



NSBE
NATIONAL SOCIETY OF BLACK ENGINEERS



NIAGARA FALLS, NY

2019-20

**Fall Regional Conference (FRC)
Corporate Partnership Packet**

REGION I



LETTER FROM THE REGIONAL FINANCE CHAIR

Dear Prospective Partner,

On behalf of Region I of the National Society of Black Engineers (NSBE), it is with great pleasure that I extend this invitation to partner with us for the 2019–2020 fiscal year. Region I seeks to develop meaningful and strategic partnerships with our sponsors. With your support, we will positively impact our global engineering communities through a focus on the advancement of underrepresented minorities in the fields of science, technology, engineering and mathematics (STEM).



Region I consists of Collegiate, NSBE Jr. and Professionals chapters in Connecticut, Massachusetts, Maine, New Jersey, New York, New Hampshire, Rhode Island, Vermont, East Canada, and West Africa. Region I is also identified as the region with the highest concentration of top tier colleges in the nation, being home to seven of the eight Ivy League schools. Moreover, Region I has the most culturally diverse geographic area in the Society, as New York, New Jersey and Connecticut are among the most diverse states in the U.S. It also has the most international members in the Society, with active chapters in West Africa and Canada. In total, Region I boasts 4,489 collegiate members, 811 NSBE Jr. members, 1300 professional members and more than 49 lifetime members throughout its 94 Collegiate, NSBE Jr. and NSBE Professionals chapters.”

Through a partnership with Region I, your organization will gain access to enriching opportunities that will help maximize your visibility, recruit top diverse talent and promote events that both encourage and support people of color in their pursuit of careers in the STEM fields. Your organization’s partnership is paramount in assisting Region I in fulfilling our regional goals while complying with NSBE’s national directives. In doing so, your organization will play an important role in promoting continuous growth and learning as well as empowering leaders who think innovatively and communicate effectively.

NSBE’s mission statement is now embraced by our more than 17,000 members. This growth has been facilitated by the leadership training, professional and scholastic development, mentorship opportunities, community service programs and scholarship opportunities that NSBE provides in collaboration with organizations like yours.

Region I, known as “Region FIRST,” has a history of innovative ideas and exemplary students. Region I is home to the start of key NSBE programs such as the Pre-College Initiative and the Retention Program. This region was among the first to offer a resume boot camp, helping increase the quality and effectiveness of our members’ resumes. Moreover, Region I was also the first ever region to host a Regional Leadership Conference and a Fall Regional Conference. Now, Region I is the first to offer a Technology and Innovation Expo at their Fall Regional Conference which is a new way for companies to expose their innovation to our students.

I encourage you to review this Partnership Packet and discover the great partnership opportunities that can benefit your organization from Career Fair or Technology and Innovation Expo. for recruiting to General Sessions and Luncheons. Overall Partner Levels and Career Fair participation are detailed on pages 4-6. On behalf of Region I, I thank you for your time and consideration. Region I looks forward to creating a strong and effective partnership with your organization throughout this year.

Sincerest regards,

Sarah Louise Garçon
2019–2020 Region I Finance Chair
National Society of Black Engineers
r1finance@nsbe.org | 551.232.2536



REGIONAL LEADERSHIP CONFERENCE

Hartford, CT | Windsor Mattiott Airport Hotel

Aug. 15-18, 2019

The Regional Leadership Conference (RLC) is the region's leadership training event. RLC comprises functional training and personality assessment workshops as well as case study challenges. Here, the Regional Executive Board (REB) and Regional Advisory Board (RAB) train collegiate Chapter Executive Board (CEB) members to fulfill the requirements of their positions and provide them with information to increase their understanding of NSBE initiatives, policies and meet their academic goals. This conference caters to the collegiate chapters but also includes NSBE Jr. and NSBE Professionals members within Region I.

