

Deborah's Place Records,
1983-2004, n.d.

Creator: Deborah's Place

Extent: 30.5 linear ft.

Processor: Original collection processed by Carol Heath, September 1995. Original Addenda 1 and 2 processed by Jennifer Bridge and Carol Heath, 1999. All three were updated by Elizabeth A. Myers in June 2007. Original Addendum 3 processed by Alexandra DeMonte, December 2006. Unprocessed material included and collection integrated and updated by Maria Wagner, January 2012.

Administration Information

Access Restrictions: Some materials are restricted until 2042.

Usage Restrictions: Copyright of material created by Deborah's Place was transferred to the Women & Leadership Archives.

Preferred Citation: Loyola University Chicago. Women & Leadership Archives. Deborah's Place Records. Box #. Folder #.

Provenance: The original collection was donated by Beth Pearson on February 27, 1995 as WLA1995.05. Additional materials were donated on June 17, 1997 by Sr. Patricia A. Crowley, OSB, as WLA1997.13. A third set of materials was subsequently donated by Deborah's Place, received date unknown. Oral history materials were received on June 25, 2002 as WLA2002.23. Additional manuscripts donated prior to 2008 had been mis-shelved and rediscovered in that year. They have been accessioned as WLA2012.03.

Separations: 8 linear ft. of duplicate and extraneous material was removed.

See Also: See also the Patricia A. Crowley, OSB Papers located at the Women & Leadership Archives.

Administrative History

Deborah's Place is a non-profit organization established in Chicago, Illinois, in December 1984 to help women who are or were homeless achieve their goals of stable housing, sustainable income, and greater self-determination. Serving hundreds of women per year, Deborah's Place operates at multiple locations that provide different services focused on the needs of women. Deborah's Place itself is an overnight shelter that functions primarily to meet basic needs and allows women to obtain temporary relief from the streets. Irene's Daytime Program provides a safe, secure environment for re-establishing confidence by helping women meet daily grooming needs and learn job related skills. Marah's Place is a transitional housing program for women established in March 1988. It offers up to two years of assistance to women making the transition from shelter living to housing and independence. Marah's Place also offers additional resources for mental and physical maintenance, individual case management, and ongoing supportive relationships. Deborah's Place also maintains several apartment buildings that offer apartment rentals to women on a sliding scale. See <http://www.deborahsplace.org/> for additional information.

Scope and Content

The Deborah's Place Records span the years 1983 to 2004 and include extensive administrative and operational records, documentation of fundraising and development efforts, and statistical

information about services rendered. Additionally, there are transcripts and audiocassettes compiled as part of an oral history project about the founding of Deborah's Place. The materials are divided into seven series and arranged alphabetically within series.

Series 1: Administration, 1983-2002, n.d., Boxes 1-14

This series documents the history of the organization and the activities of the Board of Directors. It includes annual reports to the community, meeting minutes of the Board, various external reports, background information on homelessness and poverty, documentation regarding participation in larger homelessness initiatives in the city and region, and administrative correspondence.

Series 2: Development, 1987-2002, n.d., Boxes 14-27

This series documents the multiple ways in which Deborah's Place board and staff members have raised funds for the ongoing operational needs as well as for expansion of services. The organization conducted annual galas, sporadic events, and large capital campaigns, including "Light in the Window," which led to the development and building of the Rebecca Johnson Apartments, and "More Than Shelter: Finding Home," which culminated in the relocation of Marah's Place in 1995. Materials include budgetary information, donation records and solicitations to prospects, correspondence, public relations materials, outreach materials, and campaign publications. The Light in the Window campaign was particularly contentious and required numerous community meetings and solicitations for support.

Series 3: Operations, 1985-2004, n.d., Boxes 27-52

This series contains documentation of day-to-day activities of Deborah's Place, public relations efforts of the organization (draft professional and staff designs, pamphlets, press releases, public services announcements, media contacts, time capsule planning), statistical reports regarding services rendered, as well as long-term strategic plans. Also included are organizational policies, documentation of start-up of new ventures and sites, minutes of internal meetings, daily staff communication logs, grant applications and reports, participant surveys, and interim financial statements and variance analyses.

This series also contains published news articles and opinion pieces, almost entirely from Chicago presses, that highlight the struggles of Deborah's Place to build and move into the Rebecca Johnson Apartments (RJA) and to relocate Marah's Place, the transitional housing facility.

Additionally, there is a substantial amount of material related to the daily operations of Marah's Place. This includes correspondence, budgetary information, evaluations and grievances by participants, incident reports, meeting minutes, and events. Also included is documentation of the arduous relocation of Marah's to the Lakeview area, including meeting minutes, community outreach materials, documentation of public relations campaigns and events, letters of support, and petitions to obtain a Special Use Permit.

This series also includes documents related to organizational efforts to encouraging education and employment as a path to permanent and interim housing. This includes materials related to the Career Exploration Program, the Deborah's Place scholarship fund, and the internship program. In 1997, Deborah's Place established WomanCraft, Inc., a for-profit business venture that hires

participants to produce and sell paper and jewelry. Documentation of this venture includes budgetary information, meeting minutes, business proposals, and reports.

Series 4: Oral History Project, 2001, Box 52

This series contains transcripts of the oral histories compiled in 2001.

Series 5: Audiovisual Materials, 1995-1998, n.d., Box 52-53

This series contains photographs, audio cassettes and video tapes that document the history of Deborah's Place, including audio cassettes that relate to the oral history project of 2001 (see Series 4), and the audio from a "Chicago Matters" taping that concerned Deborah's Place. Also included are two VHS recordings, one called "You are Deborah's Place" produced with the United Way, and a second that describes the programs of Deborah's Place in detail. Also photographs from events and for the Deborah's Place Newsletter are contained here.

Series 6: Oversized, 1998, n.d., Box 54

This series contains floor plans for the renovation of St. Alphonsus Convent to house Marah's Place.

Series 7: Restricted, Boxes 55-64

Subjects:

Chicago, City of

Shelters

Women—Homelessness

*Women and Leadership Archives
Loyola University Chicago*

<u>Box</u>	<u>Folder</u>	<u>Title</u>	<u>Dates</u>
Series 1: Administration, 1983-2002, n.d.			
1	1	Annual 990 Filing (partial)	1995
	2	Annual Report	1986-1987
	3	Annual Report: 1990	1990
	4	Annual Report: 1991	1991-1992
	5	Annual Report: 1992	1992-1993
	6	Annual Report: 1992: Notes	1992, n.d.
	7	Annual Report: 1993	1993, n.d.
	8	Annual Report: 1993: Notes	1993, n.d.
	9	Annual Report: 1994	1994
	10	Annual Report: 1994: Notes & Drafts	1994-1995, n.d.
	11	Annual Report: 1995	1995
	12	Annual Report: 1996-1997	1997
	13	Annual Report: 2000	2000
	14	Annual Report: 2001-2002	2002
	15	Audit Report	1994
	16	Audited Financial Statement	1997
	17	Audited Financial Statement	1998
	18	Background Literature: Health Care	1995
	19	Background Literature: Homelessness	1986-1997
	20	Background Literature: Homelessness: Chicago	1986-1989
2	1	Background Literature: Homelessness: Mental Illness	1991-1997
	2	Background Literature: Homelessness: Women	1984-1998
	3	Background Literature: Homelessness: Women in Chicago	1984
	4	Background Literature: Housing	1993, 1996
	5	Background Literature: Illinois Welfare Updates	1995-1998
	6	Background Literature: Labor	1994-1996, n.d.
	7	Background Literature: Stone Center colloquia	1990-1991
	8	Background Literature: Teaching Literacy	1994, n.d.
	9	Board of Directors: Board Manual	1996
	10	Board of Directors: By-Laws	1986-1996, n.d.
	11	Board of Directors: Committee & Officer Descriptions	1986-1992, n.d.
	12	Board of Directors: Conflict of Interest Statements	1993-1995
	13	Board of Directors: Development and Evaluations	1989-1994, n.d.
	14	Board of Directors: Meeting Minutes	August 1987
	15	Board of Directors: Meeting Minutes	September 1987
	16	Board of Directors: Meeting Minutes	October 1987
	17	Board of Directors: Meeting Minutes	November 1987
	18	Board of Directors: Meeting Minutes	January 1988
2	19	Board of Directors: Meeting Minutes	March 1988
	20	Board of Directors: Meeting Minutes	April 1988
	21	Board of Directors: Meeting Minutes	May 1988

*Women and Leadership Archives
Loyola University Chicago*

	22	Board of Directors: Meeting Minutes	June 1988
	23	Board of Directors: Meeting Minutes	July 1988
3	1	Board of Directors: Meeting Minutes	August 1988
	2	Board of Directors: Meeting Minutes	September 1988
	3	Board of Directors: Meeting Minutes	October 1988
	4	Board of Directors: Meeting Minutes	November 1988
	5	Board of Directors: Meeting Minutes	January 1989
	6	Board of Directors: Meeting Minutes	February 1989
	7	Board of Directors: Meeting Minutes	March 1989
	8	Board of Directors: Meeting Minutes	April 1989
	9	Board of Directors: Meeting Minutes	May 1989
	10	Board of Directors: Meeting Minutes	June 1989
	11	Board of Directors: Meeting Minutes	July 1989
	12	Board of Directors: Meeting Minutes	August 1989
	13	Board of Directors: Meeting Minutes	September 1989
	14	Board of Directors: Meeting Minutes	October 1989
	15	Board of Directors: Meeting Minutes	November 1989
	16	Board of Directors: Meeting Minutes	December 1989
	17	Board of Directors: Meeting Minutes	January 1990
	18	Board of Directors: Meeting Minutes	February 1990
	19	Board of Directors: Meeting Minutes	March 1990
	20	Board of Directors: Meeting Minutes	April 1990
	21	Board of Directors: Meeting Minutes	May 1990
	22	Board of Directors: Meeting Minutes	June 1990
	23	Board of Directors: Meeting Minutes	July 1990
	24	Board of Directors: Meeting Minutes	August 1990
	25	Board of Directors: Meeting Minutes	September 1990
	26	Board of Directors: Meeting Minutes	October 1990
	27	Board of Directors: Meeting Minutes	November 1990
	28	Board of Directors: Meeting Minutes	December 1990
	29	Board of Directors: Meeting Minutes	January 1991
	30	Board of Directors: Meeting Minutes	February 1991
	31	Board of Directors: Meeting Minutes	March 1991
	32	Board of Directors: Meeting Minutes	April 1991
	33	Board of Directors: Meeting Minutes	May 1991
	34	Board of Directors: Meeting Minutes	June 1991
	35	Board of Directors: Meeting Minutes	July 1991
	36	Board of Directors: Meeting Minutes	August 1991
4	1	Board of Directors: Meeting Minutes	September 1991
	2	Board of Directors: Meeting Minutes	October 1991
4	3	Board of Directors: Meeting Minutes	November 1991
	4	Board of Directors: Meeting Minutes	December 1991
	5	Board of Directors: Meeting Minutes	June 1992
	5	Board of Directors: Meeting Minutes	August 1992

