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**Return of Organization Exempt From Income Tax**

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except black lung benefit trust or private foundation)

- ▶ Sponsoring organizations of donor advised funds and controlling organizations as defined in section 512(b)(13) must file Form 990. All other organizations with gross receipts less than \$500,000 and total assets less than \$1,250,000 at the end of the year may use this form.
- ▶ The organization may have to use a copy of this return to satisfy state reporting requirements.

**2009**

**Open to Public Inspection**

Department of the Treasury  
Internal Revenue Service

**A** For the 2009 calendar year, or tax year beginning **6/1/2009**, and ending **5/31/2010**

**B** Check if applicable:  
 Address change  
 Name change  
 Initial return  
 Terminated  
 Amended return  
 Application pending

Please use IRS label or print or type. See Specific Instructions.

**C** Name of organization: **CONSTRUCTION WRITERS ASSOCIATION**

Number and street (or P O box, if mail is not delivered to street address): **2470 N CLARK ST.**

Room/suite: \_\_\_\_\_

City, town, or country: **CHICAGO** State: **IL** ZIP + 4: **60614**

**D** Employer identification number: **52-1757208**

**E** Telephone number: \_\_\_\_\_

**F** Group Exemption Number: **▶**

• **Section 501(c)(3) organizations and 4947(a)(1) nonexempt charitable trusts must attach a completed Schedule A (Form 990 or 990-EZ).**

**G** Accounting Method:  Cash  Accrual  
Other (specify) ▶ \_\_\_\_\_

**H** Check  if the organization is not required to attach Schedule B (Form 990, 990-EZ, or 990-PF)

**I** Website: ▶ **www.constructionwriters.org**

**J** Tax-exempt status (check only one)—  501(c) ( ) ◀ (insert no)  4947(a)(1) or  527

**K** Check  if the organization is not a section 509(a)(3) supporting organization and its gross receipts are normally not more than \$25,000. A Form 990-EZ or Form 990 return is not required, but if the organization chooses to file a return, be sure to file a complete return.

**L** Add lines 5b, 6b, and 7b, to line 9 to determine gross receipts, if \$500,000 or more, file Form 990 instead of Form 990-EZ. ▶ \$ **66,915**

**Part I Revenue, Expenses, and Changes in Net Assets or Fund Balances (See the instructions for Part I.)**

		1	2	3	4	5a	5b	5c	6a	6b	6c	7a	7b	7c	8	9	10	11	12	13	14	15	16	17	18	19	20	21						
Revenue	1	Contributions, gifts, grants, and similar amounts received																																
	2	Program service revenue including government fees and contracts																																
	3	Membership dues and assessments																																
	4	Investment income																																
	5a	Gross amount from sale of assets other than inventory					0																											
	b	Less: cost or other basis and sales expenses					0																											
	c	Gain or (loss) from sale of assets other than inventory (Subtract line 5b from line 5a)							0																									
	6	Special events and activities (complete applicable parts of Schedule G) If any amount is from gaming, check here <input type="checkbox"/>																																
	a	Gross revenue (not including \$ _____ of contributions reported on line 1)					0																											
	b	Less: direct expenses other than fundraising expenses					0																											
c	Net income or (loss) from special events and activities (Subtract line 6b from line 6a)							0																										
7a	Gross sales of inventory, less returns and allowances																																	
b	Less: cost of goods sold																																	
c	Gross profit or (loss) from sales of inventory (Subtract line 7b from line 7a)																																	
8	Other revenue (describe ▶ _____)																																	
9	<b>Total revenue.</b> Add lines 1, 2, 3, 4, 5c, 6c, 7c, and 8																																	
Expenses	10	Grants and similar amounts paid (attach schedule)																																
	11	Benefits paid to or for members																																
	12	Salaries, other compensation, and employee benefits																																
	13	Professional fees and other payments to independent contractors																																
	14	Occupancy, rent, utilities, and maintenance																																
	15	Printing, publications, postage, and shipping																																
	16	Other expenses (describe ▶ See Attached Statement)																																
	17	<b>Total expenses.</b> Add lines 10 through 16																																
	18	Excess or (deficit) for the year (Subtract line 17 from line 9)																																
	19	Net assets or fund balances at beginning of year (from line 27, column (A)) (must agree with end-of-year figure reported on prior year's return)																																
20	Other changes in net assets or fund balances (attach explanation)																																	
21	<b>Net assets or fund balances at end of year.</b> Combine lines 18 through 20																																	

