

2021-2022 CAMPAIGN CABINET

United Way of Johnson & Washington Counties 1150 5TH Street, Suite 290 Coralville, IA 52241 319-338-7823 UnitedWayJWC.org

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UWJWC 2021-22 CAMPAIGN CABINET HANDBOOK MEET THE TEAM

2021-2022 Campaign Co-Chairs

Dan Clay

Dean, UI College of Education

Office: (319) 335-5380 Cell: (319) 800-1789

dan-clay@uiowa.edu

Janet Lyness

Johnson County Attorney

Office: (319) 339-6100 Cell: (319) 541-2566

Jlyness@johnsoncountyiowa.gov

2021-2022 Campaign Cabinet Jim Bethea

VP and Chief Investment Officer, University of Iowa Center for Advancement

Office: (319) 467-3891 Cell: (614) 323-4822

Jim.Bethea@foriowa.org

David J. Bright*

Attorney, Pugh Hagan Prahm PLC

Office: (319) 351-2028 dbright@pughhagan.com

Mary Lou Close*

Community Volunteer Cell: (319) 621-5025 close.marylou@gmail.com

Keisha Fields

Inclusion and Equity Specialist, Johnson County

Office: (319) 356-6000

kfields@johnsoncountyiowa.gov

Geoff Fruin

City Manager, City of Iowa City

Office: (319) 356-5013 Cell: (319) 333-4823

Geoff-fruin@iowa-city.org

Alison Ames Galstad*

Library Director, Coralville Public Library Office: (319) 248-1858 Cell: (319) 530-1215

agalstad@coralville.org

Pat Heiden

Board of Supervisors, Johnson County Office:(319) 688-8004 Cell: (319) 530-2023

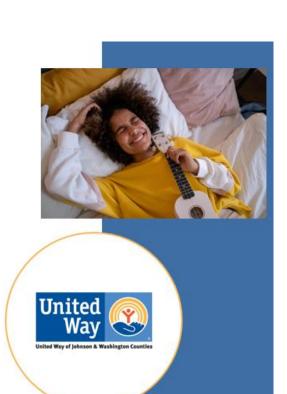
pheiden@johnsoncountyiowa.gov

Susan Horan

Director of Development, UI Stanley Museum of Art, University of Iowa Center for Advancement

Office: (319) 467-3407 Cell: (563) 508-8901

Susan.Horan@foriowa.org



Unite





UWJWC 2021-22 CAMPAIGN CABINET HANDBOOK MEET THE TEAM









Sam Jarvis

Community Health Manager, Johnson County Public Health Office: (319) 688-5884 Cell: (309) 368-7885 sjarvis@johnsoncountyiowa.gov

Rebecca Neades*

Vice President/Governmental Affairs, GreenState Credit Union Office: (319) 248-7180 Cell: (319) 321-9879 rebeccaneades@greenstate.org

Andrew Strauss*.

Business Banking Relationship Manager, US Bank Office: (319) 356-9084 Cell: (503) 724-9468 andrew.strauss@usbank.com

Aaron Schaefer*

Vice President, Investment Officer Lead, Hills Bank Office: (319) 665-5756 Cell: (319) 310-7394 Aaron Schaefer@hillsbank.com

Jeff Schebler*

Vice President, Commercial Banking, MidWestOne Bank Office: (319) 356-5816 Cell: (319) 333-4231 jschebler@midwestone.com

Ada Woo

Chief of Staff and Senior Director, Assessment Sciences, Ascend Learning

Cell: 682-556-9343 adawoo811@gmail.com

Adjunct Cabinet Members Bob Dvorsky*-Advisory Role for Unions & UI Home: (319) 351-0988 Cell: (319) 430-4762 bobdvorsky@yahoo.com

Sue Dvorsky*-Advisory Role for ICCSD Home: (319) 351-0988 Cell: (319) 430-6699 sdvorsky1@gmail.com

