



United Way
of Northeast Louisiana

CAMPAIGN

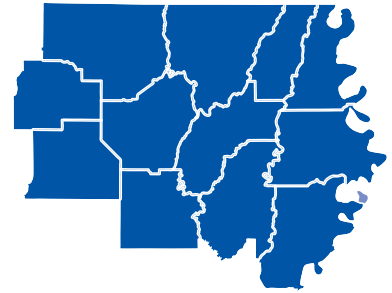
COORDINATOR'S GUIDE

2021

WHO ARE WE

I What does it mean to **LIVE UNITED**?

For over 65 years, United Way of Northeast Louisiana has been a unifying force for passionate individuals, businesses, government entities, and nonprofits to effectively create positive and lasting change, improve lives, and build a stronger community. We accomplish this by mobilizing partners and resources throughout the **12-parish region** in a united effort to identify and respond to our community's most critical needs.



Together, we fight for the education, financial stability, and health of every person in our community.

With more than **1,100 volunteers** and over **7,500 donors**, we're powered by thousands of locals who want to help people and improve our community – now and for generations to come.

Diversity and inclusion are vital to achieving United Way of Northeast Louisiana's mission of helping people and improving our community. We believe it's critical to foster and promote an inclusive environment that leverages the unique contributions of diverse individuals and organizations in all aspects of our work. We know that by bringing these diverse individuals and viewpoints together, we can collectively and more effectively create a stronger community for all by engaging the

power of diverse talents to produce innovative solutions to some of Northeast Louisiana's most complex community issues.

Diversity and inclusion have always been and will continue to be at the heart of what it means to **LIVE UNITED**. The United Way of Northeast Louisiana Board of Directors formed an Equity Advisory Council in Spring 2021. If you are interested in being a part of this work, contact:

■ Janet Durden | jdurden@unitedwaynela.org

UnitedWayNELA.org | unitedway@unitedwaynela.org
VOLUNTEER! UnitedWayNELA.org/volunteer



2021 - 2022

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Ochsner LSU Health
Shreveport - Monroe
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Ouachita Parish Sheriff's
Office

JAMES W. MOORE III
Moore Investments

BRITTANY MYERS
Drax Biomass

ADAM O'NEAL
Origin Bank

PASTOR VANCE PRICE
New St. James Baptist
Church

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University of Louisiana
Monroe

KEVIN SMITH
Regions Bank

NATHAN G. NAT SMITH
BancorpSouth

STEPHANIE SMITH
Ouachita Parish Tax
Assessor's Office

PASTOR WILLIAM SMITH
OIC

SHEILA SNOW
Monroe-West Monroe
Convention & Visitor's Bureau

CORRE STEGALL
Louisiana Tech University,
Retired

RANDY STONE
KARD Fox 14 / KTVE NBC 10

DANIEL TAYLOR
Argent Financial Group

VICTOR VIDAURRE
St. Francis Medical Center

ROD WASHINGTON
XP Synergy

HARRINGTON
WATSON III, PHD
Monroe City Schools
Wossman High School

ASHLEY WEST
Progressive Bank

JUANITA WOODS
NOVA





United Way
of Northeast Louisiana

211 is an easy to remember telephone number that connects callers to information about critical health and human services available in their community.

It's a single access point for every day needs and needs in times of crisis.

DO YOU KNOW SOMEONE CARING FOR THEIR **GRANDCHILDREN OR OTHER RELATIVES' CHILDREN?**

Roughly 65,000 Louisiana children live with relatives other than their parents. United Way NELA 211 has partnered with Louisiana Department of Children and Family Services on a new way for these kinship caregivers to find resources in their communities.

Dial 211 or text **KINSHIPLA** to **898-211**.



DO YOU KNOW SOMEONE FACING **FOOD INSECURITY?**

A 211 Specialist can connect older adults, low-income families, and those who can't leave home to information about food distribution sites.

IS SOMEONE IN YOUR WORKPLACE OR COMMUNITY FACING **HOUSING INSTABILITY?**

A 211 Specialist can help find options for paying rent, mortgage, and/or utilities to help individuals stay in their homes.



