

Reunion Engagement and Giving Calendar 2021-2022

Date	Reunion Engagement	Reunion Giving
August	28: Attend Virtual Reunion Boot Camp (RBC)	29: Attend Virtual Reunion Boot Camp (RBC)
September	1: Email notes from RBC break-out session to Amy, achastain@agnesscott.edu	1-30: Recruit Reunion Giving Committee members 16: Fund Chair Training 17-30: Fall Call – Reunion Giving Committee begins solicitation of selected classmates
October	1: Class sets up Reunion Class Facebook entity if applicable 28: RBC2 (6-7:30 p.m. on Zoom)	1-31: Fall Call – Reunion Giving Committee continues solicitation of selected classmates 4: Reunion Giving Committee Fall Call selections due to Fund staff 4: Fall Appeal Due (letter or email) 5-15: Fall Appeal mailed
November	1-30: Fall Class Social Hours 10: Reunion Website Goes Live 11: President’s Messages Due to Alumnae Relations Staff Liaison 15: Save-the-Date Postcard mailed to all reunion classes 29: Class Party Menus/Budget Worksheets Sent to Reunion Chairs	1-15: Fall Call – Reunion Giving Committee finishes solicitation of selected classmates and reports results to Fund staff 30: Giving Tuesday Online Giving Campaign
December	1-6: Fall Class Social Hours (cont.)	6-17: Reunion Fund Chair’s calendar year-end message sent (created by Fund staff)
January	18: Class Party Name, Menu and Budget Due (Reunion Chair) 27: All Current Class Officers Check-in with Alumnae Board	12-31: Reunion Fund Chair check-in with Fund staff 24: Spring Call – Reunion Giving Committee selection updates due to Fund staff
February	17: Reunion Boot Camp 3 Class Officer Check-in	1-28: Spring Call – Reunion Giving Committee encourages attendance and giving 25: Reunion Fund Chair’s spring message/appeal due to Fund staff

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March	<p>1: New & Improved Class Officer Position Descriptions Sent to Class Presidents 1: Reunion Chair letter (text only) due to Alumnae Relations 1-31: Mid-winter Class Social Hours</p>	<p>1-14: Reunion Fund Chair's spring message/appeal sent 1-31: Spring Call – Reunion Giving Committee continues calls to selected classmates</p>
April	<p>1: AW22 Brochure and Reunion Chair Letters Mailed 1: Reunion Chair Letters posted to AW22 Website 1: President Sends Slate of New Officers to Alumnae Relations 4: AW22 Registration Opens 5-30: Encourage Classmates to Register for Alumnae Weekend!</p>	<p>5: Class update/progress email 1-30: Graduates of the Last Decade (GOLD) digital campaign</p>
May	<p>1-31: Encourage classmates to register for Alumnae Weekend! 1-31: Classes of 1977 and Younger Purchase Alcohol for Saturday Night Class Party (Reunion Chair or designee)</p>	<p>5: Reunion Rally #1 with appeal sent from The Fund for Agnes Scott 12: Reunion Rally #2 with appeal sent from The Fund for Agnes Scott 19: Reunion Rally email # 3 with appeal sent from The Fund for Agnes Scott 20: Reunion Rally email # 3 & Deadline for gifts and pledges to be counted in class gift announcements 19: Reunion Giving Deadline</p>
June	<p>3-5: Alumnae Weekend 2022! Attend! Work hard! Have fun! YOU DID THIS!! 10: Class Reimbursement Form with ALL Receipts due from the Reunion Chair to Alumnae Relations staff liaison</p>	<p>3-5: Alumnae Weekend 2021! 15: Thank you email for AW Encourage classmates to fulfill pledges by June 30</p>
July	<p>Reunion Chairs send thank you emails, texts, or notes to classmates who volunteered, stood out, touched your heart.</p>	<p>Thank you, postcards, to final donors</p>