



# THE MONROE FOUNDATION

4106 West 99<sup>th</sup> Street, Suite 2  
Oak Lawn, IL 60453-2277  
Tel: 773.315.9720/Fax: 773.735.9576  
Email: [omonroe@themonroefoundation.org](mailto:omonroe@themonroefoundation.org)  
Website: [www.themonroefoundation.org](http://www.themonroefoundation.org)

*Mission Statement: The Monroe Foundation is a publicly supported not-for-profit agency that seeks to educate, link and fund community development projects within low-income communities in the City of Chicago*

## **The Pact Project Application for Technical Assistance/Member Questionnaire**

**Please fill out all information requested that might apply.**

1. Name of Organization or Individual: \_\_\_\_\_

Office Location: \_\_\_\_\_

Business Telephone: \_\_\_\_\_ Home Telephone: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

2. Who else may be contacted for additional information: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Telephone Business: \_\_\_\_\_ Home: \_\_\_\_\_

3. Purpose of Organization or Project: \_\_\_\_\_

### **4. Check the technical assistance you are in need of from PACT Project:**

- Starting an Illinois not-for-profit organization
- Develop By-laws for the Organization
- Board Development and Training
- Develop a Fundraising Plan
- Preparing Requirements for 501(c)(3) Filing
- Accounting System Design
- Organizational Planning/Strategic Planning
- Community Organizing

- 5.  Meet with Chicago area foundation representatives
- Grant-writing Consulting
- Project Development (Specify Below)

(1) Affordable Housing Development (2) Youth Programs (3) Day Care Center (4) Educational Programs (5) Small Business/Economic Development Projects (6) Other

**Organizational Information (Check all that applies)**

- 501 (c)(3) Letter from IRS
- Tax Identification Number
- Articles of Incorporation
- Certificate of Good Standing From Secretary of State
- I.R.S. Form 990
- Financial Statements
- Organizational Audit
- Board of Directors
- None of the Above

7. Date group established/organized: \_\_\_\_\_

Target Population served: \_\_\_\_\_

Community/area serviced: \_\_\_\_\_

8. If membership organization, number of members: \_\_\_\_\_

Officers/Directors of the Organization: (Note: Please attach a list of all Officers and Directors, including address **(IF APPLICABLE)**)

a. Does your Organization have an operating budget?       Yes       No

b. What is the operating budget of your Organization?      \$ \_\_\_\_\_

9. How did you hear about **The PACT Project**? \_\_\_\_\_

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I have read and understood the technical services of membership within **The Monroe Foundation PACT Project**.

We are a \_\_\_\_\_ start-up organization.

We are a \_\_\_\_\_ existing not-for-profit/tax-exempt organization

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Please make check or money order payable and send to:**

**The Monroe Foundation  
Pact Project  
4106 West 99<sup>th</sup> Street, Suite 2  
Oak Lawn IL 60453  
OR email application to [omonroe@themonroefoundation.org](mailto:omonroe@themonroefoundation.org)**