



GETTING SUPPORT FOR THE TRIP: **PERSONAL FUND RAISING**

INTRODUCTION:

We believe that an important experience offered by participation in short-term medical trips is to allow others to participate with you by providing support for the team, you personally, or the cause. This can be done through funds raised for you as a participant or for the team to purchase supplies for the destination.

International Medical Relief (IMR) is a non-profit 501c3 organization supported by volunteers raising money for trip participation and support of the mission of the organization. Without the support of your fundraising efforts, IMR will be unable to meet the medical needs of the underserved throughout the world. If there are people in your network that have the ability and are willing to support IMR beyond helping you meet the minimum fund raising requirement, IMR would greatly appreciate the opportunity to discuss partnering with them.

Minimum Fund Raising for Trip Participation:

IMR desires to assist you in the fund raising process by providing training and motivation for this task. Although it is our policy that each team member will raise at least the minimum funds required to participate, we partner for support, listening, and strategizing so that you know you are not alone.

Those who contribute to your fund raising efforts are called your Support Team. Having a Support Team behind you on this journey will bring you so much reward. These people will be able to experience your journey without leaving the country. Now it is up to you to follow through with this guided action plan to complete the process. Always remember that those who send you their well wishes without a financial contribution are still supporting you.

Raising Additional Support for the Team and Trip:

IMR works hard to acquire the necessary supplies for our trip, however each team members' participation is vital for our success. Many medical professionals are linked to suppliers that IMR does not have access to. We appreciate your help in facilitating a partnership with your suppliers that allows IMR to acquire necessary supplies. This will help ensure that our clinic has ample medicines, laboratory supplies, and essential equipment to treat as many patients as possible.

Our volunteers have had amazing success at conducting supplies drives with their support team, school, religious, or other groups they interact with, and acquaintances.

WWW.INTERNATIONALMEDICALRELIEF.ORG - 1151 EAGLE DRIVE, SUITE 457 - LOVELAND, CO 80537



Our patients will be very thankful for these contributions. Thank you for making every effort within your ability to help support the outreach of our medical mission.

Your personal plan will be discovered – start with:

- Your desire to participate in a trip
- Providing those you know with the opportunity to be involved with your efforts.

Fundraising is often confused with asking people for a handout. It is not. By committing to help under-served and sick patients in this very tangible way, you are personally making huge sacrifices – time away from your family, time away from your profession and the finances that go along with it, and working in difficult conditions to help others. People contribute to your fundraising and this cause because they are giving to your experience, your journey, and the people whose lives you will touch. These supporters are helping to answer a calling you have to give to others.

Through the process of fundraising, you will find that people want to be involved with what you are doing, how you will make a difference in the lives of your patients, and how you will grow from this experience. They want to be your partners. Maybe it is a financial gift for your trip or as simple as a bottle of children's vitamins. It is important to recognize that each gift comes from their heart.

SET A GOAL

Of course you have the goal of raising the minimum required funds for participation in the trip. Beyond the minimum required, set a goal for what you would like to accomplish.

- All funds raised above the minimum required will allow IMR to acquire more medicines and supplies, further develop programs to serve patients on future missions and support the infrastructure that allows IMR to pursue helping the under-served throughout the world.

Also consider any relationships you have that could support IMR through the provision of medicines or supplies.

CREATE A LIST OF SUPPORTERS

Think of any organizations or groups that you are a part of: family and friends, people you work with, clubs, neighbors, associations, schools, boards, houses of worship, Home Owners Associations, workout clubs, those businesses you support (dry cleaners, dentists, doctors, hair dressers), your holiday card list, etc. Once you have this list you can begin to formulate how you would like to request support. Then begin to ask them for support.



EVENT CAMPAIGN

Fundraising projects are one-time events that rally community support for the cause. Events have great fundraising potential.

- Pick a favorite restaurant and ask the owner if a portion of the proceeds can benefit the trip.
- Invite friends over for a barbeque fundraiser and ask them for a small donation.
- Send out invitations to an event at a restaurant and charge an amount over the cost of the food. Those extra funds can go toward your fund raising cause.

Up front expenses may be needed for some activities, so it is important that your supporters are behind the event. At the events, be clear about your intentions. Explain to those you invite how you are pulling your resources together. Don't be afraid to have a jar handy for extra donations.

IDEAS: Be creative, think 'out-of-the-box', have fun! Clearly describe how your efforts and the efforts of your team will make a sustainable difference.

- Ask IMR for photos to help show how patients have benefited from treatment in IMR clinics.

FOOD RELATED EVENTS – You may be able to add to an existing event!

