

A few tips to help you get started:

1. **Distribute the current flyer.** You can send out the digital flyer via email, post on your school & group's website and social media, and consider printing some to display in prominent locations around campus and hand out at group and staff meetings.
2. Set up a Street Smarts receipt collection box in your front office, or any other high traffic area. If possible, have a Street Smarts flyer next to it for clarification. See www.shoppingpartnership.com/southglenn/toolbox/SGcollectingreceipts.pdf for more information.
3. Announce your school's participation in the program at your PTA meeting. If possible, have attendees sign up for Street Smarts & SouthGlenn Center (SG) email. Make sure *you* have signed up for Street Smarts email.
4. Plan on a training session to explain how to submit receipts. You can demonstrate how to add the receipt form to a smart phone home screen, and show the receipt form how-to video available on [YouTube](#).
5. This brings us to one of the most important and often overlooked aspect of the Street Smarts program. **ANYONE CAN SUPPORT YOUR SCHOOL.** Be sure your family, friends and neighbors are aware of your school's participation and how they can submit receipts.
6. **Promote the program!** If you are having a Back to School Night, Book Fair, Volunteer Training, etc., make sure everyone is aware that your school participates in this no-cost fundraiser. There's a lot more to say, be sure to look at the publicity information and talking points page on this site for ideas on how to promote the program.
7. Additional "funds" **fundraising** opportunities are available at SG. Be sure to schedule your restaurant nights at SG. Download the fundraising form at shopandlog.com/southglenn/toolbox/SGfundraising.pdf for a list of participants and more details. Your school will earn 5,000 points, plus double points. Please do not log individual receipts.
8. Updated points are posted twice a month at: shopandlog.com/southglenn/southglennpoints.pdf be sure to post points at school and update standings as needed.
9. Be sure to review all the pages in the coordinator toolbox, filled with additional information and ideas to help your school be successful in the Street Smarts program.