



Sponsorship / Exhibit Program

NEAHP 2015 Annual Educational Conference

March 8-10, 2015

Hartford Marriott Downtown

Hartford, Connecticut



2015 Annual Educational Conference Sponsorship Program

The New England Association for Healthcare Philanthropy (NEAHP) produces the largest and most respected healthcare philanthropy conference in New England. The conference features 20+ luncheon roundtables, 30+ resource providers, and more than 30 sessions and workshops geared to newcomers, mid-career professionals, and senior fundraising executives. Presenters include seasoned executives and consultants in the field who share advances in technology and business practices, generate new ideas, and point the way to new directions in healthcare philanthropy.

For all inquiries about becoming a sponsor or exhibiting at the 2015 Annual Conference, please contact:

- Richard P. Solomon, CFRE rpsolomon@givingcollaborative.com 781-710-5477
- Robin Popp, CFRE robin_popp@meei.harvard.edu 617-573-3303

Thank you for your continued support of NEAHP.

CONFERENCE Level Sponsorship

(Limited to 1 sponsor)

SOLD

**2015 CONFERENCE LEVEL SPONSOR IS COMMITTED TO GHIORSI & SORRENTI, INC.
NEAHP THANKS GSI FOR THEIR SUPPORT!**

For an investment of \$5,000, you will receive the following benefits:

Pre-Conference Benefits

- Company name/logo on conference brochure (Deadline 12/26/2014)
- Company name listed on confirmation information sent to registered attendees
- Company name/logo listed as CONFERENCE SPONSOR for pre-conference e-mails and newsletters
- Premium listing with company name/logo, 250 word company description and link on NEAHP website conference page.
- Attendance listing for one pre-conference mailing

Day-of-Conference Benefits

- Complementary premium location exhibit space (6 ft. x 2.5 ft.)
- Two complementary all-inclusive conference registrations
- Welcome Letter on company letterhead included in Attendee Welcome Folders
- Company name/logo on totes
- Tote bag inserts - company promotional materials
- Name/logo included on all signage; registration, resource hall, special event and breakout sessions
- Name/logo projected on screen between all sessions in main hall and breakout session (when available)
- Opportunity to conduct Roundtable Session
- Right of first refusal to introduce Keynote, Plenary Speakers or Philanthropist of the Year Award
- Sponsorship recognition on badges of all company attendees

Post-Conference Benefits

- Company name/logo on NEAHP website home page (Jan-Dec)
- Company name/logo/link on NEAHP website Conference page for 1 year (Jan-Dec)
- Acknowledgement as CONFERENCE SPONSOR for 1 year (Jan-Dec) in NEAHP monthly electronic Focus Newsletter
- Electronic copy of conference attendee list with FOUR-TIME maximum use

GOLD Level Sponsorship

For an investment of \$2,500, you will receive the following benefits:

Pre-Conference Benefits

- Company name/logo on conference brochure (Deadline 12/26/2014)
- Company name listing on confirmation information sent to registered attendees
- Company name/logo listed as GOLD SPONSOR for pre-conference e-mails and newsletters
- GOLD SPONSOR listing (alphabetically) with company name/logo, 200 word company description and link on NEAHP website conference page.
- Attendance listing for one pre-conference mailing

Day-of-Conference Benefits

- Complementary (premium location) exhibit space (6 ft. x 2.5 ft.)
- TWO complementary all-inclusive conference registrations
- Company name/logo on totes
- Tote bag inserts - company promotional materials
- Name/logo included on all signage; registration, resource hall, special event and breakout sessions
- Name/logo projected on screen between all sessions in main hall and breakout session (when available)
- Opportunity to conduct Roundtable Session
- Opportunity, After Conference Sponsor, to introduce Keynote, Plenary Speakers or Philanthropist of the Year Award
- Sponsorship recognition on badges of all company attendees

Post-Conference Benefits

- Company name/logo/link on NEAHP website Conference page for 1 year (Jan-Dec)
- Acknowledgement as GOLD SPONSOR for 1 year (Jan-Dec) in NEAHP monthly electronic Focus Newsletter
- Electronic copy of conference attendee list with ONE-TIME maximum use

SILVER Level Sponsorship

For an investment of \$1,500, you will receive the following benefits:

Pre-Conference Benefits

- Company name/logo on conference brochure (Deadline 12/26/2014)
- Company name listing on confirmation information sent to registered attendees
- Company name/logo listed as SILVER SPONSOR for pre-conference e-mails and newsletters
- SILVER SPONSOR listing (alphabetically) with company name/logo, 100 word company description and link on NEAHP website conference page
- Attendance listing for one pre-conference mailing

Day-of-Conference Benefits

- Complementary exhibit space (6 ft. x 2.5 ft.)
- ONE complementary all-inclusive conference registration and ONE additional guest for regular conference meals
- Tote bag inserts - company promotional materials
- Name/logo included on registration signage
- Name/logo projected on screen between all sessions in main hall and breakout session (when available)
- Opportunity to conduct Roundtable Session
- Sponsorship recognition on badges of all company attendees

Post-Conference Benefits

- Company name/logo/link on NEAHP website conference page for 1 year (Jan-Dec)
- Acknowledgement as SILVER SPONSOR for 1 year (Jan-Dec) in NEAHP monthly electronic Focus Newsletter
- Electronic copy of conference attendee list with ONE-TIME maximum use

