

# 2021 CHICAGO FELLOWS PROGRAM

A LEARNING CIRCLE FOR NEW FUNDRAISERS  
**APPLICATION DEADLINE: FRIDAY, NOVEMBER 6<sup>TH</sup>**



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

This program reflects AFP Chicago's commitment to inclusion, diversity, equity, and access (IDEA), and is offered to the public with a preference for individuals working for nonprofit organizations in metropolitan Chicago who identify as people of color, LGBTQ+, and/or as having a disability.





# *APPLICATION DEADLINE:*

**NOVEMBER 6, 2020**

Application Deadline

**NOVEMBER 20, 2020**

2021 Chicago Fellows Notified

**DECEMBER 4, 2020**

2021 Chicago Fellows introduced to the AFP Chicago Chapter

**Association of Fundraising Professionals  
Chicago Chapter**

1717 N. Naper Blvd., Suite 102

Naperville, IL 60563

630/416-1166

630/416-9798 Fax

[www.afpchicago.org](http://www.afpchicago.org)

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# 2021 CHICAGO FELLOWS PROGRAM

## PROGRAM DESCRIPTION AND CALL FOR APPLICANTS

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### PURPOSE

AFP Chicago's objective is to offer our educational resources and the collective professional expertise of our diverse 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 AFP Chicago created to build awareness of these resources, particularly to those individuals who have been in the profession for five years or less and might otherwise not have the opportunity or resources to take advantage of its services.

This program reflects AFP Chicago's commitment to inclusion, diversity, equity, and access (IDEA), and is offered to the public with a preference for individuals working for nonprofit organizations in metropolitan Chicago who identify as people of color, LGBTQ+, and/or as having a disability.

### 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 2021 AFP Global and AFP Chicago Chapter memberships;
- Complimentary registration to AFP Chicago educational programs on a variety of topics, including special sessions developed specifically for Fellows;
- Complimentary registration to all 2021 AFP Chicago networking events and educational programs;
- 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 committed to attending the programs and events comprising the Fellows curriculum;
- Either not currently be a member of AFP or currently be a member for not more than two years, and continue paid membership in AFP for at least one year after the conclusion of the Fellows Program;
- Note that AFP Chicago will select the best candidates with the most need for Fellows Program resources;
- Preferred but not required – Identify themselves as an ethnic minority/LGBTQ/Disabled and/or work for an organization that represents that community.

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## APPLICATION DEADLINE AND REVIEW PROCESS

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To apply, candidates should submit the completed application form by  
**Friday, November 6, 2020.**

**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 2022 membership dues upon completion of the 2021 program.

Applications will be reviewed by a selection committee, and applicants may be asked to participate in a phone interview prior to selection. Candidates chosen to be Fellows will be notified by November 20, 2020, and introduced to the membership on December 4, 2020.

**Fellows selected for the 2021 program will need to be available to attend the December 4 Annual Meeting.**

The Fellows Program will begin in January 2021. A detailed calendar will be provided, and regular attendance is expected.

### INFORMATION ABOUT THE AFP 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 630/599-7123, or [pwilliams@afpchicago.org](mailto:pwilliams@afpchicago.org).

### 2021 CHICAGO FELLOWS APPLICATION FORM COMPLETED APPLICATIONS AND STATEMENTS OF SUPPORT MUST BE RETURNED NO LATER THAN NOVEMBER 6, 2020. THE PROGRAM WILL BEGIN IN JANUARY 2021.

To apply please complete Sections I, II and III below, and include 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 application deadline;
2. you and/or your organization agree to pay a non-refundable \$100 enrollment fee if selected; and
3. you and/or your organization agree to pay your 2022 membership dues upon completion of the 2021 program.

The completed application should be submitted in one of two ways:

- as one document sent via email in PDF format to [pwilliams@afpchicago.org](mailto:pwilliams@afpchicago.org) **OR**
- as a hard copy mailed to

Pamela Williams, CAE  
Attn: AFP Chicago Fellows Program  
1717 N. Naper Blvd., Suite 102  
Naperville, IL 60563



**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(s) with which I identify myself is (select all that apply):

**Race/Ethnicity**

African-American/Black  Alaskan Native  Asian American  Caucasian/White

Hispanic/Latinx  Middle Eastern  Native American  Pacific Islander

South Asian American

I prefer to self-describe: \_\_\_\_\_

**The community my organization primarily serves is:**

African-American/Black  Alaskan Native  Asian American  Caucasian/White

Disabled  Hispanic/Latinx  LGBTQ  Middle Eastern

Native American  Pacific Islander  South Asian American

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

**Gender Expression**

**Female**      **Male**      **Non-Binary**

I prefer to self-describe:

**Sexual Orientation**

Heterosexual      LGBTQ+

I prefer to self-describe:

**Disability**

Do you identify as having a disability?

Yes      No      I prefer not to disclose

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 briefly state your professional career goals and aspirations and how you expect participation in the Fellows Program will contribute to your professional development.

Please discuss how this program will enhance your professional and personal skills 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 2020 Operating Budget:

Your organization raised \$\_\_\_\_\_ in 2019 (audited/unaudited).

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

**Section III**

**Statement of Support from Organization’s Leadership**

*(this must be signed by the organization’s Executive Director, President, or Board Chair)*

I fully endorse the application of \_\_\_\_\_ (applicant’s name) to participate in the AFP Chicago Fellows Program in 2021, 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 2022 membership dues in order to extend the benefits of membership beyond completion of this program.

Signed:	Date:
Name (please print:	
Title:	Organization: