	1,732.		1,732.	
f All other expenses	3,295.	1,718.	746.	831.
25 Total functional expenses. Add lines 1 through 24f	266,089.	205,882.	34,220.	25,987.
26 Joint costs. Check here <input type="checkbox"/> if following SOP 98-2. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation ...				

**Part X Balance Sheet**

		(A) Beginning of year		(B) End of year
Assets	1	Cash - non-interest-bearing		1
	2	Savings and temporary cash investments	4,255.	2 118,565.
	3	Pledges and grants receivable, net	33,659.	3 40,244.
	4	Accounts receivable, net		4
	5	Receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5
	6	Receivables from other disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B). Complete Part II of Schedule L		6
	7	Notes and loans receivable, net		7
	8	Inventories for sale or use		8
	9	Prepaid expenses and deferred charges	14,596.	9 13,167.
	10a	Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 29,702.	
	b	Less: accumulated depreciation	10b 5,040.	10c 24,662.
	11	Investments - publicly traded securities		11
	12	Investments - other securities. See Part IV, line 11		12
	13	Investments - program-related. See Part IV, line 11		13
	14	Intangible assets		14
	15	Other assets. See Part IV, line 11	4,741.	15 0.
16	<b>Total assets.</b> Add lines 1 through 15 (must equal line 34)	75,346.	16 196,638.	
Liabilities	17	Accounts payable and accrued expenses	6,926.	17 12,786.
	18	Grants payable		18
	19	Deferred revenue	3,500.	19 4,500.
	20	Tax-exempt bond liabilities		20
	21	Escrow or custodial account liability. Complete Part IV of Schedule D		21
	22	Payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22
	23	Secured mortgages and notes payable to unrelated third parties		23
	24	Unsecured notes and loans payable to unrelated third parties		24
	25	Other liabilities. Complete Part X of Schedule D	2,062.	25 1,987.
	26	<b>Total liabilities.</b> Add lines 17 through 25	12,488.	26 19,273.
Net Assets or Fund Balances	Organizations that follow SFAS 117, check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27	Unrestricted net assets	20,703.	27 62,858.
	28	Temporarily restricted net assets	42,155.	28 114,507.
	29	Permanently restricted net assets		29
	Organizations that do not follow SFAS 117, check here <input type="checkbox"/> and complete lines 30 through 34.			
	30	Capital stock or trust principal, or current funds		30
	31	Paid-in or capital surplus, or land, building, or equipment fund		31
	32	Retained earnings, endowment, accumulated income, or other funds		32
	33	<b>Total net assets or fund balances</b>	62,858.	33 177,365.
	34	<b>Total liabilities and net assets/fund balances</b>	75,346.	34 196,638.

Form 990 (2009)

**Part XI Financial Statements and Reporting**

	Yes	No
1 Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant? .....		X
b Were the organization's financial statements audited by an independent accountant? .....	X	
c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? ..... If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.		X
d If "Yes" to line 2a or 2b, check a box below to indicate whether the financial statements for the year were issued on a consolidated basis, separate basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis		
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133? .....		X
b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits. ....		

Form 990 (2009)



**Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)**

(Complete only if you checked the box on line 5, 7, or 8 of Part I.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....						
<b>2</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....						
<b>3</b> The value of services or facilities furnished by a governmental unit to the organization without charge .....						
<b>4 Total.</b> Add lines 1 through 3 .....						
<b>5</b> The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f) .....						
<b>6 Public support.</b> Subtract line 5 from line 4.						

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
<b>7</b> Amounts from line 4 .....						
<b>8</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources .....						
<b>9</b> Net income from unrelated business activities, whether or not the business is regularly carried on .....						
<b>10</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.) .....						
<b>11 Total support.</b> Add lines 7 through 10						

**12** Gross receipts from related activities, etc. (see instructions) ..... **12**

**13 First five years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here .....

**Section C. Computation of Public Support Percentage**

<b>14</b> Public support percentage for 2009 (line 6, column (f) divided by line 11, column (f)) .....	<b>14</b>	%
<b>15</b> Public support percentage from 2008 Schedule A, Part II, line 14 .....	<b>15</b>	%

**16a 33 1/3% support test - 2009.** If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization .....

**b 33 1/3% support test - 2008.** If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization .....

**17a 10% -facts-and-circumstances test - 2009.** If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization .....

**b 10% -facts-and-circumstances test - 2008.** If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part IV how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization .....

**18 Private foundation.** If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions .....

**Part III Support Schedule for Organizations Described in Section 509(a)(2)** (Complete only if you checked the box on line 9 of Part I.)

**Section A. Public Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
<b>1</b> Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.") .....				318,848.	382,741.	701,589.
<b>2</b> Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose .....						
<b>3</b> Gross receipts from activities that are not an unrelated trade or business under section 513 .....						
<b>4</b> Tax revenues levied for the organization's benefit and either paid to or expended on its behalf .....						
<b>5</b> The value of services or facilities furnished by a governmental unit to the organization without charge .....						
<b>6 Total.</b> Add lines 1 through 5 .....				318,848.	382,741.	701,589.
<b>7a</b> Amounts included on lines 1, 2, and 3 received from disqualified persons .....						0.
<b>b</b> Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year .....						0.
<b>c</b> Add lines 7a and 7b .....						0.
<b>8 Public support</b> (Subtract line 7c from line 6.)						701,589.

