

## **Sample Acknowledgement Letter**

<Date>

Mr. Elroy T. Elk  
2750 N. Lakeview Ave.  
Chicago, IL 60614

Dear Mr. Elk:

Some people make choices that change lives. Thank you for being one of them. Your donation will help change the lives of veterans, students and community members today, tomorrow and for years to come.

Tremendous support from generous donors like you allows the Elks National Foundation to foster incredible programs like the Community Investments Program. For example, this year our Lodge could be eligible to receive up to \$2,000 each for a Gratitude and Promise Grant!

**\*\* Please insert an example of what your Lodge did or can do with a Gratitude Grant. An example is:**

The Chicago-Northshore, Ill. Lodge, used its Gratitude Grant last year to donate to Graffiti Zone, an after-school program which gives at-risk youth a creative outlet and keeps them off the streets. The funds purchased art supplies for the kids, who were able to benefit from the Elks' generosity and dedication to youth programs.

Without your support, the ENF wouldn't be able to give back to Lodges, provide healthy activities for youth, care for our veterans or support our future leaders with scholarships. Thanks again for your generosity. Your gift counts toward both your individual giving level and our Lodge's per-capita goal. Let's keep up the good work!

Sincerely,

ENF Chairperson  
BPO Elks Lodge <No.>

**Sample General Appeal**

<Date>

Mr. Elroy T. Elk  
2750 N. Lakeview Ave.  
Chicago, IL 60614

Dear Elroy:

The Elks National Foundation has upheld its commitment to helping Elks build stronger communities for nearly 80 years. Our extraordinary donors help students realize their dreams of attending college; provide kids with constructive youth activities; and help the Elks fulfill their pledge to our nation's veterans.

The possibilities are endless, and your help ensures that we can forever build a better tomorrow through our programs. ENF-funded programs serve our community and Elks communities everywhere.

- In the next decade, 6 million qualified students may not go to college because of the immense cost of higher education.
- The amount of after-school programs available today meets only half the demand among parents with children attending elementary and middle school.
- As of September 2010, approximately 2 million World War II veterans are alive and in potential need of care.

These statistics prove we can't ignore the children, families and veterans who need our help. The Foundation's endowment fund provides only a strong base for our philanthropic outreach. Thanks to donors like you growing this base, the Foundation becomes capable of doing more; we strive to accomplish new heights of charity.

Please consider donating to the ENF so we can make a difference in our community. Your contributions will make a difference today and in the future. Thank you for your support.

Sincerely,

ENF Chairperson  
BPO Elks Lodge <No.>

**Sample Lapsed Donor Appeal**

<Date>

Mr. Elroy T. Elk  
2750 N. Lakeview Ave.  
Chicago, IL 60614

Dear Mr. Elk:

The Elks National Foundation has upheld its commitment to helping Elks build stronger communities for more than 80 years. Our extraordinary donors help students realize their dreams of attending college; provide youth with constructive activities; and help the Elks fulfill their pledge to our nation's veterans.

So many people depend on the Elks National Foundation's benevolence, and they couldn't do so without you! It is only through your generosity that the ENF will distribute \$21.7 million during the 2011-12 fiscal year.

For example, the ENF's Community Investments Program invests directly in Lodge communities to have a lasting impact in the areas where Elks live and work. Lodges know and understand the needs of our community's best, that's why we decide how to use these grants. Last year, Elks hosted dinners for veterans and military families; provided support to local food pantries; and went bowling with teenagers to teach them alternatives to drugs and alcohol. With both Promise Grants and Gratitude Grants worth up to \$2,000 in reimbursement this year, imagine what our Lodge can do!

Remember, Gratitude Grants are awarded based on our Lodge's per-capita donations, so the gift you make will contribute to our chance to make a difference right here in our neighborhood. I hope you'll renew your support of the ENF, so that together, we can keep improving our community. Thank you again for your past support.