*Previous Cabinet Members

UWJWC 2021-22 CAMPAIGN CABINET HANDBOOK MEET THE STAFF

UnitedWayJWC.org/Staff

Katie Knight

President & CEO Cell: (941) 356-9324

katie.knight@unitedwayjwc.org

Trisha Smith

Vice President of Development & Marketing Cell: (319) 270-4827

trisha.smith@unitedwayjwc.org

Patti Fields

VP for Community Impact & Engagement

Cell: (319) 936-3355

patti.fields@unitedwayjwc.org

Terri Anderson

Director of Finance & Operations

Cell: (319) 331-6008

terri.anderson@unitedwayjwc.org

Wendy Nolan

Community Strategies Coordinator

Cell: (319) 321-2562

wendy.nolan@unitedwayjwc.org

Carol Rowland

Finance & Pledge Services Coordinator

Cell: (319) 331-2029

carol.rowland@unitedwayjwc.org

Amy Schaefer

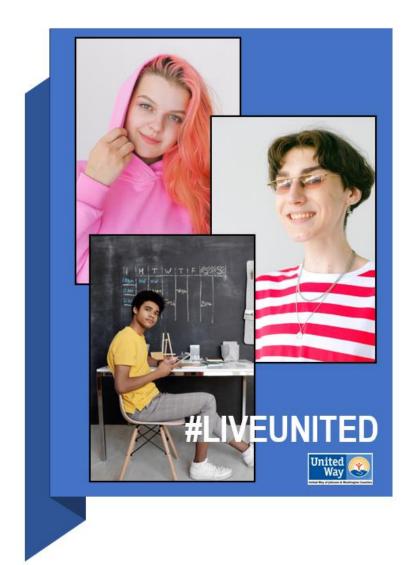
Administrative Assistant Cell: (319) 217-0046

amy.schaefer@unitedwayjwc.org

MEET THE BOARD

UnitedWayJWC.org/Board-Directors





UWJWC 2021-22 CAMPAIGN CABINET HANDBOOK MISSION & POSITION DESCRIPTION

United Way of Johnson & Washington Counties

UWJWC MISSION

To improve lives by uniting the caring power of community in Johnson & Washington Counties. See more **HERE**.

ABOUT UNITED WAY OF JOHNSON & WASHINGTON COUNTIES

Founded in 1919, United Way of Johnson & Washington Counties has been serving our community for over 100 years. United Way is the go-to place for social impact. United Way's relationship with business, government organizations, nonprofits, faith groups, and caring individuals provides a unique perspective into the needs of our local communities and can take stock of the gaps in services. To help drive impact, innovative strategies with the right partners from the for-profit, nonprofit, and public sectors can deliver long-term solutions to education, financial stability, and health challenges:

- Birth Through Adult Education: Academic Success & Independence Skills
- Building Financial Stability: Sufficient Income & Essential Supports
- Access to Healthcare: Physical, Mental, & Emotional Well-being & Safety

HOW DO YOU CONNECT?

- Do you have a passion for reducing food insecurity?
- Have you had an elderly friend or relative who has needed special care or services to age with dignity?
- Are you concerned about children falling behind academically and never getting the real help they need to succeed?
- Do you want to help your neighbor make connections to financial help and resources?

CAMPAIGN CABINET POSITION DESCRIPTION

The Campaign Cabinet consists of approximately 20 members. Cabinet members work with organizational leadership from business, government, and nonprofits to customize fundraising tactics that ensure a successful and educational workplace campaign.

PURPOSE

To plan and implement the strategies essential to engage and fundraise with individuals and corporations who want to improve lives in our communities.

CABINET MEMBERS

- Will receive cabinet orientation and training.
- Participate in planning and assignments of accounts to team members.
- Analyze campaign data with staff.
- Prepare a customized approach to each account working in a team with co-cabinet members, business leadership, Employee Campaign Coordinators, and United Way staff.
- Assist in conducting virtual and live presentations, events, and other fundraising activities within the workplace.

