

PAC ADMINISTRATIVE FUND FAQs

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. We use the PAC Administrative pay for events at the local level.

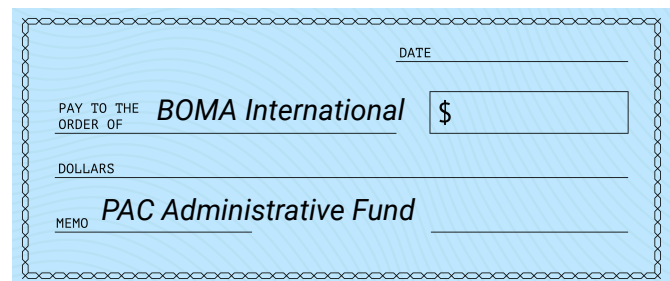
Is money from the administrative fund used for salary purposes?

- 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 include that it is for the PAC Administrative Fund. Checks can be sent to the following address:

BOMA International
Attn: John Boling
1101 15th Street NW
Suite 800
Washington, D.C. 20005



A sample check from BOMA International. The check is light blue with a decorative border. It includes fields for DATE, PAY TO THE ORDER OF (BOMA International), DOLLARS, and MEMO (PAC Administrative Fund). There is a box for the dollar amount and a dollar sign symbol.

- You may also contribute via credit card by calling John Boling (Vice President, Advocacy & Building Codes) at **(202) 326-6338**. If you are a member of leadership in your local association, we also ask you consider adding a line to your dues invoice for contributions to the Administrative Fund.



What should the line look like for 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 $\frac{1}{3}$ 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 to John Boling (Vice President, Advocacy & Building Codes) at jboling@boma.org

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

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

John Boling, Vice President, Advocacy & Building Codes
(202) 326-6338
jboling@boma.org