Sincerely,

ENF Chairperson  
BPO Elks Lodge <No.>

## ***Sample New Donor Acknowledgement***

<Date>

Mr. Elroy T. Elk  
2750 N. Lakeview Ave.  
Chicago, IL 60614

Dear Elroy:

Some people make choices that change lives. Thank you for being one of them! Your donation will help change the lives of veterans, students and community members today, tomorrow and for years to come.

The possibilities are endless, and your help ensures we can forever build a better tomorrow through our programs. ENF-funded programs serve needs present in communities everywhere, including ours.

- In the next decade, 6 million qualified students may not go to college because of the immense cost of higher education.
- The amount of after-school programs available today meets only half the demand among parents with children attending elementary and middle school.
- As of September 2010, approximately 2 million World War II veterans are alive and in potential need of care.

These statistics prove we can't forget the children, families and veterans who need our help. The Foundation's endowment fund provides a strong base for philanthropic outreach. Thanks to donors like you growing this base, the Foundation becomes capable of doing more; we strive to accomplish new heights of charity.

Without your support, the ENF wouldn't be able to give back to Lodges, provide healthy activities for youth, support our future leaders with scholarships, or uphold our pledge to the nation's veterans. Thanks again for your generosity. Your gift counts toward both your individual giving level and our Lodge's per-capita goal. Let's keep up the good work!

Sincerely,

ENF Chairperson  
BPO Elks Lodge <No.>

## ***Sample Prospect Appeal***

<Date>

Mr. Elroy T. Elk  
2750 N. Lakeview Ave.  
Chicago, IL 60614

Dear Elroy:

The Elks National Foundation has upheld its commitment to helping Elks build stronger communities for more than 80 years. Our extraordinary donors help students realize their dreams of attending college; provide youth with constructive activities; and help the Elks fulfill their pledge to our nation's veterans.

The possibilities are endless with member support. Your help can ensure that we will forever build a better tomorrow. This is your chance to be a part of something amazing.

For example, the ENF's Community Investments Program invests directly in Lodge communities to have a lasting impact in the areas where Elks live and work. Lodges know and understand the needs of our community's best, that's why we decide how to use these grants. Last year, Elks hosted dinners for veterans and military families; provided support to local food pantries; and went bowling with teenagers to teach them alternatives to drugs and alcohol. With both Promise Grants and Gratitude Grants worth up to \$2,000 each in reimbursement this year, imagine what our Lodge can do!

We need your help! With your donation, you will join a group of donors whose contributions will make a difference today and in the future. You can help a child attend the college of their dreams. You can provide kids with a place to go after school. You can put a smile on the face of a lonely veteran. And you can help improve our community.

Remember, the Foundation depends on support from generous Elks like you to improve communities everywhere. Please consider donating to the ENF, so we can make a difference in our community. Thank you for considering your support.

Sincerely,

ENF Chairperson  
BPO Elks Lodge <No.>

**Sample Welcome Back Letter**

<Date>

Mr. Elroy T. Elk  
2750 N. Lakeview Ave.  
Chicago, IL 60614

Dear Mr. Elk:

Thank you for renewing your support of the Elks National Foundation. Don't forget, 100 percent of your contribution is now working for the ENF programs to better lives, education and Elk communities!

So many people depend on the Elks National Foundation's benevolence, and they couldn't do so without you! Tremendous support from our donors allows the Elks National Foundation to foster incredible programs like the Community Investments Program. This year, our Lodge could be eligible to receive up to \$2,000 each for a Gratitude Grant and a Promise Grant!

**\*\* Please insert an example of what your Lodge did or can do with a Gratitude Grant. An example is:** The Chicago-Northshore, Ill. Lodge, for example, used its Gratitude Grant to donate to Graffiti Zone, an after-school program that gives at-risk youth a creative outlet and keeps them off the streets. The funds purchased art supplies for the kids, who were able to benefit from the Elks' generosity and dedication to youth programs.

Remember, the Foundation is helping Elks communities everywhere thanks to your donations. Please keep donating to the ENF, so together we can keep improving our community. Thank you again for your support.

Sincerely,

ENF Chairperson  
BPO Elks Lodge <No.>