**Part II Balance Sheets.** If Total assets on line 25, column (B) are \$1,250,000 or more, file Form 990 instead of Form 990-EZ (See the instructions for Part II.)

		(A) Beginning of year	(B) End of year
22	Cash, savings, and investments	29,887	25,301
23	Land and buildings		
24	Other assets (describe ▶ _____)	0	0
25	<b>Total assets</b>	29,887	25,301
26	<b>Total liabilities</b> (describe ▶ _____)	0	0
27	<b>Net assets or fund balances</b> (line 27 of column (B) must agree with line 21)	29,887	25,301



**Part V Other Information** (Note the statement requirements in the instructions for Part V)

		Yes	No
33	Did the organization engage in any activity not previously reported to the IRS? If "Yes," attach a detailed description of each activity.		X
34	Were any changes made to the organizing or governing documents? If "Yes," attach a conformed copy of the changes		X
35	If the organization had income from business activities, such as those reported on lines 2, 6a, and 7a (among others), but not reported on Form 990-T, attach a statement explaining why the organization did not report the income on Form 990-T		
a	Did the organization have unrelated business gross income of \$1,000 or more or was it subject to section 6033(e) notice, reporting, and proxy tax requirements?		X
b	If "Yes," has it filed a tax return on Form 990-T for this year?		
36	Did the organization undergo a liquidation, dissolution, termination, or significant disposition of net assets during the year? If "Yes," complete applicable parts of Schedule N		X
37 a	Enter amount of political expenditures, direct or indirect, as described in the instructions. ▶ 37a		
b	Did the organization file Form 1120-POL for this year?		X
38 a	Did the organization borrow from, or make any loans to, any officer, director, trustee, or key employee or were any such loans made in a prior year and still outstanding at the end of the period covered by this return?		X
b	If "Yes," complete Schedule L, Part II and enter the total amount involved. 38b 0		
39	Section 501(c)(7) organizations. Enter		
a	Initiation fees and capital contributions included on line 9. 39a		
b	Gross receipts, included on line 9, for public use of club facilities. 39b		
40 a	Section 501(c)(3) organizations. Enter amount of tax imposed on the organization during the year under section 4911 ▶ ; section 4912 ▶ , section 4955 ▶		
b	Section 501(c)(3) and 501(c)(4) organizations Did the organization engage in any section 4958 excess benefit transaction during the year or is it aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I.		X
c	Section 501(c)(3) and 501(c)(4) organizations Enter amount of tax imposed on organization managers or disqualified persons during the year under sections 4912, 4955, and 4958. ▶		
d	Section 501(c)(3) and 501(c)(4) organizations Enter amount of tax on line 40c reimbursed by the organization. ▶		
e	All organizations. At any time during the tax year, was the organization a party to a prohibited tax shelter transaction? If "Yes," complete Form 8886-T		X
41	List the states with which a copy of this return is filed. ▶		
42 a	The organization's books are in care of ▶ DEBORAH HODGES Telephone no. ▶ Located at ▶ 2470 N CLARK ST. #901 City CHICAGO ST IL ZIP + 4 ▶ 60614		
b	At any time during the calendar year, did the organization have an interest in or a signature or other authority over a financial account in a foreign country (such as a bank account, securities account, or other financial account)? If "Yes," enter the name of the foreign country: ▶ See the instructions for exceptions and filing requirements for Form TD F 90-22.1, Report of Foreign Bank and Financial Accounts.	Yes	No
			X
c	At any time during the calendar year, did the organization maintain an office outside of the U.S.? If "Yes," enter the name of the foreign country: ▶		X
43	Section 4947(a)(1) nonexempt charitable trusts filing Form 990-EZ in lieu of Form 1041—Check here . . . . . ▶ <input type="checkbox"/> and enter the amount of tax-exempt interest received or accrued during the tax year . . . . . ▶ 43 N/A		
44	Did the organization maintain any donor advised funds? If "Yes," Form 990 must be completed instead of Form 990-EZ.		X
45	Is any related organization a controlled entity of the organization within the meaning of section 512(b)(13)? If "Yes," Form 990 must be completed instead of Form 990-EZ.		X