**Section B. Total Support**

Calendar year (or fiscal year beginning in) ▶	(a) 2005	(b) 2006	(c) 2007	(d) 2008	(e) 2009	(f) Total
<b>9</b> Amounts from line 6 .....				318,848.	382,741.	701,589.
<b>10a</b> Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources .....				1,258.	282.	1,540.
<b>b</b> Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975 .....						
<b>c</b> Add lines 10a and 10b .....				1,258.	282.	1,540.
<b>11</b> Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on .....						
<b>12</b> Other income. Do not include gain or loss from the sale of capital assets (Explain in Part IV.) .....					<2,427.>	<2,427.>
<b>13 Total support</b> (Add lines 9, 10c, 11, and 12.)				320,106.	380,596.	700,702.

**14 First five years.** If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here

**Section C. Computation of Public Support Percentage**

<b>15</b> Public support percentage for 2009 (line 8, column (f) divided by line 13, column (f)) .....	15	100.13 %
<b>16</b> Public support percentage from 2008 Schedule A, Part III, line 15 .....	16	99.61 %

**Section D. Computation of Investment Income Percentage**

<b>17</b> Investment income percentage for 2009 (line 10c, column (f) divided by line 13, column (f)) .....	17	.22 %
<b>18</b> Investment income percentage from 2008 Schedule A, Part III, line 17 .....	18	%

**19a 33 1/3% support tests - 2009.** If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

**b 33 1/3% support tests - 2008.** If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization

**20 Private foundation.** If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions

**Schedule B**

(Form 990, 990-EZ, or 990-PF)

Department of the Treasury  
Internal Revenue Service

**Schedule of Contributors**

▶ Attach to Form 990, 990-EZ, or 990-PF.

OMB No. 1545-0047

**2009**

Name of the organization

ACCESS NOW, INC.

Employer identification number

26-1695468

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

501(c)( 3 ) (enter number) organization

4947(a)(1) nonexempt charitable trust not treated as a private foundation

527 political organization

Form 990-PF

501(c)(3) exempt private foundation

4947(a)(1) nonexempt charitable trust treated as a private foundation

501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

**Note.** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

**General Rule**

For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II.

**Special Rules**

For a section 501(c)(3) organization filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), and received from any one contributor, during the year, a contribution of the greater of (1) \$5,000 or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h or (ii) Form 990-EZ, line 1. Complete Parts I and II.

For a section 501(c)(7), (8), or (10) organization filing Form 990 or 990-EZ that received from any one contributor, during the year, aggregate contributions of more than \$1,000 for use *exclusively* for religious, charitable, scientific, literary, or educational purposes, or the prevention of cruelty to children or animals. Complete Parts I, II, and III.

For a section 501(c)(7), (8), or (10) organization filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions for use *exclusively* for religious, charitable, etc., purposes, but these contributions did not aggregate to more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Do not complete any of the parts unless the **General Rule** applies to this organization because it received nonexclusively religious, charitable, etc., contributions of \$5,000 or more during the year. ▶ \$ \_\_\_\_\_

**Caution.** An organization that is not covered by the General Rule and/or the Special Rules does not file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2 of its Form 990, or check the box on line H of its Form 990-EZ, or on line 2 of its Form 990-PF, to certify that it does not meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

LHA For Privacy Act and Paperwork Reduction Act Notice, see the Instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990, 990-EZ, or 990-PF) (2009)

Name of organization <b>ACCESS NOW, INC.</b>	Employer identification number <b>26-1695468</b>
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**Part I Contributors** (see instructions)

(a) No.	(b) Name, address, and ZIP + 4	(c) Aggregate contributions	(d) Type of contribution
1	BON SECOURS RICHMOND HEALTH SYSTEM 5801 BREMO ROAD RICHMOND, VA 23226	\$ 50,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
2	HCA RICHMOND HEALTH SYSTEM 7300 BEAUFONT SPRINGS DRIVE RICHMOND, VA 23225	\$ 50,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
3	JENKINS FOUNDATON 7501 BOULDERS VIEW DRIVE, SUITE 110 RICHMOND, VA 23225	\$ 25,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
4	RICHMOND ACADEMY OF MEDICINE 2201 W BROAD STREET SUITE 205 RICHMOND, VA 23220	\$ 53,500.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
5	VA HEALTH CARE FOUNDATION 707 EAST MAIN STREET RICHMOND, VA 23219	\$ 37,866.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
6	RICHMOND MEMORIAL HEALTH FOUNDATION 1801 BAYBERRY COURT, SUITE 104 RICHMOND, VA 23226	\$ 30,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

Name of organization <b>ACCESS NOW, INC.</b>	Employer identification number <b>26-1695468</b>
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**Part I Contributors** (see instructions)

