

# ACE WOMEN'S Network<sup>TM</sup> Michigan



## 2023 MI-ACE WOMEN'S NETWORK ANNUAL CONFERENCE

**WOMEN LEAD IN A NEW ERA  
OF HIGHER EDUCATION**

**SPONSORSHIP  
PACKET**

**JUNE 2023**

**Suburban Collection Showplace**  
46100 Grand River | Novi, MI 48374  
(248) 348-5600

**HOSTED BY:**

**M** UNIVERSITY OF MICHIGAN





Formed in 1978, the Michigan American Council on Education Women's Network (MI-ACE) is the professional network for Michigan women in higher education. MI-ACE is an award winning network, first nationally recognized in 2005 by the ACE Office of Women in Higher Education and again in 2016 with the National ACE State Network Leadership Award for the Advancement of Women in Higher Education.

As the voice of women in higher education in Michigan, an annual conference is designed to advance and support women in higher education. College and university women throughout Michigan learn new leadership strategies and network with other women leaders.

## WHO SHOULD SPONSOR?

We invite organizations, companies, and individuals interested in supporting and collaborating with women leaders in Michigan colleges and universities to partner with MI-ACE to provide the annual conference.

**Sponsors may include, but are not limited to:**

- Artists
- Bookstores and publishers
- Colleges and universities
- Consulting firms
- Corporations
- Education software vendors
- Education technology companies
- Educational supply businesses
- Financial services institutions
- Food service organizations
- Foundations
- Individuals
- Insurance companies
- Management consultants
- Non-profit organizations
- Professional women's organizations
- Risk management firms
- Search firms



# SIGNATURE PARTNER

Signature Partners at this level will be identified as the sponsor for two of our major events:  
2023 Michigan American Council on Education (MI-ACE) Women's Network Annual Conference  
2023 MI-ACE Women of Color Collaborative Luncheon

## \$10,000

- *Name or logo prominently placed on all event promotional materials, including e-mail promotions, event invitations, and MI-ACE website (if sponsorship is received by printing deadline). List as 2023 Signature Partner in the MI-ACE's e-newsletter and the Institutional Representatives Update for one year.*
- *Name or logo displayed on all MI-ACE event signage.*
- *Name recognition at the three major MI-ACE events above through public announcement of sponsorship and signage promotion.*
- *Exhibit table to display materials or promotional items at the three selected events (or virtual partner table when applicable).*
- *Full page advertisement in the Annual Meeting Program Book (if selected).*
- *One table of 8 in prominent location at the Annual Conference and Women of Color Collaborative.*
- *Logo or advertisement (with link to Signature Partner website) on MI-ACE homepage for one year.*
- *Name or logo on each event webpage leading up to event.*
- *Name or logo on past event sponsors webpage for one year.*
- *Name or logo listed as a sponsor in MI-ACE Member Directory.*





# LEVELS OF SPONSORSHIP

**\$5,000**

## Platinum Corporate/ Patron Sponsor

- Day Long Conference sponsor
- Two Available
- Audio and visual
- Photography & videography
- Printed program booklet (receives full-page ad)
- Lunch (Monday or Tuesday)
- Registration for (6) at conference.
- Policy lunch for (6) Monday
- Logo displayed recognition at event
- Complimentary full- page (Ad in printed program booklet)
- Logo placement in program (with 25-word description)
- Exhibit table
- Logo and link listed on conference website

**\$1,000**

## Silver Corporate/Patron Sponsor

- Breakout sessions - (4) Available
- Executive Board Meeting
- Conference video
- Tabletop displays
- Historical traveling exhibit
- Plenary stage decorations/flowers
- Registration for (2) at conference
- Policy lunch for (2) Monday
- Logo displayed recognition at event
- Complimentary ¼ page ad in printed program booklet
- Logo placement in program - with 25-word description
- Exhibit table
- Logo & link listed on conference website
- Electronic roster of attendees sent post- conference

