# 2023 POST HAPPY Introduction Email

**Send Date**: [DAY], September/October [DATE].

**Subject Line**: POST HAPPY and GIVE HAPPY!

**Attachment**: POST HAPPY Digital Template

Hello [NAME],

The Combined Federal Campaign (CFC) is excited to introduce this year’s campaign engagement activity – Post Happy! We encourage you to provide words of affirmation and harness the power of positivity through this challenge by leaving motivational notes for your colleagues to find and pass on.

This can be done in person or even virtually by sending Teams messages or emails and posting on intranet accounts. It’s easy!

1. Grab the nearest sticky notepad and write down your favorite motivational messages.
2. Place each message on a colleague’s desk or in a visible area. Make sure you invite them to pass it on!
3. If you’re doing it digitally, download our Digital Template to craft your own virtual sticky.

Not only can you inspire others to donate to a cause they care about, but they may feel inspired to pay it forward and spread positivity to others in the office.

Share your messages at [CFCMST@givecfc.org](mailto:CFCMST@givecfc.org) so we can feature your positive engagement in the newsletter or on social media. Feel free to share a POST HAPPY note you give or receive too, with the hashtag #PostHappy!

Sincerely,

[NAME]

## 2023 POST HAPPY on Giving Tuesday Email

**Send Date**: [DAY], November [DATE].

**Subject Line**: POST HAPPY on Giving Tuesday

**Attachment**: POST HAPPY Digital Template

Hello [NAME],

This Giving Tuesday, we challenge you to use the POST HAPPY initiative to share some of the amazing ways to GIVE HAPPY through the Combined Federal Campaign (CFC). This is an annual day of global giving and there is no shortage of examples of the impact Giving Tuesday has each year. This impact only becomes greater when you join the CFC and pledge November 28 with your colleagues.

POST HAPPY to encourage your colleagues to be a part of this monumental day of giving. Share the joy of how a pledge can change someone’s life, and your own happiness gained when you give back. Post words of affirmation and inspire someone to learn more about Giving Tuesday and all the worthwhile causes and charities part of the CFC.

We also ask you engage, POST HAPPY, and share pictures of any notes you give or receive using the hashtag #PostHappy.

Sincerely,

[NAME]

## 2023 POST HAPPY Thank You Email

**Send Date**: [DAY], January [DATE].

**Subject Line**: Last chance to POST HAPPY!

**Attachment**: POST HAPPY Digital Template

Hello [NAME],

The Combined Federal Campaign (CFC) wants to thank you. It has been an impactful year of giving and you played an important part in that. You took the time to raise up those around you with positivity and happiness. You inspired those you work with to GIVE HAPPY through the CFC, and it shows!

If you haven’t yet, POST HAPPY around your office and share motivational messages with your colleagues. Grab the nearest sticky note, jot a message, and sneak it onto a colleague’s desk. Be sure to invite them to pay it forward and give back at GiveFC.org! We hope it brings a little fun to your office and even a little team building.

Continue to share any POST HAPPY moments and keep it going, because the goal is to get happy when you GIVE HAPPY!

#PostHappy

See you next campaign,

[NAME]