

IAAP foundation

2018-2019
ANNUAL
REPORT



AdminsGive Our *Purpose*

SUPPORTING ADMINS. ADVANCING THE PROFESSION.

In an ever-changing environment, administrative professionals continue to be a vital position for businesses and organizations around the world. The role has evolved and continues to grow as admins are becoming strategic business partners to those they serve.

As the charitable partner of IAAP (International Association of Administrative Professionals), we assist with ensuring admins are prepared to serve the business needs of the future as the visibility of the profession continues to rise. Simply stated, we put admins first. Through donor support, we can fulfill our core purpose – supporting admins and advancing the profession, and that support extends locally to globally. No other foundation does what the IAAP Foundation does and we are dedicated to our mission and the future of the administrative profession.

SINCE 2012

858

MONTHLY HOUSING
SUBSIDIES

12

RESEARCH AND
EDUCATION
GRANTS

BECAUSE
OF
YOU...

312

PROFESSIONAL DEVELOPMENT
SCHOLARSHIPS

MORE THAN
\$1.2M

INVESTED IN THE
ADMINISTRATIVE
PROFESSION

Our IMPACT

"Thanks to the IAAP Foundation's scholarship, I was able to attend Summit 2019. Attending Summit affords me an immersive, educational experience unlike any other. The quality of the speakers and forward-thinking topics promote growth in my professional life and create a fertile place for connections to grow. My investment in attending Summit demonstrates to my employer my deep commitment to learning and to increasing my potential."

Tommie Robertson, CAP, 2019 scholarship recipient

"I am so very grateful the foundation provided a way for those of us with limited income and employer funds to attend Summit. Without help from the foundation, I would not have had this amazing opportunity."

Stephanie Archie, 2019 scholarship recipient

Scholarship RECIPIENTS 2019 Our Work

Scholarship RECIPIENTS 2019

Melissa Allen
(Hennessey)

Jewel Allison, CAP

Lindsay Anaya

Stephanie Archie

Kerry Blinn, CAP

Willie Dunn, CAP

Benedicta Emovuon

Katherine Evridge, CAP

Jennifer Hemeon, CAP

Norene Miel, CAP

Jannie Oosterhoff

Sonya C. Ponds, CAP

Norlan Roberts, CAP

Tommie Robertson, CAP

Karen Wilkinson, CAP

Malinkca Johnson-

Woodson, CAP

PROFESSIONAL DEVELOPMENT

In 2019, the Foundation provided scholarships to 16 administrative professionals so they could attend IAAP Summit 2019. The scholarships covered the cost of a premium registration package and represent an investment of more than \$11,000 by the Foundation in the future of administrative professionals. This was the eighth year the Foundation has awarded scholarships to attend IAAP's annual conference.

Mālama 'ohana



ENDOWMENT FUND

For the first time in our history, the Foundation received an endowment in support of our mission. The Mālama 'ohana Endowment Fund was established in the amount of \$25,000 by donors Nora Y. and Roy M. Onishi. The endowment will provide scholarships for administrative and office professionals to IAAP's premiere annual conference, IAAP Summit. Donors can contribute directly to the Mālama 'ohana Endowment Fund at www.iaap-foundation.org/donate.

Mālama 'ohana Scholarship Recipient 2019 Winnie A. Hollingsworth

"Simply translated, Mālama 'ohana means 'to take care of family.' It is an adage/phrase that reminds us to care, to serve, to honor and respect family—our IAAP family. The purpose of this endowment is twofold—to provide educational opportunities to a member of our 'ohana (IAAP family) by awarding a scholarship to the IAAP Summit and to pay it forward for future generations of our profession. Preference is given to IAAP family members in Hawaii to alleviate the high cost of air travel."

Nora Onishi, CAP



Vista Grande



ACTIVE ADULT COMMUNITY

Vista Grande is the only one of its kind. This active adult community was built by the IAAP Foundation in 1972 as housing for former administrative professionals. While open to the public, retired admins have priority at the facility, located in Rio Rancho, New Mexico. Although the Foundation has evolved since Vista Grande was established, we are committed to supporting admins both in their career and long after.

The Foundation also offers rent concessions for Vista Grande residents. In 2018/2019 the Foundation Board of Directors approved more than \$9,000 in reduced rent at Vista Grande.

www.iaap-foundation.org/vista-grande
www.vistagrande505.com



WA-Alliance

GRANT

In 2018/2019 the IAAP Foundation granted \$5,000 to the World Administrators Alliance Taskforce to establish a new nonprofit trade association under the name World Administrators Alliance (WA-Alliance). By providing the grant, the Foundation assisted in the establishment of a formal structure, ultimately helping to advance the profession and strengthen the admin community globally.

The WA-Alliance will continue to provide guidance and support to the WA-Summit. Now held every two years, the WA-Summit is a global meeting of administrative and office professionals and their associations.