**\$2,500**

## Gold Corporate/Patron Sponsor

- Plenary Session Six Available
- Refreshment breaks (Monday morning or Tuesday afternoon)
- Networking reception (Monday evening)
- Wi-Fi- internet access for attendees
- Registration for (4) at conference
- Policy lunch for (4) Monday
- Logo displayed recognition at event
- Complimentary ½ page ad in printed program booklet
- Logo placement in progra (with 25-word description)
- Exhibit table
- Logo and link listed on conference website
- Electronic roster of attendees sent once in advance of conference and once after the conference

**\$500**

## Bronze Corporate/Patron Sponsor

- Example: Lanyard (MI-ACE provides)
- Notepad and pen (MI-ACE provides)
- Conference Bag (MI-ACE provides)
- Name displayed recognition at event
- Name recognition in printed program booklet

**\$250**

## Honors & Salutes

- Unrestricted general conference expenses
- Name displayed recognition at event
- Name recognition in printed program booklet

To become the MI-ACE Signature Partner contact the MI-ACE State Chair,  
Dr. Linda Logan • (e) [llogan@olivetcollege.edu](mailto:llogan@olivetcollege.edu) • (269) 749-6669.

# SPONSORSHIP GUIDELINES

MI-ACE conference sponsorships are available on a first-come, first-served basis. MI-ACE reserves the right to refuse any sponsorship contingent upon review by the MI-ACE Executive Board. MI-ACE reserves the right to refuse sponsorship after the acceptance of the application and contract if information should come to the attention of the MI-ACE which, in the reasonable judgement of the MI-ACE, demonstrates that the proposed sponsors would be inconsistent with the principles espoused by the MI-ACE or unfavorable to the reputation of the MI-ACE.

MI-ACE will confirm sponsorship and sponsor benefits when full payment has been received and processed. Sponsors must submit a binding sponsorship application form, including acceptance of the MI-ACE's terms and conditions. All sponsorships are non-refundable.

Grand Valley State University, a 501(c)(3) nonprofit organization, serves as the fiscal agent for MI-ACE and has agreed to receive donations on behalf of MI-ACE for its charitable work. After a donation is received, Grand Valley State University will provide a receipt meeting tax exempt requirements.

## Terms and Conditions

Sponsor representatives must wear official name badges provided by the MI-ACE during conference events.

Sponsors may display materials only in designated locations.

Sponsor contact with conference attendees must at all times be in character of a professional meeting (i.e. informative while not intrusive).

MI-ACE, the conference planning host institution, and/or the conference site may specify additional terms and conditions.

## Submissions

Submit a completed application

25-word description of your organization (applicable to sponsorship level)

Logo in a vector-based EPS format.

All information can be sent via email to [lemieuxr@gvsu.edu](mailto:lemieuxr@gvsu.edu)

## Payment

Upon receipt of application form, an invoice will be sent with complete payment information. Sponsorships will only be reserved with full payment. Payment may be made in the form of ACH (electronic payments), check, or money order. See page 7 for more details. Checks can be made payable to "Michigan ACE Network" and can be mailed to:

Attn: Rhonda LeMieux, [lemieuxr@gvsu.edu](mailto:lemieuxr@gvsu.edu)

GVSU, 1 Campus Drive, 192 FH

Allendale, MI 49401

For payment related questions, contact (616) 331-2557.

# SPONSORSHIP GUIDELINES CONT.

## **CANCELLATION OR WITHDRAWAL**

All sponsorships are non-refundable. If, after payment, the sponsoring organization or individual determines they can no longer sponsor the conference, the funds collected can be used toward a sponsorship at a future MI-ACE event. Failure to pay in full for the sponsorship within 45 business days (9 weeks) prior to event entitles the MI-ACE to cancel the sponsorship.

## **DISPLAY REGULATIONS**

MI-ACE reserves the right to refuse exhibit space to any applicant for any reason. The exhibitor may not display signs that are not professionally prepared or in the opinion of MI-ACE detract from the appearance of the conference.

