



#BROOKLYN  
**GIVES**

Powered by  
Brooklyn Community Foundation

# Getting Started Guide

# Welcome to #BrooklynGives!

Want to make sure your nonprofit is ready to participate in #BrooklynGives? This guide will lead you through the steps for registering and getting started. We've also outlined some key dates to make note of leading up to the event!

## Are You Eligible?

To participate, your organization must be:

- An IRS approved tax-deductible organization located in or serving Brooklyn, NY
- Registered with the appropriate states in which you solicit donors
- Committed to promoting #BrooklynGives to your constituents

## Are You Registered?

- Complete the registration at [www.BrooklynGives.org](http://www.BrooklynGives.org)
- Enable donations on your account by adding your ACH transfer information (bank account information)

## Are You Connected?

- Follow #BrooklynGives on **Facebook** at [www.Facebook.com/BklynFoundation](http://www.Facebook.com/BklynFoundation)
- Follow #BrooklynGives on **Twitter** at [www.Twitter.com/BklynFoundation](http://www.Twitter.com/BklynFoundation)
- Follow #BrooklynGives on **Instagram** at [www.Instagram.com/BklynFoundation](http://www.Instagram.com/BklynFoundation)
- Use the hashtag: **#BrooklynGives** in all of your social media posts

## Are You Ready?

- Check out the **Nonprofit Toolkit** for tips, templates, and resources
- Register for **training and webinar series**
- Utilize the resources and tips emailed by the #BrooklynGives team

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## Questions about #BrooklynGives

For more information contact us at [brooklyngives@brooklyncommunityfoundation.org](mailto:brooklyngives@brooklyncommunityfoundation.org)

# Key Dates

**Sept 1st** →

General Registration opens for #BrooklynGives

**Sept 4th** →

*Getting Ready* Webinar  
1:00 pm - 2:00 pm

**Oct 23rd** →

*Final Steps to Success*  
Webinar 1:00 pm - 2:00 pm

**Nov 1st** →

General Registration closes for #BrooklynGives

**Nov 12th** →

IRS and state attestation must be completed to participate

**Dec 3rd** →

#BrooklynGives starts at 12:00 am on Dec 3rd and ends at 11:59 pm on Dec 3rd

**BEYOND** →

Continue fundraising on GiveGab to reach your year-end fundraising goals!