**- Chicago Finance Exchange -**

**Philanthropy Partner Recommendation Form**

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| **Organization:** | Name:  Address:  Phone:  Email Site:  Key contact & title: | |
| **CFE Sponsor:** | Name & email:  *Note: Assumes you are willing to sponsor/coordinate opportunity with CFE members* | |
| **Mission & History:** | *In 2-3 paragraphs, describe organization’s mission & history.* | |
| **Service(s) Provided and Impact on Community:** | *Describe clients served & how impact on community can be measured (e.g. women, single moms, young girls, etc.).* | |
| **Specific Volunteer Opportunity for CFE:** | *Provide details of opportunity, including:*   * *Linkage to CFE mission statement* * *Linkage with talents/experience of CFE members* * *Time commitment or training required* * *Networking opportunity for members* * *Other* | |
| **Frequency:** | *Identify whether there is a specific time period for the volunteer opportunity (e.g., only during school semester, during tax season, summer, any time, etc.)* | |
| *Page Two – Philanthropy Partner Recommendation Form*  **Number of CFE Participants Required or Desired:** | |  | |
| **Dates/Days of Volunteer Opportunity:** | |  | |
| **Hours of Volunteer Opportunity:** | |  | |
| **Additional Comments:** | |  | |

**Please submit completed form for consideration to Philanthropy Committee:**

* *Jo Jackson (*[*jjackson@ipmcinc.com*](mailto:jjackson@ipmcinc.com)*) and*
* *Judy Andringa (judyandringa@gmail.com)*

**After our review, you will be contacted by a Philanthropy Committee member to determine next steps and whether a presentation by the organization is requested.**

**Thanks for your input!**