

# Event Sponsorship Engagement Plan Sample

## 1. Executive Summary

This engagement plan outlines strategies and key actions for identifying, securing, and nurturing sponsorships for the upcoming event. The plan focuses on building strong, long-term sponsor relationships and delivering value to all partners.

## 2. Objectives

- Gain financial and in-kind support to enhance event quality.
- Establish valuable, ongoing sponsor partnerships.
- Provide tangible ROI for all sponsoring organizations.

## 3. Target Sponsor Profile

- Companies aligning with our event values and audience.
- Businesses seeking brand exposure and engagement opportunities.
- Local and national brands interested in community involvement.

## 4. Sponsorship Packages

Level	Benefits
Platinum	Logo on all materials, speaking slot, social media mentions, exhibition booth, VIP access
Gold	Logo on major materials, social media mentions, exhibition booth
Silver	Logo on selected materials, social media mentions
Bronze	Logo on website, acknowledgement in press releases

## 5. Engagement Timeline

- Preparation:** Develop sponsor prospect list (2 months prior)
- Outreach:** Send proposals and arrange meetings (1.5 months prior)
- Securing Sponsors:** Negotiate and finalize sponsor agreements (1 month prior)
- Activation:** Execute sponsorship benefits (During event)
- Follow-up:** Share post-event reports and appreciation (Within 2 weeks after event)

## 6. Key Engagement Strategies

- Personalized outreach and proposal customization.
- Regular sponsor communication and updates.
- Opportunities for sponsor activation and audience engagement.
- Prompt post-event reporting and feedback collection.

## 7. Measurement & Success Metrics

- Number of sponsors secured per package level.
- Total sponsorship value obtained.

- Sponsor retention rate for future events.
- Sponsor satisfaction (post-event survey results).

## 8. Next Steps

- Finalize the sponsor prospect list.
- Review and revise sponsorship proposal documents.
- Initiate outreach and schedule meetings.