

# *How does the FHFH National Office serve the Local FHFH Chapters?*

This is a listing of the services that the FHFH National Office provides to the FHFH Local Chapters. Some services benefit all Local Chapters equally, while others depend on the Local Chapters to take advantage of the service as needed. Most of these services are covered by the 15% Program Development Charge that each Local Chapter gives to the National Office, along with help from sponsoring companies and other national FHFH supporters. Custom layout & printing services, along with literature and promotional merchandise, are priced separately. This helps us keep the basic Program Development Charge as low as possible while letting each Chapter order and pay for the additional services and items as needed. (For comparison, many national organizations keep a larger portion—some as high as 50% or more—of what their local chapters raise.)

**Chapter Administration & Support**—We supply many “behind the scenes” supporting services to each Chapter ranging from finance management to filing state business and solicitation registrations. REMEMBER...the National Office is *YOUR* office. Need a special thank-you letter, certificate of appreciation or help with a mailing to your supporters? Call us!

- **IRS Tax Exempt 501(c)(3) Umbrella**—this makes the Local Chapter part of a legitimate non-profit organization that can solicit and receive tax-deductible contributions.
- **Finance Management**—all Local Chapter income is logged and deposited, and local expenses are paid directly by the National Office for the Local Chapter. Finance reports are printed and mailed each month.
- **Audit & Tax Return**—finance records for the entire program are reviewed and audited annually by an independent accountant. Also, the IRS 990 non-profit tax return is completed and filed.
- **Donor Management**—supporters for each Chapter are logged in a master database; donor lists can be generated at any time for mailings and/or personal contact by the local coordinator.
- **State Charitable & Business Registrations**—all states require special registrations in order to conduct business and solicit contributions legally in the state. These are automatically filed by the National Office and renewed annually as needed.
- **Liability Insurance Coverage**—FHFH carries a \$2 million general liability insurance policy that extends to the office locations and basic activities of the local coordinator (special events are generally not covered).



- **General Legal Counsel**—the National Office has access to general legal counsel as well as legal representation if necessary. This includes help generating contracts and forms as well as answers to basic legal questions—don’t hesitate to ask!
- **Procedural Guides & Forms**—the National Office is constantly updating and improving the basic procedures, contracts, forms, and other resources that are necessary for each Local Chapter to operate in a consistent, uniform manner. Updated resources are mailed to the Local Coordinators regularly.

**Fundraising**—Not sure how to go about raising the financial support you’ll need for meat processing and other program expenses this year? We can help!

- **Planning & Idea Lists**—many ideas and resources are available to help you raise financial support for your Chapter. Lists of ideas are distributed periodically to all coordinators, and new ideas are being added all the time.
- **Merchandise**—the National Office offers the Local Chapters discounted merchandise from sponsoring companies to use as prizes for fundraising giveaways, auctions, etc.



- **Grant Opportunities**—the National Office shares grant opportunities with the Local Chapters. These include *Wal-Mart & Sam’s Club “Good Works”* community grants and state *Friends of the NRA* grants.
- **Assistance Pursuing State Funding**—the National Office helps FHFH Coordinators ask their state Game Department or Legislature to include an FHFH donation option with the sale of state hunting licenses, or to consider appropriating some of the license sales income to game donation programs in the state.
- **FHFH Outfitter Program**—the National Office, with the help of Illinois Program Coordinator, Roger Roan, is setting up a partnering program with some of America’s foremost outfitters and guides. The intent is to raise financial support while giving their customers the opportunity to donate the animals from successful hunts.

**Promoting & Advertising**—So you say you’re not the “P.T. Barnum” of advertising and promotion in your area? FHFH may not exactly be the “Greatest Show on Earth”, but we think it’s pretty close! We tell people about the good work you’re accomplishing every chance we get, and we also have a variety of ways we can help you with local advertising and promotion.

- **Magazine Articles & Advertisements**—the National Office supplies numerous articles and advertisements each year to magazines such as *North American Hunter, Bowhunter, Outdoor Life, Field & Stream, Quality Whitetails (QDMA), US & International Archer* and others. These attract new coordinators and make your program more recognizable to the sportsmen of your area, which can lead to new supporters, volunteers, etc.

- **Outdoor Writer’s Camps**—FHFH receives invitations to share our program with some of America’s most well-know outdoor writers by attending special hunting camps with them. We generally ask our nearest Local Coordinators to represent FHFH at these camps, giving the writers the opportunity to learn about FHFH “straight from the horses’ mouths”.
- **Television**—the National Office supplies video segments and ad spots to a variety of outdoor production companies including *Mossy Oak Productions, North American Hunting Club, Scent-Lok’s Point Blank Series, The Outdoor Channel, Bowhunter TV, NRA TV* and more. The taping of these segments is usually donated by one of the companies, and the benefits to the Local Chapters are generally the same as those listed above for print media.
- **FHFH Website**—we list the contact information and meat processors for each Local Chapter on [www.fhfh.org](http://www.fhfh.org). We also include local news and event information in the news section of the main page. Supporters can contribute to your Chapter online using their credit card, or they can print a donation form to send through the mail with a check.
- **Layout & Printing Services**—need help with a **flyer or brochure**? How about a supply of **business cards or a booth banner**? **Posters and tickets** for your upcoming banquet event? We can provide custom layout work and full-color printing services for much less than the local print shop or office store.
- **National Magazine & Brochures**—the National Office produces several issues of *For I Was Hungry*—the FHFH Magazine—each year. We also have full color tri-fold brochures that explain how the program works. These can be used in a variety of ways by Local Chapters to share FHFH with potential supporters, volunteers and more.

