

Sharefest 2020 Calendar of Events

- March 4 **Sharefest Meeting #1:** 12:00 at Boys and Girls Club
Who needs to attend:
Chairman, Asst. Chairman, Project Director, Vol. Mgt. Site Directors and Supplies and Materials Directors plus all church coordinators and school and organization representatives.
Kick off Sharefest with all details and updates (Chairman)
Announce committee members (all)
Provide information for online signup on computer at sharefesttopeka.com.
Recruitment starts now and ends 4-12. (Vol. Mgt)
Communicate the sites we will be doing.(Chairman)
Explain the Directors, Site mgrs., Foreman jobs. Ask for any other churches that might have foreman.(Projects)
- March 4-
April 12 Churches begin recruitment for volunteers and have them enroll online at sharefesttopeka.com. All registrations need to be in by April 12th for t-shirt registration. After April 12th you can register for the sites that are still available and there is no t-shirt. Registration will be done on April 24th
- April 1 **Sharefest Prayer Meeting:**
Who may attend:
Chairman, Asst. Chairman, Project Director, Vol. Mgt. Site Directors and Supplies and Materials Directors all attend plus all church Coordinators, and school and organization representatives.
Meet at Boys and Girls Club- Determine who will lead, focus on prayer and building relationships.
- April 12 **Registration for T-shirt ends!!!**
- April 15 **Sharefest Meeting #2:** 12:00pm at Fellowship Bible Church
Who should attend would be same as meeting #1
* T-shirts distributed to all organizations and churches(t-shirt comm.)
Please have a representative there that day to pick up shirts, list of volunteers with their shirt sizes and work day letters. (Vol. Mgt/T-shirt chairman)
Final reminders for Sharefest day(Chairman)
Details for plant pick up (Supplies)
Celebration details: April 25th at Hummer Park
from 12:00-1:30pm(Chairman)
Provide phone cards to Project Director, Materials, Supplies and all

people on the phone card. (Vol. Mgt.)

Pray over Sharefest Day (Chairman & group)

April 20

Sharefest Project Leadership Prep Meeting: 6:00pm in the gym at Fellowship Bible Church- Hi-Crest at 455 SE Golf Park Blvd. Chairman, Project Director, Site Directors, Site Managers, and Foreman meet to finalize all the details for the projects on Sharefest day.

April 24

Sharefest registration ends!!

All Site Managers will pick up supplies and plants from locations designated by Supplies Director.

April 25

**Sharefest
Sharefest Celebration- 12:00-1:30 pm
Sharefest Video will be put up on the website for your use after
Sharefest day.**