*Women and Leadership Archives
Loyola University Chicago*

	6	Board of Directors: Meeting Minutes	1993-1995
	7	Board of Directors: Meeting Minutes	January 1996
	8	Board of Directors: Meeting Minutes	February 1996
	9	Board of Directors: Meeting Minutes	March 1996
	10	Board of Directors: Meeting Minutes	April 1996
	11	Board of Directors: Meeting Minutes	May 1996
	12	Board of Directors: Meeting Minutes	June 1996
	13	Board of Directors: Meeting Minutes	July 1996
	14	Board of Directors: Meeting Minutes	August 1996
	15	Board of Directors: Meeting Minutes	September 1996
	16	Board of Directors: Meeting Minutes	October 1996
	17	Board of Directors: Meeting Minutes	November 1996
	18	Board of Directors: Meeting Minutes	December 1996
	19	Board of Directors: Meeting Minutes	January 1997
	20	Board of Directors: Meeting Minutes	February 1997
	21	Board of Directors: Meeting Minutes	March 1997
	22	Board of Directors: Meeting Minutes	April 1997
	23	Board of Directors: Meeting Minutes	May 1997
	24	Board of Directors: Meeting Minutes	June 1997
	25	Board of Directors: Meeting Minutes	July 1997
	26	Board of Directors: Meeting Minutes	August 1997
	27	Board of Directors: Meeting Minutes	September 1997
	28	Board of Directors: Meeting Minutes	October 1997
	29	Board of Directors: Meeting Minutes	November 1997
	30	Board of Directors: Meeting Minutes	December 1997
	31	Board of Directors: Meeting Minutes	January 1998
	32	Board of Directors: Meeting Minutes	February 1998
5	1	Board of Directors: Meeting Minutes	March 1998
	2	Board of Directors: Meeting Minutes	April 1998
	3	Board of Directors: Meeting Minutes	May 1998
	4	Board of Directors: Meeting Minutes	June 1998
	5	Board of Directors: Meeting Minutes	July 1998
	6	Board of Directors: Meeting Minutes	August 1998
	7	Board of Directors: Meeting Minutes	September 1998
	8	Board of Directors: Meeting Minutes	October 1998
	9	Board of Directors: Meeting Minutes	November 1998
	10	Board of Directors: Meeting Minutes	December 1998
	11	Board of Directors: Meeting Minutes	January 1999
	12	Board of Directors: Meeting Minutes	February 1999
	13	Board of Directors: Meeting Minutes	March 1999
5	14	Board of Directors: Meeting Minutes	April 1999
	15	Board of Directors: Meeting Minutes	May 1999
	16	Board of Directors: Meeting Minutes	June 1999
	17	Board of Directors: Meeting Minutes	1999-2001
	18	Board of Directors: Policies	1987-1995, n.d.

*Women and Leadership Archives
Loyola University Chicago*

	19	Board of Directors: Position Papers	1993, 1997-1998, n.d.
	20	Board of Directors: Reports: Marah's	1991-1992
	21	Board of Directors: Reports: Marah's	1992-1993
	22	Board of Directors: Reports: Marah's	1993-1994
6	1	Board of Directors: Rosters	1994-2000
	2	Board of Directors: Strategic Planning	1998-1999
	3	Board of Directors: Subcommittees: Fundraising: Appeals: Fall 1993	1993-1994, n.d.
	4	Board of Directors: Subcommittees: Fundraising: Appeals: Spring 1994	1994, n.d.
	5	Board of Directors: Subcommittees: Fundraising: Meeting Minutes and information	1993-1994, n.d.
	6	Board of Directors: Subcommittees: Fundraising: Plan	1996
	7	Board of Directors: Subcommittees: Housing and Physical Facilities: Meeting Minutes	1992-1994
7	1	Board of Directors: Subcommittees: Multi-Cultural: Meeting Minutes and information	1990-1994, n.d.
	2	Board of Directors: Subcommittees: Personnel: Benefits Program information	1992-1993, n.d.
	3	Board of Directors: Subcommittees: Personnel: Meeting Minutes and information	1989-1992, n.d.
	4	Board of Directors: Subcommittees: Personnel: Meeting Minutes	1992-1993
	5	Board of Directors: Subcommittees: Program: Meeting Minutes	1988-1989, n.d.
	6	Board of Directors: Subcommittees: Program: Meeting Minutes	1991-1992
	7	Board of Directors: Subcommittees: Program: Research	1987-1989
	8	Board of Directors: Subcommittees: Resource Development Committee	1996-1997
	9	Conference: HUD Peer to Peer (Presentation on Public Housing and Mental Illness)	1996-1999, n.d.
	10	Conference: HUD Provider Conference	1999, n.d.
	11	Conference: McAuley Women and Housing: General Information	1996
8	1	Conference: McAuley Women and Housing: Information from Other Organizations	1996
	2	Conference: McAuley Women and Housing: Presentation by DP Staff	1996
	3	Conference: National Coalition for Homeless	1994
	4	Conference: NLIHC Registration List	1997

*Women and Leadership Archives
Loyola University Chicago*

5	Conference: Supportive Housing	1997-1999, n.d.
9	1 Correspondence: Administrative	1988-2002
	2 Correspondence: IRS	1996, 1998
	3 Correspondence: Thomas, Audrey	1996-1998
	4 End of the Year Report	1992
	5 End of the Year Report	1993
	6 End of the Year Report	1994
	7 End of the Year Report	1995
	8 End of the Year Report	1997
	9 End of the Year Report	1998
	10 End of the Year Report	1999
	11 End of the Year Report	2000
	12 End of the Year Report	2001
	13 External Agencies: Alternate Process Meetings	1998
	14 External Agencies: Building Better Communities Network	1999
	15 External Agencies: Center for Neighborhood Technology	1989, n.d.
	16 External Agencies: Chicago Area Transportation Study	1999-2000, n.d.
	17 External Agencies: Chicago Christian Industrial League	1998
	18 External Agencies: Chicago Coalition for the Homeless	1989-1991, 1998, n.d.
	19 External Agencies: Chicago Coalition for the Homeless: A <i>Case Study of the Women's Empowerment Program</i>	1994
	20 External Agencies: Chicago Continuum of Care (1 of 4)	1999
	21 External Agencies: Chicago Continuum of Care (2 of 4)	2000
10	1 External Agencies: Chicago Continuum of Care (3 of 4)	2000-2001, n.d.
	2 External Agencies: Chicago Continuum of Care (4 of 4)	n.d.
	3 External Agencies: Chicago Continuum of Care: Planning Council	1999-2000
	4 External Agencies: Chicago Homeless Services Coordinating Council (1 of 2)	1997-1998
	5 External Agencies: Chicago Homeless Services Coordinating Council (2 of 2)	1998, n.d.
	6 External Agencies: Chicago Homeless Services Coordinating Council: Long Range Plan Draft	[1998]
	7 External Agencies: Chicago Rehab Network (CRN): 1998 Retreat	1998
	8 External Agencies: CRN: 1999 Retreat	1999
10	9 External Agencies: CRN: Advocacy Committee	1998-2000, n.d.
	10 External Agencies: CRN: Annual Membership Meeting – 06/08/2000	2000
11	1 External Agencies: CRN: Correspondence	1996-1999, n.d.
	2 External Agencies: CRN: Housing Development Training Institute Committee	1999

*Women and Leadership Archives
Loyola University Chicago*

	3	External Agencies: CRN: Membership Application	1997-1998
	4	External Agencies: CRN: Membership Meeting – 09/13/1999	1999-2000
	5	External Agencies: CRN: Miscellaneous Meetings	1999
	6	External Agencies: CRN: Network News	1998-2000
	7	External Agencies: CRN: Quarterly Membership Meeting – 01/14/1998	1998
	8	External Agencies: CRN: Quarterly Membership Meeting – 04/15/1999	1999
	9	External Agencies: CRN: Quarterly Membership Meeting – 09/16/1999	1999
	10	External Agencies: CRN: Quarterly Membership Meeting – 04/13/2000	2000
	11	External Agencies: CRN: Urban Developers Application	1998
	12	External Agencies: City of Chicago, Department of Human Services: Annual Report on Homeless Services	1997
	13	External Agencies: City of Chicago, Department of Human Services: Communications	1997-1999, n.d.
	14	External Agencies: City of Chicago, Department of Human Services: Five Year Shelter Plan	1997
	15	External Agencies: Community Emergency Shelter Organization: CHSC Year 1 Action Plan	1999
	16	External Agencies: Community Emergency Shelter Organization: Communications	1991-2000, n.d.
12	1	External Agencies: Community Emergency Shelter Organization: Homeless Service Agencies Best Practices Manual	1997, 2000
	2	External Agencies: Community Food Access	1999
	3	External Agencies: Contact List	1997-2000, n.d.
	4	External Agencies: Homeless Providers Advocacy Caucus	1998
	5	External Agencies: Illinois Association of Nonprofit Organizations	1991-1993, n.d.
	6	External Agencies: Illinois Coalition to End Homelessness: Report	1996
	7	External Agencies: Interfaith Council for the Homeless	1997
	8	External Agencies: Miscellaneous Organizations	1987-2000, n.d.
13	1	External Agencies: Partnership to End Homelessness: Communications (1 of 2)	1996-1997
	2	External Agencies: Partnership to End Homelessness: Communications (2 of 2)	1998-2000, n.d.
	3	External Agencies: Partnership to End Homelessness: Gap Analysis Focus Groups	1999-2000, n.d.
	4	External Agencies: Partnership to End Homelessness: Member List	1997

Women and Leadership Archives
Loyola University Chicago

	5	External Agencies: Partnership to End Homelessness: Overcoming Obstacles Report	1995
	6	External Agencies: Partnership to End Homelessness: Touchstones Implementation Committee Report	1997, n.d.
	7	External Agencies: US Dept of Health and Human Services: Federal Properties information	1989-1990
	8	External Agencies: West Town United	1997
	9	History: General	1995, 1998, n.d.
	10	History: "It's OK Here:" A History of Deborah's Place: Draft	2000
	11	History: "It's OK Here:" A History of Deborah's Place: Final (2 copies)	2000
	12	History: Political Action	1988
	13	History: Philosophy Statement: Draft	1991
	14	Insurance Documentation	1995-1999
	15	Legal: Billing Statements	1994, n.d.
	16	Legal: Tax-Exempt Status	1987
	17	Loan Approval	1998
	18	Logo/Stationery: Correspondence with Ray Design	1996-1997, n.d.
	19	Logo/Stationery: Examples	n.d.
	20	Logo/Stationery: Meetings and Notes	1992-1994, n.d.
14	1	Logo/Stationery: Professional Submissions	1994
	2	Organizational Chart	1994
	3	Pamphlets	n.d.
	4	Political Districting Maps	1983
	5	Progress Reports	1989, 1993, 1995
	6	Rationale for Reconstructing the Administrative Office	n.d.

Series 2: Development, 1987-2002, n.d.

14	7	Appeals	1987-1993
	8	Appeals	1994
	9	Appeals	1995
	10	Appeals	1996
	11	Appeals	1997
	12	Appeals	1998
14	13	Appeals	1999
	14	Appeals	2002
	15	Appeals: Lapsed Donors (draft letters)	n.d.
	16	Appeals: Mother's Day (draft letter)	1994, n.d.
	17	Appeals: Ten Year Anniversary	1995
	18	Background Material	1997
	19	Christmas Wish List	1988, 1991
	20	Correspondence	1992-1994
	21	Donation Records	1992-1993

*Women and Leadership Archives
Loyola University Chicago*

	22	Donation Records	1994
	23	Donation Records	1995
15	1	Donation Records	1996
	2	Donation Records	1997
	3	Donation Records	1998
	4	Donation Records (1 of 3)	1999
	5	Donation Records (2 of 3)	1999
	6	Donation Records (3 of 3)	1999
	7	Donation Records	2000
	8	Events: Annual Gala: 1996	1996
	9	Events: Annual Gala: 1997	1997
	10	Events: Annual Gala: 1998 (1 of 2)	1998
16	1	Events: Annual Gala: 1998 (2 of 2)	1998
	2	Events: Annual Gala: 1999	1999
	3	Events: Around the Coyote	1997
	4	Events: August Moon in October	1996
	5	Events: Bloomingdale's Ultimate Anniversary Celebration	1996
	6	Events: Bloomingdale's Ultimate Anniversary Celebration	1997
	7	Events: Dominick's Benefit Day	1997
	8	Events: Golf Outing	1997
	9	Events: Legacy: Budget & Correspondence	1992-1993
	10	Events: Legacy: Invitation Lists	1992-1993
	11	Events: Legacy: Planning	1992-1993
	12	Events: Legacy: PR	1992-1993
	13	Events: Multicultural Event: 1994	1994
	14	Events: Multicultural Event: 1996	1995-1996, n.d.
	15	Events: Multicultural Event: 1997: Correspondence & Planning	1997, n.d.
	16	Events: Multicultural Event: 1998	1998, n.d.
17	1	Events: Multicultural Event: 1999	1999
	2	Events: Oktoberfest: 1992	1992
	3	Events: Oktoberfest: 1993: Correspondence & Planning	1993, n.d.
	4	Events: Oktoberfest: 1993: Tickets & PR	1993, n.d.
17	5	Events: Oktoberfest: 1994 (1 of 2)	1994, n.d.
	6	Events: Oktoberfest: 1994 (2 of 2)	1994
	7	Events: Oktoberfest: 1994: Budget	1994
	8	Events: Oktoberfest: 1995 (1 of 2)	1995, n.d.
	9	Events: Oktoberfest: 1995 (2 of 2)	1995
	10	Events: Oktoberfest: 1995: Budget	1995
	11	Events: Oktoberfest: 1995: Permits & Contracts	1995
	12	Events: Oktoberfest: 1996 (1 of 2)	1996, n.d.
	13	Events: Oktoberfest: 1996 (2 of 2)	1996
	14	Events: Oktoberfest: 1996: Budget & Financial Records	1995-1996, n.d.

