

## What is the PAC Administrative Fund?

The PAC Administrative Fund is a fund that covers the operational costs of running the PAC and PAC-related events. No money is used for political disbursements, which allows all individual contributions to BOMAPAC to be used strictly for political purposes.

What's different about contributing to this fund vs. contributing to BOMAPAC is that corporations can contribute. Our goal is to ultimately use the PAC Administrative Fund to help seed higher scale events at the local level.

## Is money from the administrative fund used for salary purposes?

No, money from the administrative fund is not used for salaries. The money from the account is used to host larger scale fundraisers for both local associations and BOMA International's biannual meetings.

## How can I contribute to the fund?

There are many ways you can contribute to the fund. If you are interested in sending a personal or corporate check, simply make the check payable to **BOMA International** and on the memo line indicate that it is for the PAC Administrative Fund.



Checks can be sent to the following address:

BOMA International  
Attn: Meg Novak  
1101 15<sup>th</sup> Street NW  
Suite 800  
Washington, D.C. 20005

You may also contribute via credit card by calling Government Affairs and PAC Manager, Meg Novak, at 202-326-6337. If you are a member of leadership in your local association, we also ask you to consider adding a line to your dues invoice for contributions to the Administrative Fund.

## What should the line look like on my dues invoice?

\$\_\_\_ PAC Administrative Fund Contribution

*\*Corporations are eligible to contribute to this operational fund.*

## Can I host a fundraiser for the administrative fund?

Absolutely! A few local associations have already been successful in hosting fundraisers within existing BOMAPAC events that benefit the PAC Administrative Fund. One of the advantages of hosting an administrative fund fundraiser is not having to abide by the 1/3 rule that applies for regular contributions to BOMAPAC. Because money given to the administrative fund is not used for political purposes, you do not need to worry about raising three times the cost of any goods/prizes/gifts that may be given during the event. Additionally, you may get more contributions from individuals because they will be able to use corporate funds to participate.

## How can I request a disbursement from the fund?

Please send an email detailing the BOMAPAC fundraising event you are requesting funds for and the amount requested and send to Government Affairs & PAC Manager, Meg Novak, at [mnovak@boma.org](mailto:mnovak@boma.org).

## Who do I contact if I have questions about the administrative fund?

Reach out to the BOMA International staff members below for more information about the PAC Administrative Fund.

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**Meg Novak, Government Affairs & PAC Manager**

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