

OVERVIEW

The Albert Pick, Jr. Fund is an Illinois nonprofit corporation organized in 1947 as a general purpose private foundation. Its mission, while broadened over the years, remains faithful to the intent of its founders, Corinne and Albert Pick, Jr.: *"... to offer a hand when help is needed."*

Today, the Fund is governed by a Board of Directors that meets regularly to approve policy, manage the endowment, and review applications evaluated by the Fund's professional staff.

To focus its resources, the Fund considers requests only from nonprofits with offices and separately budgeted programs operating within the City of Chicago. An exception to this policy applies to those few grant relationships that fulfill the intent or philanthropic obligations of its founders.

Because the Fund receives many more requests than it can support, it carefully balances its grantmaking programmatically, fiscally and demographically. It offers both project support and general operating assistance with a minimum grant amount of \$3,000.

The Fund makes annual, as well as multi-year, grants within four major program categories. Nonprofit applicants are urged to review the requirements and limitations outlined in these Guidelines to insure their eligibility before completing the Fund's Application Form and submitting the required attachments.

The Fund's Grant List is part of the Philanthropic Database of the Donors Forum of Chicago, 208 S. LaSalle Street, Suite 740 Chicago, IL. www.npo.net

PROGRAM CATEGORIES

CIVIC AND COMMUNITY

The Fund will review applications from civic and community-based organizations working to improve the City and its individual neighborhoods. Additionally, programs that enhance the environment, address the needs of minorities and the physically disabled and/or promote good government and human relations, will be considered.

CULTURE

The Fund supports the efforts of Chicago's cultural organizations - both large and small. It considers applications from the full spectrum of arts endeavors. Projects that seek to expand audience access or to educate new audiences through outreach activities are encouraged.

EDUCATION

The Fund believes that its resources can have the greatest impact on educational improvement and reform at the pre-collegiate level. Therefore, the majority of its resources for this program category will be allocated to organizations with programs and services in early childhood education, tutoring, at-risk intervention and in job training and re-training. A few grants may be made to post-secondary institutions designed to support the educational advancement and special needs of minorities, women and the disabled.

HEALTH AND HUMAN SERVICES

The Fund values the efforts of Chicago-based nonprofits involved in the direct delivery of health and human service programs. Grants will not be made, however, to hospitals or to local chapters of single-disease agencies. Eligible nonprofits with programs providing health, wellness or rehabilitation counseling; and/or crisis and shelter care services to youth, at-risk families and geriatric populations will be considered.

DATES AND DEADLINES

The Board meets four times each year to review eligible requests.

Applications in all Program Categories will be reviewed at each meeting.

Completed Application Forms, with all required attachments, must be postmarked or received on or before the appropriate deadline date.

Meeting	Deadline Dates
Spring Quarter	January 21
Summer Quarter	April 1
Fall Quarter	July 1
Winter Quarter	October 1

The Fund will not review incomplete or late applications.

LIMITATIONS

The Fund's policies limit, restrict or prohibit support to:

- Individuals
- Nonprofits whose programs are not within the City of Chicago
- Nonprofit organizations not exempt under section 501 (c)(3) of the Internal Revenue Code
- Fraternal, veteran, labor, athletic or religious organizations serving a limited constituency
- Coalitions, alliances or similar umbrella organizations
- Professional groups with volunteer service programs
- Individual elementary or secondary schools
- Local chapters of state, regional or national organizations, except those with separately budgeted Chicago-based programs, which otherwise meet these Guidelines
- Hospitals
- Local chapters of single-disease agencies
- Building programs, endowment funds or capital campaigns
- Campaigns for the reduction or liquidation of debt
- Student Aid or Scholarship programs
- Political, lobbying, or voter registration programs, or those supporting the political candidacy of a particular individual
- Travel - individual or group
- Fundraising events or benefits including sponsorships, tickets or courtesy advertising
- Organizations that may create a conflict with our goals, programs, officers, directors or employees

APPLICATION PROCEDURES

Eligible nonprofits are requested to complete the Fund's current Application Form, or an exact duplicate. It must be postmarked, or received, along with all required attachments, on or before one of the deadline dates outlined in these Guidelines.

To provide a more accurate financial picture, applicants must submit: 1) an audited financial statement for the last fiscal year, 2) a year-to-date financial statement of income and expense, and 3) current or projected budgets of income and expense for the period for which support is sought for the organization as a whole, and for the program or project, when applicable.

A list of required attachments is provided on Page 4 of the Application Form.

Only those applications that meet the Fund's requirements will be reviewed. Incomplete applications will not be reviewed or returned. Complete applications will be acknowledged in writing.

Site visits or interviews may be scheduled, if the Fund's staff requires additional information.

Written notification of Board actions will be mailed within three weeks of each Quarterly Meeting. A grant letter will outline the terms of the grant, and, if necessary, a payment schedule. The Fund may request an evaluation and final report from the grantee.

The Fund reserves the right to target its resources to certain geographic areas, program categories and projects which, in its opinion, best address societal or community needs and satisfy the objectives of the Board and the intent of its founders.

WHERE TO SEND YOUR APPLICATION

Completed applications and general inquiries may be directed to:

Cleopatra B. Alexander
Executive Director
The Albert Pick, Jr. Fund
30 N. Michigan Avenue, Suite 1002
Chicago, 160602-3502

312/ 236-1192

THE ALBERT PICK, JR. FUND

GUIDELINES