- Prospect and contact new donor accounts and individuals.
- Communicate with Cabinet members and UWJWC Vice President of Development & Marketing to report on workplace accounts and seek assistance if needed.
- Attend Campaign Cabinet meetings to report progress, assess the effectiveness of tactics, and receive campaign updates.
- Serve as a champion and ambassador for United Way in the greater community.



THE CALENDAR

UWJWC manages approximately 80 workplace campaigns between early August and mid-February. Time commitment includes Campaign Cabinet training, monthly Cabinet Meetings, and active involvement in assigned workplace campaigns plus additional "fun" events. United Way's peak campaign season is September through November.

The Campaign Cabinet will meet once a month from September through February. Meetings will be held virtually or at a UWJWC Partner Agency:

Campaign Cabinet Orientation 2.0	Monday, August 16 th	TBD	4:30-5:30pm
Campaign Cabinet Meeting	Wednesday, September 15 th	Virtual	8am-8:45am
Campaign Kickoff	Tuesday, September 21st/22nd	TBD	5:00-6:00pm
Campaign Cabinet Meeting	Wednesday, October 20th	Virtual	8am-8:45am
Campaign Cabinet Meeting	Wednesday, November 17th	TBD-Partner Agency	8am-8:45am
Campaign Cabinet Meeting	Wednesday, December 15th	Virtual	8am-8:45am
Campaign Cabinet Meeting	Wednesday, January 19 th	TBD-Partner Agency	8am-8:45am
Campaign Cabinet Meeting	Wednesday, February 16 th	Virtual	8am-8:45am

Calendar invites for the above meetings, as well as additional activities will be emailed.





POVERTY

- The rate of poverty among black families has been 10 to 13 times the rate for white families in Johnson County.
- Over 3,000 children are living in poverty in our community.
- Over 400 seniors age 75 and older are living in poverty.

MENTAL HEALTH

- 1 in 5 individuals will experience a mental health diagnosis in any given year and 1 in 17 adults will experience a serious mental illness that will have a profound impact on their life. (Abbe Center for Community Mental Health)
- Mental illness does not discriminate; it can affect persons of any age, race, gender identity or expression, sexual orientation, national origin, or disability. (NAMI-JC)

READING PROFICIENCY

 Reading Proficiency is declining to where 30% of our fourth-grade students are not reading at grade level (and 32% of our 11th graders)

FINANCIAL STABILITY WITH HOMEOWNERSHIP

- Nearly 17,000 (16,865) households in Johnson County are housing cost-burdened, including almost 5,000 homeowner households.
- The percent of households who own a home rather than rent is much higher for non-Hispanic white households than for black households, in Johnson County. (66% of non-Hispanic white households own their home while only 20% of black households own their home)

DOMESTIC VIOLENCE

 There has been a steady increase in the number of people who are victims of domestic violence and served by DVIP, the number served has increased by 10% to over 1300 in the last fiscal year (1,343)

HUNGER

- According to Feeding America, nearly 14% of Johnson County residents are considered food insecure, meaning they had limited or uncertain access to nutritious food (and that was pre-COVID).
- Coralville Community Food Pantry served 3,655 people in the last fiscal year.
- CommUnity Food Bank served 13,063 people in the last fiscal year.
- North Liberty Community Pantry served 2,266 in the last fiscal year.





DISASTER ASSISTANCE - In times of disaster, United Way provides volunteer coordination and resources to aid in relief and recovery efforts. Long-term recovery from disasters takes time, money, volunteers, and strong partnerships, and we stand ready to facilitate providing resources to those who need it most. COVID-19 was, and is, a new challenge for us; but we are up to it. United Way was built for this.