**Part VI Section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts only.** All section 501(c)(3) organizations and section 4947(a)(1) nonexempt charitable trusts must answer questions 46-49b and complete the tables for lines 50 and 51.

- |  |     | Yes                      | No                                  |
|--|-----|--------------------------|-------------------------------------|
| 46 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I. | 46  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 47 Did the organization engage in lobbying activities? If "Yes," complete Schedule C, Part II  | 47  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 48 Is the organization a school as described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E  | 48  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 49 a Did the organization make any transfers to an exempt non-charitable related organization?   | 49a | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| b If "Yes," was the related organization a section 527 organization?   | 49b | <input type="checkbox"/> | <input type="checkbox"/>            |
- 50 Complete this table for the organization's five highest compensated employees (other than officers, directors, trustees and key employees) who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each employee paid more than \$100,000	(b) Title and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans & deferred compensation	(e) Expense account and other allowances
Name None City ST ZIP	Title Hr/WK .00	0	0	0
Name City ST ZIP	Title Hr/WK 00	0	0	0
Name City ST ZIP	Title Hr/WK .00	0	0	0
Name City ST ZIP	Title Hr/WK 00	0	0	0
Name City ST ZIP	Title Hr/WK 00	0	0	0

f Total number of other employees paid over \$100,000 . . . . . ▶ \_\_\_\_\_

51 Complete this table for the organization's five highest compensated independent contractors who each received more than \$100,000 of compensation from the organization. If there is none, enter "None."

(a) Name and address of each independent contractor paid more than \$100,000	(b) Type of service	(c) Compensation
Name None City ST ZIP		
Name City ST ZIP		
Name City ST ZIP		
Name City ST ZIP		
Name City ST ZIP		

d Total number of other independent contractors each receiving over \$100,000 . . . . . ▶ \_\_\_\_\_

**Sign Here**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Signature of officer: *Mare W Ramsey* Date: 1/13/11

Type or print name and title: MARE W RAMSEY 2ND VP

**Paid Preparer's Use Only**

Preparer's signature: *Gary Lantz* Date: 1/10/2011 Check if self-employed:  Preparer's identifying number (See instructions): P00391355

Firm's name (or yours if self-employed), address, and ZIP + 4: RONALD M. ARNOLD TAX & ACCOUNTING EIN: 20-5980046

P O. BOX 96 CRETE, IL 60417 Phone no: \_\_\_\_\_

May the IRS discuss this return with the preparer shown above? See instructions . . . . . ▶  Yes  No

**Part I, Line 16 (990-EZ) - Other Expenses**

32,124

1	Travel	1	
2	Meals and entertainment	2	
3	Fundraising	3	
4	Amortization	4	0
5	Conferences, conventions, and meetings	5	1,173
6	Depreciation	6	0
7	Depletion	7	
8	Equipment rental and maintenance	8	
9	Interest	9	
10	Supplies	10	
11	Telephone	11	
12	Unrelated business income taxes	12	0
13	WORLD OF CONCRETE	13	2,294
14	AWARDS PROGRAM	14	894
15	SPRING MEETING	15	3,500
16	FALL MEETING	16	15,630
17	COMMUNICATIONS EXPENSE	17	1,557
18	WEBSITE MAINTENANCE	18	4,275
19	ADMINISTRATIVE EXPENSES	19	1,415
20	INSURANCE	20	1,386
21		21	
22		22	
23		23	
24		24	
25		25	
26		26	
27		27	
28		28	
29		29	