CONFERENCE EXHIBITOR

For an investment of **\$650**, you will receive the following benefits:

Pre-Conference Benefits

- Company name/logo on conference brochure (Deadline 12/26/2014)
- Company name listing on confirmation information sent to registered attendees

Day-of-Conference Benefits

- Exhibit space (6 ft. x 2.5 ft.)
- All regular meals included for **ONE** company representative; \$100 charge for each additional company representative
- Tote bag inserts - company promotional materials
- Name/logo included on registration signage
- Exhibitor recognition on badges of all company attendees

Post-Conference Benefits

- Company name/logo/link on NEAHP website Conference page for 1 year (Jan-Dec)
- Acknowledgement as EXHIBITOR for 1 year (Jan-Dec) in NEAHP monthly electronic Focus Newsletter
- Electronic copy of conference attendee list with ONE-TIME maximum use

Companies that wish to exhibit must fill out an exhibitor agreement and return it to the NEAHP office.

NOTES

1. See attached document for Sponsorship and Exhibitor benefits.
2. Your participation in the NEAHP 2014 Annual Educational Conference, as a sponsor or exhibitor, cannot be acknowledged without receipt of your signed application form.
3. Your logo and advertising materials must be received by **December 26, 2014**, for inclusion in the Conference registration brochure, on event signage/placards and on the NEAHP website. It is the sponsor's responsibility to submit a logo in a jpg or gif file format. Please send electronic logos to:
 - Richard P. Solomon, CFRE rpsolomon@givingcollaborative.com 781-710-5477
 - Robin Popp, CFRE robin_popp@meei.harvard.edu 617-573-3303
4. In-kind promotional items to be donated for inclusion in the Conference tote bags must be received by **March 3, 2015**. Sample items include:
 - Attendee Lanyards
 - Raffle Prizes
 - Conference Gifts
 - Signage/Welcome Banners
 - Pads of Paper & Pens
 - Volunteer Recognition Gifts

Organizations donating these products should contact the NEAHP Sponsorship Committee and ship the items according to the instructions below.

Resource providers who donate goods and/or services will be listed as In-Kind donors on conference signage and the NEAHP web site.

SHIPPING & RECEIVING INSTRUCTIONS

Packages being shipped to the conference must be sent directly to the PSAV Technology & Business Center located in the lobby of the Hartford Marriott Downtown. PSAV handles all shipping and receiving for the Hotel. The Hotel will not receive your packages, so it is important to coordinate shipment to the following store:

The PSAV Technology & Business Center
c/o Your Name or Your Organization Name Here
200 Columbus Blvd.
Hartford, CT 06103

The Technology & Business Center is a professional business center and drayage contractor that is available to service your shipping, receiving, copying or storage needs. Handling fees are based on package count and weight. Packages will be stored until you arrive (for a daily fee). Billing must be handled directly with a PSAV Technology & Business Center representative. You may phone (860) 760-2325, fax (860) 760-2326, or email businesscenter5588@psav.com.

POLICIES

1. **Bartering Policy:** The NEAHP Annual Educational Conference is dependent upon the generous support of sponsors and volunteers. With their support, NEAHP is able to provide a world-class professional development opportunity for health care development professionals for an affordable price. In order to make the conference accessible to NEAHP members representing organizations of all sizes and often with significant budgetary constraints, sponsor support is used to offset the costs association with producing the conference. Volunteers are relied upon heavily to give their time, talent and treasure to the conference.

NEAHP does not enter into “bartering” agreements with conference sponsors. While conference sponsors are encouraged to submit proposals for services that NEAHP requires and the Association gives preference to providers that are NEAHP members, goods and services are not accepted in exchange for conference sponsorships.

2. **Speaker Expenses:** AHP member speakers from other regions may be reimbursed for travel (air fare or ground transportation) and hotel up to \$500, but will receive no compensation for their presentations.

An AHP member speaker from another region will not be required to pay conference registration fee if attending only for speaking session. If he/she attends the conference as a participant, i.e. attending sessions, then he/she will be required to pay the conference registration fee.

Members of NEAHP asked to speak at the conference will not be compensated or reimbursed for their presentations. They must pay the conference registration fee if attending.

Non-AHP member speakers will not be compensated or reimbursed for their presentations. They will receive complimentary meals for the day on which they are speaking and reimbursement for travel expenses.

A budget for honoraria, fees, travel/hotel expenses for keynote speaker and others will be established by the Conference Committee and approved by the NEAHP Board annually.

3. **Resource Provider Guidelines:** Resource Providers must have paid the Conference Resource Provider fee. If a Resource Provider is asked to speak, he/she will not be compensated or reimbursed for his/her presentation.

Resource Providers may host private receptions during the conference at their discretion when it does not conflict with education sessions or planned conference events. If a reception is held on the conference site, the room reservation will be made between the resource provider and hotel. The hotel is to notify and seek approval from the Conference Chair for such a reception. The Resource Provider pays the hotel directly for the expenses.

4. **Conference Sponsors & Exhibitors Cancellation Policy:** Sponsors and exhibitors who cancel on or before January 15, 2015 will receive a full refund for any amounts paid. Cancellations received after January 15, 2015 and up to January 30, 2015 will receive up to a 75% refund of the amount paid and will be responsible to pay 25% of the sponsorship amount originally due. No refunds will be made, and the full amount will be due and payable, for any cancellations after January 30th. Cancellations must be received in writing to neahp@camihq.com.