FALL REGIONAL CONFERENCE

Niagara Falls, NY | Sheraton at the Falls

Nov. 21-24, 2019

Engineering the Revolution: It Starts with You

NSBE's Region 1 Fall Regional Conference (FRC) is the region's largest event, with approximately 800 attendees from chapters throughout the northeastern United States. By attending the conference, participants are able to get involved in workshops/seminars, academic competitions, College and Graduate School Fairs, a Career Fair, and a Technology and Innovation Expo. As participants take full advantage of all the different aspects of the conference, they are opportune to interact with corporate, government and nonprofit partners, as well as develop themselves personally and professionally. Following the theme of this year's conference, Engineering the Revolution: It Starts With You, the expected outcome for FRC is to empower the membership to develop their leadership skills, adequately prepare themselves for the workforce, work towards achieving academic excellence, and remain committed to positively impacting their communities.

The expected outcomes of the FRC are: to use the concepts of innovation; to create a better and brighter future for Region I members by enhancing leadership tools, academic excellence and engagement across all membership levels; and to enhance the Region I membership by providing the necessary tools to achieve NSBE's mission.



FRC PARTNERSHIP LEVELS



DIAMOND PARTNER \\ \$21,000

- Preferred placement on the Career Fair floor
- Two (2) exhibitor tables at the FRC Technology and Innovation Expo on Friday and the FRC Career Fair on Saturday
- Three (3) on-site interview booths on Friday and Saturday
- Three (3) workshops at the FRC (subject to content approval)
- Fifteen (15) full-conference registrations
- Ten (10) reserved seating tickets for the FRC Closing Banquet
- Two (2) one-page advertisements and logo in the Fall Regional Conference Program Booklet
- One (1) one-year advertisement on the NSBE Region I website
- Logo with hyperlink on the NSBE Region I website
- Three (3) months complimentary access to NSBE resume database
- Three (3) complimentary 30-day job postings on NSBE resume database
- Recognition on the NSBEGuide conference mobile app
- Recognition in two (2) e-blasts promoting the conference
- Keynote speaker at either General Session or FRC Closing Banquet
- Banquet video presentation
- Sponsorship recognition at Opening Session, Closing Banquet and/or Eminent Networking Reception



PLATINUM PARTNER \\ \$10,500

- Preferred placement on the Career Fair floor (after Diamond level partners)
- Two (2) exhibitor tables at the FRC Technology and Innovation Expo on Friday and the FRC Career Fair on Saturday
- Two (2) on-site interview booths on Friday and Saturday
- Two (2) workshops at FRC (subject to content approval)
- Ten (10) full-conference registrations
- Five (5) reserved seating tickets for the FRC Closing Banquet
- One (1) one-page advertisement and logo in the Fall Regional Conference Program Booklet
- One (1) one-year advertisement on the NSBE Region I website
- Logo with hyperlink on the NSBE Region I website
- Three (3) months complimentary access to NSBE resume database
- Two (2) complimentary 30-day job postings on NSBE resume database
- Recognition in the NSBEGuide conference mobile app
- Recognition in one (1) e-blast promoting the conference
- Keynote speaker at either General Session or FRC Closing Banquet
- Co-sponsorship recognition at Opening Session and/or Graduating Seniors Reception

*Substitutions of events are available at this level. Contact R1 Finance Chair at r1finance@nsbe.org



GOLD PARTNER \\ \$6,500

- One (1) complimentary exhibit booth
- One (1) complimentary interview booth
- Six (6) complimentary registrations
- Recognition in the NSBEGuide conference mobile app
- Recognition and Logo hyperlink on the NSBE Region I website
- Three (3) months complimentary access to NSBE resume database
- One (1) month complimentary job posting in the NSBE Career Center
- Access to the Region I Executive Board Resume Book



SILVER PARTNER \\ \$5,000

- One (1) complimentary exhibit booth
- Three (3) complimentary registrations
- Recognition in the NSBEGuide conference mobile app
- Recognition on the NSBE Region I website
- One (1) month complimentary access to NSBE resume database
- One (1) month complimentary job posting in the NSBE Career Center
- Access to the Region I Executive Board Resume Book



BRONZE PARTNER \\ \$4,000

- One (1) complimentary exhibit booth
- Two (2) complimentary registrations
- Recognition in the NSBEGuide conference mobile app



NONPROFIT PARTNER \\ \$1,000

*Non-profit partner refers to an organization that is tax-exempt under Internal Revenue Code Section 501(c)(3) as public charities because they are formed to provide public benefit. Non-profit partner also refers Federal Organizations.

