Looking for more visibility for your services or programs?
Reserve some “face time” at the MCF 2020 Annual Conference today!

We invite you to be a part of the Minnesota Council on Foundations’ 2020 Annual Conference: Philanthropy in Action to be held February 13 - 14, 2020 at the McNamara Alumni Center on the University of Minnesota Twin Cities campus. We anticipate more than 200 grantmakers from across Minnesota and the region to attend this premier event.

We have **two great ways** for your organization to participate:

1. **Become an exhibitor.** We are excited to host our conference at the McNamara Alumni Center as the beautiful location allows for regular interaction between exhibitors and attendees.

2. **Become a sponsor.** In addition to other great benefits, sponsor names and logos will appear throughout our marketing campaign of e-mail and surface correspondence reaching more than 1700+ foundation professionals, trustees, and friends throughout Minnesota. At the conference, sponsors will receive visibility on signs and conference materials. Sponsors have the option of including an exhibit table at no additional cost.

Attendees of the conference will include trustees and staff members of foundations, corporations and corporate giving programs, tribes, institutions, government, or philanthropic entities that conduct grantmaking from across the state.

Marketing activities will reach all 1,700+ MCF individual members, including foundation staff and directors/trustees. Approximately 1,200 nonmember Minnesota foundations and corporate giving programs will also receive conference promotional materials inviting them to attend the statewide convening.

**We encourage you to respond right away.** Sponsorships and exhibit booths are awarded on a first-come, first-served, and space-available basis. Sponsor applications are due by December 30, 2019 to take advantage of all possible visibility opportunities. Exhibitor applications are due by January 3, 2020.

MCF members and nonmembers are invited to join us as sponsors and exhibitors. All sponsors and exhibitors will be welcome to join our plenary sessions, meals and networking. However, only grantmakers, as defined in MCF’s [membership criteria](#), will be able to attend breakout workshops.

If you have any questions or need additional information, please contact Paul Masiarchin at 612.335.3418 or pmasiarchin@mcf.org. We look forward to hearing from you.
# Sponsorship Levels & Benefits

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<th>Top billing on all promotions</th>
<th>SIGNATURE $50,000</th>
<th>PREMIER $20,000</th>
<th>PLATINUM $10,000</th>
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## Logo and name featured:

- MCF member email promotions with link
  - SIGNATURE $50,000: ✓
  - PREMIER $20,000: ✓
  - PLATINUM $10,000: ✓
  - GOLD $5,000: ✓
  - SILVER $2,500: ✓
- MCF member e-newsletter announcements
  - SIGNATURE $50,000: ✓
  - PREMIER $20,000: ✓
  - PLATINUM $10,000: ✓
  - GOLD $5,000: ✓
  - SILVER $2,500: ✓
- Conference signage
  - SIGNATURE $50,000: ✓
  - PREMIER $20,000: ✓
  - PLATINUM $10,000: ✓
  - GOLD $5,000: ✓
  - SILVER $2,500: ✓
- Conference website with link
  - SIGNATURE $50,000: ✓
  - PREMIER $20,000: ✓
  - PLATINUM $10,000: ✓
  - GOLD $5,000: ✓
  - SILVER $2,500: ✓
- Optional exhibit booth
  - SIGNATURE $50,000: ✓
  - PREMIER $20,000: ✓
  - PLATINUM $10,000: ✓
  - GOLD $5,000: ✓
  - SILVER $2,500: ✓
- Acknowledgement from the podium
  - SIGNATURE $50,000: ✓
  - PREMIER $20,000: ✓
  - PLATINUM $10,000: ✓
  - GOLD $5,000: ✓
  - SILVER $2,500: ✓
- Complimentary conference registrations
  - SIGNATURE $50,000: 10
  - PREMIER $20,000: 6
  - PLATINUM $10,000: 4
  - GOLD $5,000: 3
  - SILVER $2,500: 2

Members and nonmembers will be invited to join us for meals, networking and plenary sessions. However, only grantmakers, as defined in MCF’s membership criteria, will be invited to attend breakout workshops.
Exhibit Opportunities

We anticipate more than 200 grantmakers from across Minnesota and the region to attend this one-day, premier event. As an exhibitor, you will have an opportunity to meet with decision-making staff, trustees and volunteers in many positions within their organizations. As an exhibitor you will be located in a high-traffic area -- visible and accessible to participants between conference events.

