

**Subject:** 161108 Official Communication-Guidelines For Proper Recognitions On Your Contributions To MC

## Official Communication for November 8, 2016

**Please follow the below guidelines for proper recognitions for your contributions to Moose Charities**

**Please Earmark Donation Checks Properly To Receive Proper Credit And Avoid Delay in Check Processing**

Donations for the Moosehaven Centennial Project:

Chapters – if your donation is towards the WOTM assessment – please earmark your checks ‘WOTM Cent. Project’.

Moose Legions – earmark your checks ‘ML Cent. Project’.

All other donations to this project that are simply earmarked ‘MHN Cent. Project’ will be towards the Lodges’ Association’s pledge.

**Moose Charities has also been receiving numerous checks for accounts that do not exist.**

Specifically, we are unable to deposit checks made out to the following:

1. **‘Veterans Program’** – **No donations should be sent to Moose Charities for any Veterans programs.** one of the Heart of the Community initiatives *is* entitled “Veterans Programs.” If you would like to support external Veterans programs, you should donate funds directly to them.

Please do not confuse the ‘Veterans Programs’ with the ***Moose Valued Veterans program, which will be an internal member benefit program for our Fraternity’s own veterans (there is no plan to accept donations for this program).***

2. **‘Tommy Moose’** – **No donations should be sent to Moose Charities for Tommy Moose.** You can **purchase** Tommy Moose merchandise to promote him in your community (*plush dolls, a costume, etc.*). These efforts are recognized on the Heart of the Community report, under ‘Tommy Moose.’
3. **‘Heart of the Community’** – This is merely the blanket name to refer to all of our community service initiatives in the fraternity, not a single ‘program’ that can be donated to. There is no Heart of the Community fund for us to deposit these checks into.

With the exception of donations sent in for Mooseheart / Moosehaven, **the only other Heart of the Community initiatives that Moose Charities does deposit donations for are:**

- 1) Safe Surfin'
- 2) Special Olympics
- 3) Youth Awareness