



Port of Everett Commission Annual Community Sponsorship Program

On an annual basis, the Port of Everett Commission awards sponsorships to community events and programs that support tourism or economic development within the Port District. The Port Commission has committed \$35,000 to the program in 2024.

Priority funding for the Port's community sponsorship program is given to events and programs that promote Port properties and facilities, promote tourism throughout the Port District, provide economic development opportunities in the Port District and/or promote education and public awareness of ports. The Port's [Economic Development & Tourism Promotion Policy](#) provides definitions for each type of supported activity.

How It Works

In 2024, the \$35,000 budgeted for the Port Commission's Annual Community Sponsorship Program will be allocated to eligible tourism and economic development events and/or programs. Up to \$2,500 of the allocated budget can be made available to neighborhood associations with up to a max of \$500 going to each eligible neighborhood association.

The Port reserves the right to use the entire fund for one event/program, multiple events/programs, or portions of a request, at its sole discretion.

All sponsorship awards are considered conditional approvals. Organizations that receive a funding award in 2024 are required to use funds within the same year for their described event/program. If an awarded event/program is cancelled for any reason (and not rescheduled in 2024), the Port reserves the right to rescind sponsorship funding and/or re-allocate to another eligible event or program.

Once the event/program is complete, applicants may be asked to provide a brief presentation to the Port Commission at an open, public meeting regarding the outcome of the event/program and how funds were used.

Please note: Sponsorship funding for the Port Commission's Annual Community Sponsorship Program is subject to annual budget availability and Port Commission authorization. Other Port sponsored events/programs may be considered as part of the Port's annual operating budget.

Community Sponsorship Eligibility

Events and/or programs must support one of the following categories in the Port District as described in the Port's [Economic Development & Tourism Promotion Policy](#):

- Promotion of Port Properties & Facilities: Trade Promotion
- Promotion of Tourism
- Economic Development Programs
- Public Education, Awareness & Outreach

Considerations

Preference will be given to event/program applications that:

- Take place on or immediately adjacent to Port-owned property.
- Provide high Port sponsorship visibility.
- Demonstrate high community return.
- Provide a match toward the overall cost of the event/program.
- Further the Port's [Mission](#) and [Strategic Plan](#) goals.
- Attract 5,000+ visitors to Port-owned facilities.
- Are new events/programs with an anticipated high economic or tourism benefit.
- Support the growth of boating or water recreation.
- Support maritime workforce development.
- Are produced by non-profit organizations.
- Take place during shoulder season (October – April).

Restrictions

Sponsorship funds will not be awarded to:

- Political organizations, campaigns, or parties
- Churches, schools or religious organizations where Port funds may be used for religious purposes
- Groups that discriminate based on age, race, sex, sexual orientation or national origin or any other status protected under the law
- Current Port employees, Commission members, or their families
- Events/programs taking place outside of the Port District

Application Process

Applications for the Port of Everett Commission Annual Community Sponsorship Program must be received by May 7 at 11:59 p.m. PST. Submittals are requested electronically and must be completed online [here](#).

Applications will be reviewed to ensure they are eligible and meet one or more of the program categories. Sponsorships are anticipated to be awarded in mid-May and chosen applicants will be notified via e-mail.

Translation services or online application support available upon request.

Questions

Please reach out to Emma Leedy, Port of Everett Events & Outreach Coordinator, by phone at 425.388.0635 or by e-mail at emmal@portofeverett.com.