- After or before an event at your house of worship, school, or other location, cook your own food and have a potluck, spaghetti dinner, burrito breakfast, pancake breakfast, donut sale or ice cream social.
- Sell pies at the holidays. A pie may cost you \$4 to make – sell them for \$15.
- Host a lunch at your office and ask for contributions of \$5 or \$10 – ask them to bring a sack lunch and have somebody who's been to your host country to present a short picture show.
- Host a dinner at a friend's home or your home and ask for donations of \$25 - \$100, depending on what you are serving.

SERVICE RELATED EVENTS – Sometimes a neighborhood facility may need extra help putting up decorations, painting, pulling weeds, picking up trash, raking leaves, planting flowers, or extra clean-up. See if they are hiring any hands and instead have them donate to your trip.

- Set up a car wash at your hospital staffed by friends and hospital administrators
- Gather a group of friends and staff a booth at a local community event - this is a common fundraiser for many groups

RALLY RELATED EVENTS – Sometimes it can be fun to rally a group of friends together and do a run or a bike ride and ask for donations for each mile.



SELLING IDEAS – Make items or get them for discounted rates and sell them with the profit going to your team.

- Grocery store gift certificates sell for a 5% gain.
- Restaurants may offer a 10-15% gain.
- Sell something in your area of expertise – thermometers, toothbrushes or first aid kits.
- Many volunteers have successfully held garage sales to raise funds, selling used items collected from friends and neighbors. Your neighborhood may have a group garage sale weekend to bring in extra customers.

SUPPLY DRIVE – The success of our clinics are dependent upon the supplies that we have. Ask all of your supporter groups to help donate needed items for clinic and community health education classes.

- IMR can frequently obtain these items and more at greatly reduced cost. Consider asking your support team for money to donate to IMR for these kinds of items
- Ask your work, school or house of worship to do a campaign for one or more weeks where each person can be asked to bring in one item.
- Set up a “giving tree” where people take a request from the tree and donate money or a specific item for your trip.
- Items that are needed include:
 - anti-fungal creams
 - antibacterial ointments
 - antacids
 - over the counter pain medications such as infant, children, and adult ibuprofen and acetaminophen
 - reading glasses and sunglasses from “dollar stores”
 - emery board nail files and small bars of soap
 - toothbrushes
 - gift cards for printing and other supplies to be used in local stores

LETTER WRITING CAMPAIGN

Step 1: Prepare your list of Supporters.

Step 2: Design a letter that best fits you personally.

- WE HIGHLY RECOMMEND YOU WRITE YOUR OWN LETTER BASED ON SAMPLES PROVIDED BELOW. It is more personal to you and fits your individual personality. You may customize it to your supporters needs. However, if you prefer, you may use the letters provided.

Step 3: Send letters explaining the trip and asking for supplies and financial support.

Step 4: Call or visit those you’ve sent letters to.



Step 5: Thank all of those who supported you with a photo letter or postcard after you return.

BUSINESS CAMPAIGN

Step 1: Make a list of businesses in your area. These could be places that you support (dentist/ hairdresser/doctor/gas station/grocery store/work out club/ home owners association/ dry cleaners), in your neighborhood, or that have a foundation or funds for charitable giving.

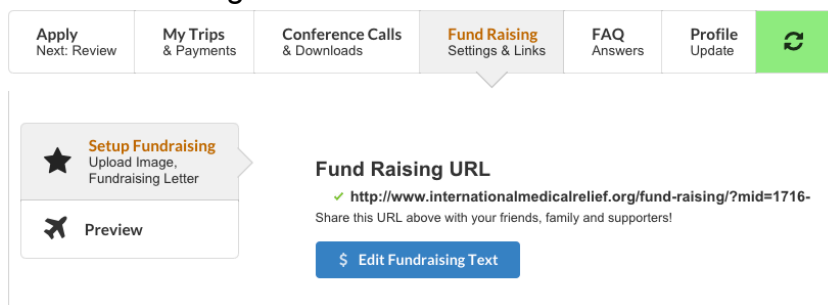
- Often business give matching funds for employees that contribute to your cause. Be sure to ask everyone that gives you a donation if their company offers matching grants.

Steps 2-5: Follow Steps in letter writing campaign. When creating the letter, you may want to share some of the business benefits – good will, marketing and public relations, tax-deductible donation. Be sure to follow up with a phone call. Often hand delivering the letters shows your interest and desire for their support. Make sure that it is personal.

MANAGING YOUR DONATIONS

HAVE SUPPORTERS MAKE DONATIONS ONLINE USING YOUR PERSONALIZED FUNDRAISING URL.