DIAL 211

available 24/7,
365 days a year or



TEXT

Your Zip Code to 898-211,
available M-F 8am-5pm



HAVE YOU OR SOMEONE YOU KNOW BEEN AFFECTED BY THE **OPIOID CRISIS?**

Families and individuals in our community suffering from the impact of Opioid Misuse now have a new, FREE resource to locate help and information through the Louisiana 211 Opioid Project.

Anyone can access the service by texting the word **OPIOID** to **898-211**.



United Way
of Northeast Louisiana



DIAL 211

available 24/7,
365 days a year or



TEXT

Your Zip Code to 898-211,
available M-F 8am-5pm

Do you or
someone you
know need access
to a COVID-19
vaccine or have
questions about
receiving one?

The 211 network has
been on the frontlines
responding to the
COVID-19 pandemic,
handling more than
200% our usual call
volume. Contact a
211 Specialist to find
a vaccination site
nearest you.

What did 211 do in 2020?

- Answered **20,851** calls.
- **95%** of callers' needs were matched with a community resource provider.
- Of those callers reached for follow-up, over **50%** received assistance from community resource providers.



ACCESS | TO OPPORTUNITY



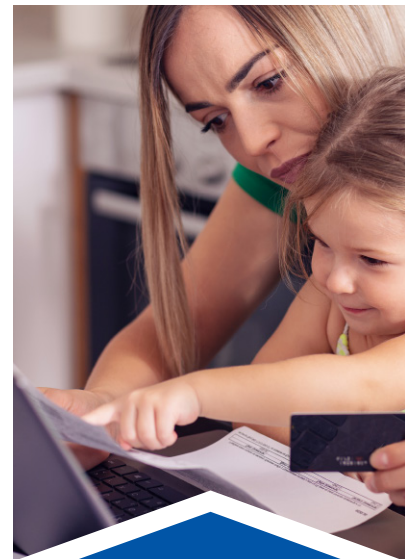
THE HEIRSHIP PROJECT

United Way of Northeast Louisiana recently launched “The Heirship Project,” a pilot project in Ouachita Parish aimed at educating and assisting residents who need help obtaining a clear property title.

COMING
SOON!

DOLLARS & \$ENSE APP

High school students will actively learn how to make better financial decisions and gain knowledge of budgeting, saving, and spending.



SERVICES OF PARTNER PROGRAMS

United Way works with community partners to invest in programs and services that will address big issues such as food, housing, transportation, and skilled employment.

VIRTUAL INCOME TAX ASSISTANCE (VITA)



CUSTOMIZED EMPLOYMENT FOR INDIVIDUALS WITH DEVELOPMENTAL DISABILITIES





SAFE LIVING

Sexual Assault & Domestic Violence Awareness & Support

Did you know? **Every 73 seconds, an American is sexually assaulted. And every 9 minutes, that victim is a child.**

In Northeast Louisiana, we have two Sexual Assault Centers that are providing awareness and services from highly trained and certified staff. Additionally, help is available for domestic and dating violence survivors and their children. We are proud to collaborate as we address the issues of sexual assault and domestic violence. **Call 211 to be connected to available resources in your area.**

Mental Health Resources

Counseling Services: United Way NELA partners with agencies providing mental health counseling services for a wide range of issues, including but not limited to substance abuse, anxiety and depression, domestic violence, child abuse, divorce adjustment, grief/loss, and trauma. **Call 211 to be connected to available resources in your area.**

Family Support Services: United Way NELA partners with agencies providing support services for families, including but not limited to parent-to-parent connections, permanent and transitional housing, summer camps, life skills, and support groups. **Call 211 to be connected to available resources in your area.**

Our mental wellbeing is a crucial part of our health. Did you know that **20%** of adults in our region have been told by a health care professional that they had depression or depressive disorder? Depression, anxiety, and substance use are often the result of how much safety, belonging, and connection is available in our communities.



SUCCESSFUL CHILDREN & YOUTH



AFTER SCHOOL PROGRAMS

United Way NELA invests in community-based out-of-school programs serving elementary, middle, and high school youth. Last year, over **6,000** students received individualized support from these services.



READ.LEARN.SUCCEED.

United Way NELA put over **5,000 books** into the hands of local school children.

1,071 letters were exchanged between local school children and their volunteer Pen Friends.

600+ school children's parents received weekly messages reminding them of the importance of the parent-child connection.

