



NEW YORK
GIVES DAY

#NYGIVESDAY

Getting Started
Guide

Welcome to #NYGivesDay!

Want to make sure your nonprofit is ready to participate in #NYGivesDay? 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 501(c) located in or serving New York State
- Registered with the NYS Attorney General's Charities Office
- Committed to promoting #NYGivesDay to your constituents.

Are You Registered?

- Complete the registration at NYGivesDay.org by **November 15, 2017**.
- Enable donations on your account by adding your ACH transfer information (bank account information).

Are You Connected?

- Follow #NYGivesDay on Facebook at www.Facebook.com/NYGivesDay
- Follow #NYGivesDay on Twitter at www.Twitter.com/@NYGivesDay
- Follow #NYGivesDay on Instagram at www.Instagram.com/NYGivesDay
- Use the hashtag: **#NYGivesDay** 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 #NYGivesDay team.

Questions about #NYGivesDay?

For more information contact us at info@nygivesday.org.

Key Dates

SEPT 1 →

- Registration opens for #NYGivesDay

SEPT 20 →

- *Getting Ready* Webinar

TBD →

- Onsite office hours with GiveGab team - check out the Training page for more information!

NOV 1 →

- *10 Final Steps to Success* Webinar

NOV 15 →

- Registrations Closes for #NYGivesDay

NOV 20 →

- IRS and NYS registration must be completed to participate on November 28

NOV 28 →

- #NYGivesDay starts at 12:00 am and ends at 11:59 pm!

BEYOND

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