- You can find your personalized URL by logging in to your account on our website and clicking the Fund Raising tab. It will look similar to this URL:
<http://www.internationalmedicalrelief.org/fund-raising/?mid=1111>
- Go to your IMR account at www.internationalmedicalrelief.org/account and click the Fund Raising tab.



- From this tab you can see your personalized fund raising URL, edit the standard fundraising letter, and add a photo.
- Share your personalized fundraising URL with your supporters.
- Give this link to your supporters. They can make a donation online using a credit card and will receive a printable tax donation receipt. Their donation will be credited to your account.



- There is a 5% fee for fundraising donations to cover the expense of processing those donations
- If you would like to make a personal donation payment for your trip, use the My Trips & Payments tab.

★ Primary Trip



Haiti

June 20, 2015 - June 27, 2015

Departing in 158 Days

Team Leader: Michelle

Team Leader 2: Erin

Min. Fund Raising	\$2700
Min. Flying w/o Team	\$2,400.00
Status	Applying
Flying w/ Team	Yes
Date Applied	01/12/2015
Deposit	\$100

Total Payments	\$0.00
Fund Raising Fees	\$
Sub Total	\$
Balance Due	\$2,700.00
* Deadline Fees	* \$300.00
Total Due	\$3,000.00
Total Due Flying w/o Team	\$2,700.00

You can make a payment anytime by placing in an amount below and clicking "Pay Now".

Amount	<input type="button" value="Pay Now"/>
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! Deadline #1 — 03/23/2015

Total Due	\$1,350.00 Due in 69 Days!
Amount Paid	\$0.00

! Deadline #2 — 04/22/2015

Total Due	\$2,025.00 Due in 99 Days!
Amount Paid	\$0.00

! Deadline #3 — 05/22/2015

Total Due	\$2,700.00 Due in 129 Days!
Amount Paid	\$0.00

* \$100 late fee per missed deadline.

** IMR books airfare, ground transportation, interpreters, hotels & lodging, rentals, orders medication & equipment which requires you to have your funds in by the payment deadlines.

If you have any questions about managing your donations, please contact our office.



LETTER FOR PERSONAL SUPPORT

Dear Friends and Family,

Greetings from International Medical Relief's Medical Mission Team! I would like to take a few moments to tell you about an upcoming medical clinic that I have been invited to participate in; and to extend you an invitation to become part of this experience here in the US. On behalf of IMR, I will be working alongside other qualified volunteers and medical professionals to provide health care in some of the most impoverished regions of this area. We are confident that we will be able to help more people than ever, but we need financial assistance to help the trip be successful.

The majority of the patients we will see are treatable and we will bring medicines and medical supplies to help our patients and save lives. The information we provide to both the patient and the local health care community will be invaluable to them long after we leave. We will be providing humanitarian outreach to the physical needs of our patients and also give them hope through community health classes, caring, sharing, and showing them our compassion. While one week is too little time to treat all the sick, it is nevertheless ample time to provide education and hope for a promising future.

We invite you to take part with our medical team through financial giving, encouragement, and support. Each team member will need to provide donations to cover our personal expenses. In addition, we are attempting to raise additional funds to provide for medicines and supplies, development of programs and general support of IMR.

If after thoughtful consideration, you desire to support IMR and me financially, please fill out the enclosed response form and return it to the address given. Thank you!

Sincerely,
International Medical Relief

IMR Volunteer



LETTER FOR FINANCIAL SUPPORT FOR TEAM

To Whom It May Concern:

On behalf of International Medical Relief and the global communities served herein, it is my privilege to share with you that I have been invited to participate with IMR on a medical mission team. Here, we plan to make a difference with the overall population through community health prevention classes, diagnosis, and treatment of many medical conditions. We are asking for your financial support so that we may acquire medical supplies and equipment to take with us.

More than two-thirds of the world's population lives in poverty in remote areas; here health care is either completely unavailable or, at best, difficult to obtain. Their knowledge of basic health facts is limited, too. Clearly, without adequate knowledge of basic health protection and disease prevention methods, millions of people--especially children--have greatly limited chances for survival and a decent quality of life.

Your gift will directly impact these communities. Please consider assisting us with this worthy cause. No goods or services will be exchanged in consideration of this gift. IMR is a registered 501(c)(3) and donations are tax deductible to the extent allowed by law.