*Women and Leadership Archives
Loyola University Chicago*

	15	Events: Octoberfest: 1996: Permits & Contracts	1995-1996, n.d.
18	1	Events: Octoberfest: 1996: Publicity	1996, n.d.
	2	Events: Octoberfest: 1997	1997
	3	Events: Patty Crowley Celebration: Correspondence	1992
	4	Events: Patty Crowley Celebration: Planning	1992
	5	Events: Patty Crowley Celebration: PR & Press	1992
	6	Events: Purchase with a Point	1997
	7	Events: Rings Around Rosie	1994, n.d.
	8	Events: Rings Around Rosie: Invitation List	1994
	9	Events: Rings Around Rosie: Planning	1994, n.d.
	10	Events: St. Patrick's Day Party	1997
19	1	In-Kind Donations: Correspondence	1993-1995
	2	In-Kind Donations: Planning & Prospects	1993-1995
	3	LW (Light in the Window Capital Campaign): Budget and Financial (1 of 2)	1997-1998
	4	LW: Budget and Financial (2 of 2)	1998-2000, n.d.
	5	LW: Citizens for Terry A. Gabinski IL State Filings	1996
	6	LW: Committees	1998-1999, n.d.
	7	LW: Correspondence and Reports	1997-2000, n.d.
	8	LW: Correspondence: Marah's Relocation	1997-1999, n.d.
	9	LW: Correspondence with Volunteers	1996-1998, n.d.
	10	LW: Donations and Progress Reports (1 of 2)	1996-1998, n.d.
	11	LW: Donations and Progress Reports (2 of 2)	1999-2000
20	1	LW: Events: Kickoff: Correspondence and PR	1998
	2	LW: Events: Kickoff: Invitation & Attendance List	1998
	3	LW: Events: Luncheon on 10/22/1998	1998
	4	LW: Events: Luncheon on 11/6/1998	1998
	5	LW: Events: Luncheon on 9/23/1999	1999
	6	LW: Events: Luncheon on 10/7/1999	1999
	7	LW: Events: Marah's Candlelight Vigil	1997, n.d.
	8	LW: Events: Marah's Open House: Attendee List	1999
	9	LW: Events: Marah's Open House: Planning	1999
20	10	LW: Events: Marah's Open House: Public Relations	1999
	11	LW: Events: Marah's Open House for St. Alphonsus	1998
	12	LW: Events: Marah's Open House for St. Alphonsus: Artwork	1998
	13	LW: Events: Marah's Press Conferences with Lakeview Clergy Association	1997-1998, n.d.
	14	LW: Events: Marah's Thank You Party	1998, n.d.
	15	LW: Events: Opening of Rebecca Johnson Apartments	1999-2000
	16	LW: Events: Unknown	[1999]
	17	LW: Independent Impact Study	1998
	18	LW: Jameson Realty Agreement	1996, n.d.

*Women and Leadership Archives
Loyola University Chicago*

	19	LW: Kresge Foundation	1996-1999, n.d.
	20	LW: Lakeview Action Coalition: Information	1997-1999, n.d.
	21	LW: Lakeview Action Coalition: Meetings and Correspondence	1998-2000
21	1	LW: Letter Samples	1997, n.d.
	2	LW: Letters of Community Support	1997-1998, n.d.
	3	LW: Letters of Community Support	1998, n.d.
	4	LW: Letters of Opposition	1997-1998
	5	LW: Meeting Minutes	1998-2000, n.d.
	6	LW: NIMBY Information	1994-1998
	7	LW: Outreach: 32 nd Ward	1996-1998, n.d.
	8	LW: Outreach: Church	1997, n.d.
	9	LW: Outreach: Community	1997-1998, n.d.
	10	LW: Outreach: Community: Door to Door Campaign	1997, n.d.
	11	LW: Outreach: Lakeview Action Coalition: Mailing	1999
	12	LW: Outreach: Lakewood Clergy	1998
	13	LW: Outreach: Marah's Brochure	1998
	14	LW: Outreach: Participant Stories	n.d.
	15	LW: Outreach: Planning Notes (1 of 3)	1997
22	1	LW: Outreach: Planning Notes (2 of 3)	1998, n.d.
	2	LW: Outreach: Planning Notes (3 of 3)	1997-1999, n.d.
	3	LW: Outreach: Planning Publications	1999
	4	LW: Outreach: Politically Influential Contacts	1997-1998, n.d.
	5	LW: Outreach: Presentations for St. Alphonsus	1997, n.d.
	6	LW: Outreach: Presentations for St. Alphonsus: Property Value Research	1996-1998
	7	LW: Outreach: Proposal to St. Alphonsus	1997, n.d.
	8	LW: Petitions	1997-1998, n.d.
	9	LW: Press Articles	1998-1999
	10	LW: Press Kits and PR	1997-1998, n.d.
	11	LW: Print Collateral: Brochure Planning	1996-1998
	12	LW: Print Collateral: Brochure Final	1997-2000
23	1	LW: Print Collateral: Newsletter Vol. 1.1	1999
	2	LW: Print Collateral: Newsletter Vol. 1.2	1999
	3	LW: Print Collateral: Planning	1996-2000, n.d.
	4	LW: Print Collateral: Pledge Card	1998
	5	LW: Print Collateral: Sample Ideas	n.d.
24	1	LW: Project Chronology: Marah's	1997-1998
	2	LW: Project Overview	1998
	3	LW: Solicitation Letters: Draft	1997-2000
	4	LW: Solicitation Letters: Final	1997-2000
	5	LW: South Lakeview Neighbors: General Information	1990-1999, n.d.
	6	LW: South Lakeview Neighbors: Minutes of Meetings	1997-1998

*Women and Leadership Archives
Loyola University Chicago*

	7	LW: South Lakeview Neighbors: Newsletters	1997-1999
	8	LW: South Lakeview Neighbors: Presentation on March 10, 1998	1998
	9	LW: Special Use Permit: Application and PR	1998
	10	LW: Special Use Permit: Hearing: March 10, 1998: Preliminary Presentation	1998
	11	LW: Special Use Permit: Hearing: March 20, 1998	1998
	12	LW: Special Use Permit: Hearing: May 15, 1998	1998
	13	LW: Special Use Permit: Planning	1997-1998
	14	LW: Special Use Permit: Rejection	1997
	15	LW: St. Alphonsus Parish	1997
	16	LW: Thank You Letters	1997-1998, n.d.
	17	LW: Video	1998, n.d.
	18	MTSFH (More Than Shelter: Finding Home Capital Campaign): Budget and Financial Reports	1993-1995, n.d.
	19	MTSFH: Campaign Descriptions	1994, n.d.
	20	MTSFH: Campaign Plan	1993
	21	MTSFH: Committees	1993-1995, n.d.
25	1	MTSFH: Consultant Search	1994
	2	MTSFH: Correspondence	1992-1995, n.d.
	3	MTSFH: Correspondence: Donor Forums of Chicago	1993-1994
	4	MTSFH: Donations	1993-1996, n.d.
	5	MTSFH: Donations: Prospective Donors (1 of 2)	1992-1995
	6	MTSFH: Donations: Prospective Donors (2 of 2)	1995, n.d.
	7	MTSFH: Events: Cocktail Party by Patty Crowley	1994
	8	MTSFH: Events: Corporate Breakfast: 1994: March	1994
	9	MTSFH: Events: Corporate Breakfast: 1994: November	1994
	10	MTSFH: Events: Corporate Breakfast: 1995	1995
	11	MTSFH: Events: Hard Hat: Budget	1994
	12	MTSFH: Events: Hard Hat: Correspondence	1994
	13	MTSFH: Events: Hard Hat: Invite List	1994
	14	MTSFH: Events: Hard Hat: Meeting Notes	1994
26	1	MTSFH: Events: Hard Hat: Planning	1994
	2	MTSFH: Events: Hard Hat: Presentations	1994
	3	MTSFH: Events: Hard Hat: Print Collateral	1994
	4	MTSFH: Events: Kickoff: Invitation List	1994
	5	MTSFH: Events: Opening: Invite List	1995
	6	MTSFH: Events: Opening: Planning	1995
	7	MTSFH: Events: Opening: Public Relations	1995
	8	MTSFH: Events: Press Conference	1994
	9	MTSFH: Events: Showers	1995
	10	MTSFH: Events: Special Donors Reception	1995
	11	MTSFH: Events: Ten Year Anniversary	1995
	12	MTSFH: Kresge Foundation	1994-1995
	13	MTSFH: Meeting Minutes	1992-1995

*Women and Leadership Archives
Loyola University Chicago*

	14	MTSFH: Named Giving Opportunities	1994, n.d.
	15	MTSFH: Planning	1991-1995, n.d.
	16	MTSFH: Print Collateral: Campaign Brochure	1993-1994
	17	MTSFH: Print Collateral: Newsletter Vol. 1.1	1994
27	1	MTSFH: Print Collateral, Newsletter Vol. 1.2	1995
	2	MTSFH: Progress Reports	1994-1995
	3	MTSFH: Public Relations	1994
	4	MTSFH: Religious Community: Correspondence	1992-1995, n.d.
	5	MTSFH: Religious Community: Planning	1992-1994, n.d.
	6	MTSFH: Solicitations	1993-1995, n.d.
	7	MTSFH: Training Session on Fundraising	1994
	8	Projects: Cookbook	1998
	9	Projects: Elayne Goldstein Memorial Book Fund	1994
	10	Prospective Donors	1994-1995
	11	Prospective Donors	1997-2000
	12	Thank You Letter Guidelines	1994
	13	Year End Campaign: Individuals	1999

Series 3: Operations, 1985-2004, n.d.

27	14	Building Lease	1987-1993
	15	Case Management: DPII Apartments Initial Assessment Forms	1994-1996
	16	Case Management: Hiring Counselor	1992
	17	Case Management: Intake Forms and Statistical Reports	1996-1997
	18	Case Management: List of Participants with Therapeutic Issues	1999-2001
	19	Case Management: Planning	1996-2003, n.d.
	20	Catholic University of America Research Study	1991
	21	CEP (Career Exploration Program): Attendance	1999
	22	CEP: Calendars	1995-2002
28	1	CEP: Correspondence	1995-2001, n.d.
	2	CEP: Course Offerings	2002
	3	CEP: Education Materials	1999-2001, n.d.
	4	CEP: General Materials	2001
	5	CEP: Goals of Program and Reports on Progress	1997
	6	CEP: Goals of Participants	1995
	7	CEP: Graduation & Participant Outcomes	1996, 1998
	8	CEP: Incident Reports	1995-2000, n.d.
	9	CEP: Internship Program: General Information	1995-2000, n.d.
	10	CEP: Internship Program: Robert Morris University	1996
	11	CEP: Mediated Learning	2000, n.d.
	12	CEP: Participants' Evaluations of Program	1995-1996
	13	CEP: Permanent Employment	1997-2000, n.d.
	14	CEP: Personnel and Staffing Issues	1997-2000, n.d.

