



Michael Baer  
Relay Nevada Program Manager  
12657 Alcosta Blvd, Suite 300  
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To Whom It May Concern:

The purpose of this letter is to provide guidelines to organizations or parties interested in applying for outreach dollars from Relay Nevada. The primary focus for outreach dollars is two-fold.

A major part of the outreach effort targets educating the general public regarding Relay Nevada and related services, with much of the focus on using 7-1-1 and the "Don't hang up" campaign. Commercials have been developed for this purpose, and will be aired for 6 months out of the year, thus, allowing funding for local outreach efforts addressed in the next paragraph.

This brings us to the other equally important part of outreach, and that is the community based, grass roots, outreach. This outreach targets the local users of Relay Nevada and includes education on the use of Relay, Equipment distribution, Advocacy and new technologies related to the program.

The following is Relay Nevada's new guidelines for sponsorship. Relay Nevada has allocated a certain amount of dollars for sponsorship activities. In addition, each organization can receive up to two (2) sponsorships per year if funding is available.

Parties interested in applying for funds must first fill out the "Relay Nevada Sponsorship Application Form" and fax it or mail it to the Relay Nevada. This form can be requested from the website at [www.relaynevada.com](http://www.relaynevada.com). The application will be jointly reviewed by Sprint and ODS. A major consideration for each application will be the events impact to the community and the overall "return on investment" for Relay Nevada. Parties applying will be notified in writing or by e-mail whether the request will be granted or not.

If granted, the following will apply:

There will be a \$250.00 maximum grant for each event. Flyers and other relevant information regarding the event will be requested for Relay Nevada files.

OR

If an agency raises specific funds for their event, and can show proof of such fundraising, such as pictures flyers and a bank deposit or similar, Relay Nevada may award a match to fundraising up to \$800.00. This fundraising cannot be generated from another company, per se, but must be a community based fundraiser, such as a car wash/bake sale/raffle, or other. Please be specific in the application regarding fundraising efforts.

Upon any award, Relay Nevada/Sprint asks to be able to provide presentations, flyers and other information at your event.

Thank you for your interest in Relay Nevada.

Sincerely,

Betty Hammond, Communication Access Program Director/Office of Disability Services  
Michael Baer, Relay Program Manager/Sprint

[www.relaynevada.com](http://www.relaynevada.com)



# RELAY NEVADA SPONSORSHIP APPLICATION FORM

Please complete and FAX to:  
**(866) 522-7036**

Michael Baer, Sprint Relay  
12657 Alcosta Blvd, Suite 300  
San Ramon, CA 94583

In order to be considered for sponsorship, please complete this application form. The Office of Disability Services and Relay Nevada prefer to have at least two months lead time to properly review and activate any sponsorship. The application will be reviewed and must have a full consensus to be accepted. Decisions will be rendered on all proposals within 30 days. Submitters will be notified of the decision via e-mail.

## Proposal Contact Information

- ▶ First and Last Name: \_\_\_\_\_
- ▶ Organization: \_\_\_\_\_
- ▶ Address: \_\_\_\_\_  
\_\_\_\_\_
- ▶ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_
- ▶ Telephone Number: \_\_\_\_\_
- ▶ Fax Number: \_\_\_\_\_
- ▶ Email Address: \_\_\_\_\_
- ▶ Would you be willing to provide a brief report of your event within 14 days of its occurrence?  YES  NO
- ▶ As a courtesy, would you be willing to take pictures of your event and submit it to us within 14 days of its occurrence?  YES  NO
- ▶ Will you be willing to retain all flyers, documents, and any other materials bearing Relay Nevada logo and submit it to us for our recordkeeping within 14 days?  YES  NO



# RELAY NEVADA SPONSORSHIP APPLICATION FORM

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- ▶ Date of application: \_\_\_\_\_
- ▶ What is the name of your organization? \_\_\_\_\_
- ▶ What is the title of the outreach activity/event? \_\_\_\_\_
- ▶ When will the event be held and where? \_\_\_\_\_
- ▶ What is the overall purpose of the event? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- ▶ How will your event promote Relay Nevada? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- ▶ How does your event benefit the deaf, hard of hearing, and speech disabled community? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- ▶ How many participants are expected to attend? \_\_\_\_\_
- ▶ Please select type of sponsorship you are requesting. Only one can be used.  
 One time grant — up to \$250.00 maximum.  
 Fundraising match — up to \$800.00 maximum.

My signature below attests that all facts above are true.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

▶ FAX TO RELAY NEVADA AT (866) 522-7036 ◀