

Application date: \_\_\_\_\_\_\_\_\_\_\_\_

**Event Specifics:**

1. Name and address of the organization organizing the event/program:
2. Name, email, and phone for contact person:
3. Name of event/program:
4. Location of event/program **(event must serve our 4-town area)**:
5. Date and time of the event/program:
6. Brief description of event/ program:

**Budget Information:**

1. Amount of Community Sponsorship Award requested: $\_\_\_\_\_
2. Has the Community Foundation sponsored this event before? If so, how many times?
3. **If you have sponsorship levels, please include them.**
4. Deadline date for securing sponsors:
5. Please attach the budget for the event.

**Advertising and Visibility:**

1. **Who is your primary audience? How many people do you expect to attend?**
2. How do you plan to advertise or market your event or program?
3. This is a:

­­☐ One time event
☐ Annual event. If so, please indicate how many years running: \_\_\_\_\_\_

☐ Recurring event, not annual – indicate how often: \_\_\_\_\_\_

1. How would the sponsorship be recognized? (Please elaborate on any of the below as needed)

­☐ Community Foundation of Greater New Britain (CFGNB) logo in printed program (please describe placement)

☐ CFGNB logo in paid advertising

☐ CFGNB logo in promotional materials (posters, brochure, flyers, postcards)

☐ CFGNB banner at event

☐ CFGNB speaker at event

☐ CFGNB logo on your website publicizing the event

☐ Other (Please describe)

**For more information or to submit your application, e-mail** **CTabone@cfgnb.org** **or** **Bob@cfgnb.org****.**