*Women and Leadership Archives
Loyola University Chicago*

	15	CEP: Planning: Education Programs	1995-2001, n.d.
	16	CEP: Planning: Long Term	1992-1993, n.d.
	17	CEP: Policies & Procedures	1997-2000, n.d.
	18	CEP: Practitioner Research Information	1998-2001, n.d.
29	1	CEP: Presentation at Adult Learning Resource Center	1997
	2	CEP: Presentation at Adult Learning Resource Center: Overheads	1997
	3	CEP: Reports: Education & Employment Services: Monthly	1999-2003
	4	CEP: Reports: Education & Employment Services: Quarterly	1994-1999
	5	CEP: Research Focus Group	1998
	6	CEP: Retreats	1995, 1999
	7	CEP: Scholarship Fund General Info	1996-2000
	8	CEP: Statistical Reports	1995-1999
	9	CEP: Training & Conferences	1994-1998
	10	CEP: Volunteers	1996-2001, n.d.
	11	CEP: Women with a Purpose Program: "A Week in the Life of Women with a Purpose"	1998
	12	Correspondence: General	1991-2001, n.d.
	13	CSH (Corporation for Supportive Housing): Correspondence and Planning	1995-1999, n.d.
	14	CSH: Application for Federal Assistance	1997
	15	CSH: Closer to Home Initiative	1999-2001
	16	CSH: Department of Rehabilitation Services Information and Proposal	1997, n.d.
	17	CSH: Employment Working Group Meetings	1996
	18	CSH: Information Session: "Bringing it Home"	1998
	19	CSH: Next Steps Jobs: Assessment Survey	1997, n.d.
	20	CSH: Next Steps Jobs: Conference	1996
30	1	CSH: Next Steps Jobs: General Information	1997, 2003, n.d.
	2	CSH: Next Steps Jobs: Work Plan	1999
	3	CSH: Next Steps Jobs: Writing Project	1997-1998, n.d.
	4	CSH: Quarterly Reports	1996-1999
	5	CSH: Site Visit by IL Dept of Human Services and CSH	1998
	6	CSH: "Under One Roof: A Case Study" of DPII	1998
	7	DHS (Department of Health and Human Services): Application for funding	1985-1986
	8	DHS: Application for funding	1989
	9	DHS: Application for funding	1992
	10	DHS: Application for funding	1993
	11	DHS: Application for funding	1994
	12	DHS: Family Support Services Provider List	1997, n.d.
	13	DHS: Reports: Annual	1991
	14	DHS: Reports: Annual	1993-1994

*Women and Leadership Archives
Loyola University Chicago*

	15	DHS: Reports: Irene's	1996-2001
	16	DHS: Reports: Monthly (July 1991-Sept 1991)	1991
	17	DHS: Reports: Monthly (Oct 1991-Dec 1991)	1991
	18	DHS: Reports: Monthly (Jan 1992-Mar 1992)	1992
	19	DHS: Reports: Monthly (Apr 1992-Jun 1992)	1992
	20	DHS: Reports: Monthly (Jul 1992)	1992
	21	DHS: Reports: Monthly (Aug 1992-Sep 1992)	1992
31	1	DHS: Reports: Monthly (Oct 1992-Nov 1992)	1992
	2	DHS: Reports: Monthly (Dec 1992)	1992
	3	DHS: Reports: Monthly (Jan 1993)	1993
	4	DHS: Reports: Monthly (Feb 1993-Mar 1993)	1993
	5	DHS: Reports: Monthly (Apr 1993-May 1993)	1993
	6	DHS: Reports: Monthly (Jun 1993)	1993
	7	DHS: Reports: Monthly (Aug 1993-Sep 1993)	1993
	8	DHS: Reports: Monthly: Case Management Statistics	1992-1993
	9	DHS: Reports: Overnight Shelter	1997, 2000-2001
	10	DHS: Reports: Quarterly	2000-2001
	11	DHS: Reports: Samples and Instructions	1992, n.d.
	12	DHS: Site Visits	1988-1992, n.d.
	13	DHS: Training Needs Survey	1991
	14	DP (Deborah's Place): Group Activities List	1999
	15	DP: Staff Communication Log	1991
32	1	DP: Staff Communication Log	1992 (Jul-Oct)
	2	DP: Staff Communication Log	1992 (Oct-Nov)
	3	DP: Staff Communication Log	1992-1993
	4	DP: Staff Communication Log	1993 (Jan-Mar)
	5	DP: Transitional Housing Daily Log	1988
32	6	DP II (Deborah's Place II Apartments): Blended Management	1997-2000, n.d.
	7	DP II: Lease Policy	1995-2000, n.d.
	8	DP II: Operations	1999-2000, n.d.
	9	DP II: Participant Data	1995-1997
	10	DP II: Planning of Opening	1995
	11	DP II: Reports: Work Orders	2000-2001
	12	Financial: DP: FY1986-FY1987 Budgets	1985-1986, n.d.
33	1	Financial: DP: FY1989 Actual	1988-1989
	2	Financial: DP: FY1990 Actual and Budget	1989-1990
	3	Financial: DP: FY1990 Budget (Marah's)	1991
	4	Financial: DP: FY1991 Budget and Actual	1991
	5	Financial: DP: FY1992 Budget and Actual	1991-1992
	6	Financial: DP: FY1993 Budget and Actual	1992-1993
	7	Financial: DP: FY1994 Actual	1993-1994

*Women and Leadership Archives
Loyola University Chicago*

	8	Financial: DP: FY1995 Actual (1 of 2)	1994-1995
	9	Financial: DP: FY1995 Actual (2 of 2)	1995
	10	Financial: DP: FY1995 Budget	1994-1995
	11	Financial: DP: FY1996 Actual	1995-1996, n.d.
	12	Financial: DP: FY1996 Budget	1995
	13	Financial: DP: FY1997 Actual	1996-1997
	14	Financial: DP: FY1997 Budget	1996-1997, n.d.
	15	Financial: DP: FY1998 Actual	1997-1998
	16	Financial: DP: FY1998 Budget (1 of 2)	1997, n.d.
34	1	Financial: DP: FY1998 Budget (2 of 2)	1996-1997, n.d.
	2	Financial: DP: FY1999 Actual	1998-1999
	3	Financial: DP: FY1999 Budget (1 of 2)	1998, n.d.
	4	Financial: DP: FY1999 Budget (2 of 2)	1998, n.d.
	5	Financial: DP: FY2000 Actual	1999-2000
	6	Financial: DP: FY2000 Budget	1999, n.d.
	7	Financial: DP: FY2001 Actual	2000-2001
	8	Financial: DP: FY2001 Budget	2000, n.d.
	9	Financial: DP II: FY1999 Actual	1998
	10	Financial: Education & Employment/Permanent Housing: FY1999 Budget	1998
35	1	Financial: Education & Employment/Permanent Housing: FY2000 Budget	1999
	2	Financial: Education Skills: FY1995-1997 Actual and Budget	1994-1997
	3	Financial: Education Skills: FY1998 Budget	1997
	4	Financial: Education Skills: FY1999 Budget	1998
	5	Financial: Marah's Place: Actual Expenses	1998-1999
35	6	Financial: Policies and General Information	1991, 2000, n.d.
	7	Financial: Rebecca Johnson Apartments: Actual Expenses	2000
	8	Financial: Salary Budgets	1991, 1998-2000
	9	Financial: Trended Financial Information	1989-1998
	10	Financial: WomanCraft, Inc.	1997-1999, n.d.
	11	Grants: Chicago Low Income Housing Trust Fund	1997
	12	Grants: Generic Proposals	1991-1994, n.d.
	13	Grants: Grant writing Information	1995-1996, n.d.
	14	Grants: Possible Funding Sources	1992-1993, n.d.
	15	Grants: Proposals & Planning (other than United Way)	1994-1999
	16	Grants: Public Funding by Position	1996
36	1	Grants: Safe Haven	1996
	2	Health Care: Asthma Information	1992-1999, n.d.
	3	Health Care: Dental Services	1991-1992, 1996, n.d.
	4	Health Care: General	1996-1999, n.d.

*Women and Leadership Archives
Loyola University Chicago*

	5	Health Care: Planning Group for Elderly & Chronically Ill	2000
	6	HUD (Department of Housing and Urban Development): Annual Report (4/91 – 3/92)	1992
	7	HUD: Annual Report (4/92 – 3/93)	1993
	8	HUD: Annual Report (7/95 – 6/96)	1996
	9	HUD: Annual Report (7/00 – 6/01)	2001
	10	HUD: Application for funding	1987
	11	HUD: Application for funding	1988
	12	HUD: Application for funding	1993
	13	HUD: Correspondence and Notes	1989-1993, n.d.
	14	HUD: Grant Agreement	1988
	15	HUD: Monitoring Reports	1990-1991
	16	HUD: Supportive Housing Program: Application & Drafts	1995-1996, n.d.
	17	HUD: Supportive Housing Program: Questionnaire	[1991]
	18	HUD: Supportive Housing Program: Technical Submission	1998
	19	Human Resources: Affirmative Action	1996, 1999
	20	Human Resources: Employee Handbook	1992
	21	Human Resources: Hiring Packet	1996
37	1	Human Resources: Hiring Questions: Marah's Counselor	1988, n.d.
	2	Human Resources: Job Descriptions	1987-1990
	3	Human Resources: Job Descriptions	1989-1993, n.d.
	4	Human Resources: Job Descriptions	1994-2001, n.d.
	5	Human Resources: Job Descriptions	1996
	6	Human Resources: Job Descriptions prior to FY92	1992, n.d.
	7	Human Resources: Memos to staff	1990-2000
	8	Human Resources: New Staff Orientation	1998-2003, n.d.
37	9	Human Resources: Organizational Chart	1994
	10	Human Resources: Performance Evaluation Forms	1994, 1996
	11	Human Resources: Policies: Hiring	1991, 1997, n.d.
	12	Human Resources: Policies: Personnel	1988-1991, n.d.
	13	Human Resources: Policies: Termination	1997, 2000
38	1	Human Resources: Staff Analysis by United Way	1989
	2	Human Resources: Staff Development	1991-2000
	3	Human Resources: Staff Lists	1993-2000, n.d.
	4	Human Resources: Staff Roles: Marah's Place	n.d.
	5	Human Resources: Training: Group Facilitation Skills	1996
	6	Human Resources: Training: Illinois/Indiana Housing Reasonable Accommodations	1996-1997
	7	Human Resources: United Way Campaign for Employees	1995, n.d.
	8	Human Resources: Unsung Heroines Award: Patty Crowley	1999-2000
	9	Human Resources: Volunteers	1997-2003, n.d.
	10	Illinois Department of Public Aid: Reports	1995-1997