- One (1) exhibitor table at the FRC Career Fair
- Two (2) full-conference registrations
- Recognition on the NSBE Region I website



ACADEMIC PARTNER \\ \$500

- One (1) exhibitor table at the FRC Career Fair
- Two (2) full-conference registrations
- Recognition on the NSBE Region I website



UNIVERSITY AFFILIATE \\ \$350

- One (1) full-page advertisement in the Fall Regional Conference Program Booklet
- Distribution of information regarding college/university programs to conference attendees
- Recognition on the NSBE Region I website

FRC PARTNERSHIP LEVELS



INTERVIEW BOOTHS – SATURDAY ONLY \\ \$500

- One (1) interview booth on Saturday, from 11 a.m. until 5 p.m.



INTERVIEW BOOTHS – FRIDAY AND SATURDAY \\ \$750

- One (1) interview booth on Friday and Saturday, from 11 a.m. until 5 p.m.



ADDITIONAL REGISTRATION

BCA \\ \$100

NON-BCA \\ \$150

- One (1) conference registration that includes access to the FRC Technology and Innovation Expo, the Career and College Fair, competitions, workshops and the FRC Closing Banquet



FRC PARTNERSHIP OPPORTUNITIES - EVENTS

OPENING SESSIONS \\ \$2,000

Opening Session is the official welcome to the conference attendees. This session commences the conference by introducing the conference agenda.

- Recognition in the Fall Regional Conference Program booklet as the official sponsor of this event
- Banner with sponsor's name and logo on display during this event
- Keynote speaker from the sponsoring organization at Opening Session
- Recognition on the Region I website

GENERAL SESSION \\ \$3,500

General Sessions, held on Friday and Saturday, include information of interest to all conference attendees as well as business matters for NSBE members. All regional chapter leaders and general members present at the conference (approximately 800 attendees) are expected to attend.

- Recognition in the Fall Regional Conference Program Booklet as the official sponsor of this event
- Banner with sponsor's name and logo on display during this event
- Keynote speaker from the sponsoring organization at General Session
- Recognition on the Region I website

GRADUATING SENIORS RECEPTION \\ \$3,500

The Graduating Seniors Reception recognizes and honors NSBE Region I members who are near the completion of an undergraduate or graduate degree program. This event enables us to extend the engineering career pipeline, as the seniors are encouraged to become NSBE Professionals after they graduate. Additional attendee opportunity to network with the NSBE Professionals.”

- Opportunity to interact with NSBE members in attendance
- Keynote speaker from the sponsoring organization at the event
- Recognition in the Fall Regional Conference Program Booklet as the official sponsor of this event
- Banner with sponsor's name and logo on display during this event
- Reserved seating at the reception for four (4) representatives
- Cost of food and A/V charges included

EMINENT NETWORKING RECEPTION \\ \$3,000

Come mix and mingle with our highest academic achievers, chapter presidents and senators at the Eminent Networking Reception. This event features students with a 3.0+ GPA and all of our regional leaders in one room. With a more relaxed atmosphere than the Career Fair, this pre-screening event allows students to showcase who they are outside of what is listed on their resumes.

- Recognition in the Fall Regional Conference Program Booklet as the official sponsor of this event
- Keynote speaker from the sponsoring organization at this event
- Four (4) reserved seats for sponsor
- Cost of food and A/V charges included
- Opportunity to interact with NSBE members in attendance
- Banner with sponsor's name and logo on display during this event

HOSPITALITY SUITES \\ \$1,500

Employers participating in the Region I FRC have the opportunity to invite selected collegiate and professional members to their Hospitality Suites. This networking event will enable the sponsor to interact further with students in an informal setting.

- Recognition in the Fall Regional Conference Program Booklet as the official sponsor of the event
- Positive exposure and increased branding among participants
- Link to sponsor's website posted on the NSBE Region I website
- Cost of food not included

NSBE MARKETPLACE \\ \$175

This is an opportunity for entrepreneurs and businesses to showcase their products, services and innovations for the network of members and participants during the conference.

- One (1) exhibitor table at the NSBE Marketplace
- Two (2) vendor conference registrants
- Organization's logo in the Fall Regional Conference Program Booklet

*Contact Business Diversity Chair:
Jaret Wyatt / r1business@nsbe.org

FRC PARTNERSHIP OPPORTUNITIES – COLLEGIATE PROGRAMMING

REGIONAL AWARDS \\ \$750

Regional awards are presented to honor collegiate chapters and members for academic excellence, high achievement in regional competitions, fulfillment of NSBE's mission and meeting the objectives of Region I.

- Link to sponsor's website and logo posted on the NSBE Region I website for six months
- Recognition at the FRC Closing Banquet

RESUME BOOTCAMP \\ \$1,500*

The purpose of this program is to assist collegiate members in critiquing their resumes while enhancing their networking skills. The Resume Bootcamp utilizes the experience of Region I professionals and corporate representatives to enhance attendees' awareness of how to better approach employers during the Career Fair.

- Visual advertisement rights in the Bootcamp room (banners, flyers, etc.)
- Opportunity to enhance the quality of students' and professionals' resumes during their interaction with employer representatives at the Career Fair

**An In-Kind Donation may be substituted for the sponsorship cost:*

- Five (5) to ten (10) volunteers for the Bootcamp
- Five (5) to ten (10) laptops
- One (1) to three (3) laser printers (2 toner cartridges per printer)

TECHNICAL RESEARCH EXHIBITION \\ \$1,500

The Technical Research Exhibition (TRE) is a competition designed to showcase NSBE members' skills in technical writing, theoretical research and oral presentation. TRE provides an opportunity for NSBE members to present on a variety of topics, including projects done at school, at work or on their personal time. TRE is held during the FRC and the Annual Convention and is judged by technical professionals.

- Link to sponsor's website posted on the NSBE Region I website
- Recognition at the FRC Closing Banquet
- Opportunity to provide two (2) judges for this competition

ACADEMIC TECHNICAL BOWL \\ \$1,500

The objective of the Academic Technical Bowl is to encourage and showcase Academic Excellence and understanding of the fundamental principles of engineering covered in the usual senior engineering standardized tests, for example the Fundamentals of Engineering Exam, or Fundamentals of Surveying Exam. Program participation occurs through healthy competition in a "Jeopardy!" style game show format with multiple choice questions. Questions cover a wide variety of topics, from NSBE and African American Scientists and Inventors history to general engineering and science curricula from the FE/FS. Each team consists of four (4) members and one alternate, who represent their NSBE Chapter.

- Link to sponsor's website posted on the NSBE Region I website
- Recognition at the FRC Closing Banquet
- Opportunity to provide two (2) facilitators for this competition

FRC PARTNERSHIP OPPORTUNITIES - PRE-COLLEGIATE/COLLEGIATE PROGRAMMING

NSBEPRENEUR ELEVATOR PITCH COMPETITION \\ \$1,500

The NSBEpreneur Elevator Pitch Competition is an opportunity for members to give a 30-second elevator pitch on their business venture or any given topic. This competition allows for the development of interpersonal skills as well as a concise verbal delivery of an idea or thought. Participants will be given feedback and guidance from the panel of judges.

- Link to sponsor's website posted on the NSBE Region I website
- Recognition at the FRC Closing Banquet
- Opportunity to provide two (2) judges for this competition

TRY-MATH-A-LON (NSBE JR. COMPETITION) \\ \$1,500

The Try-Math-A-Lon (TMAL) competition is held between teams composed of high school students in grades 9-12 in every NSBE region throughout the year. The purpose of the competition is to help groom participants for success in STEM courses and prepare them for SAT/ACT testing. TMAL also measures the teams' ability to solve a real-world engineering problem. The winners on the regional level move on to compete against other regions for the national title.

- Link to sponsor's website posted on the NSBE Region I website
- Recognition at the FRC Closing Banquet
- Opportunity to provide two (2) judges for this competition

TRAVEL SCHOLARSHIPS \\ \$2,000 (PER CONFERENCE)

The travel scholarship will give members an opportunity to attend conferences held by NSBE. The conferences available for these scholarships include the Region I FRC and the Annual Convention. The sponsor and the Regional Finance Zone will decide the criteria for the scholarship applications.



MEMBERSHIP PROGRAM PARTNERSHIPS

NSBE JR. SCHOLARSHIPS \\ \$3,000

One of the primary objectives of NSBE's Pre-Collegiate Initiative (PCI) program is to encourage students in grades 3-12 to pursue degrees in engineering and other technical fields. This scholarship is awarded to NSBE Jr. members in middle school or high school who have excelled academically and expressed an interest in pursuing a career in engineering or related fields. As part of our membership drive, it also enables us to retain former NSBE Jr. members when they go to college, while providing a much-needed service to students in need of financial aid.

- Link to sponsor's website posted on the NSBE Region I website for a full year
- Recognition of the sponsor in the scholarship letter and on the NSBE Region I website as the official sponsor of this scholarship

NSBE JR. COLLEGE TOUR \\ \$12,000 (\$2,400 PER ZONE)

The main purpose of the College Tours is to display the vast academic opportunities of select colleges within Region I, and to present their admissions departments, for a candidate pool of potential STEM students.

- Recognition in the Fall Regional Conference Program Booklet as official sponsor of this event
- Opportunity to become an employer of choice for high school students
- Opportunity to build brand awareness on college campuses
- Opportunity to provide insight into the sponsoring organization in an intimate setting

NSBE JR. COMPANY TOURS \\ \$500

NSBE's Pre-College Initiative Program is designed to take students from the elementary school, middle school and high school classroom and place them in successful careers in engineering, science, technology or math. By partnering with NSBE, your organization can play a part in helping students achieve this goal, provide access to your facilities, your business and show how engineering plays an active role in your day-to-day operations. Help us display the real-world applications of engineering and the transition from school to the business world. This will show our NSBE Jr. members how academic success can translate into professional and economic success.

- Link to sponsor's website posted on the NSBE Region I website
- Recognition at all FRC events, including General Session
- Opportunity to expose students to a possible career path
- Access to all students and volunteers for career hires

TORCH CENTER \\ \$6,000

A NSBE Technical Outreach and Community Help (TORCH) center is an educational program, located in a designated space with all necessary equipment for learning, which is easily accessible to the public. It is the goal of the Region I TORCH Committee that this center be NSBE's answer to the lack of exposure to technical skills and STEM knowledge in our communities by offering: a safe space for youth and young adults to learn/explore STEM subjects; a place for them to learn how to apply technical skills to their working environments; the necessary resources for learning to take place and a continuous flow of NSBE collegiate members and professionals who take an interest in uplifting community members.

- Link to sponsor's website posted on the NSBE Region I website for a full year
- Recognition in the TORCH center and on the TORCH website as the official sponsor of this program
- Opportunity to expose students to a possible career path

REGIONAL LEADERSHIP CONFERENCE

- Bags (nylon backpacks)
- Pens/pencils/notebooks – for bag stuffing
- Agendas (through ads or sponsorship)
- Opening Session snacks – Friday night
- Entertainment – Friday night
- Breakfast – Saturday Morning
- Evening snacks (between lunch and dinner)

