

You will be in this part of the fund-raising process throughout your time at Lightbearers. People want to invest in you and Lightbearers – updating donors about your life and ministry honors their commitment to you. Let's be diligent and excellent in maintaining these crucial relationships!

## Requirements:

### 3 newsletters per year for all on your list

Feel free to use physical copies or email them out.

A general format for your newsletters can be:

- **Personal Update:** Are there any personal/family changes you would like to share? Have you gone on vacation with family or moved houses? Is there anything particularly exciting or difficult that you want others to know about?
- **Lightbearers Update:** What are some highlights since your last newsletter? Where do you see God working? What are some challenges you have encountered? Is there a specific event, student, or trip you would like to highlight? Any changes in Lightbearers such as a campus launch or new staff?
- **Prayer and Support (if needed) Updates:** What do you honestly need prayer for as you disciple students? Does Lightbearers have any prayer needs such as new hires or recruiting new students? Are you low on support? How much do you need to get back to 100%? Make sure you give clear instructions on how to give on our Lightbearers website.

### 1 creative touch-base with donors per year

Some ideas would be texting each donor on their birthday, calling them once a year to thank them personally, or making a video update. Posting about your life with Lightbearers on social media is an easy way to connect with donors as well.

### 1 contact list reboot per year

Spend time updating people's contact info. Have they moved? Do they have a new phone number? Doing this in the summer months will make getting newsletters out throughout the year much easier!

### 1 week meeting with donors per year

This does not have to be consecutive. Remember that your support may fluctuate throughout the year! Use these days to care well for current donors, but to also set up new donor meetings if needed.

### Yearly Support Calendar

Clearly outline your year. When do you plan on sending out your newsletters? How are you going to creatively connect once a year? When are you going to update your contact list? Etc. Make this a prayer-filled process as well. How can this process grow your gratitude, increase your faith, and build dependence on Christ? Is there a friend you are hoping will give? Do you have a donor who needs prayer? Make prayer a regular rhythm and mark it down on your calendar.

### Tips:

Think through the scholastic year. You will be and should be busiest with students when they are here. Take advantage of school holidays (Spring break, Christmas break etc.) to switch gears and work on support. Allow this to drive the calendar.