*Women and Leadership Archives
Loyola University Chicago*

	11	Internal Meetings: Administrative Team	1988-1991
	12	Internal Meetings: Administrative Team	1991-1992, n.d.
	13	Internal Meetings: Administrative Team	1992-1994
	14	Internal Meetings: Administrative Team	1998-1999
	15	Internal Meetings: All Staff	1988-1994
	16	Internal Meetings: All Staff	1999-2000
39	1	Internal Meetings: Board and Staff Retreat	1996, n.d.
	2	Internal Meetings: Building Issues Meetings	1997
	3	Internal Meetings: CEP	1996-2001, n.d.
	4	Internal Meetings: CEP Education Skills & Staff	1995-2001
	5	Internal Meetings: DP II: Tenants	1997-1999
	6	Internal Meetings: Employment Staff	1998-2001
	7	Internal Meetings: Independent Contractors	1988-1990, n.d.
	8	Internal Meetings: Integrative Management Team	n.d.
	9	Internal Meetings: Irene's	1993, n.d.
	10	Internal Meetings: Job Liaison	1999
	11	Internal Meetings: Learning Center Staff	1995-2001
	12	Internal Meetings: Marah's: Relocation	1997
	13	Internal Meetings: Marah's: Relocation	1998
	14	Internal Meetings: Marah's: Staff	1988-2001
	15	Internal Meetings: Marah's: Staff & Participants' Guidelines for Behavior	n.d.
	16	Internal Meetings: Marah's: Strategic Planning of Relocation	1997
	17	Internal Meetings: Miscellaneous	1996-2000
	18	Internal Meetings: Office Staff	1993-1994
39	19	Internal Meetings: Program Administration	1993-1994, n.d.
	20	Internal Meetings: Program Administrator and Director	1993-2001
	21	Internal Meetings: Program Leadership	1999-2000
40	1	Internal Meetings: RJA: Tenant Council	2001
	2	Internal Reports: Associate Executive Director	1999-2001
	3	Internal Reports: Case Management	2000-2003
	4	Internal Reports: Clinical Director	1999-2001
	5	Internal Reports: Development	1999-2001
	6	Internal Reports: Education & Employment	2000
	7	Internal Reports: Facilities Management	2000-2003
	8	Internal Reports: Finance Team	1999-2003
	9	Internal Reports: Human Resources	2000-2003
	10	Internal Reports: Marah's: Project Development Updates	1999-2000
	11	Internal Reports: Marah's: Quarterly	1988
	12	Internal Reports: Operations	2000-2002
	13	Internal Reports: Participants' Health	[1997]
	14	Internal Reports: Program Administration	2000
	15	Internal Reports: Quarterly	1994

*Women and Leadership Archives
Loyola University Chicago*

	16	Internal Reports: Quarterly	1997
	17	Internal Reports: Quarterly	1999
	18	Internal Reports: Quarterly	2000
	19	Internal Reports: Quarterly	2001
	20	Internal Reports: Statistical: Blank Forms	1999
	21	Internal Reports: Statistical: Monthly	1991-2001
	22	Internal Reports: Statistical: Overnight Shelter	1989, 1994
	23	Internal Reports: Supportive Housing Program	2002-2003
	24	Irene's: Incident Reports	2000
	25	Irene's: Meeting Minutes and Correspondence	1993, 1997-2004
	26	Irene's: Mural Project	1998-2000
	27	Marah's: Community Meeting Minutes	1990-1991, 2000
	28	Marah's: Correspondence: Beth Pearson	1989-1990
41	1	Marah's: Correspondence: General Contractors	1992-1998, n.d.
	2	Marah's: Evaluations of Marah's by Participants & Staff	1991-1992
	3	Marah's: Events: Cardinal Francis George Visit	1998
	4	Marah's: Floor Plans	1994
	5	Marah's: HR Documents	1989, n.d.
	6	Marah's: Incident Reports & Grievances	2000-2001
	7	Marah's: Learning Center	1991, n.d.
	8	Marah's: Letters from Participants	1992, n.d.
	9	Marah's: Letters to Tenants (Late Rent)	1994
	10	Marah's: Log of Residents' Activities	1989
	11	Marah's: Miscellaneous Policies and Correspondence	1990-2003, n.d.
	12	Marah's: Participant Lists	1990-1994, n.d.
	13	Marah's: Participation Agreement	1989-1992
	14	Marah's: Past Participant List	n.d.
	15	Marah's: Program Requirements	1992-1996, n.d.
	16	Marah's: Relocation: Budget	1996-1998, n.d.
	17	Marah's: Relocation: Building & Furniture Plans	1997-1999, n.d.
	18	Marah's: Relocation: Certificate of Occupancy	1999
	19	Marah's: Relocation: Construction	1998, n.d.
42	1	Marah's: Relocation: Legal Assistance	1997
	2	Marah's: Report: Transitional Housing for Women Who Are Homeless	1995
	3	Marah's: Resource Book	1993
	4	Marah's: Respite Room Policy	1993, n.d.
	5	Marah's: Statistics	1994
	6	Marah's: Supportive Services: Correspondence	1988-1994
	7	Marah's: Supportive Services: Forms & Policies	1993-1994, n.d.
	8	Marah's: Supportive Services: Proposal	1993
	9	Marah's: Supportive Services: Statistical Reports	1993-1994
	10	Marah's: Supportive Services: Tracking Sheets	1991-1992
	11	Marah's: Survey: Other Transitional Housing Programs	1995, n.d.

*Women and Leadership Archives
Loyola University Chicago*

	12	Marah's: Survey: Summary Report	1995
	13	Marah's: Survey: Surveys (1 of 3)	[1995]
	14	Marah's: Survey: Surveys (2 of 3)	[1995]
	15	Marah's: Survey: Surveys (3 of 3)	[1995]
43	1	Marah's: Survey of Two Option System	1992-1993
	2	Marah's: Volunteers	1996
	3	Other: ACCESS Program	1993-1994
	4	Other: Art Therapy	2000, n.d.
	5	Other: Chambers of Commerce	1993, 1997
	6	Other: Chicago Public Art Group	1997-1998
	7	Other: Correspondence: East Garfield Neighborhood	1999-2000
	8	Other: Correspondence: Internal	1988-2000, n.d.
	9	Other: Council for Disability Rights	1992
	10	Other: Crisis Response Plan draft	2000
	11	Other: Drawings in Staff folder	n.d.
	12	Other: Event Guest Book Sign-In	1995
	13	Other: Field Trip	1989, n.d.
	14	Other: Food Service	1992, 2001, n.d.
	15	Other: Forms	1994-2001, n.d.
	16	Other: Garden Gallery Project	1998-2001, n.d.
	17	Other: Greater Chicago Food Depository	1988, n.d.
	18	Other: Hiring Program Participants	1997-1998, n.d.
	19	Other: Holiday Events	1992-1993
	20	Other: Holiday Events	1999-2001
43	21	Other: Holiday Events	2002
	22	Other: Housing Information	1991
	23	Other: Illinois Accessibility Code Inspection Checklist	1992-1992
	24	Other: Incident Reports and Notes	1993, 1996-1998
	25	Other: Interim Housing Information	2003
	26	Other: Lawyers' Commission for Better Housing	1997
	27	Other: Neighborhood Capital Co.	1998
44	1	Other: New Participant Information Booklet	n.d.
	2	Other: Non-discrimination	1994-1998
	3	Other: Operations Manual	1996-2000, n.d.
	4	Other: Outreach to Former Participants	1989
	5	Other: Participants: Internal Programs Available	1995, 2001, n.d.
	6	Other: Participants: Public Benefits Available	1999-2000
	7	Other: Scholarly Papers about Deborah's Place	1995-1999, n.d.
	8	Other: Self Sufficiency Standards	1998
	9	Other: Sonnenschein Nath and Rosenthal	1996-1997, n.d.
	10	Other: Supportive Housing Information	1995-1998
	11	Other: Survey Conducted by the University of Illinois	1989
	12	Other: Thank You Party for 2100 W. North Ave.	1993
	13	Other: Visiting Speakers	1992

*Women and Leadership Archives
Loyola University Chicago*

	14	Other: Workshop on Inclusivity and Racism	1991
	15	Overnight Shelter: Incident Reports	1999-2001
	16	Overnight Shelter: Program Description	1997
	17	Participant Survey 1998: Correspondence	1998
	18	Participant Survey 2000	1999-2000, n.d.
	19	Participant Survey 2001: Surveys	2001
	20	Participant Surveys 2002 and 2003: Surveys	2002-2003
	21	Physical Plant: Americans with Disabilities Act	n.d.
	22	Physical Plant: Concrete Change of Chicago	1994, n.d.
	23	Physical Plant: Interior Design Information	1992, n.d.
	24	Physical Plant: McLaughlin Ordinance	1994
	25	Physical Plant: Search for Contractors	1990-1998, n.d.
	26	Physical Plant: Search for Movers	1997, 2000
45	1	Planning: Administration: Retreat	1997
	2	Planning: Annual Plan	1994
	3	Planning: Annual Plan	1995
	4	Planning: Annual Plan	1996
	5	Planning: Annual Plan	1997
	6	Planning: Annual Plan	1998
	7	Planning: Annual Plan	1999
	8	Planning: Annual Plan	2000
	9	Planning: Annual Plan	2001
	10	Planning: Annual Plan: Marah's	1992
45	11	Planning: Annual Plan: Marah's	1993
	12	Planning: Deborah's Place II	1996-1997
	13	Planning: Development: Calendar	1996-1998
	14	Planning: Development: Calendar	2003
	15	Planning: Development: External Analysis	1998
	16	Planning: Development: Reorganization	2002-2003, n.d.
	17	Planning: Development: Retreats	1997-1998
	18	Planning: Finance	2002
	19	Planning: Finance: Retreat	1997
	20	Planning: Finance: Transitional Plan	2001
	21	Planning: Long-Term Plan 1992-1995	1992
	22	Planning: Long-Term Plan 1996-1999	1994-1995, n.d.
46	1	Planning: Organizational Chart (1 of 2)	1998-2000
	2	Planning: Organizational Chart (2 of 2)	2000-2001, n.d.
	3	Planning: Program	1996
	4	Planning: Program	1997
	5	Planning: Program	1999-2000, n.d.
	6	Planning: Strategic Plan 1998	1998, n.d.
	7	Planning: Strategic Plan 1998: Communications Workgroup	1998
	8	PR (Public Relations): Cable TV Coverage	1996-1997

*Women and Leadership Archives
Loyola University Chicago*

	9	PR: Chicago Chambers of Commerce	1997-1998
	10	PR: Communications Planning	1998-1999
	11	PR: Consultant: Kathy Schaefer & Assoc.	1998-1999
	12	PR: Consultant: Sheila King	1995-1996
	13	PR: Media Workshops	1995-1998
	14	PR: Miscellaneous	1993-1998, n.d.
	15	PR: Newsletters: As published	1989-2000
47	1	PR: Newsletters: As published (duplicates)	1989-2000
	2	PR: Newsletters: History	1992
	3	PR: Newsletters: Internal Correspondence	1994-1996, n.d.
	4	PR: Newsletters: Issue Planning: 1995 Winter	1994-1995, n.d.
	5	PR: Newsletters: Issue Planning: 1995 Summer	1995
	6	PR: Newsletters: Issue Planning: 1995 Fall/ Winter	1995
	7	PR: Newsletters: Issue Planning: 1996 Winter/ Spring	1996
	8	PR: Newsletters: Issue Planning: 1996 Summer/ Fall	1996
	9	PR: Newsletters: Issue Planning: 1996 Fall/ Winter	1996
	10	PR: Newsletters: Issue Planning: 1997 Winter/ Spring	1997
	11	PR: Newsletters: Issue Planning: 1997 Spring/ Summer	1997
	12	PR: Newsletters: Issue Planning: 1997 Summer	1997
	13	PR: Newsletters: Issue Planning: 1998 Spring	1998
	14	PR: Newsletters: Issue Planning: 1998 Summer	1998
47	15	PR: Newsletters: Issue Planning: 1998 Fall/Winter	1998
	16	PR: Newsletters: Issue Planning: 1999 Winter/Spring	1999
	17	PR: Newsletters: Issue Planning: 1999 Summer	1999
	18	PR: Newsletters: Issue Planning: 1999 Fall	1999
	19	PR: Pamphlets: Drafts and Final	n.d.
	20	PR: Pamphlets: Rejected drafts	n.d.
	21	PR: <i>Perspectives</i> Newsletters: As published	1996-2001
	22	PR: <i>Perspectives</i> Newsletters: Planning	1996-1997, n.d.
	23	PR: Photo and Information Release Forms	1998
	24	PR: Press Articles: Deborah's Place	1988-1993, n.d.
48	1	PR: Press Articles: Deborah's Place	1994-1996
	2	PR: Press Articles: Deborah's Place	1997-1999
	3	PR: Press Articles: Other	1989-1994, n.d.
	4	PR: Press Articles: Other	1995-2000
	5	PR: Press Releases	1995-2002, n.d.
	6	PR: Print Media Samples	1993-1994, n.d.
49	1	PR: Public Service Announcements	1994, 1996, n.d.
	2	PR: Thank You Postcards	n.d.
	3	PR: Time Capsule Planning	1999
	4	PR: Video Project	1996-1998