Sincerely,
INTERNATIONAL MEDICAL RELIEF

IMR Volunteer

- *11 million children die a year from preventable infectious diseases.*
- *Over 30 million people will die from tuberculosis during the next decade.*
- *It is estimated that over 2.3 billion people are at risk for malaria infection; that is over one third of the world population.*
- *In some 20 developing countries, polio continues to infect children.*
- *5.4 million newborns die each year, 98% in the developing world - mostly from infection, birth injury or prematurity, almost all preventable.*
- *14,000 people become infected with HIV every day, the majority in sub-Saharan Africa.*



LETTER FOR SUPPORT WITH SUPPLIES FOR TEAM

Dear Potential Donor,

On behalf of International Medical Relief and the global communities served herein, it is my privilege to share with you that I have been invited to participate with IMR on a medical mission team. Here, we plan to make a difference with the overall population through community health, treatment, diagnosis and prevention classes. We are seeking supplies that we can take with us to support these communities and hope that you may consider some assistance.

How you can help - We invite you to take part in our humanitarian mission through financial giving and your support. We are seeking to purchase supplies to help us with our clinic. As volunteers for International Medical Relief prepare to embark on this mission to provide medical care to impoverished regions of _____, we are asking for certain supplies and equipment to support our trip. We are looking for over the counter medicines such as over the counter pain medications (ibuprofen and acetaminophen), antibiotic ointment, anti-fungal creams, toothbrushes, small bars of soap, reading glasses, and the printing of leave-behind teaching aids.

I will personally be hand carrying these supplies to our patients and give you my word that one hundred percent of your donation will go directly to patients in great need. We are confident that we will be able to help more people than ever, but we need your help.

Thank you for your consideration in helping our trip to be successful.

Sincerely,
INTERNATIONAL MEDICAL RELIEF

IMR Volunteer



DONATION FORM

THANK YOU for your support - please fill out this form and return to the person you are sponsoring.

Name _____

Company (if applicable) _____

Address _____

City _____ State _____ Zip _____

Phone _____ email _____

☐ Credit Card \$ _____

☐ Cash \$ _____

For Credit Card Payments please complete the following as a payment coupon.

Please check method of payment: _____ Mastercard _____ Visa

Cardholder authorizes the payment of this invoice by the issue identified below, and agrees to comply with the obligations set forth in the Cardholder agreement with the issuer:

Card Number: _____

Exp. Date _____ CVV code on back: _____

Amount to be charged: US\$ _____

Cardholder's Name: _____

Cardholder's Signature: _____

Please return this form to the person you are sponsoring.

*IMR is a registered 501(c)(3). All contributions are tax deductible to the extent of the law. Many organizations match pledges by employees for charitable purposes. Please attach your employers matching gift form to this sponsorship form. Thank you. You will receive a receipt documenting this charitable contribution. All pledges are nonrefundable. **Thank you for your help.***



BUSINESS SPONSORSHIP FORM

THANK YOU for your sponsorship of the IMR Medical Mission Project.

CONTACT INFORMATION:

Organization _____

Your Name & Title _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

SPONSORSHIP INFORMATION:

Name of person or trip you are sponsoring: _____

SPONSORSHIP COMMITMENT:

Please check the appropriate box for your commitment:

- | | |
|---|--|
| <input type="checkbox"/> TRIP SPONSOR | \$ 1,000 |
| <input type="checkbox"/> CHAMPION SPONSOR | \$ 750 |
| <input type="checkbox"/> MISSION SPONSOR | \$ 500 |
| <input type="checkbox"/> OUTREACH SPONSOR | \$ 250 |
| <input type="checkbox"/> INDIVIDUAL SPONSOR | \$ 100 |
| <input type="checkbox"/> OTHER AMOUNT | Single payment of \$ _____ |
| <input type="checkbox"/> OTHER AMOUNT: | Monthly payments of \$ _____ totaling \$ _____ |

☐ Credit Card \$ _____

☐ Cash \$ _____

For Credit Card Payments please complete the following as a payment coupon.

Please check method of payment: _____ Mastercard _____ Visa

Cardholder authorizes the payment of this invoice by the issue identified below, and agrees to comply with the obligations set forth in the Cardholder agreement with the issuer:

Card Number: _____

Exp. Date _____ CVV code on back: _____

Amount to be charged: US\$ _____

Cardholder's Name: _____

Cardholder's Signature: _____

Please return this form to the person you are sponsoring.

*IMR is a registered 501(c)(3). All contributions are tax deductible to the extent of the law. Many organizations match pledges by employees for charitable purposes. Please attach your employers matching gift form to this sponsorship form. Thank you. You will receive a receipt documenting this charitable contribution. All pledges are nonrefundable. **Thank you for your help.***



CORPORATE SPONSORSHIP FORM

THANK YOU for your sponsorship of this Medical Mission Project.

