



## One HFMA Support Services Snapshot

Saving volunteers time and ensuring a better volunteer experience, collaborative support through One HFMA reduces duplication of effort and redundancies. This gives chapter leaders more time to focus on innovation, collaboration and increase value for members. By assigning processes to the HFMA Team, the volunteer will have a consistent experience, thus having more time to concentrate on member needs and chapter operations. This is how we accomplish ONE HFMA.

### Events/Cvent Set Up Support

- **Chapter & Region Webinars**  
Single sessions spanning 60–90 minutes.
- **Webinar Series**  
Multiple sessions/topics spanning 60-90 minutes over consecutive days/weeks/months.
- **Virtual Events**  
Extended online programs lasting over 90 minutes, featuring multiple sessions or speakers over a single or consecutive days.
- **Networking Events**  
Standalone professional or social gatherings not tied to educational content.
- **In-Person/Hybrid Education Events**  
Half-day, single-day, or multi-day educational events.
- **Annual Sponsorships**  
Allow organizations to secure their sponsorship tier and benefits for the year.
- **Event Sponsorship & Exhibit Setup**  
Event sponsorship opportunity sign-up, exhibit table purchases, exhibit booth location selection.
- **Fundraisers:** Collect donations for fundraisers.

For more details on the responsibilities of the chapter/region and the HFMA team for these requests, please review the [One HFMA Standards of Service](#).





## **Website Management & Engagement**

Each chapter and region has a dedicated webpage to promote events, issue calls for speakers, recognize volunteers, and spotlight sponsors. One HFMA fully supports these sites—handling updates, design tweaks, and technical needs.

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## **Standalone Survey Creation**

Chapters may request custom surveys for feedback, volunteer interest, event planning, or scholarship applications. One HFMA handles the creation, distribution, and result reporting to support future planning decisions.

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## **Chapter Ballot Management**

Each chapter develops a leadership ballot for member approval annually. One HFMA designs and distributes the ballots, ensures compliance with bylaws, tracks responses, and verifies quorum.

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## **Ordering Member Engagement Awards and President's Award**

The HFMA team assists with the creation and ordering of:

- Bronze and Silver certificates
- Gold and Medal of Honor plaques
- President's Certificates and Awards

The cost of these awards is covered by the Association.