Benefits to You:

✓ Connect with philanthropy professionals from across the state and region
✓ Meet with new prospects and generate new leads
✓ Maximize your market exposure
✓ Discuss client needs and explain solutions you offer

Exhibitor Package Includes:

✓ One 6’ skirted table.
✓ Listing and link on the event website.
✓ Exhibit fees do not include A/V needs, including electrical and Internet access. Forms for ordering these items will be provided.
✓ Member and nonmember exhibitors will be invited to join us for meals, networking and plenary sessions. However, only grantmakers, as defined in MCF’s membership criteria, will be invited to attend breakout workshops.

EXHIBIT SPACE TERMS

Deadlines: Exhibitor agreements and payment in full are due by 1/3/2020. An invoice, if requested, may only be sent upon the MCF office’s receipt of a fully executed agreement. Exhibitor space will be confirmed upon full payment.

Exhibit Booth: Each exhibit area includes one 6’ skirted table. Exhibit tables will be assigned as payment is received. The purchase of an exhibitor booth includes meals for booth representatives.

Booth assignments: Booths will be assigned after payment is received. Confirmations will be distributed after 1/3/2020.

Exhibit hours: Exhibit hours will be 7:30AM to 4:00PM on Thursday, February 13, 2020 and 7:30AM to Noon on Friday, February 14, 2020. Times are subject to change at MCF’s discretion.

Setup/teardown: Setup time will be 6:00AM to 7:30AM each day. Exhibit setup must be completed by 7:30AM. Exhibit teardown must be completed by 5:00PM on 02/13/2020 and 3:00PM on 2/14/2020. Times are subject to change at MCF’s discretion.

Cancellation policy: Cancellations must be received in writing. The following refund schedule will apply:

- 75% refund before 12/30/19
- No Refund 1/3/20 and after

Liability: Each exhibitor will be responsible for the space leased during the convention and will keep it free from hazards to persons on the premises. The Minnesota Council on Foundations and its members will not be responsible for any injury that may occur due to exhibit operators, their associates or employees. It is agreed that in no case shall the Minnesota Council on Foundations and its members be responsible for any loss, theft or damage by fire, or any injury to any person or article. Each exhibitor is responsible for complying with all federal, state, local, and conference facility fire and safety codes.

Food and Beverage: Due to state law, alcoholic beverages may not be brought onto the premises. Any food or non-alcoholic beverages from outside sources are not allowed to be brought onto the premises.
**SPONSORSHIP OPPORTUNITIES**

- Signature ($50,000)
- Premier ($20,000)
- Platinum ($10,000)
- Gold ($5,000)
- Silver ($2,500)
- Other Amount ___________

**EXHIBIT OPTIONS**

- Nonmember ($600)
- Member ($500)
- Sponsor Exhibit Booth (Optional, with all sponsor packets)

Complimentary Exhibitor Attendee (name and email)*: ________________________________

* Your exhibit fee includes attendance for one person.

- Additional Paid Exhibitor Attendee (name and email)**: ________________________________ ($200, limit one)

** Additional fee includes attendance for a second exhibitor. Limit of one additional exhibitor. Additional attendees, beyond two people, must register at the regular conference rate.

**COMPANY INFORMATION**

Organization: ________________________________
Name of Contact Person: ________________________________
Title of Contact Person: ________________________________
Address: ________________________________
City: __________________ State: __________________ Zip: __________________
E-Mail: __________________ Website: __________________

**PAYMENT INFORMATION**

___________ Total
- Check enclosed
- Please invoice me

Credit Card: Visa or MasterCard
Card Number: __________________ Exp. Date: __________________
Name (as it appears on the card): __________________
Organization Name (if corporate card): __________________
Business Address (if different than above):
City: __________________ State: __________________ Zip Code: __________________
Cardholder Signature: __________________

PLEASE SUBMIT COMPLETED FORM TO pmasiarchin@mcf.org