Over **23,000 text messages** were sent to empower families to recognize and act on every day, teachable moments.

FOOD FOR OUR SCHOOL CHILDREN

Hunger affects a child's ability to learn and perform well at school. Children who experience hunger come to school ill-prepared to learn, are more likely to have trouble focusing in class, and may struggle with complex social interactions and adapt less effectively to environmental stress. United Way strategically invests in resources to respond to this need.



ASPIRATIONS & GOALS



Children, Youth, & Young Adults Successful in School & Life

GOAL Children enter school ready.

GOAL Students are successful in elementary school and prepared for middle/secondary school.

GOAL Youth gain the knowledge, skills, and credentials so that they are prepared for the workforce and able to obtain family sustaining employment.

Economic Opportunity **for All**

GOAL Individuals and families have adequate and sustainable resources to support their needs.

GOAL Individuals and families have the skills, knowledge, relationships, and economic pathways they need to effectively increase and manage their income.

GOAL Vulnerable populations maximize their ability to live with independence and dignity.

GOAL People/organizations continue to work together to support a thriving, prosperous, robust economy.



Healthy & Safe **Individuals, Families, & Community**

GOAL Families/individuals live in a healthy and safe environment.

GOAL People/organizations work together to strengthen and build a more inclusive community.



United Way NELA | CAMPAIGN



Each year, many Northeast Louisiana companies choose to make a difference through corporate giving, showing their commitment to being part of the change needed to create a healthier, safer, and more opportunity filled community for all.



The United Way of Northeast Louisiana Workplace Campaign unites and inspires your employees, giving them a unique opportunity to donate to and volunteer for causes that matter most to them. Last year, in total we raised more than **\$3,208,200**. Part of that effort was through partnering with **165** companies during the annual Workplace Campaign. A partnership with United Way of Northeast Louisiana provides your company and employees with these and many other opportunities.





LEADERSHIP GIVING

At the heart of United Way of Northeast Louisiana is a dedicated group of people with strength, character and sense of purpose who inspire others to help meet the needs of the community.

TOCQUEVILLE SOCIETY ANNUAL GIFT OF \$10,000+

Membres de la Société \$10,000 - \$14,999
Les Bienfaiteurs \$15,000 - \$24,999
Ordre de Liberté \$25,000 - \$99,999
La Société Nationale \$100,000 - \$249,999

Commander: \$1,000 - \$1,499
Captain: \$1,500 - \$2,499
Commodore: \$2,500 - \$4,999
Admiral: \$5,000 - \$9,999

STEAMBOAT SOCIETY ANNUAL GIFT OF \$1,000-\$9,999

BAYOU SOCIETY | ANNUAL GIFT OF \$500-\$999



CORPORATE | RECOGNITION

CIRCLE OF | HONOR

Gifts specific to United Way of Northeast Louisiana to be invested by the United Way NELA Volunteers must total at least \$25,000 or 80% of total employee giving. **Average employee gift is at least \$200 with 51% employee participation in the campaign.**

CAMPAIGN | LEADERS AWARD

This award is based purely on dollars raised in Northeast Louisiana. This award recognizes the outstanding corporate/employee giving of the Top 10 companies raising the most dollars in the current campaign.

OUTSTANDING CAMPAIGN | COORDINATOR OR TEAM AWARD

At the heart of each workplace campaign is the United Way Campaign Coordinator or Team. This award is given to a Campaign Coordinator or Team that works diligently to reach their employee giving and participation goals. They go over and above what is expected of them to ensure that their campaign and coworkers make a difference in improving the community.

*Corporate Giving and Best Practices apply to all awards. Corporate Giving: The Company has made a corporate contribution to United Way of Northeast Louisiana. Corporate giving does not apply to public sector or nonprofit organizations. Campaign Best Practices: At least 6 of 10 best practices must be met.

SPECIAL | ACHIEVEMENT AWARD

Gifts specific to United Way of Northeast Louisiana to be invested by the United Way NELA Volunteers must total at least \$25,000 or 70% of total employee giving. **Average employee gift is at least \$120 with 51% employee participation in the campaign.**

LIVE UNITED® | AWARD

This award is given to a company that exemplifies and embodies a corporate culture of philanthropy and community involvement. They truly know what it means to GIVE.ADVOCATE.VOLUNTEER. Their actions inspire others to be involved in their community.

