

## How to set up an Our Day to Shine Scrimmage:

**STEP 1)** Designate a scrimmage to host your “Our Day to Shine” event.

**STEP 2)** Go to: [www.thsca.com/downloads](http://www.thsca.com/downloads) to download the ODTs Media Kit

**STEP 3)** Promote your ODTs via social media (tag @THSCACoaches), email, and/or put posters around the school and at the event. Make sure to include the QR Code for THSCEF Venmo Donations in your promos.

**STEP 4)** Host ODTs Scrimmage

- All Venmo Donations will be made to @THSCACoaches. Each person must put your school’s name vs the opponent’s school name, sport, and scrimmage date under the “**What’s this for?**” section for your school to receive credit for the donation.

**STEP 5)** Accept donations at scrimmage by one of the options below:

- at the entrance accept either cash or Venmo for a set ticket price
- “Pass the hat” to the spectator sometime during the game to collect cash. We also recommend putting the Venmo QR Code on the hat or bucket.
- Promote our Venmo on the scoreboard and/or over the loudspeaker and ask for donations.

**STEP 6)** Once all cash donations are received, then mail the reporting form with either cash, check or money order to PO Box 1138 San Marcos, TX 78667.

**STEP 7)** Look out for your receipt in the mail from us and a shout out for your school on THSCA social media!