**Construction Writers Association  
2009-2010 Form 990-EZ Return of Organization Exempt from Income Tax  
Additional Information-Page 1**

**Part III –Statement of Program Service Accomplishments**

**Primary Purpose-** The Construction Writers Association (CWA) is a non-profit, non-partisan, international organization that provides a forum for communications professionals in all segments of the construction industry to connect with other professionals and enhance skills through education

The Fall Conference focused on industry trends, construction projects, professional development, and education CWA hosts a networking event at the World of Concrete (WOC) Conference for members and recruiting members CWA recognizes journalists, public relations, marketing, photography, and communications professionals and/or their organizations within the construction writing industry with its numerous awards

**Part III-Line #30- Statement of Program Service Accomplishments – Other Program Services**

We have highlighted seven(7) new initiatives for the period of 2009-2010, they are

1)CWA New Logo and Tagline-CWA designed and implemented a new association logo and added a tag line, *Connecting the Construction Industry* The tag line was the first for the organization in over 50 years It was adopted to further communicate its goal to the industry and to enhance branding and identity The website, collaterals, and communications are being updated and integrated to unify the new logo and tag line

2)E-marketing email blasts-CWA launched a new email -marketing communications plan in the spring of 2009 offering a more current and professional appearance, integrated its offerings, identify and differentiate itself, and recruit members to its association The program was fully implemented over the summer of 2009 Email blasts, surveys, e-zine, and other communications are sent electronically to a broader market to build the association and offer greater value to its members

3)Career Center-JobTarget- An on-line career center was added at the end of the operational year The Career Center is full on-line management program that offers employers the ability to post jobs, search on-line resumes and purchase them, and manage their company accounts Members can set-up job alerts to have job opportunities sent directly to them, post their resumes, and search for jobs posted to the website Users can set-up a member account to manage information and tailor it to their needs All members' resumes are highlighted with a CWA member logo to identify their membership and assist in their career search Members may post their resume for no-charge

4)CWA eXchange-CWA created and implemented an e-zine to provide news, information on its members, its activities, and industry events The new e-zine is called *CWA eXchange* and it was formally distributed to the public in early January 2010. It replaces the hard copy publication, *CWA News* The new e-zine will be produced quarterly and permits greater communication with its members, offers feature stories by its members, and it is available on the website A mailing list feature is provided to refer to prospective members and to share communication with industry colleagues This is a no cost member benefit

5)Awards Programs-Enhanced marketing of the association's eight awards programs was implemented to recognize industry professionals, increase participation in CWA, and increase awareness to the general public Designer e-marketing emails were sent regularly to members to inform them of the awards programs available to them as a members benefit and to provide additional recognition of their industry contributions Awards programs are open to members only

6) Website- CWA advanced the website, [www.constructionwriters.org](http://www.constructionwriters.org) and the website resources to its members regarding current industry news about the construction industry More electronic communications, an on-line career center, Job Target, and an e-zine were created during this time period to provide more robust information to the association's members and website Also, the eight awards programs were more fully depicted on the website and broadened its offerings to its members and recruit members

7) Strategic Plan-Vision 2014- Activities to support the strategic plan, Vision 2014, were developed to continue to advance the association's mission and continue its success of over 50 years Over 20 committees focused on supporting the key initiatives of membership, leadership, resources, credibility, and stability A formal brochure of the new strategic plan was sent to every member and was included in all new member's packages during the year as part of effort to be retain and recruit members while encouraging more collaboration among its members

**Construction Writers Association  
2009-2010 Form 990-EZ Return of Organization Exempt from Income Tax  
Additional Information-Page 2**

