



**Application Form**  
**2010 Chicago Fellows Program**

**DEADLINE EXTENDED TO**  
**Monday, November 16, 2009**

**Association of Fundraising Professionals**  
**Chicago Chapter**

1755 Park Street, Suite 260  
Naperville, IL 60563  
630/416-1166  
630/416-9798 Fax  
[www.afpchicago.org](http://www.afpchicago.org)

## **AFP Chicago Chapter 2010 Chicago Fellows Selection Time Line**

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**September 18, 2009**

**Application Released**

**November 16, 2009**

**Application Deadline - Extended**

**November 20, 2009**

**2010 Chicago Fellows Notified**

**December 4, 2009**

**2010 Chicago Fellows introduced to  
AFP Chicago Chapter**



Chicago Chapter

## **2010 Chicago Fellows Program Program Description and Call for Nominees**

The Chicago Chapter of the Association of Fundraising Professionals (AFP) is delighted to announce a call for nominees for the **2010 AFP Chicago Fellows Program**.

**Applications for this program are due at the AFP Chicago Chapter office on Monday, November 16, 2009.**

### **Purpose**

AFP Chicago's objective is to offer our educational resources and the collective professional expertise of our membership – in accessible and user-friendly formats – to assist individuals in building communities through philanthropy as well as building professional fundraising skills.

The **Fellows Program** is an outreach initiative of the AFP Chicago Chapter created to build awareness of these resources, particularly to those individuals who have been in the profession for three years or less and might otherwise not have the opportunity or resources to take advantage of its services.

This program is offered to any individuals working with or for nonprofit organizations in metropolitan Chicago, with an emphatic interest in people of color and/or Gay/Lesbian/Bisexual/Transgender/Questioning (GLBTQ). Individuals from grassroots organizations are strongly encouraged to apply.

### **Benefits and Expectations of Participation**

Regular attendance is expected in this one-year program that will provide the following benefits to the selected Fellows:

- Complimentary 2010 AFP International and AFP Chicago Chapter memberships;
- Complimentary registration for quarterly AFP Chicago educational luncheon programs on a variety of philanthropic topics;
- Complimentary registration fee for the Midwest Conference on Philanthropy, held in Chicago;
- Orientation to the Donors Forum Library and other fundraising resources, and
- Senior development professional assigned as a mentor upon graduation from the program.

## **Eligibility Criteria**

- Be responsible for fundraising in a metropolitan Chicago area 501 (c)(3) organization;
- Have the full support of their supervisor and their organization's leadership to participate in this educational program;
- Be available to attend the programs and events comprising the Fellows curriculum;
- Not currently be a member of AFP, and continue paid membership in AFP for at least one year after the conclusion of the Fellows Program.
- Preferred but not required – Identify themselves as an ethnic minority/GLBTQ/Disabled and/or work for an organization that represents that community.

To apply, candidates should submit the attached application form by **Monday, November 16, 2009.**

Please note that if you are selected as an AFP Chicago Fellow, you or your organization will be required to provide a \$100 non-refundable annual enrollment fee. You/your organization will also agree to pay your 2011 Associate Membership fee upon completion of the 2010 program.

Applications will be reviewed by a selection committee and candidates chosen to be Fellows will be notified in writing by November 20, 2009, and introduced to the membership December 4, 2009. Fellows selected will need to be available to attend the December 4 educational luncheon program at Scoozi!

The Fellows Program will commence in January 2010. A detailed calendar will be provided and regular attendance is expected.

## **Information About the Chicago Fellows Program**

If you have any questions about the Chicago Fellows Program or you or your organization's eligibility, please contact Pamela V. Williams, CAE, AFP Chicago's Executive Director at 630/416-1166, or [pwilliams@afpchicago.org](mailto:pwilliams@afpchicago.org).



Chicago Chapter

**2010 Chicago Fellows Application Form**  
**Completed applications and statements of support must be**  
**returned no later than *November 16, 2009*.**  
**The program will commence in January 2010.**

To apply please complete Sections I, II and III below, attach the items listed, and submit no later than **November 16, 2009**. Please attach the following:

- A current job description;
- A current resume;
- A signed statement of support from your supervisor endorsing your participation (see attached template in Section III of this form);

Please note that it is the applicant's responsibility to ensure that:

1. the application is completed and submitted by the **November 16, 2009** application deadline
2. you and/or your organization agree to pay a non-refundable \$100 enrollment fee if selected
3. you and/or your organization agree to pay your 2011 Introductory Membership fee upon completion of the 2010 program.

The completed application should be submitted to:

AFP Chicago Chapter  
Attn: *Chicago Fellows Program*  
1755 Park Street, Suite 260  
Naperville, IL 60563  
Phone: 630-416-1166; Fax: 630-416-9798  
E-mail: [pwilliams@afpchicago.org](mailto:pwilliams@afpchicago.org)



## **Section I. Applicant Information**

Applicant's name:

Title:

Organization:

Address:

City:

State:

Zip:

Work Phone:

Fax:

E-mail:

Home Phone:

Please note your organization's Federal Identification Number: \_\_\_\_\_

The group with which I identify myself is:

African-American     Alaskan Native     Asian /Pacific Islander

Disabled     GLBTQ     Latino     Native American

Other: \_\_\_\_\_

The community my organization primarily serves is:

African-American     Alaskan Native     Asian /Pacific Islander

Disabled     GLBTQ     Latino     Native American

Other: \_\_\_\_\_

How long have you been with your current organization?

How long have you been in the fundraising profession?

Please provide a brief statement about the nature of your fundraising responsibilities including tasks you routinely perform and the amount of time you spend on development activities: *(Additional pages, up to two, may be added.)*

Please list those fundraising topics in which you would like more education (direct mail, corporate/foundation giving, etc.):

Please discuss how this program will enhance your professional and personal skills, your short and long term personal goals, and elaborate on what impact this will have on your organization and your community: *(Additional pages, up to two, may be added.)*

**Section II. Organizational Information**

Your organization's mission statement:

Year organization was founded:

Your organization's 2009 Operating Budget:

Your organization raised \$\_\_\_\_\_ in 2008 (audited/unaudited).

How much of this is government contracts?\_\_\_\_\_

**Section III. Statement of Support from Organization's Leadership**  
**(i.e. Executive Director, President, or Board Chair)**

I fully endorse the application of \_\_\_\_\_ (applicant's name) to participate in AFP's Chicago Fellows Program in 2010, understanding that this is a fundraising education program designed to enhance my organization's capacity in this area. I understand that the above-named will need to be available to attend monthly programs or meetings in order to participate in events as described in the "Benefits of Participation" section of this application. Finally, I understand that a non-refundable \$100 annual enrollment fee will be required in the event that the candidate is selected as an AFP Chicago Fellow and I agree to pay the 2011 Introductory Membership fee in order to extend the benefits of membership beyond completion of this program.

Signed:

Date:

Name (please print):

Title:

Organization: