



THE HOWARD UNIVERSITY AMERICAN INSTITUTE OF CHEMICAL ENGINEERS



**Howard University AICHE
Corporate Sponsorship Packet
2008-2009**

2300 6th Street, NW Washington D.C. 20059 LK Downing Hall, Chemical Engineering
Department Office: (202) 806 – 4693 Fax: (202) 806 – 4635



THE HOWARD UNIVERSITY AMERICAN INSTITUTE OF CHEMICAL ENGINEERS

Dear Corporate Friend,

The Howard University Chapter of the American Institute of Chemical Engineers (AIChE) seeks the support of your organization in sponsorship of our academic programs, community service events, and social support for the academic year 2008-2009. Any support will be greatly appreciated. Attachment A categorizes the various levels of support and the incentives to your organization.

The mission of the American Institute of Chemical Engineers (AIChE) is to promote excellence in Chemical Engineering education and global practice, to advance the development and exchange of relevant knowledge, and to stimulate collaborative efforts among industry, universities, government, and professional societies. At Howard University, a Historically Black College/University (HBCU), we execute programs that facilitate the academic, technical and social development of our membership so that they may be better equipped to fulfill the mission of our organization.

In our commitment to the holistic development of our members, our chapter provides the following programs: 1. Research Panels, 2. Professional Development Seminars, 3. Community Service Events, 4. SACH Program, 5. Award Ceremonies. A detailed description of our programs and budget are provided on Attachments B and C respectively or can be accessed on our website at www.huaiche.org.

As a non-profit organization, all contributions are tax deductible under IRS code 501(c)(3). For further information please contact Sadiq Odubayo, President, at 732-447-4696 or via email at president@huaiche.org

Yours respectfully,

Sadiq Odubayo
AIChE President – Howard University Chapter



THE HOWARD UNIVERSITY AMERICAN INSTITUTE OF CHEMICAL ENGINEERS

Corporate Benefit Packages

(Attachment A)

Platinum Sponsor \$3000 and above

- Company advertisement on chapter website
- Plaque in recognition of contribution
- Resume database disc
- Three Chapter T-Shirts

Gold Sponsor \$2000 - \$3000

- Company advertisement on chapter website
- Plaque in recognition of contribution
- Resume database disc
- Two Chapter T-Shirt

Silver Sponsor \$1500 - \$2000

- Recognition as Silver Sponsor on chapter website
- Certificate of Appreciation
- Resume database disc
- One Chapter T-Shirt

Bronze Sponsor \$1000 - \$1500

- Recognition as Bronze sponsor in chapter newsletter
- Resume database disc
- Certificate of Appreciation

**** Donations under \$1000.00 are welcome. All sponsors will receive a resume data disc. ****



THE HOWARD UNIVERSITY AMERICAN INSTITUTE OF CHEMICAL ENGINEERS

Main Program Areas for Academic Year 2008-2009

(Attachment B)

Research

- Research Panel – Leading research professors at Howard University discuss the research they are currently conducting and possible available research assistant positions.
- Graduate School Panel Discussion.

Professional Development

- Technical speakers or Industry speakers are invited to conduct workshops or address students on topics of interest in chemical engineering.
- Resume Building workshops.
- The Safety and Chemical Engineering Education Program (SACHE).

Community Service Events

- DC Kitchen volunteer event twice per semester.
- K-12 projects – Members develop science projects for targeted school to increase awareness of science and engineering e.g. Hydrogen Fuel Cell Car projects.

Awards and Honors Ceremony

- Senior Banquet Ceremony – The senior class is invited to a luncheon where several students are recognized for their outstanding academic performance.
- Two (2) scholarships are offered to students with outstanding academic performance. (one lower classman and one upper classman)
- Alumni Reunion – Scheduled for spring semester.

Fundraising and Fun Activities

- Raffles, Donut Sales etc.
- Student Night Mixer with the chemical engineering department, University of Maryland, College Park.