The UWJWC Mask Up facemasks for our nei nonprofits. Supplies p from a private fund he Johnson County.	4,668 masks created/ donated			
JS Nameplate Co. dor ace shields & Points : .ight donated disposa masks for local nonpr staff and clients.	of able	701 Ionated	1,440 disposable masks distributed	
Individual and Corporate/Organization Financial Donations			\$128,062	
	ions		\$120,002	
	207	226	102	
inancial Donat		226 children assisted		



In addition, during COVID-19, United Way of Johnson & Washington Counties:

- Partnered with Laundromania to provide a free laundry day for those impacted by COVID-19.
- Coordinated with Iowa City Noon Rotary for a meal distribution to front-line workers and community members most vulnerable to coronavirus.
- Supported KWWL and Cadenza of West High School for fundraising events.
- Participated with local officials & nonprofits on the Emergency Operating and Planning group and Long-Term Recovery Committee.
- Served as a trusted source, informing the community by email daily, then weekly, on COVID-related news.
- Plus, so much MORE!

UnitedWayJWC.org/community-impact-0



BIRTH THROUGH ADULT EDUCATION

Reading proficiency by third grade is one of the most insightful predictors of future academic and career success. In fourth grade, children switch from "learning to read" to "reading to learn."



My Very Own Book Drive: An annual community-wide book drive where over 8.000 books are donated and distributed to local children.

Reading Buddies: This program partners community volunteers with young student readers to help develop language and literacy skills.

Pen Pal Program: Volunteers are paired with elementary students to become a Pen Pal to foster positive connections. The program helps students practice the art of writing, increase literacy skills, and build positive relationships.

Literacy Kits: A "Literacy Kit" is comprised of a book and a game or activity designed to make reading interactive.

Summership Camp Scholarships: Provides up to 84 Summership scholarships for children who otherwise could not afford to go to a summer camp.

ACCESS TO HEALTHCARE

Helping children and adults in our community thrive through an integrated approach to health and wellness creating good habits for life.

Medical Transportation Program: The 55+ RSVP Medical Transportation Program provides rides for seniors and disabled adults who have no other means of getting to medical appointments. Without this transportation, many would not access vitally needed medical services, especially in the rural areas of our communities.



BUILDING FINANCIAL STABILITY

Financial education and literacy aim to increase the ability to make decisions regarding money management.



CONNECT Pop-Ups: Last summer's CONNECT pop-up events offered free support to local individuals and families. During pre-registration, individuals self-identified their most pressing needs then volunteers/UWJWC staff shared relevant information, applications as well as made referrals to local non-profits for attendees.



2030 Community Assessment: United Way of Johnson & Washington Counties convenes the process for researching and assessing community conditions every five years and leads multi-sector goal setting every ten years. By developing strategies, recruiting resources, and requiring accountability to drive change, United Way focuses on delivering results by monitoring progress and change in community conditions.

UWJWC 2021-22 CAMPAIGN CABINET HANDBOOK UNITED WAY PARTNER AGENCIES...CAUSES WE FUND UnitedWayJWC.org/Partner-Agencies



Education

4Cs Community Coordinated Child Care The ARC of Southeast Iowa Big Brothers Big Sisters of Johnson Co. Girl Scouts of Eastern Iowa and Western Illinois Hawkeye Area Community Action Program (HACAP) Joan Buxton School Children's Aid **Neighborhood Centers of Johnson County United Action for Youth (UAY)**











coralville community







CommUnity Crisis Services & Food Bank **Coralville Community Food Pantry** Free Lunch Program Goodwill of the Heartland The Housing Fellowship Iowa Legal Aid **Iowa Valley Habitat for Humanity North Liberty Community Pantry Shelter House Table to Table**











NEIGHBORHOOD CENTERS































Health

Abbe Mental Health Center Domestic Violence Intervention Program (DVIP) Elder Services, A Program of Horizons Geriatric & Special Needs Dental Program Healthy Kids; School-Based Clinics **Hillcrest Supported Living Iowa City Free Medical & Dental Clinic** National Alliance on Mental Illness—Johnson Co. Aging Services/Pathways Adult Day Health Center **Prelude Behavioral Services** Rape Victim Advocacy Program (RVAP) Visiting Nurse Association (VNA)

UWJWC 2021-22 CAMPAIGN CABINET HANDBOOK CONNECTING WITH OUR COMPANIES & PROSPECTS



2021-22 Employee Campaign Coordinators (ECC)

Each company's ECC leads the workplace campaigns for their respective companies and serves as the primary contact.

