



Getting Started Guide

Welcome to Yellowstone Valley Gives!

Want to make sure your nonprofit is ready to participate in Yellowstone Valley Gives? 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 Greater Yellowstone Valley Region.
- Registered with the appropriate states in which you solicit donors.
- Committed to promoting Yellowstone Valley Gives to your constituents.

Are You Registered?

- Complete the registration at www.yellowstonegives.org by **April 13**
- Enable donations on your account by adding your ACH transfer information (bank account information).

Are You Connected?

- Follow The Billings Community Foundation on Facebook at www.Facebook.com/billingscommunityfoundation
- Use the hashtag: [#YVGives2018](#) 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 Yellowstone Valley Gives team.

Questions about Yellowstone Valley Gives?

For more information contact us at BillingsCommunityFoundation@gmail.com

Key Dates

JAN 26

- Registration opens for Yellowstone Valley Gives

JAN 29

- What's New for #YVGives2018* Webinar

APR 6

- 10 Final Steps to Success* Webinar

APR 13

- Registrations Closes for Yellowstone Valley Gives

MAY 1

- IRS and state attestation must be completed to participate in Yellowstone Valley Gives

MAY 3-4

- Yellowstone Valley Gives starts at 12:00 pm on May 3 and continues until May 4 at 6:00 pm

BEYOND

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