GOING THE EXTRA | 10% AWARD

This award is given to those workplace campaigns that increase their annual United Way of Northeast Louisiana campaign by 10% or more and 60% of total employee giving is allocated by the United Way NELA Volunteers.

VOLUNTEER UNITED | AWARD

This award is given to a workplace campaign that embodies an overall spirit of giving through contributions of time, leadership and resources in supporting the work of United Way of Northeast Louisiana.

2020

CELEBRATING EXCELLENCE

LIVE UNITED AWARD

REGIONAL:

City of West Monroe

LINCOLN, UNION, AND JACKSON PARISHES:

Union General Hospital

CAMPAIGN COORDINATOR & TEAM OF THE YEAR AWARD

REGIONAL:

Brandi Green & Katelyn Reed
Graphic Packaging - West Monroe Mill

Shelva Thomas & Temika Cooks
Monroe Housing Authority

VOLUNTEER UNITED AWARD

REGIONAL:

Entergy Louisiana, LLC

LINCOLN, UNION, AND JACKSON PARISHES:

WestRock Hodge Mill

CAMPAIGN COORDINATOR OF THE YEAR AWARD

LINCOLN, UNION, AND JACKSON PARISHES:

Ashley Avery
First National Bank



WORKPLACE | GIVING

4th Judicial Court-OPPJ

4th Judicial District Attorney's Office

4th Judicial District Court-Judges

 Acadian Ambulance Service

 AIMS, Inc.

 Allen, Green & Williamson, LLP

Amcor

  ANGUS Chemical Company

ARC OF OUACHITA

 Argent Financial Group, Inc.

Arthur J. Gallagher Risk Management Services, Inc.

 Associated Business Printing, Inc.

AT&T

 ATMOS Energy Corporation

 BancorpSouth Bank

 Bancroft Bag, Inc.

Bank of Oak Ridge

Berry Global, Inc.

  Blake Wheelis State Farm

Boardwalk Pipeline Partners

Boys & Girls Clubs of North Louisiana

Brookshire Grocery Company

  Business Alliance Financial Services

Business First Bank

Cameron, Hines & Company, APAC

Car Town

 CenterPoint Energy

 Centric Federal Credit Union


  Century Next Bank

 Christopher Youth Center

City of Monroe

City of Ruston

 City of West Monroe

 Community Financial Insurance Center, LLC

Courtesy Chevrolet Buick GMC Cadillac of Ruston, LLC

 Courtesy Chrysler Dodge Jeep Ram

CREED & CREED

  Cross Keys Bank

Crossmark Management Group

 D.A.R.T.

Dean Morris, LLC

Dewitt & Giger, LLP

 Don M. Barron Contractor, Inc.



 Drax Biomass, Inc.

 Durrett Law & Title

 Durrett Law & Title – Monroe

Emprint Moran Printing, Inc

Enable Midstream Partners, LP

  Ensure, The Insurance Agency ,

  Entergy Louisiana

Enterprise Rent - a - Car

 Ewing Timber, L.L.C.

Federal Express

 Financial Institution Service Corporation

 First National Bank

Food Bank of Northeast Louisiana

Foster Farms

Girl Scouts of LA – Pines To the Gulf Council

Glenwood Regional Medical Center

Grambling State University

Graphic Packaging International

   Graphic Packaging – West Monroe Mill

Green Clinic Health System


Green Oaks Juvenile Detention Center Ouachita Parish - State of Louisiana

 Heard, McElroy & Vestal

 HiTech Computers of Ruston Inc

 Holyfield Construction



Homeland Bank

 Hulsey, Harwood & Sheridan, CPA

  Hunt Forest Products

 Hunt, Guillot & Associates, LLC

 iBERIABANK

  Impact Healthcare Solutions, LLC

InterMountain Management

 Jackson Parish Correctional Center

James Machine Works

 Jim Taylor Buick GMC

Jim Taylor Chevrolet

 Jim Taylor Ford Lincoln

 JPMorgan Chase Bank, N.A.



