

Give BIG Lexington 2023 Checklist

Task	Deadlines / Timelines
Registration deadline	Aug. 31, 2023
Give BIG Lexington donation site goes LIVE and early donations may be scheduled.	Sept. 15, 2023
Determine how you are going to let people know about your GBL Participation.	Sept. 15 - Oct. 1, 2023
Release information to supporters about involvement in GBL (email, mailer, social media posts, events, etc.)	Oct. 1 - Oct 30, 2023
Create social media posts and eblasts to send during GBL. These can be scheduled ahead of time.	Nov. 1 - Nov. 8, 2023
Post/email to gather support for Thursday. Use links & graphics explaining how to give.	Nov. 7 - Nov. 8, 2023
Be Active & Show Excitement on November 9th!	GBL
Thank supporters through social media and/or media.	Nov. 10, 2023
Receive donor information from LCF.	Dec. 15, 2023
Send a personal "Thank You" for each donation given to you on GBL. It is important to send these Thank You notes promptly.	Dec. 22, 2023
Keep your Mighty Cause donation page up-to-date throughout the year. Contact LCF when you have any content to add or change.	Ongoing