

UNIVERSITY of HOUSTON

GLOBAL STRATEGIES and STUDIES

Global Initiatives

Multicultural Event Sponsorship Proposal

Summary

The Office of Global Initiatives (OGI) will provide sponsorship of up to three (3) community or campus events each year. Interested groups can submit a sponsorship proposal requesting one of the designated levels of sponsorship. Proposal submission and consideration does not guarantee sponsorship. Proposals will be evaluated and selected based on the evaluation criteria aimed to explicitly benefit for the University of Houston. Each event will be evaluated separately even if they are submitted by the same group(s). Sponsorship will be on a one time basis even if an event is a reoccurring or rotating event.

Criteria

Interested groups seeking sponsorship from the OGI for an event should consider the following evaluation criteria:

- The event has a clear global, cross-cultural, or multicultural intent
- The event must be part of a value adding practice such as:
 - Generates interest and visibility of UH and/or its colleges, centers, departments, programs, or students
 - Provides opportunities for students, faculty, and staff to network with the local international community

Levels of Sponsorship

Funds will be given in amounts of \$200, \$300, or \$400 for events at each of the separate participation levels after a determination is made regarding the benefit of the event.

Level 1: Less than 100 attendees – \$200

Level 2: 101 – 200 attendees – \$300

Level 3: 201 – and more attendees – \$400

Submission Guidelines

For event sponsorship consideration:

- Proposals must clearly outline the scope of the event
- An event form and coversheet must accompany all proposals and be filled out in their entirety
- Proposals must be submitted at least two (2) months before the scheduled start date of the event(s) and late proposals will not be considered
- Proposals should be submitted electronically at ogi@uh.edu or gss@uh.edu

Notification of Sponsorship

Sponsored groups will receive an electronic acceptance memo which must be signed and returned prior to the disbursement of any funds.

Terms and Conditions

By accepting the funds, UH reserves the right to include the event in its marketing or promotional efforts including but not limited to: shooting photos or video footage, conducting interviews during the event, distribution of tchotchkes or sale of merchandise, request the UH logo be used during the event, request that UH be mentioned during promotional efforts for the event. Consideration will be given to the type of event and any special requests necessary to carry-out its specific purpose. These we will be determined and agreed upon prior to the distribution of funds.