



Co-Sponsorship

Policy & Application

I. Purpose

The purpose of this Co-Sponsorship policy is to set forth guidelines and criteria governing the granting of City of Dripping Springs funds or in-kind services for the purpose of supporting local festivals, special events, community projects or programs. The City recognizes that Co-Sponsorships play an important role in supporting our community, as well as to promote the tourism and economic development efforts of the City. This co-sponsorship agreement is separate from a request for a grant of Local Hotel Occupancy Tax funds.

II. Goals and Objectives

Co-Sponsorship of funds or in-kind services will be considered for special events, community projects or programs designed to accomplish one or more of the following goals and objectives:

- *Promote the City of Dripping Springs as a desirable place to live, visit and do business.*
- *Promote the City of Dripping Springs as a visitor destination and/or bring tourism- associated revenue to the City.*
- *Enhance the quality of life and wellbeing of some or all residents of the community.*
- *Advance the City's commitment to and pride in being a multicultural community.*
- *Promote the historic districts.*
- *Promote cultural and artistic awareness among the citizenry.*

The granting of City funds or in-kind support is evaluated according to the effectiveness and impact the particular special event, community project or program has on the community-at-large. Special attention is paid to Co-Sponsorships that promote the attractiveness of the City as a place to visit and/or live, celebrate the heritage of the City and its environs, and/or enrich the character and quality of life of its citizens.

Co-Sponsorship benefits may include:

- Up to 10% fee discount
- Banner on the Triangle or other city-owned property for specified number of days
- Required use of City Logo on marketing
- In kind donations from current city resources

Any Co-Sponsorship requesting benefits in excess of this amount must request a Donation Agreement with the City through the City Administrator.

III. General Requirements, Eligibility Criteria and Conditions

The applicant for Co-Sponsorship of funds or in-kind services for special events, community projects or programs must meet all of the following requirements, eligibility criteria, and conditions:

1. The applicant must be a registered nonprofit corporation or 501(c)3 organization with tax-exempt status. Co-application with a nonprofit corporation will make an applicant eligible to apply for co-sponsorship.
2. The special event, community project, or program supports the aforementioned goals and objectives.
3. Event and promotion must take place within the City of Dripping Springs limits or extraterritorial jurisdiction. Some limited exceptions will be made. Reason(s) for not holding the proposed event or promotion in the City of Dripping Springs must be stated on the application. Exemption from this requirement will be provided on a case-by-case basis and will favor activity promoting the City of Dripping Springs as a desirable place to live, visit and do business in.
4. The recipient of Co-Sponsorship funds or in-kind services shall provide the City recognition as a sponsor in exchange for the funds or in-kind services in a method consistent with other sponsors. In no event shall the recognition for the City's funds or in-kind services be less than that provided to other sponsors who have contributed the same total financial or in-kind support.
5. The nonprofit corporation must be ready, willing, and able to enter a contractual agreement for Co-Sponsorship with the City and provide a certificate of liability insurance.
6. The nonprofit corporation must comply with all City ordinances if applicable, wherein standards and procedures for the issuance of special event permits or other requirements are set forth.
7. The nonprofit corporation will not discriminate on the grounds of race, religious creed, color, national origin, ancestry, age, physical disability, mental disability, medical condition or any condition related thereto.
8. All co-sponsorship applications will be reviewed by City Administrator once the application is complete unless the application is for a co-sponsorship for the Dripping Springs Ranch Park and Event Center (DSRP). For the DSRP co-sponsorship applications, the DSRP Board shall review all co-sponsorship applications submitted for events at DSRP. The DSRP Board shall forward recommendations for co-sponsorship applications to the City Council. For non-DSRP co-sponsorship applications, the City Administrator's decision is final. The City will inform the applicant in writing whether an application has been approved or denied.

9. All packets must be submitted at least ninety (90) days prior to the event and shall include:

- a completed sponsorship application;
- a cover letter describing how the event will benefit the City, its residents, and its visitors; and
- a budget sheet that includes the expenses for which the sponsorship is requested. Filing of an application is not a guarantee that it will be approved.

10. Items that will be considered include:

- Benefit to the community.
- Success of past events that included community involvement.
- How the event complements or conflicts with current City programming and policies.
- How the event aligns with the City's goals and objectives.

SUBMIT

CLEAR

Co- Sponsorship Application

SPONSORING ORGANIZATION NAME: Pride of Dripping Springs

APPLICANT

First Name: Joe

Last Name: Harris

Contact Number: 972-762-3875

Email: joe@joseph-harris.com

Address: 168 Belterra Village Way #8208, Austin, TX 78737

EVENT

NAME: Pride of Dripping Springs 2022

START DATE/TIME: 6/25/2022

END DATE/TIME: 6/25/2022

ADDRESS: Dripping Springs Ranch Park and Event Center, 1042 Event Center Dr, Dripping Springs, TX 78620

ESTIMATED ATTENDANCE: 2000

EVENT DESCRIPTION

This is a Pride Festival and Rodeo where all are welcomed to attend and support the LGBTQ+ community. In the morning the events will be geared towards children and families and later in the afternoon and evening the events will be more geared towards teens and adults.

WILL THIS EVENT BE OPEN TO ALL MEMBERS OF THE PUBLIC?

☒ Yes ☐ No

HAVE YOU PREVIOUSLY CO-SPONSORED WITH THE CITY OF DRIPPING SPRINGS?

