



**POLICY: SPONSORSHIP POLICY**

**The AFP Ottawa Chapter hereby establishes policy with regards to advertising and sponsorship revenue.**

**Sponsorships may be solicited by the chapter as revenue for The Philanthropy Awards, Fundraising Day, educational programs, networking events, communications, and other initiatives/events hosted by the chapter or held in partnership with it.**

**Before entering into any sponsorship agreement(s), the chapter will ensure that the agreement will comply with the principles set forth in the AFP Brand Protection Policy regarding sponsorships and collaborative relationships.**

**A written sponsorship agreement shall be completed for all sponsorships and signed by the sponsoring organization and the AFP Board of Directors or its designee. The agreement will include: sponsorship amount; named sponsorship giving level; contact information; applicable deadlines; list of benefits; and any applicable restrictions.**

**EFFECTIVE DATE: October 16, 2014**

**LAST REVISED OR REVIEWED: December 2017**

**SUBJECT TO REVIEW: December 2020**