## **LIMITATION OF LIABILITY**

The sponsor agrees to make no claim for any reason whatsoever against MI-ACE, its State Chair, Executive Board, the conference planning host institution, the conference site, or the city and/or state wherein Event is held for loss, theft, damage, destruction of goods, nor for any injury to him/herself or employees while the conference is in progress, being set up, or being taken down. Sponsor agrees to indemnify and hold harmless MI-ACE, its State Chair, its Executive Board, and the conference planning host institution against any and all claims of any person arising out of acts, omissions, or negligence of exhibitor, its agents, or its employees.

The MI-ACE, its State Chair, Executive Board, Institutional Representatives, the conference planning host institution, or volunteers, shall not be liable for failure of the scheduled conference to be held due to fire, water damage, public emergency, strikes, other labor disputes, boycotts, cancellation of facility contracts, or acts of God beyond the power or control of MI-ACE to prevent.

## **ASSIGNMENT OF DISPLAY SPACE**

Display space will be assigned in the order in which applications and payments are received. MI-ACE reserves the right to alter the conference floorplan, and/or reassign any sponsor's space if deemed necessary.

## **LIMITATION ON PROMOTION AND DISTRIBUTIONS**

Throughout the duration of the conference, all promotional activities and distribution of materials must be confined within the limits of the exhibit tables in the exhibit area. The playing of loud music, videos, films, or the like, or any other loud or distracting activity that could be objectionable to neighboring exhibitors is prohibited. Exhibitor warrants that all copyrighted material to be performed or played has been duly authorized or licensed by the copyright owners or their representatives and agrees to indemnify and hold MI-ACE harmless from any and all claims and expenses, including legal fees, which might arise from questions of use of any such material described above. MI-ACE is not responsible for conference site personnel, nor can the MI-ACE guarantee that the services and/or utilities promised by the hotel shall be available during the conference.

## **SECURITY**

MI-ACE shall be liable for any damage or theft to the sponsor's display or property.

# 2023 CONFERENCE SPONSORSHIP APPLICATION FORM

Sponsorship Deadline is **May 15, 2023**

By selecting one of the five sponsorship levels (Platinum, Gold, Silver, Bronze and Honors and Salutes) available, you support the advancement of women in higher education, while promoting your brand and showcase services and/or products to colleges and universities across the state of Michigan.

Please email completed form to Rhonda LeMieux, [lemieuxr@gvsu.edu](mailto:lemieuxr@gvsu.edu). Upon receipt of form, you will be issued an invoice with payment instructions. Thank you.

Sponsoring Organization/Person: \_\_\_\_\_

Contact Person Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone Number : \_\_\_\_\_

☐ Platinum Corporate/Patron Sponsor (\$5,000)

☐ Bronze Corporate/Patron Sponsor (\$500)

☐ Gold Corporate/Patron Sponsor (\$2,500)

☐ Honors and Salutes (\$250)

☐ Silver Corporate/Patron Sponsor (\$1,000)

## PAYMENT INFORMATION:

☐ Check

☐ Money Order

☐ Credit card

**ONLINE PAYMENTS MADE HERE**

Please make check payable to  
**"Michigan ACE Network"**

### Mail check to:

Attn: Rhonda LeMieux, Bursar  
GVSU-Athletics, 192 FH | Allendale, MI 49401  
Phone: 616-331-2557 | Fax: 616-331-3232

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing & submitting this form, you accept & agree to abide by the guidelines outlined within the Sponsorship Prospectus. Conference sponsorships are reserved on a first-come, first-serve basis. MI-ACE confirms sponsorship and benefits upon receipt of full payment. All sponsorships are NON-REFUNDABLE.

For questions, please contact Linda Logan, PhD, MI-ACE State Chair, [llogan@olivetcollege.edu](mailto:llogan@olivetcollege.edu) or call (269) 749-6669.



# ACE WOMEN'S Network<sup>TM</sup> Michigan

**M** UNIVERSITY OF MICHIGAN

**Suburban Collection Showplace**  
46100 Grand River | Novi, MI 48374  
(248) 348-5600

