



U.S. Department of Justice

*United States Attorney  
Northern District of Illinois*

*ERIKA CSICSILA  
Assistant United States Attorney*

*Dirksen Federal Courthouse  
219 South Dearborn Street, Fifth Floor  
Chicago, IL 60604*

*Direct Line: (312) 368-5370  
Fax: (312) 886-2790  
erika.csicsila@usdoj.gov*

April 13, 2015

College of DuPage Foundation  
425 Fawell Boulevard  
Glen Ellyn, IL 60137

Re: Subpoena Duces Tecum – 15 GJ 205

Dear Sir or Madam:

The accompanying federal grand jury subpoena seeks records pursuant to an official criminal investigation. We ask that you do not disclose, directly or indirectly, the fact that you have received this subpoena or your compliance with it. Although you are not required to comply with this request, disclosure may interfere with the investigation.

In lieu of a personal appearance before the grand jury, you may supply the records requested in the accompanying subpoena prior to the specified date, and direct any questions you may have, to: **Special Agent Matt Blankenship, Federal Bureau of Investigation, 4343 Commerce Street, Suite 600, Lisle, Illinois 60532.** Please contact him at (630) 505-5755 to make arrangements to produce the requested information when you receive this letter and the enclosed subpoena.

Please complete the attached Declaration Certifying Records of Regularly Conducted Activity, if applicable, and return it with the records. Returning the completed form may reduce the likelihood of your having to appear in person in court in the future.

Very truly yours,

ZACHARY T. FARDON  
United States Attorney

By: s/ Erika Csicsila  
ERIKA CSICSILA  
Assistant United States Attorney

Enclosures

UNITED STATES DISTRICT COURT  
for the  
NORTHERN DISTRICT OF ILLINOIS

SUBPOENA TO TESTIFY BEFORE A GRAND JURY

To: College of DuPage Foundation  
425 Fawell Boulevard  
Glen Ellyn, IL 60137

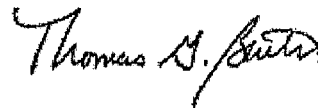
YOU ARE COMMANDED to appear in this United States District Court at the time, date, and place shown below to testify before the Court's Grand Jury. When you arrive, you must remain at the court until the judge or a court officer allows you to leave.

<b>Place:</b> Dirksen Federal Building, Rm. 1625 219 S. Dearborn Chicago, Illinois 60604 Grand Jury: SPECIAL JANUARY 2015 GRAND JURY 15 GJ 205	<b>Date and Time:</b> April 23, 2015 9:30 a.m.
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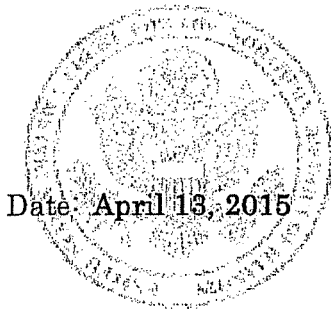
You must also bring with you the following documents, electronically stored information, or objects (*blank if not applicable*):

*See Attachment.*

CLERK OF COURT



Signature of Clerk or Deputy Clerk



The name, address, e-mail and telephone number of the United States Attorney, or Assistant United States Attorney, who requests this subpoena, are:

**ERIKA CSICSILA** ([erika.csicsila@usdoj.gov](mailto:erika.csicsila@usdoj.gov))  
Assistant United States Attorney  
219 S. Dearborn, Rm. 500  
Chicago, Illinois 60604; (312) 353-5370

## SUBPOENA ATTACHMENT

College of DuPage Foundation  
Glen Ellyn, IL 60137  
(15 GJ 205)

The following documents relating to the College of DuPage Foundation (hereafter referred to as Foundation) from January 1, 2009 until present:

1. Any and all documents pertaining to all open or closed bank accounts, including but not limited to:
  - a) Signature cards
  - b) Bank statements, cancelled checks, deposit tickets, wire transfers, and credit and debit memos
  
2. Any and all documents pertaining to open or closed credit card accounts and ATM/Debit card accounts, including but not limited to:
  - a) Signature cards
  - b) Monthly statements
  - c) Documents reflecting payment on the account
  
3. The following records relating to Foundation members, staff, and board members, and/or any business entities associated with those individuals:
  - a) Records containing members, staff, and/or director's personal identifying information, such as addresses, phone numbers, birthdates and social security numbers
  - b) Personnel records, including job descriptions, training records, copies of certificates and/or degrees, résumés
  - c) Records relating to expenditures and reimbursements, including invoices, expense reports, receipts, purchase orders, vouchers
  - d) Documents relating to conflicts of interests
  - e) Documents relating to compensation, payments to or other benefits given to members, staff and board directors, and/or entities associated with those individuals, and/or the COD president, trustees, and/or senior management personnel.
  
4. Any and all minutes and recordings of Foundation board and/or member meetings.
  
5. Foundation members' calendars and emails (received by and sent to members).

**DECLARATION CERTIFYING RECORDS OF  
REGULARLY CONDUCTED ACTIVITY**

I, \_\_\_\_\_, am employed by  
*(name)*

\_\_\_\_\_  
*(name of entity)*

My official title is \_\_\_\_\_, As part of my duties as a  
*(title)*

\_\_\_\_\_, I am familiar with the records that \_\_\_\_\_  
*(title)* *(name of entity)*

keeps in the ordinary course of business. I am familiar with the types of documents received,  
created and relied upon by \_\_\_\_\_ in the ordinary course of its  
*(name of entity)*  
business.

I certify that I have reviewed the records attached hereto and that these records are the  
original or duplicates of the original records kept in the custody of \_\_\_\_\_ :  
*(name of entity)*

*List documents*

I further certify that:

- A) such records were made, at or near the time of the occurrence of the matters set forth,  
by (or from information transmitted by) a person with knowledge of those matters;
- B) such records were kept in the course of a regularly conducted business activity;
- C) the business activity made such records as a regular practice;
- D) if such record is not the original, such record is a duplicate of the original.

I certify under penalty of perjury that the foregoing is true and correct.

\_\_\_\_\_  
*Signature*

Executed on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
*(day)* *(month)* *(year)*

at \_\_\_\_\_, \_\_\_\_\_  
*(city)* *(state)*