

French and Indian War 250th Anniversary Commemoration Commission

Dickinson Sponsorships Application

Applicant(s)¹ _____

Primary Contact Name: _____

Organization: _____

Mailing Address: _____

Phone and Fax #: _____

E-mail : _____

Publicity Contact Name: _____

Organization: _____

Mailing Address: _____

Phone and Fax #: _____

E-mail: _____

Mailing Address: _____

Phone and Fax #: _____

E-mail: _____

Website address: _____

NYS Senate District: _____ **NYS Assembly District:** _____

Proposed Program/Project²:

(Please attach additional pages as necessary).

Relationship to the French & Indian War:

Dates: _____

Location/venue: _____.

Physical Address of Venue (street, town/city, state, zip code):

¹ At least one sponsor must be a New York State based federal, state, municipal, or Tribal government, or not-for – profit entity

² NOTE: Please be as detailed and specific with your proposal as possible. This will greatly enhance your chances for approval. There may not be any time to contact you for more details or explanations, clarifications, etc.

Expected attendance: Participants: _____ **Public:** _____

Hours: (Open to the public) _____

Will you charge a fee for the sponsored program/project? :

How will you promote your program/project? Will you use paid advertising?

Funding Requested: _____

Description of proposed budget elements³:

(Please attach additional pages as necessary).

In-kind Services to be provided by sponsor(s):

Have you received monies from any other New York State source in the last five years?

Describe: _____

Does your organization make a profit on events? If so, how are those monies used?

In-kind Services to be provided by sponsor(s):

Please provide a list of other program/project sponsors, if any:

Facilities: (For the public, include restrooms, gift store, food available) _____

Accessibility: (Describe any issues with handicap accessibility) _____

Directions: (Best done from several directions and please mention any scenic highways that could be used.)

Funding Requests for Dickinson Sponsorships must be submitted to the Commission by September 30, 2008.

3 NOTE: Please be as detailed and specific with your budget items as possible. This will greatly enhance your chances for approval. There may not be any time to contact you for more details or explanations, clarifications, etc.

Applicant Certification

_____ (hereinafter call “Recipient”) agrees, that if chosen as a Recipient of Dickinson Sponsorship funding, that:

1. Recipient agrees to conduct the specified event, project, or program in a manner that enhances the public’s knowledge and appreciation of the rich historical heritage of the French and Indian War, particularly in New York State, and in furtherance of Sponsor’s mission and goals.

2. Recipient agrees to acknowledge the support of the Commission, and review that acknowledgement (including the use of the Commission logo) in advance on all publications, media releases, promotional materials, pamphlets, brochures, advertising, signs or products related to this event, project or program. The Commission contact for such review will be Scott Flaherty, email: SFlaherty@EMPIRE.STATE.NY.US Phone: 518) 292-5131

3. Recipient agrees not to use the F&I logo/Trademark on any items or merchandise corresponding to this sponsorship program that may be resold to third parties for pecuniary gain.

4. The Commission agrees to assist the Recipient, to the extent reasonably possible under each specific circumstance, with information, publicity, and other relevant resources which the Recipient might find useful, in order to further encourage, promote and support the Recipient’s project or event.

5. Recipient agrees to provide to the Commission, upon completion of the event or project, a final report summary of the results of that program, event, or project, including copies of advertising, media or press coverage, along with all receipts for reimbursement under this sponsorship program. All of this information must be submitted within 30 days of the completion of the event, program, or project. Recipient’s final report, prior to reimbursement, shall include a record of all the expenditures made, the attendance at the program or event, an evaluation of its overall success, as well as any factors which might have impacted that success, such as weather conditions, etc. In case of products or services, sample items should be included in the final submission.

6. This sponsorship is a reimbursement program for the requested and authorized expenditures only. Applicant understands that it must use its own funds up front to complete this project or event prior to requesting reimbursement.

By: _____ Dated: _____

Sample Resolution

I, _____ (Name of Board Chair OR Secretary) of the _____ (Organization Name) of _____ (place location), New York, a corporation (subject to the Not-for-Profit Corporation Law of New York State and qualified for tax exempt status under the federal Internal revenue code) or a municipality, do hereby certify that said organization has adopted the following resolution at a meeting of the governing body held on _____ (Date) and that said resolution has not been altered, amended or revoked and is in full force and effect.

RESOLVED:

That _____ (Name of Lead Applicant) acting as _____ (Title of Lead Applicant) of _____ (Name of Organization or Municipality) is hereby authorized and directed to file an application for funds from the New York State French and Indian War 250th Anniversary Commemoration Commission or the New York State Department of Economic Development in accordance with the Dickinson Sponsorship in an amount not to exceed _____ (Grant Request Amount) for the _____ (Project Title), and upon approval of said request to enter into and execute a memorandum of agreement and contract with the New York State French and Indian War 250th Anniversary Commemoration Commission or the New York State Department of Economic Development for such financial assistance to this organization.

Return completed applications to:

Ms. Jamin Clemente

Empire State Development, Division of Marketing, Advertising and Tourism

30 South Pearl Street

Albany, NY 12245

Phone: 518-292-5360 Fax: 518-292-5812

Email: JClemente@EMPIRE.STATE.NY.US