



Biennial Reports Due June 1 for D.C. Nonprofits

April 1 is the normal deadline for nonprofits to file their Biennial Report, [Form BRA-25](#), with the D.C. Government's Department of Consumer and Regulatory Affairs (DCRA).

However, due to the ongoing coronavirus pandemic, nonprofits with reports due April 1, 2020 now have until June 1, 2020.

Every nonprofit is required to file a biennial report the April 1 immediately following the year the organization was incorporated, and then every two years thereafter. Depending on the year in which your nonprofit was formed, you may have to file the report on even-numbered or odd-numbered years.

If you don't know what year your organization should file in, you can go to DCRA's [CorpOnline](#) website and check your organization's filing history under the "Business Filings Search" tab. You must create a free user profile in order to use CorpOnline. You should also check to see if your organization's status is listed as "Active," which indicates that all of your organization's prior reports have been filed and that your organization is in good standing with DCRA.

A filing fee of \$80 must accompany Form BRA-25. DCRA encourages nonprofits to file their biennial reports on [CorpOnline](#), where a link to the nonprofit version of Form BRA-25 can be found on the home page. Alternatively, Form BRA-25 usually can be filed in person at DCRA's Business License Center, located at 1100 4th Street SW, 2nd Floor, Washington, D.C. However, be aware

that the DCRA building is currently unavailable to the public until Monday, April 27.

If a nonprofit does not file the form by the due date – extended to June 1 for 2020 – it will have to pay a late fee of \$50. Furthermore, a nonprofit's corporate status will be revoked if it does not file the form within five months of the due date, significantly affecting its ability do business and maintain valid contracts in D.C.

The good news is that a nonprofit whose corporate status has been revoked may file for reinstatement. In order to be reinstated, an organization must file all past due biennial reports with the accompanying filing and late fees, as well as Form GN-5 (available on CorpOnline), asking for reinstatement. There is an additional \$80 fee for the reinstatement form.

For more information, including how to file online, go to the [DCRA information](#) page for nonprofit corporation filings.

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