



Annual Support Campaign

Donor Prospect Instruction Sheet

Please return Donor Prospect Sheets by **February 14th** to ensure a completed campaigner packet by kickoff. Campaigner requests are based on best relationship.

Prospects who gave a gift to you in 2023 will be assigned to you in 2024.

Please provide as much information as possible for your prospects. A last name is required for all prospects. Please include spouses if possible to help us avoid a duplicate assignment. Prospects with incomplete information may not be entered.

Please provide a contact name with all corporate/business prospects if possible so they can be cross referenced to help eliminate a duplicate assignment.

Please do not request more donors than you can reasonably ask during the campaign. This will help ensure all prospects will be asked during the campaign or can be assigned to a campaigner who may have additional time to make an ask.

Please do not make the ask unless you have a pledge card with your prospect's name on it. Prospects requested may already be assigned to another campaigner.

Any potential prospects must be verified with Nat before they will be assigned to a campaigner.

If you have any questions or need additional campaign materials, please call Natthalie Flores @ (805) 937-8521 or email nflores@smvymca.org .