**Meetings and Events:** Fall Conference, October 5-7, 2009. The Construction Writers Association (CWA) Fall Conference, October 5-7, 2009 at the Hilton Suites Chicago on the Magnificent Mile, featured forward-thinking presentations, roundtable discussions, a tour of the Chicago Art Institute Modern Wing, and a Grand Awards Dinner centered around the theme "Surviving and Thriving in the Age of Changing Media." Industry specific learning and networking was geared to journalists, public relations, and marketing communications professionals in the construction industry

"The Greening of Icons" presentation provided an insider's view of the challenges involved in greening two iconic skyscrapers the Willis Tower, formerly known as the Sears Tower, and New York City's landmark Empire State Building Senior Architect Sara Beardsley of Adrian Smith+Gordon Gill Architecture highlighted the details of the \$350 million green renovation for Willis Tower while Peter White, director of Private Sector and Clinton Climate Initiative for Johnson Controls, provides insight on the \$100 million green renovation of the Empire State Building

A *Changing Media* panel offered ideas on how to apply webinars and streaming videos and use Twitter and Facebook to promote and disseminate their product. Panelists include experts Gary Slack, chairman and chief experience officer, Slack Barshinger, Rod Sutton, editor-in-chief, *Construction Equipment*, and Nicole Hallada, marketing director, Association of Equipment Manufacturers

Turner Construction's James Barrett, national director, Virtual Design & Construction, offered insight on the practical benefits of BIM, and relays the lessons learned in implementing BIM on more than 100 projects valued at more than \$25 billion

Roundtable discussions covered *Ethics in a Digital World, Social Media Best Practices, Making Yourself Valuable in a Down Economy and The Changing Role of Editors*. The Grand Awards Dinner, October 6, honors the winners of the CWA Marketing Communications Awards and the Website and Communications Awards. Over 22 were presented at the Grand Awards dinner recognizing industry professionals and their contributions

World of Concrete (WOC) -A reception social event was held with about 100 members and prospects who attended the WOC 2010 Show. This is an opportunity to promote CWA to new members and provide a benefit to current CWA members who attend this event. WOC attendees and CWA members are invited to attend the reception for no charge

**Part IV – List of Officers, Directors, Trustees, and Key Employees**

<b>(A) Name</b>	<b>(B) Title/Average Hours per week</b>	<b>(C) Compensation</b>	<b>(D) Contributions (If not paid, enter -0-)</b>	<b>(E) Expense Account &amp; Allowances</b>
Deborah Hodges, Executive Director	(16-20 hours per week)	\$21,900 yr	0	0
<b>Board of Directors</b>				
Susan Garntano	President- 2 hrs/wk	0	0	0
Tracie Chnstie	1 <sup>st</sup> VP-1 hr/wk	0	0	0
Tudor Van Hampton	2 <sup>nd</sup> VP-1 hr/wk	0	0	0
Brenda Aschliman	Past President	0	0	0
Carla Biggs	Director 1 hr/wk	0	0	0
Jen Briege-Lamerton	Director 1 hr/wk	0	0	0
Joanne Costin	Director 1 hr/wk	0	0	0
Rolf Fuessler	Director 1 hr/wk	0	0	0
Tina Grady-Barbaccia	Director 1 hr/wk	0	0	0
Ryan Johnson	Director 1 hr/wk	0	0	0
Jim Parsons	Director 1 hr/wk	0	0	0
Marc Ramsey	Director 1 hr/wk	0	0	0
Jay Schneider	Director-1hr /wk	0	0	0
Bill Wilson	Director 1 hr/wk	0	0	0

Business address for the board of directors and its operations is CWA P.O. Box 14784 Chicago, IL 60614

# Application for Extension of Time To File an Exempt Organization Return

OMB No 1545-1709

▶ File a separate application for each return.