COMPANY INFORMATION:

Organization _____

Your Name & Title _____

Mailing Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

SPONSORSHIP INFORMATION:

Name of person or trip you are sponsoring: _____

SPONSORSHIP COMMITMENT:

Please check the appropriate box for your commitment:

- ☐ TEAM MEMBER SPONSOR (\$ 1,000 – 3,000) – Amount _____
- ☐ ASSOCIATE LEVEL SPONSOR (\$ 3,100 – 5,000) – Amount _____
- ☐ EXECUTIVE LEVEL SPONSOR (\$ 5,100 – 10,000) – Amount _____
- ☐ OTHER AMOUNT: Single payment of \$ _____
- ☐ OTHER AMOUNT: Monthly payments of \$ _____ totaling \$ _____

☐ Credit Card \$ _____

☐ Cash \$ _____

For Credit Card Payments please complete the following as a payment coupon.

Please check method of payment: _____ Mastercard _____ Visa

Cardholder authorizes the payment of this invoice by the issue identified below, and agrees to comply with the obligations set forth in the Cardholder agreement with the issuer:

Card Number: _____

Exp. Date _____ CVV code on back: _____

Amount to be charged: US\$ _____

Cardholder's Name: _____

Cardholder's Signature: _____

Please return this form to the person you are sponsoring.

*IMR is a registered 501(c)(3). All contributions are tax deductible to the extent of the law. Many organizations match pledges by employees for charitable purposes. Please attach your employers matching gift form to this sponsorship form. Thank you. You will receive a receipt documenting this charitable contribution. All pledges are nonrefundable. **Thank you for your help.***

WWW.INTERNATIONALMEDICALRELIEF.ORG - 1151 EAGLE DRIVE, SUITE 457 - LOVELAND, CO 80537



2015 Supplies Donation Receipt

Dear Friend,

On behalf of International Medical Relief, it is my privilege to acknowledge your gift to IMR. We promote the well being of underdeveloped communities through a comprehensive continuum of services provided in collaboration with partners. We contribute to the world's communities by improving the overall health and wellness of people through medical diagnosis and treatment. Your supplies, our partnerships with local medical designees, a focus on community training, and fostering principles of prevention make all the difference in the world.

Items donated to IMR may be deductible for income tax purposes at their fair market value. The US Internal Revenue Service requires donors to value their donated items rather than the nonprofit organization receiving the donated item. The IRS generally defines "fair market value" as the price at which property would change hands between a willing buyer and a willing seller, neither having to buy or sell, and both having reasonable knowledge of all relevant facts. The rules governing valuation, record keeping and reporting can be complex and we recommend obtaining IRS publications 526 and 561 and/or consulting a tax advisor if your situation so warrants. You cannot take a deduction for clothing or household items you donate unless the item is in good used condition or better. Please understand that we do not provide tax advice. You will need to present your receipts to your tax advisor for all new items donated.

Sincerely,
INTERNATIONAL MEDICAL RELIEF

Donor Name: _____ **Date:** _____

Supplies: _____ Value: _____

Supplies: _____ Value: _____

Supplies: _____ Value: _____

Supplies: _____ Value: _____

Supplies: _____ Value: _____

TOTAL DONATION VALUE: _____

IMR is a registered 501(c)(3) and these gifts are tax deductible to the extent allowed by law. Please let this letter serve as confirmation for your donation and receipt for your tax purposes.



International Medical Relief

COPY OF IMR 501(c)(3) RULING

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date JUN 01 2007

INTERNATIONAL MEDICAL RELIEF
1400 16TH ST STE 400
DENVER, CO 80202

Employer Identification Number:
46-0494595
DLM:
17053211723057
Contact Person:
MARY M SHEER ID# 31255
Contact Telephone Number:
18771 829-5500
Public Charity Status:
279 (M) (2) (A) (V4)

Dear Applicant:

Our letter dated October 11, 2002, stated you would be exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code, and you would be treated as a public charity, rather than as a private foundation, during an advance ruling period.

Based on the information you submitted, you are classified as a public charity under the Code section listed in the heading of this letter. Since your exempt status was not under consideration, you continue to be classified as an organization exempt from Federal income tax under section 501(c)(3) of the Code.

Publication 557, Tax-Exempt Status for Your Organization, provides detailed information about your rights and responsibilities as an exempt organization. You may request a copy by calling the toll-free number for forms, (800) 829-3676. Information is also available on our Internet Web Site at www.irs.gov.

If you have general questions about exempt organizations, please call our toll-free number shown in the heading.

Please keep this letter in your permanent records.

Sincerely yours,

Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Letter 1050 (DO/CO)