



Vancouver Island Public Interest Research Group
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Sponsorship Policy and Guidelines

VIPIRG sponsors many public events that increase knowledge, awareness, dialogue and discussion on issues of social justice, human rights, peace and environment.

VIPIRG interprets its mandate to mean that we are willing to work with other community and university organizations on these issues, including co-sponsorship of public events. If you wish to have VIPIRG co-sponsor an event, we need an outline of the proposed event, speakers and other sponsors before we commit the organization.

VIPIRG is willing to book a room at the University of Victoria for co-sponsored events. We do need adequate notice; **2 weeks at least, more is preferable.** Our staff work part-time and we need this notice to contact volunteers and to publicize an event properly, planning should start well in advance. We are responsible to the University if we book the room, and we can get the room, free of charge. **All bookings and changes, which may not be possible to make, must be made by VIPIRG only.** We need to leave by the agreed time and leave the room in the condition and arrangement it was found.

VIPIRG's name must appear clearly in all publicity. A VIPIRG staff or board representative will attend the event, if we choose, and will have 3 minutes to make an opening statement on behalf of VIPIRG. We may also distribute newsletters or other literature and put up displays we feel are appropriate.

Although we are willing to sponsor events of a political nature, **VIPIRG is non-partisan and cannot sponsor events that promote one particular party.**

VIPIRG requires that at any event it co-sponsors **that bottled water will NOT be available** to speakers. VIPIRG has a jug & glasses for tap water which can be borrowed.

VIPIRG is not responsible for damages to speakers, participants & possessions at co-sponsored events.

Passed by coordinating collective: September 11, 2006

Last reviewed: September 11, 2006