



List of Important Dates

October 23 – November 18	Promote the Giving Challenge in your community.
November 4	Two-page ad in the Winnipeg Free Press.
November 10	Full page ad in the Winnipeg Free Press and Brandon Sun.
November 16	Half page ad in the Westman this Week.
November 17	Half page ad in the Brandon Sun.
November 18	24-HOUR GIVING CHALLENGE List of collected cheques must be faxed/emailed to The Winnipeg Foundation. Two-page ad in the Winnipeg Free Press.
November 20	All cheques must be delivered or sent to The Winnipeg Foundation by priority post or registered mail.
November 20 – 28	The Winnipeg Foundation entering and processing Giving Challenge gifts.
November 29 (no later than)	Giving Challenge gift summary sent to all foundations.
December 2	Giving Challenge results full page ad in the Winnipeg Free Press (WFP) and the Brandon Sun (Sun).

Note:

Donors making gifts online will receive their tax receipts via email. Emails will be forwarded to the foundations during the Giving Challenge or on Monday, November 20.

Donors making gifts by cheque will receive their tax receipt before the end of December via mail from The Winnipeg Foundation.



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November

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Oct 29 To Do: Promote the Challenge →	Oct 30	Oct 31	1	2	3	4 Ad in WFP
5 To Do: Promote the Challenge →	6	7	8	9	10 Ad in WFP & Sun	11
12 To Do: Promote the Challenge →	13	14	15	16 Ad in Westman	17 Ad in Sun	18 Giving Challenge To Do: Fax/email cheque list Ad in WFP
19	20 To Do: Deliver/mail all cheques	21 Wpg Fdn: Enter/process gifts →	22	23	24	25
26	27 Wpg Fdn: Enter/process gifts	28	29 Wpg Fdn: Distribute gift summary	30	Dec 1	Dec 2 Results Ad in WFP & Sun





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