



**2016 UNITED WAY
STUDENT CAMPAIGN TIMELINE**

September 14-16	Student Campaign Ambassador Trainings
September 19-23	Student Campaign Ambassadors pick up campaign packages from Region offices
September 30	Student Campaign Starts
October 10	Student Campaign Ambassadors work with ePledge Ambassadors to input 1st Benchmark data via ePledge
October 13-14	Region Liaisons call school Principals that do not show any campaign activity to offer assistance
October 14	Last day to submit Request for Adjustment of Goal form to Diana Venturini (dventurini@dadeschools.net, or fax to 305-995-1466)
October 24	Student Campaign Ambassadors work with ePledge Ambassadors to input Goal Achieved data via ePledge
October 26	Region Liaisons call school Principals that have not met their goals to remind them that all contributions need to be collected by Oct 31 st
October 31	Student Campaign ends ePledge Ambassador works with Student Ambassador to complete Final report on ePledge system. Print report, Student Ambassador signs and secures principal signature. Original is mailed in campaign package along with checks made out to United Way of Miami-Dade. (Keep a copy for audit)
November 7	Last day to place campaign package in school mail
November 14	Last day to hand deliver campaign package to United Way of Miami-Dade Offices (3250 SW 3 rd Avenue, Miami, FL 33129)
February, 2017	Miami-Dade County Public Schools' Employee and Student United Way Campaign Awards Ceremony