(a) No.	(b) Name, address, and ZIP + 4	(c) Aggregate contributions	(d) Type of contribution
7	THE COMMUNITY FOUNDATION 7501 BOULDERS VIEW DRIVE, SUITE 110 RICHMOND, VA 23225	\$ 16,640.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
8	VIRGINIA CARDIOVASCULAR SPECIALISTS 5875 BREMO ROAD, SUITE 512 RICHMOND, VA 23226	\$ 18,421.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
9	REACH NO LONGER EXISTS	\$ 7,195.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
(a) No.	(b) Name, address, and ZIP + 4	(c) Aggregate contributions	(d) Type of contribution
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
(a) No.	(b) Name, address, and ZIP + 4	(c) Aggregate contributions	(d) Type of contribution
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)
(a) No.	(b) Name, address, and ZIP + 4	(c) Aggregate contributions	(d) Type of contribution
		\$ _____	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II if there is a noncash contribution.)

**Schedule D**  
(Form 990)

Department of the Treasury  
Internal Revenue Service

**Supplemental Financial Statements**

▶ Complete if the organization answered "Yes," to Form 990,  
Part IV, line 6, 7, 8, 9, 10, 11, or 12.

▶ Attach to Form 990. ▶ See separate instructions.

OMB No. 1545-0047

**2009**

Open to Public  
Inspection

Name of the organization **ACCESS NOW, INC.** Employer identification number **26-1695468**

**Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.** Complete if the organization answered "Yes" to Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year .....		
2 Aggregate contributions to (during year) .....		
3 Aggregate grants from (during year) .....		
4 Aggregate value at end of year .....		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? .....		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? .....		<input type="checkbox"/> Yes <input type="checkbox"/> No

**Part II Conservation Easements.** Complete if the organization answered "Yes" to Form 990, Part IV, line 7.

- Purpose(s) of conservation easements held by the organization (check all that apply).
 

<input type="checkbox"/> Preservation of land for public use (e.g., recreation or pleasure)	<input type="checkbox"/> Preservation of an historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	
- Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.
 

	Held at the End of the Tax Year
a Total number of conservation easements .....	2a
b Total acreage restricted by conservation easements .....	2b
c Number of conservation easements on a certified historic structure included in (a) .....	2c
d Number of conservation easements included in (c) acquired after 8/17/06 .....	2d
- Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶
- Number of states where property subject to conservation easement is located ▶
- Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? .....
- Staff and volunteer hours devoted to monitoring, inspecting, and enforcing conservation easements during the year ▶
- Amount of expenses incurred in monitoring, inspecting, and enforcing conservation easements during the year ▶ \$
- Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? .....
- In Part XIV, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.**

Complete if the organization answered "Yes" to Form 990, Part IV, line 8.

- If the organization elected, as permitted under SFAS 116, not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIV, the text of the footnote to its financial statements that describes these items.
- If the organization elected, as permitted under SFAS 116, to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:
  - Revenues included in Form 990, Part VIII, line 1 ▶ \$
  - Assets included in Form 990, Part X ▶ \$
- If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 relating to these items:
  - Revenues included in Form 990, Part VIII, line 1 ▶ \$
  - Assets included in Form 990, Part X ▶ \$

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- a  Public exhibition
- b  Scholarly research
- c  Preservation for future generations
- d  Loan or exchange programs
- e  Other \_\_\_\_\_

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIV.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?  Yes  No

**Part IV Escrow and Custodial Arrangements.** Complete if organization answered "Yes" to Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X?  Yes  No

b If "Yes," explain the arrangement in Part XIV and complete the following table:

	Amount
c Beginning balance	1c
d Additions during the year	1d
e Distributions during the year	1e
f Ending balance	1f

2a Did the organization include an amount on Form 990, Part X, line 21?  Yes  No

b If "Yes," explain the arrangement in Part XIV.

**Part V Endowment Funds.** Complete if the organization answered "Yes" to Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the year end balance held as:

- a Board designated or quasi-endowment  %
- b Permanent endowment  %
- c Term endowment  %

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

	Yes	No
(i) unrelated organizations	3a(i)	
(ii) related organizations	3a(ii)	
b If "Yes" to 3a(ii), are the related organizations listed as required on Schedule R?	3b	

4 Describe in Part XIV the intended uses of the organization's endowment funds.

**Part VI Investments - Land, Buildings, and Equipment.** See Form 990, Part X, line 10.

Description of investment	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements		6,732.	636.	6,096.
d Equipment		22,970.	4,404.	18,566.
e Other				
<b>Total.</b> Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10(c).)				24,662.



**Part XI Reconciliation of Change in Net Assets from Form 990 to Audited Financial Statements**

1	Total revenue (Form 990, Part VIII, column (A), line 12)	1	380,596.
2	Total expenses (Form 990, Part IX, column (A), line 25)	2	266,089.
3	Excess or (deficit) for the year. Subtract line 2 from line 1	3	114,507.
4	Net unrealized gains (losses) on investments	4	
5	Donated services and use of facilities	5	
6	Investment expenses	6	
7	Prior period adjustments	7	
8	Other (Describe in Part XIV.)	8	
9	Total adjustments (net). Add lines 4 through 8	9	0.
10	Excess or (deficit) for the year per audited financial statements. Combine lines 3 and 9	10	114,507.