FALL REGIONAL CONFERENCE

- Volunteers
- Judges
- Workshops
- Sponsor pens, notepads and small giveaways
- Bags (possibly nylon backpacks)
- Printing of Fall Regional Conference Program Booklet
- FRC Planning Committee shirts
- FRC Planning Committee jackets
- Fifteen (15) laptops (workshops and Cyber Café)
- Ten (10) LCD projectors (workshops)
- Four (4) laser printers (Cyber Café and Conference Headquarters)

ZONE CONFERENCES

Will be held at the following universities: Boston University, Syracuse University, Stevens Institute of Technology and New York University

- Keynote Speaker
- Sponsor pens, notepads and small giveaways
- Breakfast

BENEFITS

- Opportunity for brand exposure throughout the conference
- Opportunity to display sponsor's name and/or logo on donated items
- Recognition of sponsor's contribution at conference events

TROUBLESHOOTING/CANCELLATION POLICY

The deadline for submission of this fully completed form is 30 days prior to the event date. Payment in full for any sponsored item included in the 2019-2020 Partnership Guide must be received no later than Thursday, Nov. 1, 2019. Otherwise, access to the NSBE Regional Conference events will not be permitted.

Within 30 days of the event date, there will be absolutely NO REFUNDS. A full invoice will be issued for all sponsored items ordered 30 days or more prior to the event date, except for registrations (Payment for registrations must be made by credit card.). Within 30 days of the event, only credit card payments will be accepted as the form of payment. A 10 percent (10%) late fee will be assessed on any unpaid invoices falling within 30 days of the event date. If you have any questions or need assistance, please don't hesitate ask. Please email us at r1finance@nsbe.org.

2019-2020 SPONSORSHIP COMMITMENT FORM

The following form may be used to reserve sponsorship items related to any National- or Regional-Level NSBE events/items. Please follow the instructions below when completing this form. The NSBE fiscal year is August 1 to July 31. Benefits are generally applicable during this period of time.

1/ Complete Contact Information

Please fill out contact information in its entirety. Note that the primary contact will receive all email notifications, invoices and other general information. Billing (Secondary) contacts are generally contacted when the primary contact is unreachable.

2/ Select a National or Regional Sponsorship Level

To exhibit on our regional or national Career Fair floor, you must sign up for a particular sponsorship level. If you selected a National Partnership Package above, you will again need to indicate which sponsorship level you would like to choose for the specific event, other than the Annual Convention, in which your organization is participating. Registration of personnel is handled separately from this form. Note: All exhibiting packages are bundled as defined in the sponsorship guides. There is no separate pricing to just reserve a booth.

3/ Add On Additional Items/Sponsorships

Use this section of the form to select additional items for your order. You may reserve additional booth space, onsite interview rooms, Hospitality Suite space, and more.

4/ Sign & Date

Enter the grand total of all requested items in the Grand Total box. After reviewing the cancellation policy, place your signature and date on the next line. Unsigned or incomplete forms will not be accepted.

5/ Submit Your Form

Complete, sign and submit the form, following the instructions listed on the form. We cannot guarantee receipt of your request through any other means, unless specifically agreed to separately in writing. A PDF of your invoice will be delivered to the billing contact's email address on the 15th and 30th of every month. This policy is subject to change.

NSBE NATIONAL & REGIONAL COMMITMENT FORM

- ▶ **Annual Convention**
- ▶ **Regional Events**

- ▶ **Professional Conferences**
- ▶ **Leadership Conferences**

- ▶ **Scholarships**
- ▶ **And more**

When complete, email form with signature to commitments@nsbe.org and rlfinance@nsbe.org with your organization name in all caps in the subject heading, copying your Corporate Relations representative. No commitment forms will be processed unless submitted to commitments@nsbe.org.

ALL COLUMNS MUST BE COMPLETED. All booth purchases and sponsorship items are subject to availability and not guaranteed unless confirmed booth numbers are provided and confirmation of the commitment is shared in writing by a NSBE World Headquarters Corporate Relations staff member.

