



## International Myeloma Foundation Myeloma Action Month Proclamation Kit

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## **A How-To-Guide for Proclamations**

### How to Pass a Local Resolution for Myeloma Action Month

Having your hometown, county or state declare March as Myeloma Action Month is much simpler than you may think. It requires your town or county council to pass a non-binding resolution. We can walk you through this easy step-by step process:

#### Step by Step

##### **1. Determine What Steps are Needed.**

For many state level proclamations, simply asking for a proclamation is all that is required. If your state is one these, there is no reason not to ask!

##### **2. Find a Champion in your Local Government to Introduce the Resolution.**

If a resolution is required, you will need to have a government official to shepherd the resolution through the process. Ask other members in your support group if they know someone who could be helpful (council member, mayor, state legislator, etc). Or partner with a local hospital, wellness center or another cancer support group to ask if they have any allies at that level of government. If not, you may need to do some research.

##### **3. Contact your Champion.**

Once you identify the government official to lead the charge, find people who live in his/her district. Every governing body has their own path to getting measures passed. You will want to ask for the timeline in their governing body and if there are any other members you should speak to before a vote to ensure passage. Take any necessary actions promptly and report to the sponsor if necessary.

##### **4. Day of the Hearing.**

The Support Group Leader, or whoever has taken on leading this effort for your group, should make sure to sign up to speak during the public comment portion of the meeting. It is a good idea for the speaker to have a written statement. The speaker should briefly explain whom they represent (IMF and the name of the support group), why they support the resolution and the importance of it to the council members and community/state.

##### **5. Media.**

It is important to develop a list of media contacts to be used to publicize the proclamation once it is made. (*Refer to Media Tips*) Once you know the proclamation will be signed, make sure any and all MAM events are publicized in the media. Immediately send out a press release telling what was passed, what organization proposed it, who the primary sponsor was, and mention any other individuals who were instrumental in its passage. Include a photo of your group representatives with the public officials or you speaking to the group. Publicity is the way to make your community more aware of Multiple Myeloma. It will also show those who voted for the resolution you are grateful to them and you are taking action on the measure they spent time passing for you. We will provide you with a generic press release that you can customize and submit to local papers.

## Finding Your Champion

If you want your city to offer a proclamation announcing March as Myeloma Month, chances are you need to contact your city council. Specifically you will want to make this request to your councilman or councilwoman. So, how do you find your council member?

Typically you might begin with an Internet search using “[your city name] city council. However, depending on the size of your town or city, you may need to find the name of your council member that represents your specific district. And there might be multiple district types, such as school or congressional, so you want to focus on which city council district you reside. Since your city district doesn’t necessarily line up with zip codes, you might need to input your mailing address or actually view district maps like I do in San Jose to make that final district number determination.

Finally, once you have your specific city council district number, it’s easy to look up your city council and determine which council member is yours by checking their district number. And why do you want to work with your specific council member? As a constituent, i.e. potential voter, of your council member, your request carries weight.

You will want to contact your council member by email, phone or in person and share your story of myeloma, along with proclamation and press release materials provided by the IMF. Let your member know that this is still an incurable cancer that he has probably never heard of. And let them know how many folks might be living in your city with Myeloma by taking your city’s population and multiplying by .00033 (determined by 100K folks living in US with MM divided by US pop of 300M = .00033). [For example, San Jose with a population of 1M residents has approximately 300 folks living with MM.]

## Sample Cover Letter

Date:

*Councilmember Name*

*Address*

*City*

*State and Zip*

Dear Councilmember \_\_\_\_\_,

As a resident of the City and a Multiple Myeloma patient, I am requesting that the City of *[insert name of city]* proclaim the month of March 2018 as Myeloma Action Month. Multiple Myeloma is an incurable blood cancer of the bone marrow that affects more than 100,000 people in the United States, with an estimated 24,000 new cases diagnosed each year. More specifically, multiple myeloma is an uncontrolled growth of plasma cells in the bone marrow, which can lead to anemia, infections, bone lesions, vertebral compressions, osteoporosis, severe pain and kidney dysfunction.

*[Insert personal story here]*

With the support of the International Myeloma Foundation, I have been an active member of the *[insert name of your group]* Multiple Myeloma Support Group. This group brings together Myeloma patients, caregivers and family members to share experiences on treatments and outcomes. Our meetings are held on the *[insert day, time and location of meetings]*. Interestingly, through my association with the group, I have met many other residents within the *[insert name of city]* Metropolitan area who are also dealing with this disease. During this time, I have only met one person who had heard of myeloma prior to their diagnosis. This is the primary reason for us to build awareness of the disease, as early detection will help people live longer through many treatment options, including chemotherapy, radiation, stem cell transplantation and novel and emerging therapies.

I respectfully request your help in passing a resolution proclaiming March as Myeloma Action Month in the *[insert name of city]*. An example of the proclamation is below for your convenience. Should you have any questions, please contact me at *[insert your phone number]*.