☐ Yes ☒ No

WILL YOU NEED MARKETING ASSISTANCE FOR THIS EVENT?

☒ Yes ☐ No

WILL THE CITY LOGO BE USED FOR THIS EVENT?

☒ Yes ☐ No

WILL ADMISSION BE CHARGED?

☐ Yes ☒ No

WILL ANYTHING BE SOLD?

(Vendor permit may be required)

☒ Yes ☐ No

WILL YOU BE SERVING FOOD?

(Food permit may be required)

☒ Yes ☐ No

IS THE ORGANIZATION A REGISTERED NONPROFIT CORPORATION OR 501(c)3?

(Attach proof to Application)

☒ Yes ☐ No

DOES THE ORGANIZATION HAVE LIABILITY INSURANCE FOR THIS EVENT?

(Attach proof to Application)

☒ Yes ☐ No

IS A BUDGET SHEET THAT INCLUDES THE EXPENSES THE SPONSORSHIP IS REQUESTING INCLUDED WITH YOUR APPLICATION?

☒ Yes ☐ No

HOW WILL THE CITY BE RECOGNIZED AS A CO-SPONSOR?

First and foremost, the name of the city is in the name of our organization and event - Pride of Dripping Springs. The second way the city will be recognized is in the story we will frequently share with attendees: in May of 2021 the City of Dripping Springs declared June Pride month in DS and now co-sponsors our annual pride festival... The city of Dripping Springs will be listed on banners for the event, recognized on our social media sites, mentioned on stage during the event, logo included on any printed materials produced once sponsorship is approved, and more.

WHAT IS YOUR MEDIA AND/ OR PUBLICITY PLAN?

We have a Facebook and Instagram page where we announce events, sponsorships, etc. We also send out press releases to local media outlets

WHAT IS THE PRIOR HISTORY OF THIS EVENT OR SIMILAR EVENTS THAT INCLUDED COMMUNITY INVOLVEMENT?

In June 2021 Pride of Dripping Springs hosted the inaugural Pride Festival. Even though we only had about 30 days to put the event together, it was attended by over 1300 people, including many families.

PLEASE, CHOOSE ONE OR MORE OF THE FOLLOWING OPTIONS AND BRIEFLY EXPLAIN YOUR SELECTION(S) BELOW:

This Event

- ☒ Promotes the City as a desirable place to live, visit and do business.
- ☒ Promotes the City as a visitor destination and/or bring tourism- associated revenue to the City.
- ☒ Enhances the quality of life and wellbeing of some or all residents of the community.
- ☒ Advances the City's commitment to and pride in being a multicultural community.
Promotes the historic districts.
- ☒ Promotes cultural and artistic awareness among the citizenry.

*****BELOW INFORMATION IS TO BE COMPLETED BY CITY STAFF*****

RECEIVED BY CITY DATE:

CITY ADMINISTRATOR:

DATE: ☐ APPROVE ☐ DENY

DRIPPING SPRINGS RANCH PARK BOARD OF DIRECTORS RECOMMENDATION:

DATE: ☐ APPROVE ☐ DENY

CITY COUNCIL:

DATE: ☐ APPROVE ☐ DENY

Sign Request Form

THE CITY MUST BE A CO-SPONSOR OF AN EVENT OR SERVICE FOR A SIGN ADVERTISING IT TO BE DISPLAYED ON CITY PROPERTY. ATTACH THIS REQUEST TO THE CO-SPONSORSHIP APPLICATION.

Banners shall not be more than 32 square feet in area and 6 feet in height.

Noncommercial signs and temporary signs shall not be more than 36 square feet in area and 6 feet in height.

Requirements for Banners to be displayed at The Triangle:

Banner Width & Height: **4 feet tall by 8 feet wide**

Banner Material and Grommets: **vinyl with hemmed grommets every 2 feet**

WIND SLITS ARE REQUIRED TO BE CUT IN BANNER TO ALLOW AIR FLOW. A BANNER WITHOUT WIND SLITS SHALL NOT BE DISPLAYED.

Sign locations will be determined by the City, based on availability.

The City will install the sign.

The City is not responsible for damage caused to a sign.

NAME OF ENTITY: **Pride of Dripping Springs**

NAME OF REPRESENTATIVE:

MAILING ADDRESS:

TELEPHONE NUMBER

EMAIL ADDRESS:

DESCRIPTION OF EVENT OR SERVICE:

DESCRIPTION OF INFORMATION TO BE DISPLAYED ON SIGN (ATTACH GRAPHIC TO APPLICATION):

Graphics not complete yet. To be provided later.

SIGN DIMENSIONS AND HEIGHT: 4 feet tall by 8 feet wide

SIGN MATERIALS:

vinyl with hemmed grommets every 2 feet

REQUESTED DATE FOR SIGN TO BE DISPLAYED:

(No more than 30 days prior to event/service)

TYPE OF SIGN: BANNER ☒ NONCOMMERCIAL ☐ TEMPORARY ☐

LOCATION WHERE SIGN WILL BE DISPLAYED:

Triangle in Drip

ATTACH SIGN IMAGE

*****BELOW INFORMATION IS TO BE COMPLETED BY CITY STAFF*****

RECEIVED BY CITY DATE:

CITY ADMINISTRATOR:

DATE:

APPROVE



DENY