*Women and Leadership Archives
Loyola University Chicago*

	5	PR: Volunteer Letters	1997-1998
	6	RJA: Application Forms	1999, n.d.
	7	RJA: Correspondence	1999-2000, n.d.
	8	RJA: Move-In Process: Budget	1997-2000
	9	RJA: Move-In Process: Community Outreach	1997, n.d.
	10	RJA: Move-In Process: Contractor Agreements	1997-1998, n.d.
	11	RJA: Move-In Process: Correspondence: Aldermanic Offices	1996-1999, n.d.
	12	RJA: Move-In Process: Correspondence: General	1997-1999
	13	RJA: Move-In Process: Floor & Work Plans	1997-1999, n.d.
	14	RJA: Move-In Process: Lease & Policies	1997-1999, n.d.
	15	RJA: Move-In Process: <i>Marillac House: A Sustaining Presence on Chicago's Westside</i>	1989
	16	RJA: Move-In Process: Marketing	1998-1999, n.d.
	17	RJA: Move-In Process: Property Management Agreement	1999
	18	RJA: Move-In Process: Rent Up Reserve	1998, 2000
	19	RJA: Move-In Process: Tours	1999-2000, n.d.
50	1	RJA: Planning	1997-1999, n.d.
	2	RJA: Planning: Meeting Minutes	1997-2000
	3	RJA: Planning: Possible Sites for RJA	1996
	4	RJA: Planning: Transition	1999
50	5	RJA: Staff Training	1999-2000
	6	RJA: Supportive Services Proposal	n.d.
	7	Supportive Housing Program: Safe Haven Information	1993-2004, n.d.
	8	Supportive Housing Program: Shelter to Housing Initiative Facing Tomorrow (SHIFT)	2002-2003, n.d.
	9	Teresa's: Correspondence and General Information	1996-2002, n.d.
	10	Teresa's: Incident Reports	1999-2000
	11	United Way: Priority Grant 1993-1995: Application	1993-1994, n.d.
	12	United Way: Priority Grant 1993-1995: Correspondence	1992
	13	United Way: Priority Grant 1993-1995: Correspondence	1993
	14	United Way: Priority Grant 1993-1995: Progress Reports	1992-1995
	15	United Way: Priority Grant 1996-1998: Application	1994-1995
	16	United Way: Priority Grant 1996-1998: Draft	1994-1995
51	1	United Way: Priority Grant 1996-1998: Progress Report: Year 1	1995-1996
	2	United Way: Priority Grant 1996-1998: Progress Report: Year 2	1996-1997
	3	United Way: Priority Grant 1996-1998: Progress Report: Year 3	1998
	4	United Way: Priority Grant 1999-2001: Application	n.d.
	5	United Way: Priority Grant 1999-2001: Application Draft	1997-1998
	6	United Way: Priority Grant 1999-2001: Forms	1997
	7	United Way: Priority Grant 1999-2001: Letters of Support	1997-1998

*Women and Leadership Archives
Loyola University Chicago*

	8	United Way: Priority Grant 1999-2001: Site Visit	1998
	9	United Way: Venture Grant Progress Reports	1989
	10	Vanderbilt University Survey: Correspondence	1996-1997
	11	Vanderbilt University Survey: Results	1997-1998
	12	Vanderbilt University Survey: Surveys: 1-15	1997
	13	Vanderbilt University Survey: Surveys: 16-31	1997
52	1	WomanCraft: General Information	1996-2001, n.d.
	2	WomanCraft: Meeting Minutes	1997-1999
	3	WomanCraft: Planning	1997-1999, n.d.
	4	WomanCraft: Report	n.d.

Series 4: Oral History Project, 2001

52	5	Interview Transcript: Board Member Focus Group	2001
	6	Interview Transcript: Gloria Montgomery and Audrey Thomas (Staff)	2001
	7	Interview Transcript: History of Homelessness and Funding for Women's Shelters	[2001]
	8	Interview Transcript: Les Brown (Chicago Coalition for Homelessness)	2001
52	9	Interview Transcript: Margaret Herring (Second Board President)	2001
	10	Interview Transcript: Martha Whelan Robinson (First Executive Director)	2001
	11	Interview Transcript: Mrs. Patricia Crowley (Founder)	2001
	12	Interview Transcript: Queen Hayes (Participant)	2001
	13	Interview Transcript: Sister Pat Crowley (Second Executive Director)	2001
	14	Interview Transcript: Staff Focus Group	2001
	15	Interview Transcript: Sue Augustus (First Board President)	2001
	16	Interview Transcript: Volunteer Focus Group	2001

Series 5: Audiovisual, 1995-2001, n.d.

Audiocassettes – Oral Histories

53	1	Interview: Audrey Thomas	2001
	2	Interview: Board Member Focus Group Tape #1	2001
	3	Interview: Board Member Focus Group Tape #2	2001
	4	Interview: History of Homelessness and Funding for Women's Shelters (on Microcassette)	[2001]
	5	Interview: Les Brown	2001
	6	Interview: Margaret Herring Tape #1	2001
	7	Interview: Margaret Herring Tape #2	2001

*Women and Leadership Archives
Loyola University Chicago*

8	Interview: Martha Whelan Robinson Tape #1	2001
9	Interview: Martha Whelan Robinson Tape #2	2001
10	Interview: Mrs. Patricia Crowley (Founder)	2001
11	Interview: Queen Hayes (Participant)	2001
12	Interview: Sister Pat Crowley Tape #1	2001
13	Interview: Sister Pat Crowley Tape #2	2001
14	Interview: Staff Focus Group	2001
15	Interview: Sue Augustus	2001
16	Interview: Volunteer Focus Group	2001

Other

17	Audiocassettes: "Chicago Matters" (Copy 1)	1998
18	Audiocassettes: "Chicago Matters" (Copy 2)	1998
19	Videotape: "Deborah's Place"	n.d.
20	Videotape: "You are Deborah's Place" (United Way Campaign)	1996

Photographs

52	17	City of Chicago Grant to Deborah's Place	1998
	18	Cooking Class	1996
	19	Deborah's Place Annual Gala	1995
	20	Deborah's Place Newsletter: 1996, Fall/Winter	1996
	21	Deborah's Place Newsletter: 1997, Spring/Summer	1997
	22	Deborah's Place Newsletter: 1998, Spring	1998
	23	Deborah's Place Newsletter: 1998, Summer	1998
	24	LW (Light in the Window Campaign)	1997
	25	LW: Press Conference on Nov. 13, 1997	1997
	26	LW: Share in the Light Vigil	n.d.
	27	Unknown	n.d.

Series 6: Oversized, 1998, n.d.

54	1	Floor Plans	1998, n.d.
----	---	-------------	------------

Series 7: Restricted

Deborah's Place Records, Addendum 1
1987-2007, n.d.

Creator: Deborah's Place

Extent: 14 linear ft.

Processor: Maria L. Wagner, May 2012.

Administration Information

Access Restrictions: Some materials are restricted until 2042.

Usage Restrictions: Copyright of material created by Deborah's Place was transferred to the Women & Leadership Archives.

Preferred Citation: Loyola University Chicago. Women & Leadership Archives. Deborah's Place Records. Addendum 1. Box #. Folder #.

Provenance: Audrey Thomas (via Stephanie Dixon) donated these materials on March 5, 2012 as WLA2012.16.

Separations: 27 linear ft. of duplicate and extraneous material was removed.

See Also: See also the Deborah's Place Records and Patricia A. Crowley, OSB Papers located at the Women & Leadership Archives.

Administrative History

Deborah's Place is a non-profit organization established in Chicago, Illinois, in December 1984 to help women who are or were homeless achieve their goals of stable housing, sustainable income, and greater self-determination. See Deborah's Place Records finding aid and <http://www.deborahsplace.org> for additional information.

Scope and Content

Addendum 1 of the Deborah's Place Records spans the years 1987 to 2007 and includes additional administrative and operational records, documentation of fundraising and development efforts, and statistical information about services rendered. In order to maintain consistency with the original collection, the materials are divided into five series and arranged alphabetically within series. Note, the Oral History series (#4) in the original collection was not required for this addendum.

Series 1: Administration, 1991-2004, n.d., Boxes 1-3

This series documents the history of the organization and the activities of the Board of Directors. It includes annual reports to the community, meeting minutes of the Board, correspondence with political figures, background information on homelessness and poverty, and documentation regarding participation in larger homelessness initiatives in the city and region.

Series 2: Development, 1991-2003, n.d., Boxes 4-7

This series documents the multiple ways in which Deborah's Place board and staff members have raised funds for the ongoing operational needs as well as for expansion of services. The organization conducted annual galas, sporadic events, and large capital campaigns. Materials include budgetary information, donation records and solicitations to prospects, correspondence, public relations materials, outreach materials, and campaign publications.

Series 3: Operations, 1987-2007, n.d., Boxes 8-20

This series contains documentation of day-to-day activities of Deborah's Place, particularly the Continuing Education Program and its humanities curriculum called Socrates Cafe, management of volunteers, public relations efforts of the organization, and development of WomanCraft, Inc.. Also included are organizational policies, documentation of start-up of new ventures and sites, minutes of internal meetings, daily staff communication logs, grant applications and reports, and participant surveys. Of note are postcards received from poet, Luis Rodriguez, who volunteered often at Deborah's Place.

Series 4: Audiovisual Materials, 1995-2002, n.d., Box 20

This series contains photographs and transparencies that complement the materials above. Items are labeled in a consistent manner with prior series.

Series 5: Restricted, Boxes 21-30

Subjects:

Chicago, City of

Shelters

Women—Homelessness

Rodriguez, Luis

*Women and Leadership Archives
Loyola University Chicago*

<u>Box</u>	<u>Folder</u>	<u>Title</u>	<u>Dates</u>
Series 1: Administration, 1991-2004, n.d.			
1	1	Advisory Council: Correspondence and Reports	1994-1999
	2	Advisory Council: Correspondence: Pat Martin	1995-1999
	3	Advisory Council: Newsletter	1998-1999
	4	Advocacy	2006, n.d.
	5	Annual Report: 1998: Drafts	1999, n.d.
	6	Annual Report: IL Secretary of State	2000
	7	Awards: Chicago Spirit Award (Sara Lee Foundation)	2000, n.d.
	8	Awards: Design Matters (Application)	2000
	9	Awards: Newman Cooking Class	1996, n.d.
	10	Background Literature: Federal Legislation	2000, n.d.
	11	Background Literature: Suarez Ordinance	1999-2000
	12	Background Literature: Women's Institute for Housing & Economic Development	1992
	13	Board of Directors: Meeting Minutes	1997-1998
	14	Board of Directors: Position Papers	1998-2002, n.d.
2	1	Board of Directors: Rosters	1994-2000
	2	Board of Directors: Subcommittees: Executive: Meeting Minutes	1991-2000, n.d.
	3	Board of Directors: Subcommittees: Finance: Meeting Minutes	1990-2000, n.d.
	4	Board of Directors: Subcommittees: Personnel: Meeting Minutes	1991-1998, n.d.
	5	Board of Directors: Subcommittees: Program: Meeting Minutes	1991-1996
	6	Conference: Corporate Grantmaking Dialogue	2000
	7	Conference: Employment and Persons with Disabilities	1998, n.d.
	8	Conference: Lakefront SRO and Supportive Housing	1997
	9	Conference: Legislative Training Session	2000
	10	Conference: Supportive Housing	1998
	11	Correspondence: Politicians: Berman, Arthur	1991, 1997
	12	Correspondence: Politicians: Blagojevich, Rod	1998-2003
	13	Correspondence: Politicians: Burnett, Walter	1998-2000
	14	Correspondence: Politicians: Cullerton, John	1999-2003
	15	Correspondence: Politicians: Currie, Barbara Flynn	1997-2000
	16	Correspondence: Politicians: Daley, Richard M	1993-2003
	17	Correspondence: Politicians: Daniels, Lee	2001
	18	Correspondence: Politicians: Dart, Thomas	1996-2000
	19	Correspondence: Politicians: Davis, Danny	1998-2003, n.d.
2	20	Correspondence: Politicians: Durbin, Dick	1996-2003, n.d.