**Part XII Reconciliation of Revenue per Audited Financial Statements With Revenue per Return**

1	Total revenue, gains, and other support per audited financial statements	1	3,461,381.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
a	Net unrealized gains on investments	2a	
b	Donated services and use of facilities	2b	3,080,785.
c	Recoveries of prior year grants	2c	
d	Other (Describe in Part XIV.)	2d	
e	Add lines 2a through 2d	2e	3,080,785.
3	Subtract line 2e from line 1	3	380,596.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIV.)	4b	
c	Add lines 4a and 4b	4c	0.
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)	5	380,596.

**Part XIII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return**

1	Total expenses and losses per audited financial statements	1	3,346,874.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
a	Donated services and use of facilities	2a	3,080,785.
b	Prior year adjustments	2b	
c	Other losses	2c	
d	Other (Describe in Part XIV.)	2d	
e	Add lines 2a through 2d	2e	3,080,785.
3	Subtract line 2e from line 1	3	266,089.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIV.)	4b	
c	Add lines 4a and 4b	4c	0.
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)	5	266,089.

**Part XIV Supplemental Information**

Complete this part to provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, line 8; Part XII, lines 2d and 4b; and Part XIII, lines 2d and 4b. Also complete this part to provide any additional information.

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**Part II Fundraising Events.** Complete if the organization answered "Yes" to Form 990, Part IV, line 18, or reported more than \$15,000 on Form 990-EZ, line 6a. List events with gross receipts greater than \$5,000.

		(a) Event #1	(b) Event #2	(c) Other events NONE	(d) Total events (add col. (a) through col. (c))
		CASINO NIGHT (event type)	(event type)	(total number)	
Revenue	1	Gross receipts	22,684.		22,684.
	2	Less: Charitable contributions	18,000.		18,000.
	3	Gross income (line 1 minus line 2)	4,684.		4,684.
Direct Expenses	4	Cash prizes			
	5	Noncash prizes			
	6	Rent/facility costs			
	7	Food and beverages			
	8	Entertainment			
	9	Other direct expenses	7,111.		7,111.
	10	Direct expense summary. Add lines 4 through 9 in column (d)			( 7,111 )
	11	Net income summary. Combine line 3, column (d), and line 10			<2,427.>

**Part III Gaming.** Complete if the organization answered "Yes" to Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

		(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
Revenue	1	Gross revenue			
Direct Expenses	2	Cash prizes			
	3	Noncash prizes			
	4	Rent/facility costs			
	5	Other direct expenses			
	6	Volunteer labor	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No	<input type="checkbox"/> Yes _____ % <input type="checkbox"/> No
	7	Direct expense summary. Add lines 2 through 5 in column (d)			( )
	8	Net gaming income summary. Combine line 1, column (d), and line 7			

9 Enter the state(s) in which the organization operates gaming activities: \_\_\_\_\_

a Is the organization licensed to operate gaming activities in each of these states? \_\_\_\_\_

b If "No," explain: \_\_\_\_\_

10a Were any of the organization's gaming licenses revoked, suspended or terminated during the tax year? \_\_\_\_\_

b If "Yes," explain: \_\_\_\_\_

11 Does the organization operate gaming activities with nonmembers? \_\_\_\_\_

12 Is the organization a grantor, beneficiary or trustee of a trust or a member of a partnership or other entity formed to administer charitable gaming? \_\_\_\_\_

	Yes	No
9a		
10a		
11		
12		

**13** Indicate the percentage of gaming activity operated in:

- a The organization's facility ..... **13a** %
- b An outside facility ..... **13b** %

**14** Enter the name and address of the person who prepares the organization's gaming/special events books and records:

Name ▶ \_\_\_\_\_

Address ▶ \_\_\_\_\_

**15a** Does the organization have a contract with a third party from whom the organization receives gaming revenue? ..... **15a**

b If "Yes," enter the amount of gaming revenue received by the organization ▶ \$ \_\_\_\_\_ and the amount of gaming revenue retained by the third party ▶ \$ \_\_\_\_\_

c If "Yes," enter name and address of the third party:

Name ▶ \_\_\_\_\_

Address ▶ \_\_\_\_\_

**16** Gaming manager information:

Name ▶ \_\_\_\_\_

Gaming manager compensation ▶ \$ \_\_\_\_\_

Description of services provided ▶ \_\_\_\_\_

- Director/officer
- Employee
- Independent contractor

**17** Mandatory distributions:

a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license? ..... **17a**

b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ▶ \$ \_\_\_\_\_

	Yes	No
<b>13a</b>		
<b>13b</b>		
<b>15a</b>		
<b>17a</b>		

**SCHEDULE O**  
(Form 990)

Department of the Treasury  
Internal Revenue Service

**Supplemental Information to Form 990**

Complete to provide information for responses to specific questions on  
Form 990 or to provide any additional information.  
▶ Attach to Form 990.