THE HOWARD UNIVERSITY AMERICAN INSTITUTE OF CHEMICAL ENGINEERS

Budget for Academic Year 2008/2009
(Attachment C)



HOWARD UNIVERSITY

BUDGET 2008-2009

EVENT	ITEMS	COST
ORGANIZATIONAL SERVICE FAIR	Table (1)	\$30
	AICHE Banner (1)	\$30
	Paraphernalia	\$20
	TOTAL	\$80
	BISON YEARBOOK	Organizational photo
	TOTAL	\$80
Howard University-University of MD SOCIAL	Food	\$100
	Games	\$40
	Transportation (Gas, Bus, Metro)	\$60
	Decoration	\$45
	TOTAL	\$245
FRESHMAN MIXER	Public Relations	
	Large Banner (Kinko's)	\$150
	2 Posters (Kinko's)	\$10
	Fliers (Kinko's)	\$60
	2 Hilltopics	\$10
	Food (Sodexo)	\$150
	TOTAL	\$380
ALUMNI REUNION	Invitations	\$20
	Transportation	\$60
	Food	\$200
	Rental of Auditorium	\$140
	TOTAL	\$420

ACADEMIC IMPROVEMENT	ChE Brochure	\$110
	Handouts	\$20
	TOTAL	\$130
RESEARCH FORUM	Invitations	\$25
	Food	\$40
	Fliers (100 per mtg, kinkos)	\$75
	Reams of Paper (Target)	\$50
	Total	\$190
SENIOR BANQUET	Invitations	\$20
	Restaurant	\$1,200
	Awards	\$280
	Total	\$1,500
PUBLIC RELATIONS	Hilltopics (13)	\$130
	Fliers (100 per mtg, kinkos)	\$75
	Reams of Paper (Target)	\$50
	Newsletter Printing	\$35
	Technical Posters	\$40
	TOTAL	\$330
WEBSITE	Domain Name	\$35
	Annual Cost	\$108
	Website Design Software	\$30
	TOTAL	\$173
OFFICE MAINTENANCE	Paint	\$40
	Wallpaper	\$15
	Air Conditioning Maintenance	\$45
	TOTAL	\$100
COMMUNITY SERVICE	Breakfast (Donuts, Granola Bars, Orange Juice)	\$60
	Transportation	\$25
	TOTAL	\$85
GAMES NIGHT	Food (Pizza Hut)	\$60
	Games (Family Dollar)	\$20
	Decorations (Wal-Mart)	\$20
	TOTAL	\$100
OFFICE SUPPLIES	Replacement PC	\$500
	Toner	\$100
	Stapler	\$3
	Ink	\$75
	USB Cord	\$10
	Ream of Paper	\$12

	TOTAL	\$700
AICHE LIBRARY	Perry's Chemical Engineers' Handbook	\$150
	CRC Handbook of Chemistry & Physics	\$100
	Chemical Engineering Magazine Subscription	\$170
	AICHE Journal Subscription	\$160
	TOTAL	\$580
AICHE CONVENTION	Travel	\$900
	Accommodation	\$700
	TOTAL	\$1,600
FUNDRAISING	Donut Sale	\$60
	Cinnabun Sale	\$50
	Raffle	\$200
	TOTAL	\$310
	TOTAL	\$7,003



THE HOWARD UNIVERSITY AMERICAN INSTITUTE OF CHEMICAL ENGINEERS

Corporate Response Form

Company Name: _____

Contact Person: _____

Title: _____

Mailing Address: _____

E-Mail: _____ Telephone # _____

Alternate Contact _____ Telephone # _____

___ Yes, we will be glad to support your activities (please check support level)

___ Platinum Sponsor (\$3000 or more) Actual Amount _____

___ Gold Sponsor (\$2000 - \$3000) Actual Amount _____

___ Silver Sponsor (\$1500 - \$ 2000) Actual Amount _____

___ Bronze Sponsor (\$1000 - \$1500) Actual Amount _____

___ Other Sponsorship (less than \$1000) Actual Amount _____

___ Yes, the Howard University AIChE Chapter may use this donation at their discretion.

___ No, the Howard University AIChE Chapter may use this donation for the following programs only:

___ No, sorry we are unable to support your activities at this time; however, please keep us informed of your future activities

Please make checks payable to **The American Institute of Chemical Engineers – Howard University**

**Please return this form and donation to:
Attn: Sadiq Odubayo –AIChE President
Howard University
Chemical Engineering Dept.
2300 Sixth Street NW Room 1012
Washington, DC 20059**

Donation can also be made through the secure Pay Pal System on the Chapter's website <http://www.huaiche.org>. Sponsors using this form of donation will receive an online receipt immediately after the transaction is completed

Please feel free to contact Howard University's Chemical Engineering Department, **Attn: Dr. Joseph Cannon – Chapter Advisor (202) 806- 6626 or jcannon@howard.edu**

The American Institute of Chemical Engineers is a tax-exempt, non-profit organization as defined by the Internal Revenue Service, Code 501 (c) (3); as such all donations to said organization are tax deductible.

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