



# 2023 Title IV-E Roundtable Sponsor & Exhibitor Information

May 16-18, 2023

Hosted by  
Louisiana Title IV-E Child Welfare Scholars Program



**Strengthen  
Relationships**

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**Gain Exposure**

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**Promote & Market**

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**Demonstrate  
Commitment**

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**Forge New  
Connections**

**Conference Location:  
Southern University  
at New Orleans**

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C. Emma Creese

# INTRODUCTION

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The 2023 Title IV-E Roundtable Committee invites you to participate as an exhibitor or sponsor at the upcoming annual conference. Our theme is: Blending Traditions for the Next Generation.

## **The 2023 event is to be held at:**

Southern University at New Orleans, 6400 Press Drive, New Orleans, Louisiana 70126

## **What is the Title IV-E Roundtable?**

The National IV-E Roundtable for Child Welfare Training and Education is a yearly gathering of representatives from public and tribal child welfare agencies and their university partners. Our goal is to share our resources to build a strong child welfare workforce through training and education. We're excited to bring this meeting to New Orleans, Louisiana in 2023!

## **Who Attends?**

- State child welfare fiscal administrators
- University based child welfare partnership and/or business administrators
- University child welfare program leaders
- Tribal or State Agency Training Program Managers

## **Why Exhibit?**

Exhibiting is a great way to introduce your products and services as well as a beneficial marketing platform. Get to know those who will use your product or service in a face-to-face way to truly send your message home. Make a decided impact by leveraging your benefits in a way that they'll remember.

Among the 300-400 expected attendees, 50% are key decision makers representing colleges and universities from across the nation.

- Create new customer and client relationships with decision makers from across the nation;
- Strengthen and build upon existing customer and client relationships;
- Increase visibility for your company/organization in a targeted market;
- Promote and market your products and services;
- Reach prime target market segments for your products and services, and
- Demonstrate your commitment to promoting quality social work supports to future leaders

## **CONFERENCE COORDINATION:**

**Team Dynamics LLC**

**Susan Delle Shaffette, CGMP, CEO and Sharon Delvisco, DSW, CGMP**

**[susan@teamdynamicsweb.com](mailto:susan@teamdynamicsweb.com)**

**[sharon@teamdynamicsweb.com](mailto:sharon@teamdynamicsweb.com)**

**985-624-3514**

# DATES & SCHEDULE

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## Key Dates to Remember

April 15, 2023:	Exhibitor and advertising forms and full payment due
April 15, 2023:	Sponsor & Exhibitor advertising artwork files and/or logos due
April 15, 2023:	Hotel reservations – discounted room block cut-off date
April 30, 2023:	Event registration closes
May 15, 2023:	Exhibitor move-in and set-up
May 18, 2023:	Exhibitor tear-down and move out

**Your final payment must be received by April 15, 2023.** Exhibit payments not received by April 15<sup>th</sup> will cause the release of your exhibit space. Space will be offered to the next in line on the waiting list. Advertising not paid by April 15, 2023 will not be included in the conference program.

For logos that are to appear on the conference registration website (as applicable), send as soon as possible for full advertising benefit. Applicable logos will go online when the account is paid.

## Exhibit Dates and Hours

### Monday, May 15, 2023

Noon to 5pm Exhibitor Move-In and Set-Up

### Tuesday, May 16, 2023

8am-4pm Exhibits Open/Registration Desk Open  
9am Conference Opens  
4pm-6:30pm Networking Reception in Museum of Arts

### Wednesday, May 17, 2023

8am – 5pm Exhibits Open/Registration Desk Open

### Thursday, May 18, 2023

8am – 12pm Exhibits Open/Registration Desk Open  
12pm-1:30pm Exhibitor Tear Down  
12:15pm Conference Close

*All sponsors and exhibitors can book rooms using our room block codes at one of the three hotels that we have arranged discounted rates.*

# EXHIBITS/ADVERTISING

## Exhibit Tables – Limited Space!

You can join us at the Title IV-E Roundtable as an exhibitor. Exhibit space rates are for all three days. You will be able to visit with attendees during morning breaks, lunch and between workshops. You may have electricity and an internet connection for your booth space if you choose.

With each space rented, we will provide you with a 6-foot long skirted table, two chairs and if you tell us in advance, we can place you near an electrical outlet. You may have up to 2 people at your exhibit. *Registration to the conference is not included with exhibit space.* Please send your full color logo in a jpg or png format to the conference coordinator.

Exhibit spaces are \$500 each. A limited number of reduced rate spaces are reserved for local nonprofit organizations, contact the coordinator if you fit into this group. All reserved spaces must be approved by the conference host.

All exhibits must be in place by the opening of the conference. Your materials should not extend beyond the width of your exhibit table. Exhibitors must commit to being onsite until the move-out date/time. It is disruptive to have an exhibit being taken down during the event and you miss opportunities to talk with the attendees.

## Advertising

### Conference Program

You may choose to advertise the Title IV-E Roundtable program to expand your reach, extend your exposure after the event, or be the presence for your group if you cannot attend in person.

All advertisements must be received **in jpg or png format** by April 15, 2023. Full color advertisements are accepted. Please send your advertisement file as an attachment to Susan Shaffette, CGMP, Conference Coordinator, at [susan@teamdynamicsweb.com](mailto:susan@teamdynamicsweb.com).

#### Program Advertising Rates:

Full page (8.25 x 10.5")	\$400	Half page (7.25 x 4.74")	\$300	Quarter page (4.5 x 3.25")	\$200
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#### Bag inserts \$200\*

*\*Inserts are limited to a single item or flyer per bag. All flyers must be pre-printed. Team Dynamics does not print your flyers. Items are shipped to the Team Dynamics' office. All inserts must be pre-approved. Call the conference office to discuss your insert item (985-624-3514 ext. 1).*

***Team Dynamics and the Louisiana University Alliance reserve the right to refuse any advertisement or insert on any grounds, to the extent permissible by law.***















### Mailing List

The attendee mailing list will be available for purchase to those who sponsor, exhibit or advertise at the Title IV-E Roundtable. It will be distributed following the conference to allow for the most complete listing. The mailing list is \$300.

# SPONSORSHIPS

The conference coordinating team and planning committee are working hard to bring key experts in the field, cutting edge research and best practices to the Title IV-E Roundtable. This investment in professional education assists programs across the country through the development of up-to-date policies, learning trends, and research.

We hope that you will consider joining us as a sponsor. There are limited spaces available for the prime sponsor spots. These spots come with exhibit space in the main hallway.

	Platinum Level Sponsor	Gold Level Sponsor	Silver Level Sponsor	Bronze Level Sponsor
Logo and website link on conference website				
Logo on banners at the conference				
Exhibit table				
Advertisement in the conference program	 Full Page	 Full Page	 Half Page	 Quarter Page
Conference Attendance Registration	Four Full Registrations	Two Full Registrations	One Full Registration	One Full Registration
Cost of Sponsor Package	\$10,000 Only 2 available	\$5,000 Only 3 available	\$3,000 Only 5 available	\$1,000 Only 10 available

## Additional Opportunity – Break Sponsorship \$3,000

You may choose to sponsor one of the optional morning or afternoon refreshment breaks for Roundtable attendees. As a sponsor, you will receive:

- Acknowledgement in printed conference materials
- Large signs in the break area during your sponsored break

# EVENT REGISTRATION

The Title IV-E Roundtable Steering Committee reserves the right to determine what may or may not be featured at the conference.

If you are an exhibitor or sponsor, you are responsible for your transportation expenses and arrangements to and from the conference for your display and materials. This includes your signage, display, samples and educational materials. Shipping of materials to the event site will be coordinated through the conference planning office. *Contact information for transporting your materials will be shared with contracted exhibitors and sponsors after deposits are received. A room block has been established for hotel accommodations at three downtown hotels in New Orleans. The information for the room blocks is on the conference website.*

**A 50% deposit is due with this application.** The remainder must be paid by April 15, 2023. If the event is full, your funds will be returned to you. If you cancel before April 15, 2023, we will return 25% of your deposit. After April 15, 2023, there are no cancellations or refunds.

Organization Name: \_\_\_\_\_

Primary Contact: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_

ST: \_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Website: \_\_\_\_\_

Who is making reservation: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

**Who will be onsite – two persons max per exhibit table, some sponsor spots are 4 persons:**

**1)** First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**2)** First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**3)** First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**4)** First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

## Selection of Options for Sponsorship, Exhibits and Advertising:

Check All that Apply	Description	Price
	Exhibit Space – one 6 foot table and 2 chairs	\$500
	Program Advertising – Full Page	\$400
	Program Advertising – Half Page	\$300
	Program Advertising – Quarter Page	\$200
	Bag Inserts	\$200
	Mailing List <i>(this may only be ordered when at least one other item is selected)</i>	\$300
	Platinum Sponsor	\$10,000
	Gold Sponsor	\$5000
	Silver Sponsor	\$3000
	Bronze Sponsor	\$1000
	Break Sponsor	\$3000

Total Due: \$ \_\_\_\_\_  Paid in full

50% Deposit due with form: \$ \_\_\_\_\_ credit card  check

### PAYMENT

**Please complete the form, sign on previous page and scan both pages. Send the scan via email to: [Nichole@teamdynamicsweb.com](mailto:Nichole@teamdynamicsweb.com).**

You will receive an invoice via email for the full amount, reflecting any paid deposits and the balance outstanding. If you wish to pay via credit card, you can click on the invoice. If you wish to pay over the phone, please contact the Nichole at Team Dynamics to provide the information that will be required to process your credit card (985-624-3514 ext. 4).

**For checks, make your check payable to: Team Dynamics LLC.**

**Mail to:**

Team Dynamics LLC  
 Dept: Title IVE Roundtable  
 2444 Rue Weller  
 Mandeville, LA 70448

**Deadline is April 15, 2023**

Questions? Contact Susan Shaffette, Conference Coordinator at [susan@teamdynamicsweb.com](mailto:susan@teamdynamicsweb.com).  
 Direct line: 985-624-3514 ext. 1