

# Birdathon Checklist

## Before your Birdathon

### Register

Gather some friends, form a team then register. Please register online at [www.loudounwildlife.org/forming-birdathon-team](http://www.loudounwildlife.org/forming-birdathon-team). Registering allows Loudoun Wildlife Conservancy to list your team on the online donation form and to plan for thank you gifts and prizes.

### Pick a date and location

Select a 48-hour time period (or portion of) for your count during the count period. Note that prize eligibility is based on contributions turned in to Loudoun Wildlife Conservancy by June 30, to allow time to collect donations from your sponsors. There are many ways to do a Birdathon count. You can join expert birders on one of our organized bird walks, go with friends, count birds in your back yard... it's up to you. If you would like to do your count while on one of our walks, sign up via our website.

### Gather pledges

Ask your friends, family, neighbors, and colleagues to sponsor your Birdathon. If your sponsors pledge a flat amount, they can pay online or you can collect that money ahead of time. Otherwise, they can pay you or on or after your Birdathon count day.

## Preparing for and doing your Birdathon

Gather up binoculars, water, snacks and your bird ID guide. Plan the locations that you want to visit during your 48 hour period. You may even want to plan a route to get a diversity of species. Post on social media to promote your team, share your observations or other Birdathon related items using #LWCBirdathon. Have fun!

## After your Birdathon

### Write a birding summary report

Submit a short write up of your Birdathon experience, and send it to Sheila at [sferguson@loudounwildlife.org](mailto:sferguson@loudounwildlife.org), and we will post in on our website. You can share notable species seen, a list of species observed, links to eBird lists, or other fun anecdotes about your experience. Be sure to include any disclaimers about getting permission to visit private properties, if applicable. These summaries will help Loudoun Wildlife promote the Birdathon, educate the public about birds and inspire them to get more involved.

### Collect contributions from your sponsors

Collect checks (payable to "Loudoun Wildlife Conservancy") or ask your sponsors to pay online. Also collect matching gift forms if a sponsor indicates that their employer matches their contribution. This is a great time to tell them a little about your Birdathon experiences; where you went, how many birds you counted, exciting events, etc.

### Turn in contributions and forms to Loudoun Wildlife Conservancy by June 30

After you have collected contributions, turn them in to Loudoun Wildlife Conservancy along with your Team Report and Species Checklist by June 30. Eligibility for prizes is based on total payment received by Loudoun Wildlife Conservancy by June 30 so that we can order prizes and thank you gifts. Please submit your contributions, by mail, to: Loudoun Wildlife Conservancy, Bird Survey Coordinator, PO Box 1892, Leesburg, VA 20177. *Please do not send cash; write a check for the collected cash amount. Please indicate on the check the donors' names covered by the check.*

### Pick up incentives or prizes (if applicable)

After we've received the contributions and tallied the results we'll hand out the prizes and thank you gifts.

### Thank your sponsors for their pledge payment

Let your sponsors know how you did on the day of the count. A note, an email or a phone call is often appreciated.

**Thank you very much for your support in this important fundraising effort.**

**If you have any questions, please email Loudoun Wildlife Conservancy at [contact@loudounwildlife.org](mailto:contact@loudounwildlife.org).**