



2017 Team Captain Timeline

- July 19** Inform us of your participation—Company name and estimated number of volunteers, register here:
<https://goo.gl/forms/oXxrYtEPf1z985a63>
- July 26** Team Captain Training (Option 1) Location: 4780 Pearl East Circle Boulder – Informational discussion about T shirt orders, project selection, and waivers.
- 7/31-8/13** Enter t-shirt orders online by midnight 8/13
- August 3** Team Captain Training (Option 2) Location:TBD Informational discussion about T shirt orders, project selection, and waivers.
- August 10** General project viewing begins
Decide on your top project choices/preferences
Send waiver link to team members
- August 16** Deadline for requesting project choices and preferences
- August 21** Projects are assigned
Team captains contact project hosts
Captains relay info (+waiver) to team members
- August 25** Online Waivers must be completed
(Deadline waiver and picnic RSVPs)
- August 31** Project rosters due with completed team information
- Aug 31–Sept 6** T-shirts available for pick up at Foothills United Way
(Sept 4 is a holiday, FHUW office will be closed)
- Sept 5-7** Final reminders to teams—what to wear (including t-shirt), what to bring, where to meet
- Sept 8** Day of Caring
8:00 – 12:00 Volunteer Project
- 12:00+ Once your project is complete, join us at Gateway Fun Park, Boulder for a Picnic Celebration

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Website information: <http://volunteer.unitedwayfoothills.org/DOC>

Day of Caring hashtags for social media:

#DOC2017

#FHUWDayofCaring

#LiveUnited