**CAMPAIGN
LEADER**



**SPECIAL
ACHIEVEMENT**



**NEW
CAMPAIGN**



**VOLUNTEER
UNITED**



**GOING THE
EXTRA 10%**



**CIRCLE OF
HONOR**



**LIVE
UNITED**



**CAMPAIGN
COORDINATOR
OF THE YEAR**

KTVE 10 NBC KARD FOX 14
 LaSalle Management, M&T Properties, and Correct Solutions Group
 Lazenby & Associates, Inc.
 Lincoln Builders, Inc.
 Lincoln Council On Aging
 Lincoln Parish Police Jury
 Lincoln Parish School District (LPSP)
 Lincoln Parish Sheriff's Office
 Lincoln Preparatory School
 Little & Associates
 Louisiana Delta Community College
 Louisiana Tech University
 Lumen
 Marion State Bank
 McKinney Saw and Cycle, Inc.
 Med - Camps of Louisiana
 Merrill Lynch Wealth Management
 Mid South Extrusion
 Monroe Chamber of Commerce
 Monroe City Schools
 Monroe Coca-Cola Bottling Company UNITED
 Monroe Housing Authority
 NAI Faulk & Foster
 Newcomer, Morris & Young
 North Delta Title Company
 Northeast Louisiana Cancer Institute
 Northern Louisiana Medical Center

OP Workforce Development Board
 Origin Bank
 Ouachita Council On Aging
 Ouachita Parish Assessor's Office
 Ouachita Parish Police Jury
 Ouachita Parish Public Library
 Ouachita Parish Public Works
 Ouachita Parish School System
 Ouachita Parish Sheriff's Office
 Ouachita Valley Federal Credit Union
 Peregrine Corporation
 Polaris of Ruston
 Progressive Bank
 Radiology Associates
 Raymond James
 Reeves, Coon & Funderburg
 Regions Financial Corporation
 Richwood Correctional Center
 Robertson Produce, Inc.
 Roseburg Forest Products
 Ruston Glass & Mirror
 Ryan Auto Group
 S. E. Huey CO.
 Scott Equipment Companies
 Scott Powerline & Utility Equipment, LLC ,
 Snellings, Breard, Sartor, Inabnett, & Trascher, LLP
 Southern Apparatus Services, Inc.

Specialty Management Services Ouachita (SMSO)
 St. Francis Medical Center
 Standard Enterprises, Inc.
 State Combined Charitable Campaign SCCC
 Steel Fabricators of Monroe, LLC
 Strauss Interests, Inc.
 Target Store T1469
 The Health Hut
 The Lincoln Agency, LLC
 The Wellspring Alliance For Families
 Thomas & Farr Agency, Inc.
 Town of Farmerville
 Traxler Construction Co., Inc.
 Trenton Dental Center
 Union Council on Aging
 Union General Hospital
 Union Parish Schools
 Union Parish Sheriff's Department
 United Way of Northeast Louisiana
 University of Louisiana Monroe
 UPS Monroe Site
 Van-Trow, LLC Van-Trow Toyota
 Wagner Logistics
 Wells Fargo Advisors
 WestRock - Hodge Mill
 Woodard & Associates APAC

Campaign Best Practices

CHECKLIST

Pick 2-3 best practices that you want to incorporate or grow in your campaign this year!

☐ **BUILD A RELATIONSHIP WITH UNITED WAY STAFF**

Meet with United Way staff to help you assess the strengths of last year's Campaign and suggest areas for improvement. Ask for information about additional recognition opportunities.

☐ **SECURE TOP-LEVEL SUPPORT**

Involve your CEO in all initial planning. Discuss budget, corporate gifts, and CEO involvement throughout the Campaign.

☐ **DEVELOP A PLAN AND SET GOALS**

Plan your Campaign timeline, budget, and design your Campaign. Be creative and set achievable goals.

☐ **ORGANIZE A TERRIFIC TEAM**

Recruit a committee to help. Involve friendly and outgoing employees from ALL levels and departments of your company who will build excitement for the Campaign and make sure that everyone is asked to give.

☐ **PROMOTE AND PUBLICIZE THE CAMPAIGN**

Share how, where, and when to pledge and incentivize giving. Utilize and distribute United Way Campaign materials.

☐ **MAKE THE ASK: EMPLOYEE MEETINGS OR ONE-ON-ONE**

Include new hires, current staff and leadership, and retirees in the asking process by providing them with pledge forms. This is the most important step. The number one reason employees don't give is because they were never asked.

