

Giving Hearts Business Communication Templates for Internal Emails

GHD Communications Calendar Template

Email & Social Post	Subject	Date
#1	We are excited to be a Giving Hearts Business!	Jan.11
#2	What is Giving Hearts Day and why does it matter?	Jan. 28
#3	How YOU can get involved in Giving Hearts Day	Jan. 25
#4	Time to turn up the RED for Giving Hearts Day!	Feb. 1
#5	Last day for early giving	Feb. 6
#6	Final countdown...Giving Hearts Day is two day away!	Feb. 7
#7	It's Giving Hearts Day TODAY! Join us!	Feb. 8 (a.m.)
#8	So much generosity already!	Feb. 8 (p.m.)
#9	Thank you for being a Giving Heart!	Feb. 9

Email #1: We are excited to be a Giving Hearts Business

(INSERT BUSINESS NAME HERE) Team,

Perhaps the greatest thing we can do as an organization is to help others in our community who are need. And as a part of (INSERT BUSINESS NAME HERE), we are all about helping others!

Giving Hearts Day Is Our Chance to Make a Difference!

On February 8, our organization will be partnering with Dakota Medical Foundation and a whole host of other area businesses to take part in North Dakota’s single largest day of giving—Giving Hearts Day.

As you may know, Giving Hearts Day is a 24-hour fundraising event for charities in North Dakota and northwest Minnesota. Since the first event in 2008, generous donors have given more than \$165 million—of which 100% goes directly to participating charities.

This year’s Giving Hearts Day presents us with a wonderful way for our organization to help our community. (INSERT SPECIFICS FOR YOUR ORGANIZATION HERE, IF DESIRED)

Here’s How You Can Take Part!

On February 8, we encourage you to visit the Giving Hearts Day website at www.givingheartsday.org. Once there, you will be presented with three terrific opportunities to help our neighbors and friends who are in need.

- **Opportunity #1: Donate.** Gifts of \$10 dollars or more make an enormous difference to those who are struggling!

- **Opportunity #2: Volunteer.** For those who are looking to roll up their sleeves and get involved, you can pledge to volunteer for the charity of your choice! Find volunteering opportunities at GivingHeartsDay.org.
- **Opportunity #3: Donate New and Used Gifts.** Another way you can help is by donating new and used items. Find lists of items that charities need most at GivingHeartsDay.org.

We Are Better Together!

Thank you for considering becoming a part of this important day. By banding together, we can make a difference in the lives of our friends and neighbors and become an organization that is doing everything we can to improve the community in which we live and work!

Thank you!

Sincerely,

(SIGNATURE HERE)

Email #2: What is Giving Hearts Day and why does it matter?

Together We Can Make A Difference!

At [INSERT BUSINESS NAME HERE], we are committed to helping those in need—especially in our own community. And this year, we have another excellent opportunity to make an impact through participating in Giving Hearts Day.

Introducing Giving Hearts Day!

Giving Hearts Day is a 24-hour fundraising event for charities in North Dakota and northwest Minnesota. Since the first event in 2008, generous donors have given more than \$165 million—of which 100% goes directly to participating charities.

This year, on February 8 our organization will be partnering with Dakota Medical Foundation and a whole host of other areas businesses to take part in North Dakota's single largest day of giving!

Helping Others Is Easy!

In the days ahead, you'll be receiving a lot more information about Giving Hearts Day, but for now it's important that you know that getting involved is easy.

Here are three quick ways, you can take part:

- **Opportunity #1: Donate.** Gifts of \$10 dollars or more make an enormous difference to those who are struggling!

- **Opportunity #2: Volunteer.** For those who are looking to roll up their sleeves and get involved, you can pledge to volunteer for the charity of your choice! Find volunteering opportunities at GivingHeartsDay.org.
- **Opportunity #3: Donate New and Used Gifts.** Another way you can help is by donating new and used items. Find lists of items that charities need most at GivingHeartsDay.org.

To learn more, we encourage you to visit the Giving Hearts Day website at www.givingheartsday.org and check out the unique and simple ways we can all band together to make a difference.

In the coming days, you'll be hearing a lot more about Giving Hearts Day 2024. But in the meantime, we ask you to begin searching your heart to see how you can help in moving the needle on this terrific cause!

Email #3: How YOU can get involved in Giving Hearts Day!

Hello (INSERT BUSINESS NAME HERE) Team!

It's Almost Here!

