



HOW TO SECURE MEDICAL STAFF CONTRIBUTIONS

- Identify medical staff leaders, including medical staff presidents or other influential members of the staff who can influence the decision to contribute. Look for ISMS members in hospital leadership positions who should be friendly to these aims for help and guidance. Ascertain if your medical staff funds are held separately or are commingled with hospital funds (see the enclosed legal guideline on group contributions).
- Contact individuals you know on the medical staff to inquire about making a solicitation and discuss the importance of making a group contribution to IMPAC. Review the sample solicitation letter and talking points for guidance. If you do not receive a timely response, consider following up with your contact to inquire about the medical staff's interest.
- If you are invited to make a presentation to the medical staff for the solicitation, contact IMPAC staff for additional help. IMPAC staff can prepare additional materials for you and can connect you with seasoned physician fundraisers to share successful strategies for approaching the medical staff.
- After the solicitation, follow up with your contact with a personal thank you and letter.
- If medical staff contributes, IMPAC also sends a thank you note and a plaque acknowledging their commitment to protecting physician interests in Illinois.