

## TAKING ACTION...

### Countdown Calendar

DEADLINE*	TASK	NOTES
3 Months Prior To Launch	Receive Campus Planning Guide	Get technical assistance from Action Alliance as needed.
	Identify lead organizing committee. Divide up tasks and identify a leader for each task.	Can be existing group or new group that comes together for this purpose.
	Decide whether your Red Flag Campaign should partner with another campus event or activity.	Consider whether you can get more attention if your efforts go along with Take Back the Night, RA Orientation, Valentine's Day, etc.
	Sign on to the official Red Flag Campaign Facebook page.	By signing on to our Facebook page, you can gather ideas from and connect with other Red Flag campuses.
2 Months Prior	Notify Administration, key Faculty that you plan to run a campaign. (See sample letter of introduction later in this section.)	Get any necessary approvals for hanging posters, being able to send campus-wide email, etc.
	Reach out to partners and allies to support the campaign. Train student leaders to facilitate discussions during launch week.	Make a list of organizations (e.g., student government, fraternities and sororities, athletes, women's center, sociology or psychology clubs, LGBTQ group, ROTC, etc) and ask for their support.
	Develop a budget, if needed, and brainstorm ideas for financial support.	Check existing club money, ask the administration.
	Ask Resident Advisors if they can host discussion nights on healthy vs. unhealthy relationships during launch week	Check for system to reach and follow through with each RA.
	Ask psychology, sociology, women's studies professors if they will allow speakers on dating violence in classes during launch week	
	If you are planning a large campus-wide event or discussion, brainstorm all the logistics and how much time each will take.	Reserve a room, invite speakers, create flyers, email invitations, outreach to student newspaper, etc.

\*measured by months, weeks, and days before launch date