

Toothbrush Program



Humanitarian Foundation

Grottoes International

430 Beecher Road
Gahanna, OH 42320
(614) 933-0711

Rev.1/23

TOOTHBRUSH PROGRAM

The Toothbrush Program has been a successful venture for the Grottoes International and the Humanitarian Foundation. Over past years, Prophets have had much success putting the face of Grotto out in their community. The donations from the program have been overwhelming and the Foundation is pleased to continue this program.

Membership is our most important focus. When, we the Prophets, are out in the community, whether on a street corner, the entrance of a business or some other high traffic location to pass out the toothbrush and Grotto story, we are making the public aware of our organization as they see the good we do in helping our "special kids." We are making good public relations, with a positive image for our organization, which in turn will encourage others to be a part of Grotto.

The Prophets are **not allowed** to ask for donations, but should have containers available to accept donations when offered.

The program was piloted in Florida and has been very successful in promoting Grotto and monetarily a success for our Humanitarian Foundation to continue with the Dental Care for Children with Special Needs endeavors, yet only requires a few hours of a Prophet's time.

The toothbrushes are being supplied to you by the Humanitarian Foundation at **no charge**. The brushes are to represent our philanthropy for children. It is our hope that when people see a toothbrush, it will remind them of the Grotto and our Dentistry for Children with Special Needs Program. The brushes are a multi colored child's brush. They are a symbol to relate to the Grottoes International and our philanthropy and not for long term dental care.

We feel that with a little effort and enthusiasm, this could be one of the biggest advances the Grottoes International and the Humanitarian Foundation has made in years resulting in a positive impact on membership.

ABOUT ASKING FOR DONATIONS

Some suggestions that may be of help to you when holding a Toothbrush Day event:

1. When working the Toothbrush Program, try to position yourself as close to the main entrance as possible where people will have to pass in close proximity to you.
2. When working in an open area such as a mall, position yourself in front of the table so you can speak to people without talking too loud.
3. As soon as they see you, they will try to pass you by as quickly as possible. To be successful in obtaining a donation, without actually asking, you must make eye contact when the person is 6-8 feet from you.
4. As they approach you, you say, " WE PROVIDE DENTAL CARE FOR SPECIAL NEEDS CHILDREN AND CEREBRAL PALSY RESEARCH".
5. Just saying this phrase will stop many people in their tracks and they may not even pay attention to the toothbrush in your hand.
6. Practice saying this phrase until it becomes easy for you to say clearly and distinctly.
7. Many will hand you a donation right then, but be sure your containers are clearly labeled, "DENTAL CARE FOR CHILDREN WITH SPECIAL NEEDS." Use large letters so that it is able to be read from 15 feet away.
8. **BE SURE YOU ALWAYS WEAR YOUR FEZ !**



GROTTOES INTERNATIONAL
HUMANITARIAN FOUNDATION

Rules and Regulations

1. Toothbrushes will be provided by the Humanitarian Foundation and 2 aprons will be provided at no charge with 500 brushes or 4 aprons with an order of 1000 if needed. Additional aprons can be purchased at \$15.00 each. This program is designed to generate funds to be placed in the charitable trust of the Humanitarian Foundation, to continue our Dental Care for Children with Special Needs. The benefit for your Grotto is to provide a positive public image of the Grotto, to the people in your Community. This positive image will give you a vehicle to promote and attract Grotto membership.

2. No individual Grotto or Association may make a profit from this program. Because of strict IRS guidelines, all of the money must be turned into the Humanitarian Foundation. No expenses are to be deducted from the donations. All donations are to be returned to the Humanitarian Foundation.

3. Individual Grottoes or Associations will provide funds to furnish aprons and collection containers, signs or flyers. Toothbrushes are individually wrapped, multi colored, child size brushes and while a quality toothbrush, are a symbol to promote Grotto. (If the program is conducted properly, the Toothbrush will become synonymous of the Grotto, such as pencils, rulers, etc., are to other charitable organizations).

4. The flyers should be neatly done; incorporating any information you think would present a positive image to your Grotto and will let people know what the donation will be used for, or you can request the purple dental brochures from the HF office and put your Grotto information in the box provided on the back of the brochure. (A sample flyer is incorporated in this manual as a guideline for you if you wish. If you have questions, please contact the Humanitarian Foundation immediately).

