


**WASHINGTON
COUNTY** 
GIVES .ORG

An Initiative of The Community
Foundation of Wash. Co. MD, Inc.

Getting Started
Guide

Welcome to Washington County Gives!

Want to make sure your nonprofit is ready to participate in Washington County 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 Washington County.
- Registered with the appropriate states in which you solicit donors.
- Committed to promoting Washington County Gives to your constituents.

Are You Registered?

- Complete the registration at www.WashingtonCountyGives.org.
- Download and fill in the **Memorandum of Understanding** and return the form with your registration fee to the Community Foundation.
- You may pay your registration by sending a check to the Community Foundation at 37 S. Potomac Street, Hagerstown, MD 21740, or by credit card: <https://secure.qgiv.com/for/wcgr/event/797701/>.
- Optional: Enable donations on your account by adding your ACH transfer information (bank account information) to continue accepting donations after the giving day.

Are You Connected?

- Follow the Community Foundation of Washington County MD on Facebook at [Facebook.com/Washingtoncountygives](https://www.facebook.com/Washingtoncountygives).
- Follow Community Foundation of Washington County MD on Twitter at [@CFWCMD](https://twitter.com/CFWCMD).
- Use the hashtag: [#WCG2019](https://twitter.com/hashtag/WCG2019) or [#WashingtonCountyGives](https://twitter.com/hashtag/WashingtonCountyGives) in all of your social media posts.

Are You Ready?

- Check out the **Nonprofit Toolkit** for tips, templates, and resources.
- Register for **live webinar series**.
- Utilize the resources and tips emailed by the Washington County Gives team.

Questions about Washington County Gives?

For more information contact the **Community Foundation of Washington County MD** at (301) 745-5210, e-mail us at allys@cfwcmd.org or Like Us on Facebook at [facebook.com/washingtoncountygives](https://www.facebook.com/washingtoncountygives).

Key Dates

January 28 ● →

Registration opens for Washington County Gives

January 30 ● →

Webinar: Getting Ready for Washington County Gives

March 1 ● →

Registration Closes for Washington County Gives

March 6 ● →

Webinar: Final Steps to Success for Washington County Gives

March 31 ● →

IRS and state attestation must be completed to participate on May 7

April 30 ● →

Washington County Gives Kick Off Event at The Press Room at the Herald-Mail 8:00-9:00 AM

May 7 ● →

Washington County Gives starts at 12:00 a.m. on May 7 and ends at 11:59 p.m.

BEYOND

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