☐ **PROMOTE LEADERSHIP GIVING**

Encourage and recognize levels of Leadership gifts with peer-to-peer solicitation and personal asks. Successful Campaigns have heavy involvement from leadership, setting an example of participation from the top down.

☐ **WRAP UP & REPORT OUT**

Announce your final results to your organization and your local United Way in a timely manner and thank everyone involved! Determine how you will collect all the completed pledge forms and check for accuracy.

☐ **RECOGNITION & THANK YOU**

Sponsor a breakfast, luncheon, build your own sundae bar, or reception to thank employees. Those two simple words not only show appreciation, but also set the tone for year-round communication and next year's Campaign.

☐ **YEAR-ROUND ENGAGEMENT**

Learn more about what it means to LIVE UNITED at unitedwaynela.org. Invite United Way staff to employee engagement functions year-round, if appropriate.

What Do Your Employees Currently Experience?

Think about every United Way Campaign touchpoint that employees currently experience:

- Receive “start of Campaign” email
- See posters in the break room
- Hear presentation during safety meeting, etc.

Write out what your employees currently experience that has the greatest impact:

Write out what your employees currently experience that does NOT have much impact:

Write out what experiences would be the most meaningful for your employees:

START OF CAMPAIGN

DURING THE CAMPAIGN

AFTER THE CAMPAIGN

BUILDING YOUR CAMPAIGN PLAN

| Last Year's Campaign Recap | \$/% Increase | This Year's Workplace Campaign Goals |
|--|---------------|--------------------------------------|
| _____ # of Donors | _____ | _____ |
| _____ # of Leadership Donors | _____ | _____ |
| _____ Employee Participation Rate | _____ | _____ |
| _____ Employee Average Gift | _____ | _____ |
| _____ Raised From Employee Gifts | _____ | _____ |
| _____ Corporate Gift (Or Company Match) | _____ | _____ |
| _____ Special Event Dollars Raised (Optional) | _____ | _____ |
| _____ TOTAL CAMPAIGN DOLLARS RAISED | _____ | _____ |

1. MEET WITH UNITED WAY STAFF

Date _____

2. DETERMINE CAMPAIGN DATES

Start Date _____ End Date _____

3. RECRUIT CAMPAIGN TEAM

(Ask individuals from different departments to champion the Campaign in their department)

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

CAMPAIGN TEAM COMMUNICATION PLAN

| WHAT | WHEN | WHO IS RESPONSIBLE |
|--|------|--------------------|
| Pre-Campaign Communications (Posters, Emails, etc.) | | |
| Announce Campaign Start & Company Support | | |
| Reminder of Meetings & Giving Opportunities | | |
| Presentations/Group Meetings | | |
| Reminder Email | | |
| Reminder Email 2 | | |
| Last Chance to Submit Your Pledge | | |
| Other | | |

CAMPAIGN TIMELINE & CHECKLIST

| 2-3 Weeks Before | 1 Week Before |
|--|--|
| <input type="checkbox"/> Attend United Way of Northeast Louisiana Campaign Coordinator Training & receive Campaign materials. | <input type="checkbox"/> Promote and publicize your Campaign with posters and promotional materials. |
| <input type="checkbox"/> Review the previous Campaign's performance and determine opportunities/challenges. | <input type="checkbox"/> Send an email from your CEO to all employees endorsing upcoming Campaign. |
| <input type="checkbox"/> Meet with United Way Staff to develop strategies and timeline for reaching new Campaign goals. | <input type="checkbox"/> Identify an employee who is a champion for United Way to share their story at Campaign meetings. |
| <input type="checkbox"/> Meet with your CEO to confirm his/her commitment; share Campaign goals and confirm a corporate contribution. | <input type="checkbox"/> Consider personalizing pledge forms. |
| <input type="checkbox"/> Recruit and train a Campaign Team from all company departments. | <input type="checkbox"/> Plan thank you/incentives for participation with turning in pledge forms at meetings, new/increased giving, leadership giving, etc. |
| <input type="checkbox"/> Recruit a Leadership Chair to identify and ask current and potential Leadership Donors to maintain and grow this segment. | |
| <input type="checkbox"/> Establish a giving program for retirees to retain their gift. | |
| <input type="checkbox"/> Set dates for employee meetings & Campaign kickoff that can be attended by the CEO and all employees. | |
| <input type="checkbox"/> Plan your Campaign theme and any special events (optional). | |