OMB No. 1545-0047

**2009**

Open to Public  
Inspection

Name of the organization

ACCESS NOW, INC.

Employer identification number

26-1695468

FORM 990, PART I, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

UNINSURED RESIDENTS OF THE GREATER RICHMOND METROPOLITAN AREA. WE  
CONNECT THE CARE RECEIVED IN A LOCAL CLINIC OR HEALTH SYSTEM WITH  
DONATED PHYSICIAN CARE IN A COORDINATED REFERRAL PROGRAM.

FORM 990, PART VI, SECTION B, LINE 11: A DRAFT OF THE TAX RETURN IS  
EMAILED TO THE BOARD PRIOR TO BEING FILED. THE BOARD IS GIVEN A PERIOD OF  
TIME TO REQUEST ANY CHANGES BE MADE BEFORE THE RETURN IS FILED. THE BOARD  
HAS ACCESS TO THE ORGANIZATIONS CPA WHO PREPARED THE RETURN SO THAT THEY  
CAN ASK QUESTIONS ABOUT ANY ITEM THEY DO NOT UNDERSTAND OR WANT CORRECTED.

FORM 990, PART VI, SECTION B, LINE 12C: EACH BOARD MEMBER IS REQUIRED TO  
SIGN A STATEMENT ANNUALLY.

FORM 990, PART VI, SECTION C, LINE 19: THE ORGANIZATION PROVIDES FORMS  
1023 AND 990 TO ANYONE WHO REQUESTS TO SEE THE DOCUMENTS. THE FORMS ARE  
AVAILABLE FOR INSPECTION AT AN AGREED UPON TIME. THE ORGANIZATION WILL ALSO  
PROVIDE ANY POLICIES THAT ARE REQUESTED FOR INSPECTION.

**AMENDED AND RE-STATED  
BYLAWS**

**OF**

**ACCESS NOW, INC.**

**Effective January 19, 2010**

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BYLAWS  
OF  
ACCESS NOW, INC.

ARTICLE I

Purposes

Section 1. Purposes. Access Now, Inc. (“the Corporation”) is organized as an exempt organization under Section 501(c)(3) or the Internal Revenue Code of 1986, as amended (the “Code”) and is formed exclusively for charitable, religious, educational and/or scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under Section 501(c)(3) of the Code, or the corresponding provision of any future federal tax law. The Corporation’s primary purposes are to promote collaboration and coordination of services among participants in the health care delivery system and increase access to a comprehensive continuum of quality health care services, thereby strengthening the health care delivery system for uninsureds who are at or below 200% of the federal poverty guidelines, and who reside in the central Virginia area.

Section 2. Authority. The Corporation shall have the authority to take any action which its Board and/or Member (in accordance with these Bylaws) deem appropriate to carry out the purposes set forth in this Article; and the Corporation shall also have the authority to take any action incidental to such purposes and any other action permitted under the laws of the Commonwealth of Virginia and which are consistent with the Articles of Incorporation of this Corporation.

ARTICLE II

Member

Section 1. Number. There shall be one (1) member of the Corporation, namely, the Richmond Academy of Medicine, Inc., a Virginia corporation (the “Member”).

Section 2. Reserved Powers. The Member shall have the following reserved powers and authority, all of which actions shall require approval or adoption by the Member:

- (a) Any amendments to the Articles of Incorporation of the Corporation;
- (b) Any merger or consolidation of the Corporation with any other entity;
- (c) Any amendments to these Bylaws or the adoption of any Bylaws in substitution of, or addition to, these Bylaws;

- (d) The annual and capital budgets of the Corporation;
- (e) The incurrence of any debt or obligation by the Corporation in excess of the amount which may be set from time to time by resolution of the board of directors of the Member;
- (f) The appointment and removal of any persons serving on the Board of the Corporation;
- (g) The disposition or transfer of any assets of the Corporation having a value or for a price in excess of the amount as may be set from time to time by resolution of the board of directors of the Member;
- (h) Any other matter which requires an affirmative vote or approval by the Member under any applicable law.

The Board may make recommendations to the Member concerning any of the actions requiring Member approval or consent pursuant to this Section; provided, however, that the Member may take any of the actions listed in this Section with or without any recommendation by the Board and regardless of any recommendation by the Board.

Section 3. Annual Meeting. The annual meeting of the Member of the Corporation shall be held in the month of November on a date and at a time determined by the Member.

Section 4. Special Meetings. The Member may call special meetings of the Member of the Corporation at any time and for such purposes as the Member deems advisable.

### ARTICLE III

#### Board of Directors

Section 1. Number and Powers. Subject to the powers and authority of the Member, the affairs of the Corporation shall be managed by a Board of Directors (the "Board") of a minimum of nine (9) and a maximum of twenty-one (21) directors. Subject to any policies, directives, or orders of the Member of the Corporation, the Board shall have the authority and duty of managing the affairs of the Corporation and including, but not limited to, the establishment of corporate policies to accomplish the purposes of the Corporation, management of all of the financial affairs of the Corporation, management of all property and assets of the Corporation, and determination of how to raise any necessary funds.

