

2012 DHS Bands  
One of 100 Heroes

## Steps for Students

### Student to Donor Process

1. Student gets Donor through direct contact, letter, phone or Facebook.
2. Student gets Donor Commitment Form filled out correctly (payment by check, cash, or donor PayPal account direct to DHSBBA PayPal account).
3. Donor Commitment Form MUST include how donor wants 1<sup>st</sup> and 2<sup>nd</sup> lines of the plaque engraved– PRINTED and LEGIBLE.
4. a) Student delivers Donor Commitment Letter and payment to Dr. Petway or  
b) Donors may mail form and payment to DHSBBA, PO Box 1391, Duluth, GA 30096  
(*student should tell Dr. Petway if Donor has opted to mail their contribution and form*).
5. Student announces Donor on Facebook and Twitter page (both their own and Hero's) – they **DO NOT post Facebook/Twitter donation unless given permission** from Donor on the payment form.
6. Student gives Donor option to go on camera to tell why they donated (for DHS YouTube) or post their reason/memories of band program on Facebook page.
7. Student invites donor to Pre LGPE and Spring Concerts (Feb 28 and May 3).
8. **Deadline for commitment letter and money is Friday, April 20.**

### Student Facebook Posting and Monitoring

1. All students should post on Facebook page and spread the word about the fundraiser through their Facebook pages. Students should "*like*" DHS Bands 2012 "One of 100 Heroes".
2. Designated students will be in charge of monitoring Facebook page for inappropriate posts.

### Students Twitter Posting and Monitoring

1. All students should post on Twitter and spread word of fundraiser through their Twitter account. Students may *tweet* DHSBBA.
2. Designated students will be in charge of monitoring Twitter for inappropriate posts.

### Facebook and Twitter Rules

1. Must have permission on payment form from the Donor to post on Facebook/Twitter Donor information.
2. Students can use 'get around' by posting numbers of donors they have gotten and a category (i.e. Friend/neighbor/aunt/uncle/grandpa) – you get the idea
3. Business donors should be encouraged to give webpage and/or Facebook info for students to post a link there with their (Facebook/Twitter) announcement and "thank you".
4. Don't forget to re-tweet on your personal twitter and re-post on personal Facebook page.