



2011 Spring Training Conference
May 25-27, 2010
Hilton New Bern Riverfront
New Bern, NC

Sponsorship and Exhibitor Letter

The North Carolina Community Development Association (NCCDA) is seeking sponsors and exhibitors for its Annual Spring Training Conference. The conference will be held May 25-27, 2011, at the Hilton New Bern Riverfront, New Bern, NC. This annual conference is geared toward housing and rehabilitation professionals, community development professionals and administrators and non-profits engaged in housing, economic development and community development work. Attendees will include decision-makers and key staff from North Carolina cities, counties, private, non-profit organizations and private companies. The NCCDA has over 60 membership organizations from around the State. Although, these economic times are challenging, we expect a large number to take advantage of the exciting training opportunity.

Some of the workshops and trainings scheduled for the conference include:

- Green Buildings Standards
- Revisiting Rehab Standards
- State's CDBG Program – Application, Compliance & New Programs
- HUD Special Meeting for Entitlements
- Update on HFA Programs
- Section 3 Implementation
- Sustainability
- Update on USDA Program Changes
- Using CDBG for Economic Development
- Blending Multiple Funding Sources
- Homeless & Continuum of Care Funding
- Neighborhood Revitalization
- Affirmative Fair Housing / Language Access Plans

Federal, State and Local agencies participating in the training conference are the Department of HUD, USDA-Rural Development, NC Department of Commerce-Community Investment and Assistance, N.C. Housing Finance Agency, the NC Rural Economic Development Center and City of New Bern Planning and Development Department.

This conference is an excellent opportunity for you to be featured as a sponsor. As a sponsor of our annual spring conference, you will show your support for Community and Economic Development activities. The NCCDA greatly appreciates your support and participation in our association meetings. Your involvement strengthens our programs and creates networking opportunities for our membership to be introduced to innovative projects, products and services. We invite and welcome your participation at our conference.

Attached are a sponsorship pledge form describing sponsorship benefits and a sponsorship conference registration form with hotel room/rate information. If you will be participating as a sponsor and utilizing the table-top display for the conference, the display tables are 6 ft. The tables will be located in the Grand Ballroom within the hotel. Set-up is Wednesday, May 25, 9:00 am – 11:00 pm. The meeting begins at

1:30 pm. Exhibits will also be available for the entire day on Thursday, May 26 and Friday, May 27 until noon. The table area may include electricity and internet access. The fee for electricity for the 3 days is \$120 and internet access is complimentary. On your registration form, please be sure to indicate if you need these items.

Please call the Hilton New Bern Reservation line at 252.638.3585. Please mention the North Carolina Community Development Association name and to get the special room rates of \$94 per night for single or double occupancy. This rate is available on a first come, first serve basis at the Hilton New Bern Riverfront . Rates change upon room block being sold out or April 20th whichever occurs first. In the event you have difficulty or the block is sold out, please send an e-mail to manager@nccda.net. Reserve your sleeping room now!

Thank you for your consideration. I look forward to working with you on this sponsorship opportunity. Feel free to contact Debora Steenson, NCCDA Manager at 919.418.1325 or by e-mail manager@nccda.net

Best Regards,

Stanley Watkins and Karen Kennedy
2011 NCCDA Meetings Chairs

Debora Steenson
NCCDA Manager
manager@nccda.net



North Carolina Community Development Association 2011 Sponsorship/Exhibiting Opportunities

May 25-27, 2011 Hilton New Bern Riverfront, New Bern

We are grateful to our dedicated members and sponsors for their continued interest, participation and support. Without our sponsors, we would not be able to provide the educational and social networking to our members. Please consider participating in our 2011 Sponsorship Program. Again thank you for your support as we strive to achieve our mission in support of our members in the Community Development Arena.

Display times are Wednesday afternoon – Friday morning. Please include your fees in your total. This will help NCCDA in determining expenses. Exhibitor Setup will begin at 9:00 am – 11:00 pm on Wednesday, May 25, 2011. Educational Sessions begin at 1:30pm on Wednesday.