| Employee Campaign! | After Your Campaign |
|--|--|
| <input type="checkbox"/> Kick off your Campaign group meetings. | <input type="checkbox"/> Wrap up Campaign and collect all pledge forms; follow up with those who did not turn in pledge forms. |
| <input type="checkbox"/> Ask your CEO to attend and publicly endorse the Campaign. | <input type="checkbox"/> Track results and communicate totals so far to Campaign Team. |
| <input type="checkbox"/> Make sure every employee receives materials and has the opportunity to give. | <input type="checkbox"/> Conduct any Special Events after the pledge form Campaign (optional). |
| <input type="checkbox"/> Show the United Way video. | <input type="checkbox"/> Submit Campaign report and pledge forms to your company's payroll department; Email Campaign Spreadsheet to be completed. |
| <input type="checkbox"/> Include your United Way Staff to explain impact. | <input type="checkbox"/> Email completed Campaign Spreadsheet to your United Way Staff Representative; keep a copy of pledge forms for your records. |
| <input type="checkbox"/> Collect pledge forms at employee meeting. | <input type="checkbox"/> Submit final Campaign report, pledge forms, and envelope to United Way; make appointment for pick-up/drop-off. |
| <input type="checkbox"/> Thank employees for their participation. | <input type="checkbox"/> Celebrate your success; thank all donors with a celebration event, letter, email, or gift. |
| <input type="checkbox"/> Send follow-up emails every few days to build awareness and remind of Campaign deadlines. Include community facts, employee testimonials and success stories. | <input type="checkbox"/> Conduct a Campaign debriefing with your team and United Way Staff Representative. |

THANK YOU IDEAS

Think of great ways you can say “THANK YOU” to employees for participating in the Campaign. Check the ideas below that might help you get started:

- Custom-branded T-shirts
- Door Prize Drawings for Attending Meetings
- Drawing for a Cash Prize
- Drawing for a Thanksgiving Turkey
- Two-hour Early Dismissal One Friday a Month
- Employee Donation Match
- Free Lunches for a Week
- Gift Card for Dining, Gas/Groceries, or Movie Passes
- Two-hour Late Arrival Once a Month
- Lunch for All Donors
- Prime Parking Spot for a Week/Month
- Sports Events Tickets

FUN IDEAS & EVENTS (optional)

- Crazy Hat Day
- Dunk Tank
- Pizza Party
- Scavenger Hunt in the Office
- Tricky Turkey (just like Dirty Santa game)

THANK YOU

United Way of Northeast Louisiana fights for the education, financial stability, and health of every person in our community

Join the fight at UnitedWayNELA.org

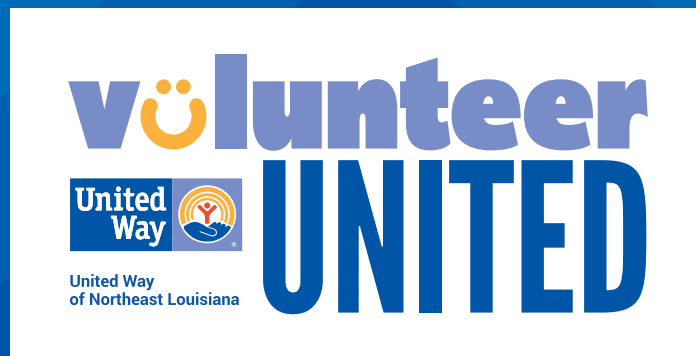
NOTES

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This image shows a full page of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page, typical of notebook paper. There are no margins, text, or other markings on the page.

NOTES

This image shows a full page of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page, leaving small margins at the top and bottom. There is no handwriting or other markings on the paper.



Is Your Workplace or Group Interested in **Volunteer Opportunities?**

To build a volunteer project best suited to your group or company's needs,
call 211 or email volunteer@unitedwaynela.org.

MONROE:

1201 Hudson Lane, Monroe, LA 71201
318-325-3869

RUSTON

939 North Trenton Street, Ruston, LA 71270
318-232-0055

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