



**GIVE BIG
CHQ**

Getting Started Guide

**GIVE BIG
CHQ**
Give Where You Live
givebigchq.org

BOYS & GIRLS CLUB
NORTHERN CHAUTAUQUA COUNTY
The Positive Place For Kids

Let's A Healthy HERO
with
GIVE BIG CHQ

Heritage
The Home Stead
ACTIVE SENIORS

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YWCA IS ON A MISSION
TO STRENGTHEN
JOIN US.

Welcome to Give Big CHQ!

Want to make sure your nonprofit is ready to participate in Give Big CHQ? 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 the Chautauqua region.
- Registered with the appropriate states in which you solicit donors.
- Committed to promoting Give Big CHQ to your constituents.

Are You Registered?

- Complete the registration at www.GiveBigCHQ.org by **May 13rth 2020**
- Enable donations on your account by adding your ACH transfer information (bank account information).



Are You Connected?

- Follow Give Big CHQ on Facebook at www.Facebook.com/GiveBigCHQ
- Follow Give Big CHQ on Instagram at www.Instagram.com/CRFCOnline
- Use the hashtag: **#GiveBigCHQ** in all of your social media posts

Are You Ready?

- Check out the **Nonprofit Toolkit** for tips, templates, and resources.
- Register for **in-person training and webinar series**.
- Utilize the resources and tips emailed by the Give Big CHQ team.

Questions about Give Big CHQ?

For more information contact us at EJones@crcfonline.org



Key Dates

Mar 2

- Registration opens for Give Big CHQ

Mar 10 + 12

- *In -Person Training Make It Work! Strategizing your 2020 Give Big CHQ Campaign*

April 8

- *What's New, Tips and Best Practices for Give Big CHQ 2020!*

May 13

- Registrations Closes for Give Big CHQ

May 23

- IRS and state attestation must be completed to participate on June 14

June 11

- Give Big CHQ starts at 12:00 am and ends at 11:59 pm!

BEYOND

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

