Programmer Notes

The Winter Fund Drive is scheduled for Friday, February 12 - Sunday, February 21. Due to COVID 19 precautions the phone bank will operate remotely; with volunteers answering the pledge line from their own homes.

As a result, we will leverage technology to provide program hosts with information about fundraising efforts in general, and especially relative to their shows.

This message provides details about how you will be able to access relative information during the drive.

Phone Bank Coverage

The phone bank will be active during these hours:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, Feb 12</td>
<td>6am - 9pm</td>
</tr>
<tr>
<td>Saturday, Feb 13</td>
<td>8am - 6pm</td>
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<tr>
<td>Sunday, Feb 14</td>
<td>8am - 6pm</td>
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<tr>
<td>Monday, Feb 15</td>
<td>6am - 9pm</td>
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<tr>
<td>Tuesday, Feb 16</td>
<td>6am - 9pm</td>
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<tr>
<td>Wednesday, Feb 17</td>
<td>6am - 9pm</td>
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<tr>
<td>Thursday, Feb 18</td>
<td>6am - 7pm</td>
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<tr>
<td>Friday, Feb 19</td>
<td>6am - 9pm</td>
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<tr>
<td>Saturday, Feb 20</td>
<td>8am - 6pm</td>
</tr>
<tr>
<td>Sunday, Feb 21</td>
<td>8am - 6pm</td>
</tr>
</tbody>
</table>
During Coverage Hours

Thanking Donors
If your program airs during phone bank coverage hours, you can access a list of donors to thank on the Fund Drive Results site. The list will update automatically, and will include all donors during the day.

Fundraising Results
View up-to-date results; including:

- pledges and donors vs. goals
  - current show
  - current day
  - entire drive
- Big Board with all shows and results
- Leader Board with top 10 shows by money raised
Late Night & Overnight

Thanking Donors

Hosts with shows that air during these hours will access the Click&Pledge campaign page containing a list of donors who have pledged on the web. You will be able to recognize them on the air. This list will display the most recent pledges, and must be refreshed manually.

Fundraising Results

Although there will be no data entry during these hours, volunteers on the first shift of each day will enter pledge data received during these shows and all pledges received will be reflected in totals after the fact.

Facebook

If you are running a Facebook fundraiser in support of the Winter Fund Drive, we would like you to report progress and have it reflected in your totals.

While we don’t have a way to recognize Facebook contributions in real time, we are providing a process for hosts to report their Facebook pledges by following these steps:

- Navigate to the Facebook Pledges form
- Enter the name of your program
- Enter your program code*
- Enter the total amount raised so far

*The program code is a six-digit number based on the date and time (in 24-hour format) the program starts. A list of program codes is available here. If your show airs more than once during the drive, use the code for the show with the best results; giving it the best chance of appearing on the Leader Board.
You can submit a form throughout the fund drive as often as you like, however, we recommend not more than once a day. Your Facebook pledges will be added to your show totals and calculated for your show’s representation on the leaderboard.

**Other**

If Chrome has been closed, there are shortcuts to the Click&Pledge campaign page and the Fund Drive results site available on the desktop.