

**MESSAGE MAVENS™ CORPORATE GIVING PROGRAM MISSION**

MESSAGE MAVENS™ is a privately held corporation built upon striving to develop relationships built on integrity and mutual respect. We are a leader in the practice and promotion of therapeutic massage and bodywork, providing onsite massage services, meeting the needs of our clients and the community, with selective innovation and planned growth.

We support the communities in which our associates work and live, with particular emphasis on the greater Fairfield County Connecticut area where our main office and operations are located. Additionally, we support the efforts and work of our industry to improve and promote the practice of therapeutic massage and bodywork.

Proposals will receive priority consideration when proposed by one of our clients or is of personal interest to client partners. We support 501(c) 3 nonprofit organizations, teams, families, and individuals.

DONATION GUIDELINES

A MESSAGE MAVENS™ Corporate Giving Request form must accompany all requests for donations. We will consider requests for funding or in-kind donations throughout the year. Gifts-in-kind donations can consist of promotional items (i.e. door prizes, discount coupons, massage services, etc) as well as promotional support via our Web site, vehicles, advertising etc.

SPONSORSHIP GUIDELINES

Proposals are evaluated on their capacity to support strategic priorities of MESSAGE MAVENS™, its clients and partners. Some examples of standard sponsorship packages include: promotional material, program advertising and signage, complimentary tickets, sponsorship, etc. We are always looking for creative sponsorship opportunities that present us with ways in which we can enhance the lives of the residents of our communities. Your completed Corporate Giving Request Form should present us with clear opportunities to MESSAGE MAVENS™ and details about the levels of sponsorship available.

Giving requests are considered from:

- a) Charitable organizations having a significant impact in our community
- b) Sporting teams, Individuals or families with demonstrated need
- c) Organizations and individuals with objectives that match our Giving Mission
- d) Contributions are generally not made to organizations receiving significant support from the United Way.

PROPOSALS

All requests must be submitted on the MESSAGE MAVENS™ Corporate Giving Program Application Form. Only requests submitted in writing that meet the establish criteria will be considered. Non-directed requests (or generic solicitations/form letters) will not be considered.

Proposals may be submitted to:

MESSAGE MAVENS™

Attention: Tim Gemelli

By electronic mail: info@massagemavens.com

By US mail: 59 Le Grande Ave Suite 10 Greenwich CT 06830

By fax: 203.621.3191

Requests are reviewed on a monthly basis. The deadline for submission is the 20th of each month. A notification letter will be sent following consideration.

**MESSAGE MAVENS™ CORPORATE GIVING PROGRAM – APPLICATION FORM**

Date: _____

General Information**Organization Name:** _____

Address _____

City _____ State _____ Zip _____

Website: _____**Executive Director:** _____

Phone _____ Email Address _____

Project Contact: _____

Phone _____ Email Address _____

Giving Program RequestIn Kind (Massage Services/Sponsorship) # of Participants _____

Date _____ Time _____ Location _____

Financial **Project Title:** _____

Project Budget \$ _____

Funding Received \$ _____

Balance Needed \$ _____

Request \$ _____

Project CategorySports / Fitness Health / Social Services Community / Econ Development Culture / Arts Education Environment

Attachments (please include in order listed – No more than one (1) page each, double-spaced, 12 pt font, 1" margins)

1. Application Form
2. Agency History and Project Description
3. Why has your organization contacted MESSAGE MAVENS™ for support?
4. Board of Directors List
5. Project Budget
6. 501(c)3 Determination Letter (if available)
7. Project Measurement and Evaluation Form / Explanation