PRE-CAMPAIGN

As a 2021-22 Campaign Cabinet member, we ask you to complete a Company/Prospects List. The information you provide will allow United Way to align local companies and prospect companies with each cabinet member. Cabinet members will be placed in teams made up of experienced Cabinet members and those who are joining the team for the first time this year. Each team's assignments will be placed in a Google document and shared with Cabinet members enabling them to update their campaign information. Cabinet teams will also be provided with the campaign history, contact information for the company's Employee Campaign Coordinator, etc. for each assigned company. Each Cabinet team is encouraged to set up a 1:1 meeting with Trisha Smith to review their accounts.



CAMPAIGN

Cabinet teams are to reach out to their assigned companies/prospects to discuss how they can support or initiate a United Way Campaign/Gift. On all campaign communication, please cc: Trisha Smith, Vice President of Development & Marketing Trisha.Smith@UnitedWayJWC.org. Cabinet members will attend, when appropriate or virtually, Company Campaign Kick-Offs and be encouraged to share why you support United Way and market the opportunity to invest in our community through United Way.

POST CAMPAIGN

Cabinet members thank everyone for their support and provide updates on campaign results.

REMEMBER: The staff of United Way of Johnson & Washington Counties are here to assist you every step of the way!

UnitedWayJWC.org/Campaign-Leadership

UWJWC 2021-22 CAMPAIGN CABINET HANDBOOK A GUIDE TO INVESTING IN UNITED WAY



THANK YOU FOR JOINING OUR TEAM

As a United Way Cabinet member, the job you are committing to is vital to the success of our campaign.

GETTING STARTED

Many people have difficulty getting started with solicitation because they are uncomfortable asking for donations. This is natural. Remember, you are not asking for donations for yourself, but for investment in the causes which benefit others every day. United Way and the 30 partner agencies work year-round providing needed solutions to problems of homelessness, substance abuse, safety, hunger, education, and health issues.

BEFORE YOU ASK

Learn all you can about United Way and the impact of its partner agencies. **Review all materials and become familiar with our website** so that you can make a powerful statement and be prepared to answer questions.

- Develop a case for supporting the community through United Way. Personal stories are best. United Way staff can assist and provide success stories.
- Make sure you have made your personal giving decision so when you talk to others, you can ask them to join you in supporting United Way.

ASKING FOR AN INVESTMENT

People give to people. Set up a face-to-face virtual or in-person meeting to ask for a donation with those leaders you already know. Prior to the meeting research the individual's or business's interests in the community. Find out if they volunteer for any organizations in the area or have in the past. You then can use this information during the meeting to connect the company/donor's interests with United Way impact. Remember that you are asking for those in need in the community, which may include friends, family, and neighbors.

- Discuss your observations or first-hand knowledge of the impact of United Way dollars at work. Explain it in terms of actual people and how their stories have changed.
- Emphasize the convenience and affordability of payroll deductions.
- Ask previous donors to consider increasing their gifts to respond to emerging needs.
- Remember that giving is a personal decision. Thank the person for their time regardless of whether they give.

YOU CAN DO IT!

People on your list may express their concerns or questions about United Way. They may have hesitations about making a charitable pledge. Usually, they only need a better understanding of where their money will go and how it will help. Be positive and confident, never pressuring or coercing. The best way to get pledges is to inform others about United Way Initiatives and the local programs United Way supports. Always keep in mind, whether a person gives to United Way or not, their gift may depend on factors other than the worthiness of the charity. The ultimate decision is up to them. Please respect their decision and **thank everyone** for their time.



