



Make the Most of Nonprofit Day Checklist

There are many ways you can participate in Nonprofit Day. Pick the ideas from this list that work for you, and get creative with your own. Some of these activities require advance planning, but others take just a few minutes and can be accomplished on Nonprofit Day.

BEFORE MAY 26

- [Sign up](#) for the sessions you'd like to attend on Nonprofit Day (this will help us plan!)
- [Apply](#) for travel assistance if you need it.
- Check out the additional resources on our [Nonprofit Day web page](#)!

ONE WEEK BEFORE (Week of May 29th)

- Identify legislators of interest to your nonprofit (such as legislators who represent the town where your office is, who represent communities you serve, who serve on committees relevant to your mission and focus area, etc.). Find legislators by town ([House list by town](#), [Senate list by town](#)) or [committee](#).
- Contact legislators to invite them to learn more about your organization and join you in the Hall of Flags. (We've made it easy for you with these [phone + email scripts](#)!)

DAY BEFORE (June 5th)

- Pack your bag! We'll have breakfast, coffee, and name tags, but you may want to bring:
 - o Business cards
 - o Brochures/flyers to give to legislators or leave on a shared table in the Hall of Flags
 - o Phone - no, not for checking email... for taking pictures!
- It's not too late to invite legislators! (We've made it easy with these [phone + email scripts](#)!)
- Review the "Collective Wellbeing Guidelines" [on our web page](#).

ON NONPROFIT DAY (June 6th)

- Arrivals start at 8:30am (find parking + security info on the [Nonprofit Day webpage](#))
- Take photos and post on social media to tell your audience about Nonprofit Day, and be sure to tag MANP (@MaineNonprofits) so we can help share. Greater public awareness can lead to increased volunteerism, philanthropy, and improved advocacy outcomes!

AFTER NONPROFIT DAY

- Email legislators you connected with to share photos, follow up on topics you discussed, or just say thank you.
- While you're at it, consider extending an invitation to tour your organization and observe your work first hand. Personal experiences will shape their opinion on public policy and have long-lasting effects.

Thank you in advance for participating in Nonprofit Day! Not only will we build relationships and advocacy skills to advance our separate missions, but stories from individual nonprofits can add up to a powerful collective narrative that illustrates to legislators how vital the nonprofit sector is to Maine.