5. Individual Grottoes or Associations must obtain any permits or permission from local Governments and/or businesses, prior to implementing the program, which are required in your area. You may submit the cost to the Humanitarian Foundation for reimbursement.
6. Individual Grottoes or Associations must use the Toothbrushes, brochure/flyer, aprons, collection containers and placards/posters as outlined by the Supreme Council, Humanitarian Foundation.
7. Asking for donations or soliciting is prohibited. Hand out the Toothbrush and brochure / flyer and have containers available to receive offered donations.
8. Individual Grottoes and Associations are responsible to provide local media with information notifying the general public, announcing plans of the time, place and utilization of funds with sufficient lead time, prior to date of the program.
9. Individual Grottoes and Associations are responsible to follow-up with the local media on the results of this campaign to keep the public informed.
10. The local Chairman's responsibility is to coordinate activities. Setting dates, time, assigning groups of Prophets to a team, the sites, delegating and following up to see that the rules and guidelines are followed. Maintaining a sufficient inventory of toothbrushes, aprons, collection containers, signs or flyers.
11. Toothbrush drives can be used as part of an initiation, as long as Prophets accompany the candidates and make sure that the program is handled with dignity. Since no hazing is allowed, a candidate must know what he is going to do, understand the rules and agree to it in advance.
12. Local and state toothbrush drives may be held at any time, as long as they are planned according to the rules and guidelines. Associations can hold them and it is suggested that they coordinate at least one area drive per year. There is no limit on the number of drives that may be held, one in conjunction with their Association and one during the established Annual Toothbrush Week, set by the Humanitarian Foundation, which will announce that date each year.

13. Dental flyers are to be printed by the local Grotto, (refer to the suggested format) and given out stapled to the toothbrush package or separately, so the people can read them. IF they are wrapped around the toothbrush, they may be stuck away and not read until later, reducing the chance for a donation.

14. Aprons, collection containers, signs or flyers are to be printed per the suggested format. Display them conveniently and in public places where people will see them as they are entering or leaving a premise.

15. **It is very important that our materials are printed and handled with good taste.**

16. We must act and do everything in regards to this program with dignity. Our creditability as Prophets and Masons are in front of the public and at stake. It is our duty to act in a manner that is of the highest quality character possible. We are representing all Masons and their precepts. We are also letting those who may need our help for their "special needs child" know that we are a genuine organization that is truly committed to caring and helping these children.

17. **When the event is over, you must file a report within 30 days to the Humanitarian Foundation office.** The form is provided with your order. Because The Humanitarian Foundation is providing these brushes to you at no cost, it is imperative that they keep an accounting of the brushes and they are not lying around the backroom of a Grotto. **If the report and funds are not reported within the 30 days, the Grotto will be billed for the brushes at .35 each, plus \$15.00 per free apron and shipping.** Please utilize the program to your advantage to help promote Grotto, as we continue our endeavors to help those "special needs children".

18. If you take pictures you are welcome to submit them for the Grotto Magazine. We will try to accommodate as many as possible. If you have a particular program that really works for your Grotto, you may want to share it with other Grottoes to help enhance the program.

19. **ALL donations MUST be sent to the Humanitarian Foundation** to be placed in the trust to operate the Humanitarian Programs. These funds are collected in the name of the Grottoes International, Humanitarian Foundation programs and if they are not distributed properly, not only do you place the Humanitarian Foundation's 501C3 account in jeopardy, but also your local Grotto if the IRS questions the donations. Because of the "nonprofit" organizations that are not always within the boundaries, the IRS is very closely watching all non-profit and charitable organizations. **PLEASE ADHERE TO THIS REGULATION, TO PROTECT YOUR LOCAL GROTTTO AND THE SUPREME COUNCIL HUMANITARIAN FOUNDATION.**

20. If your City or State requires Tax Identification information, you can write or call the Supreme Council for a copy of the Supreme Council's "Taxpayer Identification Number" letter, showing your Grotto as a subsidiary of the Supreme Council as the parent to the Humanitarian Foundation.





