

Legislative Defense Fund Application and Checklist



National Association of Health Underwriters *Legislative Defense Fund Application*

The National Association of Health Underwriters' Legislative Defense Fund (LDF) provides our state and local chapters with financial assistance in emergency state legislative or regulatory situations. LDF monies can be disbursed to chapters in the form of a grant, an interest-free loan or combination thereof. LDF grants to chapters generally do not exceed \$10,000, and grants in larger amounts must be approved by a 75% vote of NAHU's Board of Trustees (BOT).

This application is to be completed by the NAHU chapter that is applying for funds in cooperation with the NAHU state affairs director for your region and your regional legislative chair. A completed application must be approved by a 2/3 vote of the state chapter's board if the state chapter making the application has a functional board in place. Completed application must include documentation of the state board's approval as well as copies of the chapter's most recent financial statements and balance sheet. Please refer to the LDF check-list for a full list of the steps and documentation required for an LDF application to receive consideration.

Chapters should submit completed applications to NAHU's State Government Affairs Department, the appropriate NAHU Regional Legislative Chair and the appropriate NAHU Regional Vice President. Contact information for all of these individuals is included on the final page of this application. Once submitted, this application will be reviewed by the NAHU staff and the appropriate Regional Legislative Chair, and then submitted to NAHU's Legislative Management Team and BOT for approval. Please note that the approval process for a LDF application can take several weeks, as the NAHU BOT meets monthly, generally on the second Monday of each month. However, we recognize that in certain cases, an expedited review may be necessary. If it is deemed necessary, the NAHU LMT will perform an expedited review within seven business days of the receipt of the completed application.

Following NAHU's review of the LDF application, the NAHU Legislative Council Chairman and or the Regional Vice President will work with NAHU staff to contact the chapter to inform them of NAHU's decision and discuss the terms of the disbursement, if any.

If your chapter would like to request an expedited LDF application review, or if you have any questions about the process, please contact the NAHU staff member assigned to your state.

Total amount of funds being requested: \$ _____

Name of NAHU Chapter Requesting Funds: _____

Contact Person: _____

(Note: The contact person listed should be available and prepared to answer any possible questions about the application that may be posed by members of the NAHU BOT, NAHU Staff, or the NAHU Legislative Management Team.)

Phone Number: _____

E-Mail Address: _____

NATURE OF THE ISSUE – SECTION I

1) Please provide an overall description of the current issue requiring immediate action:

2) Please explain the specific purpose(s) for which the specified funds are requested:

3) Please provide a timeline for utilizing the specified funds (Please be specific):

4) Please explain the current status of this issue:

5) Please list the actions that have been taken to date:

6) Have you affiliated with any other group on this particular matter?

(For example, insurance carriers, the Chamber of Commerce, coalitions, etc.)

If the answer is yes, please name the group(s) and person(s) with whom contact has been made. In addition, please explain the nature of the affiliation:

7) Please list the groups who currently support the position you have taken on this particular issue:

8) Please list the group(s) who are currently opposed to your position:

9) Have you previously worked with legislators and/or regulators regarding this issue?

If the answer is yes, please list the legislators and/or regulators with their affiliation. If you have previously worked with legislators and/or regulators, what were the results? Were they receptive to your position? Were the legislators and/or regulators and staff easily accessible?

10) Have you approached the NAHU Government Affairs department for assistance on this issue?

If the answer is yes, please describe the results:

11) Have you or anyone in your chapter been in contact with or utilized the media concerning this issue?

If the answer is yes, please describe the nature of the contact and the results:

12) If your request is intended to affect or oppose specific bills or legislative initiatives, please explain, with as much detail as possible, what the effect will be on your marketplace if you fail.

ACTION PLAN – SECTION II

1) Please provide a detailed accounting of how the chapter would spend the requested LDF funds (i.e., \$500 for brochure printing or \$3000 lobbyist fees):

2) Please supply a descriptive timeline outlining the steps to achieve the goal. Please also include a list of intended projects and estimated costs:

3) Please provide the NAHU Government Affairs department with a list of individuals who will be working on this particular project, including your lobbyist, if applicable:

<u>Name and Title</u>	<u>Duties for this project</u>	<u>Time required</u>
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1.

2.

3.

4.

5.

4) Have any professional lobbyists been employed for this particular project?

If the answer is yes, how much time has the lobbyist(s) spent on this issue:

May the NAHU Government Affairs department contact your lobbyist directly?

If the answer is yes, please include his/her contact information:

5) Please describe the alternate solutions you and your chapter are considering for this issue:

6) Please describe the role you anticipate the NAHU staff will take on this project:

APPLICANT INFORMATION – SECTION III

1) Please list the costs incurred to date on this particular issue (Please be specific):

2) Please list the chapter funds that are available for this particular project. Please categorize the nature of the chapter funds that are available, and for supporting documentation, please attach a copy of the chapter's most recent financial statement.

3) Has the chapter raised its dues in order to obtain financing for this project? If the answer is no, please explain why not.