TOCQUEVILLE SOCIETY



The Tocqueville Society is a powerful group of business, civic and individual philanthropists who embody the spirit of the group's namesake, Alexis de Tocqueville. Their annual gifts of \$10,000 or more and their passion for investing in the community empower us to fight for the health, education, financial stability, and safety of every person in every neighborhood across the region.

LEADERSHIP CIRCLES

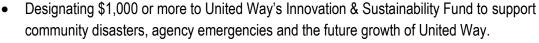


Leadership Circles include special recognition for donors who give annually between \$1,000 and \$9,999. Leadership givers demonstrate their commitment to our community and allow United Way to leverage their gift to multiply local impact.

Platinum: \$7,500-\$9,999 Gold: \$5,000-\$7,499 Silver: \$2,500-\$4,999 Bronze: \$1,000-\$2,499

ENDOWMENT

We invite you to invest in the causes you care about now and forever by:



- Donating \$1,000 or more to the United Way of Johnson & Washington Counties' Endowment Fund sustaining United Way's work for the next generation.*
- Establishing a \$10,000 Named Family Fund or giving a minimum gift of \$2,000 over a fiveyear period, providing permanent support each year toward your annual campaign gift.*

*Held at The Community Foundation of Johnson County







LEND A HAND.
TOUCH A LIFE.
VOLUNTEER TO CREATE LASTING CHANGE IN OUR COMMUNITY.



Volunteering is at the heart of United Way's mission. Mobilizing volunteers is a core service of United Way through the United Way Volunteer Center. We are here to help individuals and/or businesses help others. Whether you are interested in mentoring a young person, offering your skills as a financial advisor, spending an afternoon with a senior or setting up a corporate volunteering event, you have come to the right place. If you have a few hours a month or one day a year, we can help you find a volunteer opportunity that matches your skills and interests.

55+ RSVP PROGRAM

If you are 55 years of age or better and wishing to make an impact on the community then United Way 55+ RSVP is your resource to finding that fulfilling and interesting volunteer opportunity. The Program serves Johnson, Washington, Des Moines, and Muscatine counties. Learn more <u>HERE</u>.



A LEADER IS ONE WHO KNOWS THE WAY, GOES THE WAY & SHOWS THE WAY

The Leadership Directory is a collaborative effort between United Way, Iowa City Area Business Partnership, and community partners to create a region-wide hub of task force, committee, commissions, and board opportunities for community leaders who want to get involved. Find opportunities to come together to fill important positions in the community at LeadershipDirectory.org



UWJWC 2021-22 CAMPAIGN CABINET HANDBOOK FREQUENTLY ASKED QUESTIONS



WHAT DOES UNITED WAY DO?

At United Way we fight for the education, financial stability, and health of every person in our communities. Working directly with the best and most effective partners in the community, United Way finds solutions to today's biggest problems. United Way connects the donor and volunteer to causes that make the most direct impact and provides transparency, fiscal responsibility, and accountability.

WHAT HAPPENS TO MY DONATION?

Your donation will be amplified with other contributions and the total will be distributed across vetted agencies and collaborative initiatives to address critical community needs. Community volunteers provide oversight of the investment of campaign funds, focused on meeting community needs. The United Way Community Impact Council reviews each funding request and makes recommendations for funding to United Way of Johnson and Washington Counties' Board of Directors. All United Way contributions are tax-deductible.

IS IT POSSIBLE TO DESIGNATE MY GIFT?

Yes. The pledge form gives you the option to designate your gift to a specific cause which you are passionate about. Designations can be made to a local partner agency, a United Way serving another community, or to any other 501(c)(3) non-profit organization. Each designation must be a minimum of \$50.

WHY WOULD I GIVE TO UNITED WAY INSTEAD OF GIVING DIRECTLY TO AN AGENCY?

United Way's comprehensive approach to addressing community problems allows your gift to have the maximum impact, tackle community challenges and improve lives. United Way is the only non-profit in our area that exists to assess community needs, target resources and monitor results.

