Event Communication Pipeline

8 Weeks Out

- Remind ministry leads of the request forms (if we know about the event already)

6 Weeks Out

- Bulletin under "Upcoming Events"
- Ministries will need request forms (especially graphics request forms) in at this point

4 Weeks Out

- Sunday announcement
- Bulletin
- Social - post

3 Weeks Out

- Bulletin
- Email

2 Weeks Out

- Sunday announcement
- Bulletin

1 Week Out / Sunday Before

- Sunday announcement
- Text
- Social - stories

3 Days Before

- Text
- Social – post and/or stories (maybe)

Day Of

- Text

1 Day After

- Social – post and/or stories (maybe)

1 Week After

- Feedback (if applicable)