- If you are filing for an Automatic 3-Month Extension, complete only Part I and check this box
  - If you are filing for an Additional (Not Automatic) 3-Month Extension, complete only Part II (on page 2 of this form).
- Do not complete Part II unless you have already been granted an automatic 3-month extension on a previously filed Form 8868.**

**Part I Automatic 3-Month Extension of Time.** Only submit original (no copies needed).

A corporation required to file Form 990-T and requesting an automatic 6-month extension—check this box and complete Part I only

All other corporations (including 1120-C filers), partnerships, REMICs, and trusts must use Form 7004 to request an extension of time to file income tax returns

**Electronic Filing (e-file).** Generally, you can electronically file Form 8868 if you want a 3-month automatic extension of time to file one of the returns noted below (6 months for a corporation required to file Form 990-T). However, you cannot file Form 8868 electronically if (1) you want the additional (not automatic) 3-month extension or (2) you file Forms 990-BL, 6069, or 8870, group returns, or a composite or consolidated Form 990-T. Instead, you must submit the fully completed and signed page 2 (Part II) of Form 8868. For more details on the electronic filing of this form, visit [www.irs.gov/efile](http://www.irs.gov/efile) and click on e-file for Charities & Nonprofits.

<b>Type or print</b>  <small>File by the due date for filing your return. See instructions</small>	Name of Exempt Organization <b>CONSTRUCTION WRITERS ASSOCIATION</b>	Employer identification number <b>52-1757208</b>
	Number, street, and room or suite no. If a P O box, see instructions <b>2470 N. CLARK ST.</b>	
	City, town or post office, state, and ZIP code For a foreign address, see instructions. <b>CHICAGO IL 60614</b>	

**Check type of return to be filed** (file a separate application for each return):

- |   |  |                                    |
|---|--|------------------------------------|
| <input type="checkbox"/> Form 990               | <input type="checkbox"/> Form 990-T (corporation)                | <input type="checkbox"/> Form 4720 |
| <input type="checkbox"/> Form 990-BL            | <input type="checkbox"/> Form 990-T (sec 401(a) or 408(a) trust) | <input type="checkbox"/> Form 5227 |
| <input checked="" type="checkbox"/> Form 990-EZ | <input type="checkbox"/> Form 990-T (trust other than above)     | <input type="checkbox"/> Form 6069 |
| <input type="checkbox"/> Form 990-PF            | <input type="checkbox"/> Form 1041-A                             | <input type="checkbox"/> Form 8870 |

• The books are in the care of ▶ DEBORAH HODGES 2470 N. CLARK ST. CHICAGO IL 60614

Telephone No. ▶ \_\_\_\_\_ FAX No. ▶ \_\_\_\_\_

- If the organization does not have an office or place of business in the United States, check this box
- If this is for a Group Return, enter the organization's four digit Group Exemption Number (GEN) \_\_\_\_\_ . If this is for the whole group, check this box  . If it is for part of the group, check this box  and attach a list with the names and EINs of all members the extension will cover

1 I request an automatic 3-month (6 months for a corporation required to file Form 990-T) extension of time until 1/15/2011, to file the exempt organization return for the organization named above. The extension is for the organization's return for:  
 ▶  calendar year \_\_\_\_\_ or  
 ▶  tax year beginning 6/1/2009, and ending 5/31/2010

2 If this tax year is for less than 12 months, check reason:  Initial return  Final return  Change in accounting period

3 a If this application is for Form 990-BL, 990-PF, 990-T, 4720, or 6069, enter the tentative tax, less any nonrefundable credits. See instructions	<b>3a</b>	\$
b If this application is for Form 990-PF or 990-T, enter any refundable credits and estimated tax payments made. Include any prior year overpayment allowed as a credit	<b>3b</b>	\$
c <b>Balance Due.</b> Subtract line 3b from line 3a. Include your payment with this form, or, if required, deposit with FTD coupon or, if required, by using EFTPS (Electronic Federal Tax Payment System) See instructions.	<b>3c</b>	\$ <b>0</b>

**Caution.** If you are going to make an electronic fund withdrawal with this Form 8868, see Form 8453-EO and Form 8879-EO for payment instructions