



IN-PERSON AND VIRTUAL EVENT AND CALENDAR POLICIES AS OF JULY 1, 2020

IN-PERSON EVENTS POLICY

- **You may now submit in-person events to the [regular Community Calendar](#)** by completing [this form](#). Federation encourages you to consult and follow the [Connecticut state COVID-19 guidelines](#) when planning in-person events.
- **Red and Orange Letter status:** You may now request Red or Orange Letter status on the regular Community Calendar for your in-person event, according to [our usual Red and Orange Letter guidelines](#). Please note that other organizations are still free to book overlapping *virtual* events on the Virtual Community Calendar.
- **Do not post in-person events on the Virtual Community Calendar;** if you do so, they will be removed.

VIRTUAL EVENTS POLICY

- **New submissions for virtual events (Zoom, Facebook Live, etc.) will not be accepted on the regular Community Calendar.** They should be posted on [the Virtual Community Calendar](#) instead. Jewish nonprofits that wish to post to the Virtual Community Calendar may contact Jody Angell at jangell@jewishhartford.org for a login.
- **Virtual events do not qualify for Red or Orange Letter status.** Due to the evolving nature of the COVID-19 pandemic, Federation does not moderate the Virtual Community Calendar in the same way as the regular Community Calendar. Organizations are free to post overlapping virtual events.
- **Grandfather clause:** If your organization requested Red or Orange Letter status for an in-person event on the regular Community Calendar prior to March 27, 2020, and you later decide to convert the event to a virtual format, as a courtesy we will maintain your Red or Orange Letter status on the regular Community Calendar *and* you may also post it yourself on the Virtual Community Calendar. Please note again that there is no Red or Orange Letter status associated with the Virtual Community Calendar; other organizations are still free to add overlapping virtual events.