*Women and Leadership Archives
Loyola University Chicago*

	21	Correspondence: Politicians: Edgar, Jim	1996-1997
	22	Correspondence: Politicians: Erwin, Judy	1993-2000
	23	Correspondence: Politicians: Feigenholtz, Sara	1997-2001
3	1	Correspondence: Politicians: Fitzgerald, Peter	2003
	2	Correspondence: Politicians: Fritchey, John	1997-2004, n.d.
	3	Correspondence: Politicians: Gabinski, Terry	1997-1998
	4	Correspondence: Politicians: Granato, Jesse	1998-1999, n.d.
	5	Correspondence: Politicians: Gutierrez, Luis	1996-2000
	6	Correspondence: Politicians: Hendon, Ricky	1999-2001
	7	Correspondence: Politicians: Hyde, Henry	1998, 2002
	8	Correspondence: Politicians: Jones, Shirley	1999-2001
	9	Correspondence: Politicians: LaHood, Ray	2002-2003
	10	Correspondence: Politicians: Madigan, Lisa	1998-2001
	11	Correspondence: Politicians: Madigan, Mike	1997-2003
	12	Correspondence: Politicians: Matlack, Theodore	1997-1999, n.d.
	13	Correspondence: Politicians: Miscellaneous	1996-2004
	14	Correspondence: Politicians: Miscellaneous: Chicago	1996-2003
	15	Correspondence: Politicians: Miscellaneous: Federal	1996-2000, n.d.
	16	Correspondence: Politicians: Moore, Joe	1998, n.d.
	17	Correspondence: Politicians: Natarus, Burt	1993-2003
	18	Correspondence: Politicians: Parker, Kathleen	1996-2001
	19	Correspondence: Politicians: Ryan, George	1999-2002
	20	Correspondence: Politicians: Schakowsky, Jan	1997-2003
	21	Correspondence: Politicians: Scott, Doug	1997
	22	Correspondence: Politicians: Smith, Ed	1999-2000
	23	Correspondence: Politicians: Smith, Margaret	1996-2001
	24	Correspondence: Politicians: Turner, Arthur	1999-2003
	25	Correspondence: Realtors	2001
	26	End of the Year Report	1996
	27	External Agencies: Chicago Continuum of Care: Retreat	2001
	28	External Agencies: Chicago Rehab Network (CRN): Communications Workgroup	2002
	29	External Agencies: City of Chicago Ten Year Plan to End Homelessness Commentary	2002
	30	External Agencies: Corporation for Supportive Housing: Vocationalizing the Homefront	n.d.
	31	External Agencies: Project IRENE	2000
	32	External Agencies: TONYA, Inc	2000
	33	External Agencies: World March of Women	2000
	34	History: General	1999
	35	History: Program Design	1997
	36	Legal: Tax-Exempt Status	1996

Series 2: Development, 1991-2003, n.d.

*Women and Leadership Archives
Loyola University Chicago*

4	1	Appeals: Churches	n.d.
	2	Appeals: Individual Solicitations	1998-1999, n.d.
	3	Appeals: Lapsed Donors	1999
	4	Appeals: Making Their Way Home	1996-1997, n.d.
	5	Appeals: Meetings and Factbook	1997-2000, n.d.
	6	Appeals: Mother's Day	1994
	7	Calendar: FY96	1996
	8	Christmas Wish List	1999
	9	Conference: Making Media Connections	1998
	10	Correspondence: Mary Coy	1998-1999, n.d.
	11	Correspondence: Pat Crowley	1993-2000
	12	Denise LaGrassa correspondence	2002
	13	Donation Records: In-Kind	1991-1999
	14	Donor Perfect	1999
	15	Events: Akainyah Gallery	1999, n.d.
	16	Events: Annual Gala: 1997: Correspondence	1997, n.d.
	17	Events: Annual Gala: 1997: Invitation List	1997, n.d.
	18	Events: Annual Gala: 1997: Miscellaneous	1996-1997, n.d.
	19	Events: Annual Gala: 1997: Planning	1996-1997, n.d.
5	1	Events: Annual Gala: 1997: Program	1997, n.d.
	2	Events: Annual Gala: 1997: Signature Room	1997
	3	Events: Annual Gala: 1998: Correspondence	1997-1998, n.d.
	4	Events: Annual Gala: 1998: Planning	1998, n.d.
	5	Events: Annual Gala: 1998: Thank You Letters (sampled)	1998
	6	Events: Annual Gala: 1999: Financial Results	1999, n.d.
	7	Events: Annual Gala: 1999: Liquor License Renewal	1999, n.d.
	8	Events: Annual Gala: 1999: Planning	1998-1999, n.d.
	9	Events: Annual Gala: 1999: Silent Auction: "Early Edition" autographed script	1998
	10	Events: Annual Gala: 2000: Bookmarks	n.d.
	11	Events: Annual Gala: 2000: Correspondence	1999-2000, n.d.
	12	Events: Annual Gala: 2000: Financial Results	2000
6	1	Events: Annual Gala: 2000: Invitation	2000, n.d.
	2	Events: Annual Gala: 2000: Miscellaneous	2000, n.d.
	3	Events: Annual Gala: 2000: Planning	2000, n.d.
	4	Events: Annual Gala: 2000: Silent Auction	2000, n.d.
	5	Events: Annual Gala: 2000: Silent Auction: Correspondence (1 of 3)	2000, n.d.
	6	Events: Annual Gala: 2000: Silent Auction: Correspondence (2 of 3)	2000, n.d.
6	7	Events: Annual Gala: 2000: Silent Auction: Correspondence (3 of 3)	2000, n.d.
	8	Events: Annual Gala: 2001: Correspondence and Meetings	2000-2002, n.d.

*Women and Leadership Archives
Loyola University Chicago*

9	Events: Annual Gala: 2001: Donations	2001
7	1 Events: Annual Gala: 2001: Planning	2000-2001, n.d.
	2 Events: Annual Gala: 2001: Program	2001
	3 Events: Annual Gala: 2001: Publicity	2000-2001, n.d.
	4 Events: Annual Gala: 2002: Correspondence	2001-2002
	5 Events: Annual Gala: 2002: Invitation	2002, n.d.
	6 Events: Annual Gala: 2002: Planning	2002, n.d.
	7 Events: Annual Gala: 2002: Program/Silent Auction	2002, n.d.
	8 Events: Annual Gala: 2002: Volunteers	2001-2002, n.d.
	9 Events: Annual Gala: 2003	2002
	10 Events: Bowl-A-Thon: 2002	2000-2002, n.d.
	11 Events: Celebrity Chair Event	1997
	12 Events: Fleet Feet Sports 5K 10K	2000, n.d.
	13 Events: Flyers, Brochures, Appeals	1989-2000, n.d.
	14 Events: Miscellaneous	2000-2001, n.d.
	15 Events: RJA Apartments Opening: Day of Event	1999-2000, n.d.
	16 Events: RJA Apartments Opening: Planning	1999-2000, n.d.
	17 Events: Windy City Women's Run 1997	1997
	18 Events: Windy City Women's Run 1998	1998, n.d.
	19 Files to Update	1997-2000, n.d.
	20 IL Grant Record Forms	n.d.
	21 LW (Light in the Window Capital Campaign): Ariel Foundation Correspondence	1998-1999, n.d.
	22 LW: Campaign Prospects and Reports	1998-1999
	23 LW: Events: Marah's Opening	1998-1999, n.d.
	24 LW: Honorary Committee	1998-1999, n.d.
	25 LW: Outreach: Community	1995-2000, n.d.
	26 LW: Outreach: Community Meetings	1997-2000, n.d.
	27 LW: Outreach: West Side Meetings	1998-1999
	28 Meetings	1999-2000, n.d.
	29 Miscellaneous Donations/Correspondence	1997-1998
	30 Miscellaneous Fundraisers	1998-2003, n.d.
	31 Prospective Donors	1993-1995, 2000, n.d.
	32 Reports: Monthly	2000
	33 Thank You Letters: Ann Landers Campaign	1993-1994
	34 Thank You Letters: Capital Campaign (sampled)	1994-1995
	35 Thank You Letters: Miscellaneous	1991-1994
	36 Thank You Letters: Process	1994-1995, n.d.

Series 3: Operations, 1987-2007, n.d.

*Women and Leadership Archives
Loyola University Chicago*

8	1	Case Management: Correspondence	1998-2000, n.d.
	2	Chicago Housing Authority: HAP Contract	1995
	3	CEP (Continuing Education Program): Administration: Blank Forms	n.d.
	4	CEP: Administration: Calendars	2000-2001, n.d.
	5	CEP: Advocacy Manual	2005
	6	CEP: Brochures	2002-2003, n.d.
	7	CEP: Class Readings: Civil Disobedience (1 of 3)	2003, n.d.
	8	CEP: Class Readings: Civil Disobedience (2 of 3)	2003, n.d.
	9	CEP: Class Readings: Civil Disobedience (3 of 3)	2003, n.d.
	10	CEP: Class Readings: Economics 101	2004, n.d.
	11	CEP: Class Readings: Emma Taylor	2006
	12	CEP: Class Readings: Ford/Bridgestone	2001
	13	CEP: Class Readings: Healthy Snacking	1987-2006, n.d.
	14	CEP: Class Readings: History	2001
	15	CEP: Class Readings: Lord of the Flies	2002, n.d.
9	1	CEP: Class Readings: Minimum Wage	2001, n.d.
	2	CEP: Class Readings: Miscellaneous	2001, n.d.
	3	CEP: Class Readings: Self-esteem	2002
	4	CEP: Education & Employment Services: Budget: FY99	1999, n.d.
	5	CEP: Education & Employment Services: Employer Listings	n.d.
	6	CEP: Education & Employment Services: Meeting Minutes	1998, 2000, n.d.
	7	CEP: Education & Employment Services: Meeting Minutes	2006
	8	CEP: Education & Employment Services: Miscellaneous	1998, 2001, n.d.
	9	CEP: Education & Employment Services: Program Summary	2003
	10	CEP: Education & Employment Services: Report	2006, n.d.
	11	CEP: Education & Employment Services: Staff Training Manual	1998
	12	CEP: Education & Employment Services: Surveys	2000
	13	CEP: Education & Employment Services: Surveys	2002 Quarter 4
	14	CEP: Grant Application: United Way	n.d.
	15	CEP: Homelessness and Employment	2002
	16	CEP: Humanities: Architecture readings	2001
	17	CEP: Humanities: Aristotle readings	2001, n.d.
10	1	CEP: Humanities: Art Express at Art Institute of Chicago	2001-2002, n.d.
	2	CEP: Humanities: Clemente/Shorris materials	1997-2003, n.d.
	3	CEP: Humanities: David Hume readings	2001-2002, n.d.
10	4	CEP: Humanities: Descartes/Aquinas readings	2001, n.d.
	5	CEP: Humanities: Evaluations: Cohort 1	2001, Jan, n.d.
	6	CEP: Humanities: Evaluations: Cohort 2	2001, April, n.d.