Section 2. Change in Number. The Board shall, by resolution, from time to time, determine the number of directors to serve on the Board. No decrease in the number of directors shall shorten the term of any director serving as such at the time that the decrease in the number of directors is effective.

Section 3. Qualifications. Directors shall include individuals and representatives of business, the health care community and civic organizations, and may include representatives of local government, public health organizations and health care institutions, all of whom have demonstrated leadership capabilities in the central Virginia area and have an interest and desire to aid the Corporation in fulfilling its purpose and to promote community confidence and trust in the Corporation. At least one director must also be a member of the Richmond Academy of Medicine, Inc., Board of Trustees and one director must also be a member of the Board of the Richmond Academy of Medicine Alliance Foundation. All directors shall be required to sign and comply with the Corporation's Conflict of Interest Policy as it exists and as it may be amended from time to time. If the Board employs a Program Director and/or a Medical Director, each shall be an *ex officio* non-voting member of the Board.

Section 4. Election and Terms. The directors shall be elected at the annual meeting of the Member of the Corporation. Directors so elected shall take office upon the adjournment of the annual meeting of the Member at which they are elected.

(a) The terms of directors shall be staggered. The directors shall be divided into three (3) groups, designated as "Group I," "Group II" and "Group III," with each group containing one-third of the number of directors, as near as may be. Except as hereinafter stated with respect to the initial directors, the members of each group shall be elected for three-year terms. A director shall serve no more than three successive terms, but may be eligible for re-election after having not been a director for a period of at least one year. If the number of directors is changed, any newly created directorships or any decrease in directorships shall be apportioned among the groups by the Board as to make all such groups as nearly equal in number as possible. Each director shall hold office for his term and until his successor has been duly elected and qualified, or until the director's earlier death, resignation, or suspension or removal from office. Vacancies on the Board during a term may be filled by the Member for the remainder of the term.

(b) The terms of the initial directors in Group I shall expire at the first annual meeting of the Member; the terms of the initial directors in Group II shall expire at the second annual meeting of the Member; and the terms of the initial directors in Group III shall expire at the third annual meeting of the Member. The directors succeeding those in each group whose terms expire shall be designated as members of the same group as those they succeed. The terms of directors succeeding those in each group whose terms expire shall expire at the third annual meeting of the Member following their election. Directors filling vacancies shall be designated as members of the group in which the vacancies existed. The terms of directors filling vacancies shall expire at the annual meeting of the Member at which expire the terms of the directors in the groups in which the vacancies existed.

Section 5. Election of Officers. At the first meeting of the Board following the annual meeting of the Member, the Board shall elect the officers of the Corporation. Each director present at such first meeting of directors may cast one (1) vote for each position. The nominee receiving the greatest number of votes for each office shall be elected to such office. No proxies or cumulative voting shall be permitted in such election.

Section 6. Annual Meeting. The Board shall hold its first meeting after the annual meeting of the Member of the Corporation within thirty (30) days of the date of the annual meeting of the Member, as designated by the Chairman, upon written notice of the meeting mailed to each of the directors at least seven (7) days before the date of the meeting.

Section 7. Regular Meetings. In addition to its first meeting after the annual meeting of the Member, the Board shall hold at least three (3) regular meetings on such dates as may be designated by resolution of the Board. Written notice of each such regular meeting shall be mailed to the directors at least five (5) days prior to the date of the meeting.

Section 8. Special Meetings. Special meetings of the Board may be called by the Chairman and shall be called within fourteen (14) days of receipt by the Chairman of a written request of three (3) members of the Board. Written notice of special meetings shall be mailed to the directors at least seven (7) days before the date of the meeting and shall state the purpose for which the special meeting has been called. No business other than that stated in the notice shall be transacted at such special meeting.

Section 9. Quorum. For any meeting of the Board, a quorum shall be a majority of the number of directors in office immediately before the meeting begins. Each director in attendance shall have one (1) vote on each matter submitted to a vote. Provided a quorum is present and unless otherwise specifically provided in these Bylaws or required by law, an action may be taken by the Board upon a majority vote of those members who cast a vote on the subject of such action (not including abstentions or failures to vote).

Section 10. Removal. Any one (1) or more of the directors may be removed either with or without cause, at any time, by a vote of two-thirds (2/3) of the directors present at any special meeting called for that purpose. Any director absent from fifty percent (50%) of the regular meetings of the Board during any 12-month period shall be considered to have resigned. The Member shall have the right to remove directors, with or without cause, at any time.

## ARTICLE IV

### Corporate Officers

Section 1. Officers. The officers of the Corporation shall include a Chairman and a Vice-Chairman elected from among the members of the Board, and a Secretary and a Treasurer, each of whom may be (but is not required to be) a member of the Board. Corporate officers shall be elected by the Board at its first meeting following the annual meeting of the Member and shall hold office for a period of one (1) year or until successors shall have been duly elected and qualified. A vacancy in any office because of death, resignation, removal, disqualification or otherwise may be filled by the Board for the unexpired portion of the term.

