Lists and Segmentation 101: Worksheet for Nonprofit Marketers

Segmentation is the practice of dividing your database into various buckets or groups based on a defined set of criteria. There are many ways to segment a list, such as past actions, geography, interests, and giving history—just to name a few. When it comes to email marketing, segmentation can be even more critical to your campaign success than design and content.

You learned in Email 101 that your constituents will likely only take a few seconds to decide whether to delete you email or read on. Personalized content may be what catches your recipients' attention, establishes a connection, and draws them in to read more. If you're not delivering personalized emails, you risk lowering attention levels and ultimately, creating less engaged constituents.

Four Reasons to Segment:

- Boosts response rates
- Reduces unsubscribes
- Increases engagement
- Builds rapport with your constituents

SEGMENTATION CRITERIA IDEAS		
Location	Total Dollar Amount of Donations	
Age	Current Donors	
Marital Status	New Donors	
Region	Prospective Donors	
Poll Answers	Major Donors	
Preferences	Lapsed Donors	
Email Opens	Seasonality	
Email Click-Throughs	Time Since Last Gift	
Number of Donations		

Continued...



Segmentation Checklist

Before you build an email program, print out this worksheet to complete this segmentation exercise. Decide which segments you want to target, the focus of the message based on who you're talking to, and the most appropriate call to action.

LIST (Y/N)	SEGMENT	KEY MESSAGE	CALL TO ACTION