*Women and Leadership Archives
Loyola University Chicago*

	7	CEP: Humanities: Evaluations: Cohort 3	2001, June, n.d.
	8	CEP: Humanities: Evaluations: Cohort 4	2001, October, n.d.
	9	CEP: Humanities: General Information	1997-2006, n.d.
	10	CEP: Humanities: Idea Hopper	2001, n.d.
	11	CEP: Humanities: Kant readings	2001-2002, n.d.
	12	CEP: Humanities: Kim Hopper materials	2001-2002, n.d.
	13	CEP: Humanities: Martha Nussbaum materials	1998-2002, n.d.
	14	CEP: Humanities: Modern Philosophy readings	2001, n.d.
11	1	CEP: Humanities: Mortimer Adler materials	2001
	2	CEP: Humanities: Myree Harris/Colin Robinson materials	1997-2003
	3	CEP: Humanities: Philosophy readings	2001
	4	CEP: Humanities: Plato and the Cave readings	2001, n.d.
	5	CEP: Humanities: Planning	2000-2001, n.d.
	6	CEP: Humanities: Resource materials	2001-2002, n.d.
	7	CEP: Humanities: Socrates Café	1997-2002, n.d.
	8	CEP: Humanities: Surveys: Baseline	2001
	9	CEP: Humanities: Surveys: Pre- and post-: Cohort 1	2001
	10	CEP: Humanities: Surveys: Pre- and post-: Cohort 2	2001, n.d.
	11	CEP: Humanities: Surveys: Post-: Cohort 3	2001, n.d.
	12	CEP: Humanities: Surveys: Post-: Cohort 4	2001
	13	CEP: Inspirational	n.d.
	14	CEP: Integrated Curriculum	n.d.
12	1	CEP: Integrated Language Perspective	n.d.
	2	CEP: Intern	1999-2000
	3	CEP: Internships	1997
	4	CEP: Interview Questions	n.d.
	5	CEP: Learning Center: Orientation Packet	n.d.
	6	CEP: Learning Center: Poetry Event	2006
	7	CEP: Learning Center: Statistics	2006
	8	CEP: Lesson Plan (1 of 2)	2002, n.d.
	9	CEP: Lesson Plan (2 of 2)	2002, n.d.
	10	CEP: Meetings: Employment Meeting Minutes	1998-1999
	11	CEP: Meetings: Staff Meeting Minutes	1998-2001
	12	CEP: Meetings: Staff Meeting Minutes	2001-2002, n.d.
	13	CEP: Miscellaneous	2006, n.d.
	14	CEP: Motivation Workshop	n.d.
	15	CEP: Participant Writings	2002
	16	CEP: Planning: FY01	2001, n.d.
	17	CEP: Position Papers	1997-1998, n.d.
	18	CEP: Practitioner Research Project: Resources	1995-1999, n.d.
13	1	CEP: Practitioner Research Project: Supervisor Summary	1998-1999, n.d.
	2	CEP: Practitioner Research Project: Teachers' Files	1998-1999, n.d.
	3	CEP: Practitioner Research Project: Year End Report	1999

*Women and Leadership Archives
Loyola University Chicago*

	4	CEP: Quotes	1999
	5	CEP: Rationale of Program	2001
	6	CEP: Reports: Annual: FY00	2000, n.d.
	7	CEP: Reports: Quarterly FY96	1995-1996
	8	CEP: Reports: Quarterly FY97	1996-1997
	9	CEP: Supportive Services: Daily Log	1993, July - Oct
	10	CEP: Supportive Services: Daily Log	1993, Nov-1994, Jan
	11	CEP: Supportive Services: Daily Log	1994, Feb - Apr
14	1	CEP: Supportive Services: Daily Log	1994, May - Jun
	2	CEP: Time Management Workshop	2001-2003, n.d.
	3	Communications Work Group	1997-2004, n.d.
	4	Communications Work Plan	[1999]
	5	CSH (Corporation for Supportive Housing): Next Step: Jobs: Evaluations	1998-1999
	6	CSH: Training and Information	1997-1998, n.d.
	7	Ethics & Decision-making	1999-2000, n.d.
	8	Financial: DP: FY00 Budget	1999
	9	Financial: DP: FY01 Budget	2000
15	1	Grants: CSH 2822 W Jackson Technical Assistance	1999
	2	Grants: CSH 96-008-GE Next Step Jobs	1996-2002, n.d.
	3	Grants: CSH 97-088-GE	1997-1998
	4	Grants: CSH 97-096-GE	1997-1999
	5	Grants: CSH 97-097-GE	1997
	6	Grants: CSH 97-108-GE	1997-1998
	7	Grants: CSH 97-136-R	1997, n.d.
	8	Grants: CSH 97-170-L	1998-2003
	9	Grants: CSH 98-024-G	1998
	10	Grants: CSH 98-068-GE	1998-1999
	11	Grants: CSH 98-075-FE	1998
	12	Grants: CSH 98-076-GE	1998
	13	Grants: CSH 98-102-G	1997-1998
	14	Grants: CSH 98-119-G	1998-1999
	15	Grants: CSH Correspondence	1994-2000, n.d.
	16	Grants: CSH Hilton Proposal	1997-2001, n.d.
	17	Grants: DHS Application for funding	n.d.
	18	Grants: DHS Audit FY00	2000
	19	Grants: DHS Contract	1995
	20	Grants: DHS Contract	1996
	21	Grants: DHS Contract	1997
15	22	Grants: DHS Contract	1998
16	1	Grants: DHS Contract	1999
	2	Grants: DHS Contract	2001

*Women and Leadership Archives
Loyola University Chicago*

	3	Grants: Fry Foundation	1992-2004, n.d.
	4	Grants: Kraft	1991-2003, n.d.
	5	Grants: Kresge Foundation Correspondence	1994-1998, n.d.
	6	Grants: Kresge Foundation Correspondence	1998-2002
	7	Grants: Kresge Foundation Proposal (Light in the Window)	1998
	8	Grants: Nuveen Proposal	1998
17	1	Grants: Sara Lee Foundation	1993-2000, n.d.
	2	HUD: DHS Workplan 1998	1997-1998
	3	HUD: User's Guide	2000
	4	Human Resources: Benefits Survey	2006
	5	Human Resources: Employee Survey	2000
	6	Human Resources: Staff Development Forms	n.d.
	7	Human Resources: Termination Forms	1997
	8	Human Resources: Training: Harm Reduction	2005-2006
	9	Human Resources: Volunteers: 2822 W Jackson Opening	2000
	10	Human Resources: Volunteers: Awards: Bea Verin	1997, n.d.
	11	Human Resources: Volunteers: Awards: Bea Verin	1998, n.d.
	12	Human Resources: Volunteers: Awards: Bea Verin	2000
	13	Human Resources: Volunteers: Awards: United Way	1998
	14	Human Resources: Volunteers: Communication Book	1995-2002
	15	Human Resources: Volunteers: Communications: Newsletters & Special Events	1995-2003, n.d.
	16	Human Resources: Volunteers: Coordinator's Correspondence (1 of 2)	2000-2002, n.d.
18	1	Human Resources: Volunteers: Coordinator's Correspondence (2 of 2)	2001-2003, n.d.
	2	Human Resources: Volunteers: Diversity	1997, n.d.
	3	Human Resources: Volunteers: Evaluation Tools	1997, n.d.
	4	Human Resources: Volunteers: Evaluations	1997, n.d.
	5	Human Resources: Volunteers: Hours: FY96	1994-1996, n.d.
	6	Human Resources: Volunteers: Hours: FY97	1996-1998
	7	Human Resources: Volunteers: Hours: FY98	1997-1998, n.d.
	8	Human Resources: Volunteers: Hours: FY99	1996-1999, n.d.
	9	Human Resources: Volunteers: Kenilworth Union Church	2007, n.d.
	10	Human Resources: Volunteers: Luis Rodriguez Postcards	1993-1994, n.d.
	11	Human Resources: Volunteers: Management: FY97	1996-1997, n.d.
	12	Human Resources: Volunteers: Management: FY98	1997-1998, n.d.
	13	Human Resources: Volunteers: Management: FY99	1999, n.d.
	14	Human Resources: Volunteers: Recognition	1997-1999, n.d.
19	1	Human Resources: Volunteers: Recognition	2000
	2	Human Resources: Volunteers: Staff Training	1998, n.d.
	3	Human Resources: Volunteers: Survey: FY99	n.d.

*Women and Leadership Archives
Loyola University Chicago*

4	Human Resources: Volunteers: Training	2000, n.d.
5	Human Resources: Volunteers: Training: Overnight	1998
6	Human Resources: Volunteers: Women In Pensions	2000
7	Internal Meetings: Administrative Team	2000
8	Internal Meetings: Program Administration	2006
9	Internal Meetings: Revenue Generation	2003, n.d.
10	Internal Reports: Quarterly	1999
11	Irene's: Employment Survey	2000, n.d.
12	Marah's: Garden: Build Day	1999, n.d.
13	Marah's: Garden: DePaul University Media Project	1998-1999, n.d.
14	Marah's: Relocation: In Kind Donations	1998, n.d.
15	Marah's: Relocation: Oakdale Budget	1999-2000
16	Marah's: Relocation: Use of Old Administrative Space	2000
17	Marah's: Relocation: Volunteer Needs	n.d.
18	Other: Combined Federal Campaign Application	2000
19	Other: Elmhurst College Service Learning	2000, n.d.
20	Other: North Lawndale Directory of Services	1997-1998
21	Other: San Francisco Homeless Women Economic Development Project	1995
22	Physical Plant: Property Management	1995-2000, n.d.
23	Planning: Annual Plan: FY02	2001, n.d.
24	Planning: Long-Term Plan: FY00-FY04	n.d.
25	PR: Media Strategy re: Homelessness	1998-1999, n.d.
26	PR: Newsletters	2000-2001
27	PR: Photo and Information Release Forms	1996-1998
28	PR (Public Relations): Press Articles: Deborah's Place	1993-2001, n.d.
29	PR: Press Articles: Deborah's Place	1988-2004, n.d.
30	PR: Press Articles: Homelessness	1992-2001, n.d.
31	PR: Web Design Book (1 of 2)	2000, n.d.
32	PR: Web Design Book (2 of 2)	2000-2001, n.d.
33	RJA: Move-In Process: Rent Up Workshop	2000
34	RJA: Shower at Opening	2000, n.d.
35	Supportive Housing Program: Workshop	1996
36	Teresa's: DHS Reports	2001, n.d.
37	Teresa's: Participant Surveys FY02	2001-2002, n.d.
38	Teresa's: Quarterly Reports	1995-1997
39	Teresa's: Quarterly Reports	1999-2000
40	United Way: Crusade of Mercy Campaign	1999
41	United Way: Speaking Engagements	1997-1999, n.d.
42	Van Policy	2006
43	WomanCraft: Curriculum	n.d.
44	WomanCraft: Development Binder (1 of 3)	1997, n.d.
45	WomanCraft: Development Binder (2 of 3)	1996-1997, n.d.
46	WomanCraft: Development Binder (3 of 3)	1997, n.d.
20	1 WomanCraft: Media Relations	2000

Women and Leadership Archives
Loyola University Chicago

	2	WomanCraft: Minutes and Notes	1997-1999, n.d.
	3	WomanCraft: Planning	1997, n.d.
	4	WomanCraft: Presentations	n.d.

Series 5: Audiovisual, 1995-2002, n.d.

Diskettes

20	5	Events: Annual Gala: 2000: Invitations	[2000]
	6	Human Resources: Volunteers: Hours: FY96	2000

Photographs

20	7	Alderman Ed Smith and Patty Crowley	2000
	8	Awards: Chicago Spirit Award (Sara Lee Foundation)	[2000]
	9	CEP: LC Portfolio: Kathy's Sunflowers art	1995
	10	CEP: LC Portfolio: Marah's Quilt	1996
	11	CEP: LC Portfolio: "Patty" and "Judith"	1997
	12	Events: Annual Gala: 1999: Silent Auction: Kyle Chandler	1996
	13	Events: Annual Gala: 1999: Setup	n.d.
	14	Events: Annual Gala: 2001: Band	2001
	15	Events: Annual Gala: 2001: Silent Auction:	n.d.
	16	Events: Annual Gala: 2002	[2002]
	17	Flower Show	1999
	18	Human Resources: Volunteers: Recognition	[1998]
	19	Marah's: Garden: Mural	n.d.

Transparencies

20	20	CEP: Class Readings: Sojourner Truth transparencies	n.d.
	21	CEP: Humanities: Art transparencies	2001

Series 7: Restricted

21-30