Section 2. Duties. The officers shall have the following duties:

- (a) The Chairman of the Board shall preside over and be responsible for the

agenda of all Board meetings; be responsible for the enforcement of the Bylaws; be a spokesperson for the Board; and perform generally all duties incident to such office and such other duties as may be assigned from time to time by the Board.

(b) The Vice-Chairman shall exercise all the powers and authority and perform the duties of the Chairman in the absence of the Chairman. The Vice-Chairman shall perform any other duties assigned from time to time by the Chairman or the Board.

(c) The Secretary shall be the custodian of the records of the Corporation. He shall be responsible for notices of Board meetings and for recordation of minutes of the meetings. He shall have such other duties as may be assigned from time to time by the Chairman or the Board.

(d) The Treasurer shall be responsible for the safekeeping and proper disbursement of all funds received by the Corporation. The Treasurer shall cause a quarterly financial report to be made to the Board. He shall prepare necessary reports and other information required by the Board in the exercise of its duties. The Treasurer shall be bonded, the cost of which shall be paid by the Corporation. He shall have such other duties as may be assigned from time to time by the President or the Board.

(e) There may also be other officers or assistant officers as determined and appointed by the Chairman, subject to confirmation by the Board. Such other officers or assistant officers shall serve at the pleasure of the Chairman and shall have such other duties as may from time to time be assigned to them by the Chairman or the Board.

Section 3. Removal. Any officer or assistant officer may be removed by the Board, with or without cause, whenever in its judgment the best interest of the Corporation will be served thereby.

Section 4. Executive Director. The Board may, but shall not be required to, employ or authorize the Chairman to employ an Executive Director of the Corporation. The Executive Director shall perform such duties and shall have such authority as may be required of, or conferred upon, him by the Chairman or the Board.

Section 5. Program and Medical Directors. The Board may, but shall not be required to, employ a Program Director and a Medical Director.

(a) The Program Director shall be responsible for the administration of a central office, executing the organizational and program policies of the Board, and shall work closely with and assist the Executive Committee and all standing and other committees to facilitate the work of the committees.

(b) The Medical Director shall be responsible for consultation regarding Access Now policies and services related to the medical administration of the program, including but not limited to, establishing referral protocols and reviewing referral request for clinical appropriateness.

## ARTICLE V

### Committees of the Board

#### Section 1. Standing Committees.

(a) The Corporation shall have the following Standing Committees: the Executive/Governance Committee; the Nominating Committee; the Development Committee; the Finance Committee; the Strategic Planning Committee; the Quality Assurance Committee; the Volunteer Recruitment Committee;

(b) The Board shall appoint each year at the annual meeting no fewer than three (3) directors to serve on each Standing Committee, with the exception of the Executive Committee.

(c) The Chairman shall be an *ex officio* voting member of all committees. In addition to the directors appointed to serve on the Standing Committees, the Board may appoint any number of individuals who are not Board members to serve as members of committees other than the Executive Committee.

Section 2. Other Committees. The Board may by resolution provide for such other standing or special committees as it may deem advisable. Except as may be otherwise provided in these Bylaws, the members, terms and authority of committees shall be as set forth in the resolutions establishing the same. Members of such other committees need not be members of the Board. The Board shall, in its sole discretion, appoint the chairman of any standing or special committees.

#### Section 3. Resignation, Removal and Vacancies.

(a) Any member of a committee may resign at any time by giving written notice of his intention to do so to the Secretary, or may be removed, with or without cause, at any time by such vote of the Board as would suffice for his appointment.

(b) Any vacancy occurring in a committee resulting from any cause whatsoever may be filled by the Board.

Section 4. Meetings of Committees. Regular and special meetings of any committee established pursuant hereto may be called and held subject to the same requirements with respect to time, place, notice and manner of acting as are specified in these Bylaws for regular and special meetings of the Board.

Section 5. Quorum. A majority of the committee membership shall constitute a quorum for the transaction of business at meetings of each committee or any subcommittee thereof unless other voting requirements are specified in these Bylaws. In the absence of a quorum at the time and place set for a meeting, the voting member or members present may adjourn the meeting from time to time until a quorum is present.

Section 6. Minutes. All committees shall keep minutes of their proceedings. Written minutes of meetings of committees shall be presented to the Board. Each committee shall, when requested by the Board or Executive Committee, present a comprehensive report regarding the matters under its charge.

Section 7. Executive/Governance Committee.

(a) The Executive /Governance Committee shall consist of the following: the Chairman, Vice-Chairman, Secretary, Treasurer and immediate past Chairman. The Chairman of the Board shall serve as the Chairman of the Executive/Governance Committee.

(b) The Executive/Governance Committee shall, between meetings of the Board, have all the duties and powers of the Board, except that the Executive/Governance Committee shall not have the power: (i) to elect or remove a director or an officer; (ii) amend the Articles of Incorporation; (iii) adopt, amend or repeal these Bylaws; or (iv) approve a plan of merger.

