

MDA Honor Roll—What is it?



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NALC has been raising funds for the Muscular Dystrophy Association since 1953. That year, NALC coordinated a national fundraising event where tens of thousands of letter carriers in more than 800 cities returned to their routes a second time during Thanksgiving weekend to ask customers for donations. That effort amassed nearly \$4 million.

In the last 15 years alone, letter carriers have raised more than \$20 million to help fund research and provide care and services to children and adults with muscular dystrophies (MD). For years, NALC has been documenting its MDA fundraising efforts in *The Postal Record*. In 1986, an incentive trip was added to honor the branches that excelled in MDA fundraising efforts the previous year. Five branches were selected to attend the Jerry Lewis Telethon at no cost to the branch for their outstanding achievements in 1985, when NALC collectively raised \$1.2 million. These branches were the first to represent letter carriers on the national stage during our first involvement with the Jerry Lewis Labor Day Telethon.

Once the telethon was discontinued, NALC continued to provide incentive trips to thank successful branches for their previous efforts and then to showcase how the money is used to make a difference in the lives of those with MD all over the country. For the last several years, MDA and NALC have honored 11 branches for their outstanding efforts. The category winners represent the highest level of what many branches are doing across this great nation.

Our commitment has not changed, and the NALC again raised more than \$1.2 million in 2016. What is encouraging is that this number increased significantly from 2015. Even more encouraging is that the number of branches participating in MDA fundraising is up more than 100 percent from the previous year, as you can see on the MDA Honor Roll on [page XX](#). But there is still room to do much better. So you may ask yourself: What is the NALC Honor Roll, and how do you get on it?

Well, it is actually simple. All a branch or individual from a branch has to do is send in a donation or proceeds from a fundraiser to your nearest MDA office and document that donation on the MDA/NALC activity form, available at [nalc.org](#). Don't know how to get started? Contact your nearest local MDA office and ask for help to fundraise on behalf of your local branch through a donation or an event to raise funds for MDA. In some cases, MDA will help you plan and execute the event. You can always call NALC Headquarters and ask me for assistance, and I will do all I can to help you get started or continue.

Now to the specifics: MDA reports funds to an event year. This date is important because proceeds for any event need to be turned in to MDA as soon as possible after the event,

but certainly prior to the end of the event year. If proceeds are turned over for an event after the event year is over, funds will likely not be credited to that year's Honor Roll. Honor Roll donations are actual money received and documented by the MDA office. You need to ensure that it gets done correctly so there are no misunderstandings.

All events have event numbers (FMS#). Ask your MDA representative what event number your funds will be deposited to. Put this number on the activity form if you know it. This will help all of us to track the donations. If you have difficulty getting this number, don't hold up sending in the funds. NALC HQ will help by making sure donations are properly recorded for your branch.

Turn in all money by Dec. 15 of each calendar year to ensure this gets credited for that calendar year. MDA closes its local MDA offices during the holiday season and closes its books shortly after January, so if the money does not arrive in time, it may not get credited properly or at all. Let's avoid this wherever possible.

The following is a breakdown of all you need to know to report to MDA.

Reporting period:

- Event year—the current calendar year the event is established.

Reporting requirements:

- Send activity forms to MDA and a copy to NALC HQ.
- Receipts from MDA.
- If mailed in, keep a copy of check(s), money order(s) or pledge forms for your branch and send a copy to NALC HQ with the activity form.

Combined Federal Campaign (CFC):

- NALC will add this amount into your MDA Honor Roll totals if NALC HQ receives the OPM form to back it up. We will work with the local MDA office to ensure it is receiving these donations.

Items not reported directly to an MDA office:

- Donations sent in through MDA direct mailings.
- Donations for a previous event year that were not received by MDA in time to make the accounting period.

Levels of giving based on branch membership size and donation received on a per-capita calculation:

- Gold Level—donations averaging more than \$25 per member
- Silver Level—donations averaging \$10 to \$25 per member
- Bronze Level—donations averaging \$5 to \$10 per member
- Honorable Mention—donations averaging below \$5 per member

Whenever possible, notify NALC HQ of events in advance.

We hope to help you promote on the "Deliver the Cure" page and the NALC Member App. This notification also gives us a heads-up to look for donations so that if they do not appear, we can find out why and correct any issues before the reporting period ends.

A revised *Deliver the Cure* handbook is in the works and should be available later this spring. This handbook will provide more details about fundraising ideas, how to have successful fundraisers and how to ensure the money is credited to your branch for inclusion in the Honor Roll.