Directory for Chapter Leaders

If you have questions or need information about running your Together Women Rise chapter, your primary contact is your Mentor or your Regional Leader. (If you do not know your Mentor or Regional Leader, please email info@togetherwomenrise.org.)

Another excellent resource is the Together Women Rise website. We recommend that you check our website FIRST as it contains a lot of info and answers to many of your questions. You may want to bookmark the Chapter Resources page for easy access.

The following is a directory of who to contact at our Home Office for specific questions or needs. If you are unsure about who to contact, please email info@togetherwomenrise.org, or call 864-335-8401. FYI, our staff office hours are Monday to Friday, 9 am to 5 pm EASTERN. Every effort will be made to respond to your inquiry within one business day.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Examples of Questions</th>
<th>Contact</th>
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<tr>
<td><strong>General Inquiries</strong></td>
<td>• Upcoming or past events&lt;br&gt;• Finding a local chapter&lt;br&gt;• Member or chapter ID numbers&lt;br&gt;• Donating by phone</td>
<td><a href="mailto:info@togetherwomenrise.org">info@togetherwomenrise.org</a>&lt;br&gt;1-864-335-8401</td>
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<tr>
<td><strong>General Donations</strong></td>
<td>• Donation receipts&lt;br&gt;• Annual giving statements&lt;br&gt;• Setting up or changing monthly recurring gifts&lt;br&gt;• Tribute gifts (i.e. in memoriam or in honor)</td>
<td>Donations Team&lt;br&gt;<a href="mailto:donations@togetherwomenrise.org">donations@togetherwomenrise.org</a></td>
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<td><strong>Other Donations</strong></td>
<td>• Giving via Donor Advised Funds (DAFs) or Qualified Charitable Distributions (QCDs)&lt;br&gt;• Stock gifts</td>
<td>Pam Menges, Director of Finance&lt;br&gt;<a href="mailto:pam@togetherwomenrise.org">pam@togetherwomenrise.org</a></td>
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<tr>
<td><strong>Corporate, Foundation &amp; Major Gifts</strong></td>
<td>• Founders’ Circle (gifts of $1,000 or more)&lt;br&gt;• Corporate gifts or sponsorships&lt;br&gt;• Legacy giving (i.e. wills)</td>
<td>Kaitlyn Grigsby-Hall, Director of Development&lt;br&gt;<a href="mailto:kaitlyn@togetherwomenrise.org">kaitlyn@togetherwomenrise.org</a></td>
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<td><strong>Monthly Chapter Reports</strong></td>
<td>• Where is my monthly chapter report?&lt;br&gt;• Submitting the New Member Information Form&lt;br&gt;• All-time chapter donation totals&lt;br&gt;• Updating member roster, contact info</td>
<td>Donations Team&lt;br&gt;<a href="mailto:donations@togetherwomenrise.org">donations@togetherwomenrise.org</a></td>
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<td><strong>Grants &amp; Grantees</strong></td>
<td>• Grant criteria and application process&lt;br&gt;• Grant selection process&lt;br&gt;• Featured Grantees (i.e. specific questions about the project or budget not included in the online learning materials)&lt;br&gt;• Transformation Partnerships</td>
<td>Quinn Hayes, Program &amp; Grants Manager&lt;br&gt;<a href="mailto:quinn@togetherwomenrise.org">quinn@togetherwomenrise.org</a></td>
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| **Communications** | Guidelines for use of logos, tagline, colors  
News releases  
Requests for media interviews  
Newsletters, annual reports | Wendy Frattolin, Communications & Membership Director  
wendy@togetherwomenrise.org |
|-------------------|-------------------------------------------------- |
| **Promotional Materials** | Requests for copies of Rise printed materials | Jenny Blakeney, Executive Administrative Coordinator  
info@togetherwomenrise.org |
| **Starting a Chapter** | How to start a chapter?  
Registration process  
What is involved? | Kia Hunter, Volunteer Manager  
kia@togetherwomenrise.org |
| **Volunteer Opportunities** | Volunteer needs/roles within Rise  
Volunteer application process | Kia Hunter, Volunteer Manager  
kia@togetherwomenrise.org |
| **Travel Program** | Availability on Rise trips  
Questions about registering, cost, itinerary | Elevate Destinations  
togetherwomenrise@elevatedestinations.com  
OR  
wendy@togetherwomenrise.org |
| **Advocacy** | General inquiries | wendy@togetherwomenrise.org |
| **Advocacy Group with RESULTS** | Webinar dates or recordings  
How to get involved/take action | advocacy@togetherwomenrise.org |
| **Book Club** | Upcoming Book Club events  
How to join  
Book suggestions | wendy@togetherwomenrise.org |
| **Marketplace** | How does it work?  
How can a company join the Marketplace? | wendy@togetherwomenrise.org |

*Mailing Address for Donations:*
Together Women Rise  
P.O. Box 890272  
Charlotte, NC  28289-0272

*Please do not send anything other than donations and the Monthly Donations Processing Form (i.e. letters, photos, etc.) as this is a bank processing center and Rise pays for every item received and processed.*

**Mailing Address for General Correspondence:**
Together Women Rise  
P.O. Box 25633  
Greenville, SC  29616