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For more information on Capital Quest please see contact information below:



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Date

Name
Address
City, State Zip

Dear Name,

Thank you for meeting to discuss the Shasta Community Health Center's Capital Campaign. As a board member, you are well aware that we face a serious challenge that threatens our ability to continue to provide the health services needed by over 40,000 people in the area.

Our community needs Shasta Community Health Center. And Shasta Community Health Center needs a permanent home. We have conducted a feasibility study and it is positive. The decision to launch a campaign has been made. As the feasibility report outlines, the campaign must start with the support of internal leaders - our board and staff.

To launch this \$4 to \$5 million capital campaign, we are seeking internal support from the health center's Board of Directors. Key donors will want to see that our internal family (board members and staff) has done all it can do first. Then, and only then, will they support our efforts with major gifts.

With this in mind, we respectfully ask you to consider a leadership gift of \$xxx per month for each of the next five years, a total gift of \$xx,xxx. We need gifts from 100% of our board prior to launching the next step of the process - the employee campaign.

I know you will support this campaign to the best of your ability - just as you have supported the SCHC in the past. I appreciate your commitment to the health center and particularly to the Capital Campaign. I look forward to working with you to make this campaign a success in every way.

Sincerely,

Dean Germano
Executive Director