

## Samples of Partner Localized Messages

BBT:Compadre Y Compadre™, a program of The Children's Shelter, helps men strengthen in their role as caregiver, provider, teacher and hero.

BBT: 6/10 9:30-11AM, Free classes at Children's Museum of the Arts for children w/ Autism + their families. Register here: [mlopez@cmayn.org](mailto:mlopez@cmayn.org)

BBT: Free Family Movie Night 6/24! Come watch Sing and enjoy food from local food trucks! Reserve your tickets:

## Frequently Asked Questions

- **How do I submit a message?** Before receiving access to the *Bright by Text* portal, training will be provided to guide you through the message writing process. Once a message is submitted, the Bright by Three team needs a minimum of one week to approve and schedule the message. Messages are approved Monday through Friday at 8:30 AM and 3:30 PM Mountain Time.
- **What can I include in a localized message?** Each text message may contain up to 140 characters and should describe the timing and topic of the resource or event. If possible, include a URL or website link and make sure the website you are submitting is up to date, contains relevant information to the text message, and is readable on all mobile devices.
- **What if I submit an event and it is cancelled or changed?** You can notify families of event changes via text message, but allow a minimum of 24 hours to get an updated message approved and sent. If timing does not allow via text, the website link you included in your local message will be a resource for up-to-date event information.
- **How many local messages can I send?** Local messages are intended to promote unique and discrete events and services in the community. Remember that caregivers also will be receiving approximately three program messages each week related to child development. If multiple or overlapping requests are received for the same geography and time frame, Bright by Three reserves the right to determine message priority or combine information about events with similar timing.

Contact Rebecca Levy, Senior Program Manager, with questions at [rebecca@bb3.org](mailto:rebecca@bb3.org) or 303-433-6200 x14.

*Bright by Three's Content Advisory Board reviews and approves local messages as needed.*