



BE THE BLESSING PACKING EVENT TIMELINE

6-9 MONTHS AHEAD OF EVENT DATE:

- Gather a team of people from your organization's community who are interested in bringing a Packing Event to your area
- Select 2-3 possible dates for your organization's Packing Event
- Participate in a video conference with a God's Pit Crew (GPC) representative to discuss preliminary questions
- Review possible venues with your GPC representative – a GPC representative may visit your site, if needed
- Complete the Site Agreement and send donation deposit to reserve your organization's preferred date on the GPC calendar
- After the site is determined and the Agreement is submitted, begin networking for your organization to promote the Packing Event in the community
- Begin fundraising efforts by approaching individuals, churches, clubs, schools, and businesses to promote sponsorship of the Packing Event
- Hold reoccurring meetings with your organization's team to pray, encourage one another, and develop a plan for promotion / fundraising strategies

3 MONTHS AHEAD OF EVENT DATE:

- GPC prepares volunteer registration site for your organization's Packing Event on the GPC website – a link will be shared with your organization. Your GPC representative will update your organization weekly with a report of volunteer registrations.

6 WEEKS AHEAD OF EVENT DATE:

- Remit 80% of total donation funds needed for the Packing Event to GPC for the purchase of items needed to pack the Blessing Buckets
- Continue to recruit volunteers
- Continue to fundraise

1 WEEK AHEAD OF EVENT DATE:

- Remit final 20% of total donation funds for the Packing Event to GPC
- GPC sends out reminder notice to all registered volunteers via email and / or text

1-2 DAYS AHEAD OF EVENT DATE:

- GPC sends out additional reminder notice to all registered volunteers via email / text
- GPC Be the Blessing Leadership Team arrives to set up for your organization's Packing Event