4) Have you obtained contribution commitments for this project from any other group(s) and/or person(s) (i.e., coalition partners)?

If the answer is yes, please name the group(s) and/or person(s) and the amount received/committed:

Name of Group and/or Person

\$ Amount Received/Committed

1.

2.

3.

4) Have you engaged in other fund-raising efforts for this project (i.e., golf outing, other fundraiser)?

If the answer is yes, please describe the results:

The NAHU BOT may make LDF monies available to NAHU chapters in the form of a grant or an interest-free loan. Also, the NAHU BOT will require all LDF grant and/or loan recipients to provide the association with written monthly progress reports regarding the legislative effort for which LDF funds are provided. If your application is approved by the NAHU BOT, you will be contacted by NAHU legislative staff and/or our Regional Vice President and the NAHU Legislative Council Chair to discuss disbursement terms.

The NAHU BOT generally meets on the third Monday of every month at 4:00pm EST, and will consider applications during those meetings. If your chapter needs an expedited review, contact the NAHU staff person assigned to your region and we will arrange for the NAHU Legislative Management Team to review your application within seven business days. Please refer to the NAHU LDF check-list when completing your application and send copies of your completed submission and all required documentation to the individuals listed as contact people for your region.

Region	Regional Vice President	NAHU State Affairs Director
Region 1	Paul E. Smith Paul E Smith Insurance, LLC 100 Queen Street Southington, CT 06489 Phone: (860) 276-9181 Fax: (860) 628-2352 Email: paul@paulesmithinsurance.com	Phil Miatkowski
Region 2	R Dane Rianhard TriBridge Partners, LLC 1 E. Pratt St., Unit 902 Baltimore, MD 21202-1193 Phone: (410) 659-3719 Fax: 410-539-0456 Email: dane.rianhard@tribridgepartners.com	Phil Miatkowski
Region 3	Patricia A. Griffey - CSA, LUTCF, RHU, ChHC The Healy Group 17535 Generations Dr South Bend, IN 46635 Phone: (574) 271-6000 Fax: (574) 271-0143 Email: PGriffey@healygroup.com	Phil Miatkowski
Region 4	Troy J. Cook - LUTCF, MHP Telligen Health Management Solutions 6428 Wilcot Ct. Johnston, IA 50131 Phone: (515) 971-9605 Email: TCook@telligen.com	Kristen Skiles
Region 5	Julian E. Lago CareOne Advocates 609 Manatee Bay Drive Boynton Beach, FL 33435 Phone: (561) 262-4499	Marcy Buckner

	Email: golago@yahoo.com	
Region 6	Kelly Don Fristoe - LUTCF, SGS Financial Partners 807 8th Street, Suite 300 Wichita Falls, TX 76301 Phone: 940-322-6277 Fax: 940-767-6101 Email: kfristoe@wf.net	Marcy Buckner
Region 7	Rosanne Wolfe - RHU Wolfe Insurance & Consultants, LLC 4600 East Swans Nest Road Tucson, AZ 85718-6248 Phone: (520) 529-4653 Fax: (520) 529-4654 Email: rosanne@wolfeinsurance.com	Kristen Skiles
Region 8	Linda Rose Koehler Herzog Insurance Agency 235 Main Street Pleasanton, CA 94566 Phone: (925) 734-0530 Fax: (925) 249-7347 Email: linda.rose@herzogins.com	Kristen Skiles



National Association of Health Underwriters

Legislative Defense Fund

Application Process Checklist

☐ Application and Supporting Materials

- Is this application for funds to cover an unanticipated and urgent legislative event?
- Did you contact the appropriate NAHU Director of State Affairs and your Regional Legislative Chair for assistance in filling out this application? (NAHU Director of State affairs will, after review, submit to the Legislative Management Team)
- Is complete contact information included for the main chapter representative requesting funds?
- Did you answer each question on the application thoroughly and completely?
- Did you carefully consider the amount of LDF monies requested? (Grants in excess of \$10,000 are only awarded in extreme circumstances and require a 75% vote of the NAHU's Board of Trustees)
- Did you provide a detailed breakdown of exactly how legislative defense funds, if awarded, would be used?
- Did you provide a detailed accounting of anticipated costs?
- Did you detail what chapter funds have been used to date and chapter fundraising efforts?
- ☐ Did you include your chapter's most recent financial statements including your balance sheet (indicating any chapter cash reserves) for NAHU's review?
- ☐ Did you attach board minutes or other documentation of board approval?
 - Was the content of this application approved by a two-thirds majority of your state chapter board?

Submission Process

- Did you submit copies of your application to the following individuals?
 - NAHU Director of State Affairs for your region
 - NAHU Regional Legislative Chair
 - NAHU Regional Vice President
- Do you need LDF monies immediately and require an expedited review of your application? (Non-expedited reviews can take up to one month)
- Will the main chapter contact be available to answer questions from the NAHU legislative staff, Regional Legislative Chair or NAHU BOT if more information is deemed necessary?

Submitted by: _____

Chapter and Position: _____

Date: _____

Please attach this document to your completed LDF application and include it with your submission.