WHAT IS THE ADMINISTRATIVE FEE FOR UNITED WAY?

Based on the most recent IRS 990, United Way's operating expenses are 16% of total revenue, meaning 84 cents of every dollar goes directly to the community or designation. This is competitive with the top 100 nonprofits in the U.S. and well below the industry standard & recommendations from the Better Business Bureau Wise Giving Alliance and Charity Navigator. United Way of Johnson & Washington Counties has earned its third consecutive 4 Star Charity Navigator rating, the highest possible and only achieved by 24% of all charities evaluated. United Way keeps a close eye on expenses while A LATINUM TRANSPARENCY making sure we have the talent, expertise, and systems to raise and invest resources for maximum impact. UnitedWayJWC.org/Accountability

DOES UNITED WAY HAVE AN ENDOWMENT FUND?

Yes, United Way Endowment Funds are held at the Community Foundation of Johnson County.

OTHER QUESTIONS...

Please view our website at UnitedWayJWC.org. or contact us at 319-338-7823.





Hi <<Insert Contact Name>>,

In addition to my work at **<<Insert Company Name>>**, I serve on the United Way of Johnson & Washington Counties' 2021-22 Campaign Cabinet. No one can possibly overstate the impact of the COVID-19 pandemic or the derecho storm. These were, and are, new challenges for all of us, but United Way is built for this!

We invite you to join our "LIVE UNITED" campaign and invest in United Way. Together we build individual & family stability, provide access to physical, mental, and emotional health services, and fight for enhancing birth through adult education for every person in our community. Your support goes to 30 local non-profit partner agencies and United Way Initiatives that strengthen our neighbors. <<Insert Company Name>>, has been a great United Way supporter, both through your corporate gift and employee campaign, and below were your results from last year.

Corporate Gift:	\$X,XXX
Employee Gift:	\$X,XXX
Total Contribution:	\$X,XXX
# of Employees:	XX
# of Donors:	Х
% Participation:	XX%
Average Employee Gift:	\$XXX

Looking ahead, the United Way team and I are available to attend your campaign events, virtually or in person, to provide support, information, motivational talks, and answer any questions that may arise. We have digital brochures, a personalized company-branded website landing page with a digital pledge form, and other helpful marketing materials available to fully engage your employees. Trisha Smith, United Way's Vice President of Development and Marketing is also available to provide guidance.



We look forward to working with you on a successful and engaging employee campaign. Please contact me at your earliest convenience with any known dates and details of your campaign and to let me know how we can help. Thank you in advance for your support!

Best,

<<CABINET MEMBER NAME>>





Good morning/afternoon << PERSONAL NAME>>,

In addition to my work at <<Insert Company Name>>, I serve on the United Way of Johnson & Washington Counties' 2021-22 Campaign Cabinet. Johnson & Washington Counties need people who feel passionately about our communities. United Way depends on selfless individuals like you to provide resources for initiatives that strengthen our community. No one can possibly overstate the impact of the COVID-19 pandemic or the derecho storm. These were and are new challenges for all of us, but United Way is built for this:





We invite you to join our "LIVE UNITED" campaign and invest in United Way. Together we build individual & family stability, provide access to physical, mental, and emotional health services, and fight for enhancing birth through adult education for every person in our community. Your support goes to 30 local non-profit Partner Agencies and United Way Initiatives that strengthen our neighbors.

With United Way, you can be confident your gift is supporting programs that make an impact. Please take a moment to view our video at <<VIDEO LINK EMBEDDED>> and learn how we can unite to make a difference by reviewing our website.

I would be interested in having a conversation with you to discuss how << NAME OF PROSPECT>> and your team can support United Way of Johnson & Washington Counties during this year's annual campaign.

Thanks in advance for your support!

Best.

<<CABINET MEMBER NAME>>





Company Branded Website Landing Page & Digital Pledge Form



Traditional Pledge Form

