## **Memphis Fisher House Friends Resource Team**

## Points to Remember

- VA employees are prevented from participating in fundraising activities.
- VA employees can provide information to support fundraising.
- Everything is above board and ethical
- The Memphis VAMC covers over 29,000 square miles in West Tennessee, Eastern Arkansas and Northern Mississippi.
- Memphis VA Fisher House fundraising falls under the Tennessee Fisher House Foundation. Although it was originally for Murfreesboro, the board voted unanimously to incorporate Memphis.
- If you are assigned a specific organization, feel free to get others to help address multiple sites.
- Do not engage with politicians who are currently running for office.
- FHF does not allow telemarketing or direct mail campaigns
- We can not accept in-kind donations in support of construction. Once the house is built, there are a number of in-kind donations which are acceptable.
- Initially stay away from conducting events. They will take away from your fundraising efforts
- Do not create your own business cards or promotional materials. If you have an idea, bring it to the Resource Team for approval.
- Get prior approval from the Resource Team for expense reimbursement.
- Although donations can be made on the FHF website, try to direct donations to the TFHF website
- Donations with a check, need to have the TFHF Donation form.
- There are no "naming" opportunities for the house.
- Major donors can be identified, if they agree, with a star on the House Plaque. 1 star \$100,000, 2 star \$200,000, 3 star \$300,000, 4 star \$500,000 and 5 star \$1M and up
- We are working on a coin which can be given to donors who give \$1,000 or more.
- If approached by the media, redirect them to the Resource Team.
- Collective email for Resource Team is <u>memfisherhousefriends@gmail.com</u>

Lastly, please contact the Resource Team with any questions. We want to make sure everyone is comfortable supporting the Memphis VA Fisher House.