(c) In addition, the Executive/Governance Committee shall be responsible for the development of the Corporation's bylaws and for reviewing the bylaws on a regularly scheduled basis and recommending appropriate amendments to the Board.

(d) The Executive/Governance Committee shall report to the Board all actions taken by having written minutes of each of its meetings distributed to all members of the Board. The Executive Committee shall also report orally at Board meetings as requested.

Section 8. Nominating Committee.

(a) Annually, the Nominating Committee shall select a slate of candidates for the director positions that are vacant or whose terms are set to expire at the next annual meeting of the Member. The Committee shall select candidates in accordance with the qualifications of Article III; and for reappointments, the Committee shall place emphasis upon prior attendance and participation as a Board member. Each slate shall present one (1) candidate for each seat. The slate shall be presented to the Member for approval. At least thirty (30) days prior to the date on which vacant director positions are to be filled or director terms are set to expire, the Committee shall notify the Member and the Board in writing of its slate of candidates. Upon approval by the Member, the candidates on the slate shall be elected as directors. If the Member does not approve the slate, the slate shall be returned to the Committee and reconstituted until Member approval is obtained.

(b) The Committee shall also be responsible for selecting a slate of candidates for each officer position that is vacant or for an officer whose term is set to expire. Each officer slate shall present one (1) candidate for each officer position. The slate shall be presented to the Board for approval. At least thirty (30) days prior to the date on which such officers' terms are set to expire, the Committee shall notify the Board and the Member in writing of its nominee(s). Upon approval by the Board, the candidate(s) on the officer slate shall be elected as officers of

the Corporation. If the Board does not approve the officer slate, it shall be returned to the Committee and reconstituted until Board approval is obtained.

Section 9. Finance Committee. The Board shall appoint no fewer than three (3) directors and the Treasurer to serve on the Finance Committee. The Treasurer shall not serve as the Chair of this Committee. The duties of the Finance Committee are to: review the finances of the Corporation; oversee the investments under such investment policy guidelines as may be established by the Board; prepare annual operating and capital budgets, for presentation to the Board for review and approval. The Finance Committee shall have prepared by an outside Certified Public Accountant an annual report of the finances of the Corporation, and shall assist the Treasurer in reporting to the Board.

Section 10. Development Committee. The Development Committee shall be responsible for overseeing the planning and implementation of the Annual Fund. Members will identify fund development opportunities and priorities for the ongoing operation of the Corporation. Members will assist the Program Manager in identifying organizations, civic groups, foundations, corporations and individuals with funding objectives compatible with the Corporation's program, and develop the processes used to solicit funds.

Section 11 Strategic Planning Committee. The Strategic Planning Committee shall be responsible for developing and planning short- and long-term goals for the Corporation, for presentation to and adoption by the Board. Upon Board adoption of the goals, the Strategic Planning Committee shall be responsible for initiating and overseeing their implementation.

Section 12. Quality Assurance Committee. The Quality Assurance Committee shall be responsible for oversight of the Corporation's quality assurance activities and for preparing reports concerning these activities and presenting them to the Board. The Board shall annually review and approve the quality assurance plan for the Corporation and shall make recommendations for indicators to be studied if, in the opinion of the Board, there are areas of the Corporation or the program that need improvement.

Section 13. Volunteer Recruitment Committee. The Volunteer Recruitment Committee shall be responsible for recruiting physicians and other health care practitioners to participate in the program's goals and objectives.

## ARTICLE VI

### Indemnification and Elimination of Liability

The provisions for indemnification and elimination of liability shall be as stated in the Corporation's Articles of Incorporation, as they may be amended from time to time.

## ARTICLE VII

## Execution of Documents and Affixing of Seal

Any document may be executed in the name of the Corporation by the Chairman or Vice-Chairman unless otherwise specified by the Board. The Secretary may affix the corporate seal to any document executed in the name of the Corporation and may attest the same.

## ARTICLE VIII

### Seal

The seal of the corporation shall be a flat-face circular die, of which there may be any number of counterparts or facsimiles, in such form as the Board of Directors shall from time to time adopt.

## ARTICLE IX

### Amendments

The Board may recommend to the Member any amendment, substitution, or repeal of these Bylaws, and to adopt new Bylaws at any regular meeting of the Board or at any special meeting of the Board called for that purpose. All amendments to these Bylaws, any repeal of these Bylaws, and any adoption of new Bylaws must be approved by the Member at the annual meeting of the Member or a special meeting of the Member called for that purpose. The power of the Member to adopt, amend, or repeal these Bylaws, or to adopt new Bylaws, shall not be dependent upon the approval or recommendation of such amendment, repeal, or adoption by the Board.

## ARTICLE X

### Miscellaneous Provisions

Section 1. Fiscal Year. The fiscal year shall be determined in the discretion of the Board, but in the absence of any such determination it shall be the calendar year.

Section 2. Interpretation. For the purpose of construing these Bylaws, unless the context indicates otherwise, words in the singular shall be deemed to include words in the plural and vice versa, and words in one gender shall be deemed to include words in the other gender.

ADOPTED BY THE BOARD OF DIRECTORS

Effective: \_\_\_\_\_