Sincerely,

Name

Address

City, State, Zip

## Sample Proclamation

### PROCLAMATION

WHEREAS, Multiple Myeloma (or Myeloma), the second most common blood cancer worldwide, is a cancer of plasma cells in the bone marrow. It is called "multiple" because the cancer can occur at multiple sites;

WHEREAS, Multiple Myeloma currently affects more than 100,000 people in the United States, with an estimated 24,000 new cases diagnosed each year and 11,000 losing their battle each year; AND

WHEREAS, Once a disease of the elderly, it is now being found in increasing numbers in people under 65; AND

WHEREAS, Because Myeloma is a rare disease there can be a delayed diagnosis, leading to delayed treatment. For this reason an increased awareness of Myeloma for clinicians and the general public will lead to earlier diagnosis allowing people to live longer; AND

WHEREAS, Continued investment and innovation is critical to achieve early diagnosis and implement the most effective and safest treatments for Myeloma patients; AND

WHEREAS, Although we have seen important advances in the last decade there is still no cure for Myeloma; AND

THUS, The XX of XX is committed to finding a cure for Myeloma and supports the treatment of its citizens that suffer from Myeloma and encourages private efforts to enhance research funding and education programs, AND

NOW, THEREFORE, I, (governing body) DO HEREBY PROCLAIM THE MONTH OF MARCH 2018

MULTIPLE MYELOMA ACTION MONTH

IN (STATE/TOWN NAME), AND ENCOURAGE ALL RESIDENTS TO JOIN ME IN PARTICIPATING IN VOLUNTARY ACTIVITIES TO SUPPORT MYELOMA EDUCATION AND THE FUNDING OF RESEARCH PROGRAMS TO FIND A CURE.

IN TESTIMONY WHEREOF, I HAVE HEREUNTO  
SUBSCRIBED MY NAME AND CAUSED THE GREAT  
SEAL OF THE CITY/COUNTY OF SPECIFIC CITY OR  
COUNTY TO BE AFFIXED.

## Sample Press Release

Contact: John Doe, Support Group Leader

Phone: XXX XXX XXXX

Email: [jdoe@gmail.com](mailto:jdoe@gmail.com)

### **Mayor *[insert name of your mayor]* Declares March “Myeloma Action Month”**

*[Insert City, State, Date]* — *[insert City and Mayor’s name]* has proclaimed March 2018 “Myeloma Action Month”. According to the International Myeloma Foundation (IMF), Myeloma, also referred to as multiple myeloma, is an incurable cancer of cells in the bone marrow. Myeloma currently affects more than 100,000 people in the United States, with an estimated 30,330 new cases diagnosed in 2016. Myeloma is increasing in numbers and is becoming more common in younger patients, with possible links to environmental toxins.

“We appreciate Mayor *[name]*’s help in raising awareness of myeloma,” said *[insert your name]*, leader of the *[insert your support groups name]* Support Group. “This recognition is important to me because *[explain why this matters to you.]*”

*[Insert your name]*, who lives in XXXX, was diagnosed in XXXX when he was XXX. “Our support group is a place where people with myeloma and their families can learn about the newest treatments available and gain support and education from those who have been living with the disease.” *[Insert a quote about your support group meetings]*

Myeloma Action Month is sponsored by the International Myeloma Foundation, the leader in global collaborative myeloma research. The IMF brings together the world’s leading myeloma experts through the International Myeloma Working Group (IMWG) and is charting a path to a cure through the foundation’s signature project, the Black Swan Research Initiative.®

*[Insert information for your support group meeting: Date, time, location, contact information, website]*

XXX

#### ABOUT THE INTERNATIONAL MYELOMA FOUNDATION

The International Myeloma Foundation reaches more than 240,000 members in 120 countries worldwide. A 501 (c) 3 non-profit organization dedicated to improving the quality of life of myeloma patients and their families, the IMF focuses on four key areas: research, education, support, and advocacy. To date, the IMF has conducted more than 250 educational seminars worldwide, maintains a world-renowned hotline, and established the International Myeloma Working Group (IMWG), a collaborative research initiative focused on improving myeloma treatment options for patients. The IMF can be reached at (800) 452-CURE (2873). The global website is [www.myeloma.org](http://www.myeloma.org). Follow the IMF on Twitter at @IMFmyeloma.

## Media Guide

March is right around the corner and that means Myeloma Action Month (MAM) is coming; you should consider how to maximize the impact of your MAM activities through media outreach. Here are a few ideas that could help get the word out about your event or tell your whole state about your accomplishments in raising awareness!

### **Contact your local newspaper or radio station**

Local papers love to publish stories about people in the area doing something for a good cause. Write a letter to the editor and share your story; they might just feature your event in the next issue. Radio stations also report on local happening and could become interested in your story. If you need help finding contacts, send us an email at [advocacy@myeloma.org](mailto:advocacy@myeloma.org) and we will be happy to assist!

### **Send out a notice on social media**

Do you use Twitter, Instagram, Vine, Facebook or any other social media sites? If so, take a moment and post a little something about your accomplishments. Blogs are also another great way to share with the world. Several patients have very successful blogs that have been featured in a number of newsletter and websites. Don't worry, it's not bragging!

### **Share your story with the IMF**

We love hearing about what our patient advocates are doing! Send us your story and we can feature it on our social media sites, the *Myeloma Minute*, *Myeloma Today* or in our monthly newsletter, the *Advocacy Update*. If you want to share with patient advocates directly, send us a message on [Facebook](#) and we will post for you!

For more ideas on amplifying your voice, or to get involved, contact the advocacy team at [advocacy@myeloma.org](mailto:advocacy@myeloma.org).