



# Getting Started Guide

# Welcome to Give Big Kern!

Want to make sure your nonprofit is ready to participate in Give Big Kern? 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 Kern County
- Registered with the appropriate states in which you solicit donors.
- Committed to promoting Give Big Kern to your constituents.
- Registered with Kern Community Foundation ([www.kernfoundation.org](http://www.kernfoundation.org)).
- Have a Silver or higher Transparency Rating on [GuideStar.org](http://GuideStar.org).

## Are You Registered?

- Complete the registration at [www.givebigkern.org](http://www.givebigkern.org) by **February 28, 2018**.
- Enable donations on your account by adding your ACH transfer information (bank account information).

## Are You Connected?

- Follow Give Big Kern on Facebook at [www.Facebook.com/GiveBigKern](http://www.Facebook.com/GiveBigKern)
- Follow Give Big Kern on Twitter at [www.Twitter.com/GiveBigKern](http://www.Twitter.com/GiveBigKern)
- Follow Give Big Kern on Instagram at [www.Instagram.com/GiveBigKern](http://www.Instagram.com/GiveBigKern)
- Use the hashtag: **#GiveBigKern** 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 Kern team.

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## Questions about Give Big Kern?

For more information contact us at [info@givebigkern.org](mailto:info@givebigkern.org)

# Key Dates

**Jan 8**

- Registration opens for Give Big Kern

**Jan 17**

*Getting Ready Webinar*

**Jan 18/19**

In person workshops

**Feb 28**

- Registrations Closes for Give Big Kern

**Mar 7**

*10 Final Steps to Success Webinar*

**Mar 30**

IRS and state attestation must be completed to participate on May 1

**May 1**

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

**BEYOND**

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