Grottoes International
HUMANITARIAN FOUNDATION
A CHARITABLE TRUST

HUMANITARIAN FOUNDATION
430 Beecher Road
Gahanna, OH 43230-1797
Phone: 614-933-0711
Fax: 614-933-0481

Toothbrush Program – Order Form

Date: _____

Grotto/DOM/Association: _____

_____ Toothbrushes

_____ Free Aprons* plus _____ @ \$15.00 each

*2 aprons are included with 576 toothbrushes or 4 are included with 1,152 toothbrushes

_____ Posters (up to 5 at no cost)

Date of Event: _____

What type of event is
scheduled: _____

Please send brushes, posters, and any aprons to: _____

Name

Address

City, State, Zip Code

Signed: _____

All toothbrush days will be recognized in the Grotto magazine and social media. Particularly successful days will be specially recognized during the Humanitarian Foundation at the next Supreme Council session.

After the event, the Toothbrush Program Report and funds collected must be returned to the Humanitarian Foundation within 30 days of the event or a charge of \$0.35 per brush will be accessed.

Please return the completed Toothbrush Program Report and funds collected to the following address.
Humanitarian Foundation
430 Beecher Road
Gahanna, OH 43230

Please make checks payable to the Humanitarian Foundation.

Humanitarian Foundation 430 Beecher Road Gahanna, OH 43230

Phone: (614) 933-0711 **Fax:** (614) 933-0481 **Email:** hf@grotto.org **Website:** <https://hfgrotto.org/>





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TOOTHBRUSH PROGRAM REPORT

Date: _____

Grotto/DOM/Association: _____

Date of Event: _____

Location of Event: _____

Number of toothbrushes distributed: _____

Number of toothbrushes remaining: _____

Total Amount of Money Collected: \$ _____

Comments on your event:

Do you feel the event was successful for your Grotto: _____

How: _____

Suggestions for future Toothbrush Events: _____

YES___ or NO___: A short article and pictures are enclosed. They may be used for a future Grotto magazine or at the Supreme Council Session to promote the program.

Signature

Date

Please return this Toothbrush Program Report and funds collected to the Humanitarian Foundation at the address below.

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430 Beecher Road
Gahanna, OH 43230

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Phone: (614) 933-0711 **Fax:** (614) 933-0481 **Email:** hf@hfgrotto.org **Website:** <https://hfgrotto.org/>



Grotto
M.O.V.P.E.R.

Grottoes of North America
Est. - 1890

The Grotto Story

The Mystic Order of Veiled Prophets of the Enchanted Realm, more commonly known as "The Grotto" is a fraternal affiliated order. Organized in Hamilton, New York, on June 13, 1890 as a fun order for all Master Masons to meet, have fun and cultivate the lighter side of life.

The Grotto has grown over the years to include members throughout the United States and Canada. There are over 130 local Grotto chapters in as many different cities. The individual Grottoes have dances, dinners, pot lucks, picnics, holiday parties and many other family oriented functions for all to enjoy.

As all good Masons, just having fun was not enough. It was felt that there was a need to help others less fortunate, so in June 1949, our Humanitarian Foundation was established. At that time the focus was in Cerebral Palsy Research. Our donations since have amounted to more the \$2,000,000 and increase each year. In the 1970's, the Grottoes of North America felt a need to expand their efforts into a program that would help those who were not being helped by other organizations. The Dental Care for Children with Special Needs was pioneered with the Dental Clinic at the Illinois Masonic Medical Center in Chicago, IL (now known as Advocate Illinois Masonic Medical Center). Later branching out to allow the local dentists to participate in treating their patients, who qualified under the parameters of the program. In 1987 another milestone was reached when Medical College of Ohio, in Toledo, OH was established as a National Regional Treatment Center and in 1999 a cooperative effort with the Scottish Rite Hospital making Children's Medical Center in Dallas, TX a third National Regional Treatment Center. The program covers children afflicted with Cerebral Palsy, Muscular Dystrophy, Mental Retardation and Dental Care for Organ Transplant Children. Many Grottoes are also involved in local projects as well. More than 30,000 children have been helped with their dental needs through our financial help. Dental treatment is available to special needs children of any faith,

creed or color, up to the age of 21. If you know of a special needs child who can benefit from our program with his / her dental treatment, have his / her parents contact:

Name and phone number of a representative from the local Grotto.

We welcome all Master Masons to join our local _____ Grotto organization and become a part of a group that not only has fraternal fun, but tries to help others in need!

For more information about Membership, call or contact:

Name and phone number of a representative from the local Grotto.

The Officers and Members of _____ Grotto have provided these pamphlets and toothbrushes:

Grotto Name
Address
City, State, Zip
Phone number



[illegible]