"The WA-Alliance Task Force is delighted to receive the \$5,000 grant from the IAAP Foundation to assist with establishing the Alliance. This grant will enable us to establish a new formal structure to replace the informal Advisory Council, thereby providing stronger support to meet our purpose of providing greater global leadership and continued advocacy through seeking to guide, influence, positively develop and elevate the global administrative community."

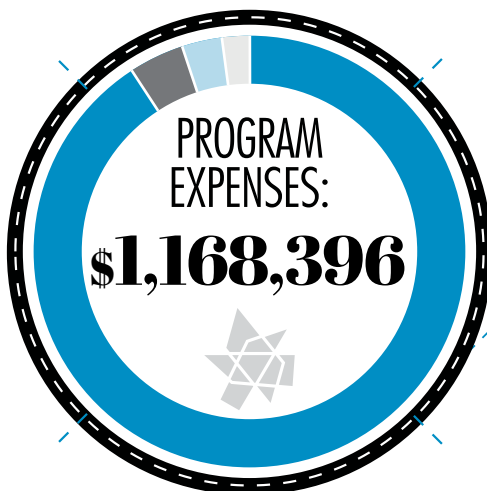
Eth Lloyd,

chairman of the new WA-Alliance

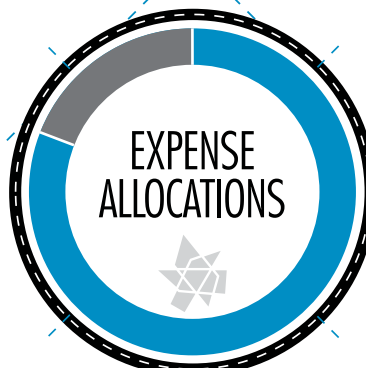


WORLD ADMINISTRATORS
SUMMIT

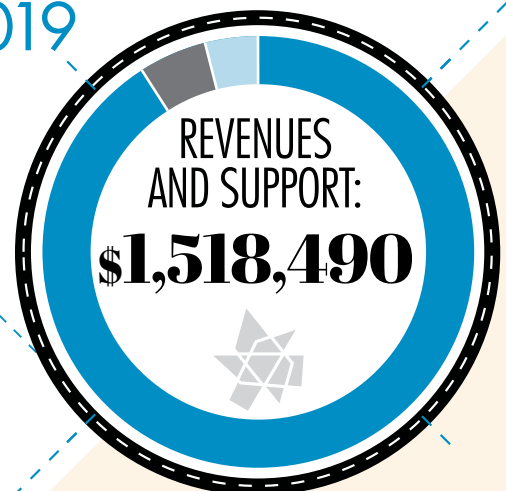
FINANCIALS FY 2018-2019



VISTA GRANDE OPERATIONS: **96%**
SCHOLARSHIPS: **3%**
GRANTS: **1%**



PROGRAMS: **84%**
ADMINISTRATION AND FUNDRAISING: **17%**



VISTA GRANDE: **89%**
CONTRIBUTIONS AND EVENTS: **9%**
EARNED REVENUE: **2%**

Thank YOU

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Karlena Rannals, CAP

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(\$5,000-\$9,999)**

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Margaret M. McInerney
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Sybil Swift

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MORPC Administrative Team
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Thank
YOU
TO ALL OF OUR

foundation
AMBASSADORS



2019 PHILANTHROPIST
OF THE YEAR

Joyce
Hawkins,
CAP

Past recipients:

2018: Sandra Chandler, CAP (Ret.)
2017: Lynda Boulay, CAP
2016: Charlotte Wilkinson, CAP

Admins *Give*



Leadership

Each year, we look for the right words to express our continued gratitude for your support. Some of you give your time, some give monetary donations, and some give through voluntary leadership. Many of you give in all these areas. While we search for words of appreciation, we never have to search for the undeniable dedication our supporters have. We simply could not exist without each and every one of you.

The Foundation continues to evolve to serve the administrative profession and you have joined us on this journey. You have jumped in with excitement at our annual ribbon bar, rallied around our year-end Give campaign, and celebrated with us when we established our first-ever endowment. You also participated in our donor awareness survey this past year and shared true feedback on how we can best serve you.

When we reflect back, we are amazed at our continued progression forward and new accomplishments each year - all to serve a profession we are deeply committed to. We are amazed at the relationships that continue to deepen and the new ones that were formed. We are amazed we get to do this work on behalf of individuals that deserve access to professional development, housing assistance, and research that validates their value.

Stay with us, we are just getting started.



Stacey Brewer, CAP
2018-2020 Chair



Raelynn Gochner
Executive Director

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Bianca Constance, CAP (*Chair-Elect*)
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Karen Kohn, CAP (*Treasurer*)

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Cathie Hoke, CAP
Karlana Rannals, CAP



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Make your impact through a monthly or one-time gift. Your donation goes directly toward our purpose.

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Give your time as an Ambassador and represent the IAAP Foundation in your area.

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Become a corporate partner or sponsor an event and give back to the administrative profession.

FOLLOW

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For more information on how you can help,
contact us at foundation@iaap-hq.org.

WWW.IAAP-FOUNDATION.ORG