We are fast approaching Giving Hearts Day—North Dakota and northwestern Minnesota's single largest day of giving. This is our opportunity to not only support the area's hard-working charities but to help those who are in need.

Taking Part in Giving Hearts Day Is Fun and Easy!

- **Step 1:** On February 8, simply log on to the site at www.givingheartsday.org
- **Step 2:** Select how you'd like to get involved—there are 3 simple ways
 - Give a Few Dollars—Even small amounts can make a huge difference in someone's life!
 - Pledge to Volunteer—Charities are always looking for good people!
 - Pledge to Donate Goods—New and used clothing, furniture, whatever the item it will get put to great use!
- **Step 3:** Revel in the joy of helping others—Giving makes you feel good!

We're Better Together!

Thank you in advance for your heartfelt consideration to help those in our community who are in need. Working together, we can make an enormous difference!

Again, Thank You! Thank You! Thank You!

Email #4: Time to turn up the RED for Giving Hearts Day!

Hello (INSERT BUSINESS NAME HERE) Team!

Email #5: Last day for early giving

Email #6: Final countdown... Giving Hearts Day is two days away!

Greetings everyone!

Only TWO more days!

Giving Hearts Day is just around the corner! In just two short days, you have the opportunity to join with tens of thousands of other generous people just like yourself and give your time, talent or treasure to help your favorite North Dakota and northwest Minnesota charities.

Here's what you need to do to be a part of this wonderful event:

To take part in the day, simply visit the Giving Hearts Day website at www.givingheartsday.org on February 8 and participate in one of the following ways:

- **#1: Donate** (\$10 or more)
- **#2: Pledge to volunteer**
- **#3: Pledge to donate new or used goods**
- (ADD IN ANY COMPANY SPECIFIC DETAILS HERE)

Thank you for helping us make this the most generous place on earth!

[SIGNATURE HERE]

Email #7: It's Giving Hearts Day TODAY! Join us!

Greetings everyone!

TODAY IS THE DAY!

Giving Hearts Day has finally arrived! Today, hundreds of area businesses and tens of thousands of Giving Hearts are about to make an enormous impact on the lives of those who need it most.

Here's what you need to do to be a part of this wonderful event:

To join in, simply visit the Giving Hearts Day website at www.givingheartsday.org and check out the simple ways we can all band together to make a difference.

Here are three meaningful ways you can take part:

- **Opportunity #1: Donate.** Gifts of \$10 dollars or more make an enormous difference to those who are struggling!
- **Opportunity #2: Volunteer.** For those who are looking to roll up their sleeves and get involved, you can pledge to volunteer for the charity of your choice! Find volunteering opportunities at GivingHeartsDay.org.
- **Opportunity #3: Donate New and Used Gifts.** Another way you can help is by donating new and used items. Find lists of items that charities need most at GivingHeartsDay.org.

If Not Now, When? If Not Us, Who?

There's never been a better time than right now to make a difference in the life of those who are in need of help.

Thanks in advance for all you do!

(SIGNATURE HERE)

Email #8: So much generosity already!

Wow! What a day!

Giving Hearts Day is in full swing and what a day it's been! So far today, [INSERT DONOR COUNT] thousand people have given [INSERT DOLLARS RAISED] and we are on our way to another record-breaking year!

It's not over yet!

There is still time to take part in the most generous day of the year! Simply visit www.givingheartsday.org and find a charity or two or three to love!

There are three ways to show your generosity:

- **#1: Donate** (\$10 or more)
- **#2: Pledge to volunteer**
- **#3: Pledge to donate new or used goods**
- (ADD IN ANY COMPANY SPECIFIC DETAILS HERE)

YOU make this community great!

Great communities are made up of great people doing great, kind things every day. We live in the most generous place in the world because of people like you. Thank you for considering partnering with charities in our community to make better lives for everyone!

(SIGNATURE HERE)

Email #9: Thank you for being a Giving Heart!

(INSERT BUSINESS NAME HERE) Team,

From the bottom of our hearts, we want to thank you for all that you did to make this year's Giving Hearts Day a smashing success!

Working together, hundreds of North Dakota and northwestern Minnesota businesses and tens of thousands of generous Giving Hearts participated! Because of everyone's collective generosity, millions of dollars and goods were donated. In addition, thousands of volunteer opportunities were created.

As a result, our community is a much, much better place—and that benefits us all!

Thank you again for your generosity and caring. There is no greater privilege than helping those who are need.

With gratitude,

(SIGNATURE HERE)