Platinum Sponsorship		\$1500
Table Top Display at Conference		
Name & Recognition in Conference Printed Materials		
Electronic Recognition in Meeting Rooms		
Name & Logo recognition on NCCDA web page for one year		
Two Representatives for Conference (Meal Functions Included)		
<u> </u> Platinum Sponsor	SUBTOTAL	<u> </u>

Gold Sponsor		\$1000
Table Top Display at Conference		
Name & Recognition in Conference Printed Materials		
Electronic Recognition in Meeting Rooms		
Name & Logo recognition on NCCDA web page for one year		
One Representatives for Conference (Meal Functions Included)		
<u> </u> Gold Sponsor	SUBTOTAL	<u> </u>

Silver Sponsor		\$ 500
Table Top Display at Conference		
Name & Recognition in Conference Printed Materials		
Electronic Recognition in Meeting Rooms		
<u> </u> Silver Sponsor	SUBTOTAL	<u> </u>

Bronze /Exhibit Only		\$250
Table Top Display at Conference		
Name & Recognition in Conference Printed Materials		
<u> </u> Bronze/ Exhibit Sponsor	SUBTOTAL	<u> </u>

Promotional Materials		
Folders for Spring Conference	You provide the folders for distribution of printed materials	\$200
Lanyards for Spring Conference	You provide the lanyards for nametags	\$200
<u> </u> Promotional Materials	SUBTOTAL	<u> </u>

Break Sponsors		
AM Break		\$150
Lunch		\$500
PM Break		\$150
Program Sponsor		\$200
Reception Sponsor		\$500
_____ Break Sponsor	SUBTOTAL	_____

Additional Fees		
Electric for Booth		\$120
Internet Access		Complimentary
NCCDA Member Registration*	\$199 before May 12	\$249 after May 12 & On-site
Non-Member*	\$249 before May 12	\$299 after May 12 & On-site
Guest Tickets for Spouse/Guest/Children		
Wednesday Evening Reception	_____ # of Tickets Needed	\$30 each
Thursday Luncheon	_____ # of Tickets Needed	\$25 each
Thursday Evening Reception	_____ # of Tickets Needed	\$30 each
	SUBTOTAL	_____

Sponsorship/Exhibit/ Additional Fees Recap		
TOTAL DUE		

**NOTE: Being a sponsor does not automatically allow for your conference attendance unless covered by your sponsorship level. If you plan to attend the conference and/or participate in food related functions, you must pay the appropriate registration fee listed below.*

Hotel Information

Please call the New Bern Hilton Reservation line at 252.638.3585. Please ask for the North Carolina Community Development Association to get the special room rates of \$94 per night for single or double occupancy. This rate is available on a first come, first serve basis at the New Bern Hilton. Rates change upon room block being sold out or April 20th whichever occurs first. In the event you have difficulty or the block is sold out, please send an e-mail to manager@nccda.net. Reserve your sleeping room now!



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Please remit Sponsorship/Exhibitor order form with payment by check to:

**NCCDA
c/o Blue Star Services
1829 East Franklin St. – Ste 600
Chapel Hill, NC 27514**

Company Name _____

Contact Name _____

Contact e-mail _____

Company Address _____

Representative # 1 _____ e-mail _____

Representative # 1 Will be attending
Wednesday Evening Reception ___ Yes ___ No
Thursday Luncheon ___ Yes ___ No
Thursday Reception ___ Yes ___ No
Thursday pm Tour ___ Yes ___ No

Dietary Considerations _____

Representative # 2 _____ e-mail _____

Representative # 2 Will be attending
Wednesday Evening Reception ___ Yes ___ No
Thursday Luncheon ___ Yes ___ No
Thursday Reception ___ Yes ___ No
Thursday pm Tour ___ Yes ___ No

Dietary Considerations _____

Website _____

Electronic Logos are required for inclusion on website. E-mail JPEG to manager@nccda.net.

Questions?

Please contact Debora Steenson at 919.418.1325 or manager@nccda.net