Primary Contact: _____ Date: _____

Organization Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Email: _____ Telephone: _____

***What organization website would you like to have listed on the NSBE website?

Billing Contact (if different from primary):

Email: _____ Telephone: _____

NSBE EVENT	SPONSORSHIP ITEM	QUANTITY	TOTAL COST
GRAND TOTAL			

Authorized Representative: Name/Title: _____

Signature: _____ Date: _____

*By signing here I represent the above-stated organization and agree to the terms of the attached Cancellation/Refund Policy and Organization Code of Conduct.
**Please note that all options are based on availability and prices are subject to change at the discretion of NSBE.

The following credit card payment form is associated with the fully-completed committed items listed on the accompanying NSBE National and Regional Commitment Form.

Send payments to: National Society of Black Engineers, 205 Daingerfield Road, Alexandria, VA 22314

Payable to: National Society of Black Engineers

Payment Type: Money Order AMEX MC Visa Discover

How would you like to be invoiced? Check (certified or Company) Please Invoice (PO#_____)

Check or Credit Card Number: _____ Credit Card Expiration Date: _____

Credit Card Holder Name and Signature: _____

Credit Card Holder Address: _____

Credit Card Holder Email Address: _____

Credit Card Holder City, State and ZIP: _____

Telephone Number: _____

Cancellation/Change/Refund Policy - *subject to change* -

Regional and Professional Conferences (Fall and Leadership)

Payment in full for any sponsored item must be received no later than 30 days prior to the Regional or Professional Conference event date. Otherwise, access to the NSBE Regional or Professional Career Fair Floor and conference events will not be permitted. Within 30 days of the event date, there are absolutely NO REFUNDS and a full invoice will be issued for all sponsored items, except registrations (credit card only).

ORGANIZATION PARTNERSHIP CODE OF CONDUCT AGREEMENT

The National Society of Black Engineers (NSBE) is privileged to partner with many wonderful corporate and other organization sponsors who support our mission. We are so thankful for your support. These partnerships take many different forms, almost all of which involve employees of the sponsor interacting in some way with NSBE employees and many of which involve employees of the sponsor interacting in some way with NSBE members.

When it comes to NSBE employees, it is the policy of NSBE to maintain a workplace that is healthy and safe and free from harassment and other forms of discrimination based on race, color, religion, sex, national origin, age, disability, sexual orientation, and any other applicable legally protected category. Accordingly, NSBE has zero tolerance for harassment or any other form of unlawful discrimination or other inappropriate conduct.

When it comes to NSBE members, all members are subject to NSBE's Code of Conduct, which similarly prohibits unacceptable personal conduct at any NSBE-sponsored event, which includes, for example, harassment of any kind, disorderly conduct, or blatant disregard of publicized rules and regulations.

NSBE must also insist that employees of partner organizations act in accord with the above standards. Because most of NSBE's collegiate members are under 21 years of age, NSBE is particularly protective of the environment in which NSBE-sponsored events are conducted.

We know that you share our values of embracing diversity and respect for the personal dignity of our employees and members. As such, NSBE asks that you confirm the following:

1. You understand and agree that all employees of your organization who interact with NSBE employees and/or members will conduct themselves at all times professionally and refrain from any conduct or comments that are or could be construed as harassing, discriminatory, offensive, or inappropriate.
2. You will notify all employees of your organization who will interact with NSBE employees and/or members of these standards.
3. You will notify all employees of your organization who will attend any NSBE-sponsored event that they are expected to act professionally at all times, including refraining from the excessive consumption of any alcohol and abiding by set rules and regulations of the society.

If any employees of your organization violates any of the above rules, NSBE reserves the right to communicate the matter to NSBE's relevant points of contact within your organization, have them removed from an event and/or preclude them from any future involvement with NSBE.

REGION I CONTACT INFORMATION

r1finance@nsbe.org

WORLD HEADQUARTERS

205 Daingerfield Road, Alexandria, VA 22314

Phone: 703.549.2207 · Fax: 703.683.5312



NSBE
NATIONAL SOCIETY OF BLACK ENGINEERS

