



## List of Important Dates

- October 23 – November 17 **Promote the Giving Challenge in your community.**
- November 3 Two-page ad in the Winnipeg Free Press.
- November 10 Full page ad in the Winnipeg Free Press and Brandon Sun.
- November 15 Half page ad in the Westman this Week.
- November 16 Half page ad in the Brandon Sun.
- November 17** **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 19** **All cheques must be delivered or sent to The Winnipeg Foundation by priority post or registered mail.**
- November 19 – 27 The Winnipeg Foundation entering and processing Giving Challenge gifts.
- November 28 (no later than) Giving Challenge gift summary sent to all foundations.
- December 1 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 19.*

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



[www.endowmanitoba.ca](http://www.endowmanitoba.ca)



## November

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




  
**Endow Manitoba**  
 COMMUNITY FOUNDATIONS OF CANADA

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