

MSU Black Alumni, Inc. – Sponsorship Request Form

Thank you for your interest in partnering with **MSU Black Alumni, Inc.**

We provide sponsorships to organizations, events, and initiatives that align with our mission and values. To be considered, all requests must be submitted **at least 60 days prior** to the date of the event or funding need. The expected response turnaround time will be **approximately 45 days after** form submission.

Please complete the form below in full. Incomplete applications may delay review.

SECTION 1 — Applicant Information

Organization Name: _____

Organization Type: ☐ 501(c)(3) ☐ MSU RSO ☐ Community Group ☐ Other: _____

Website: _____

Primary Contact Name: _____

Title/Role: _____

Email: _____

MSU Affiliation: Student Alumni Friend

MSUBA Member: Annual Lifetime

Phone Number: _____

Mailing Address: _____

SECTION 2 — Event or Project Details

Event/Project Name: _____

Event/Project Date(s): _____

(Must be at least 60 days from the submission date)

Location: _____

Expected Attendance/Reach: _____

Brief Description of the Event/Project:

SECTION 3 — Alignment With Our Mission & Values

1. Which of our core values does your request support?

- ☐ Support Current Students
- ☐ Community Building
- ☐ Education & Awareness
- ☐ Advocacy
- ☐ Recruitment
- ☐ Networking
- ☐ Other: _____

2. How does your event or project support or align with our mission?

(Provide specific examples.)

SECTION 4 — Sponsorship Request

Type of Sponsorship Requested:

- ☐ Financial Support
- ☐ In-Kind Donation
- ☐ Volunteer Support
- ☐ Other: _____

Requested Amount or Description of Support:

How will sponsorship funds or contributions be used?

Available Recognition Opportunities (check all that apply):

- ☐ Logo on event materials
- ☐ Website or social media mention
- ☐ On-site signage
- ☐ Verbal acknowledgment
- ☐ Presenting Sponsor
- ☐ Vendor/booth space
- ☐ Other: _____

SECTION 5 — Required Attachments

Please upload or provide links to the following (if applicable):

- Event or project budget
- Sponsorship packet or deck
- Organization brochure or overview
- IRS nonprofit determination letter (if applicable)

Upload links or files:

SECTION 6 — Certification

By submitting this form, I certify that:

- I am authorized to request sponsorship on behalf of the organization listed above.
- All information provided is accurate to the best of my knowledge.
- I understand that submission does not guarantee approval.
- I acknowledge that requests must be submitted **at least 60 days in advance** of the event or funding need.

Name: _____

Date: _____

Signature (digital acceptable): _____
