

Sample form, not for offline completion.

Visit <https://hrvg.grantplatform.com> to apply.

Sponsorship

Event Sponsorships for programming for events at heritage sites.



1. Choose the type of Sponsorship you wish to apply for in the Grant type dropdown menu.
2. Pick a unique name for your application. Best practice for names would include a partial organization name and the year of the application. (e.g., Organization 2025 MLK Day)
3. Check the eligibility box confirming you are within the area of the National Heritage Area and that you do not have a currently open sponsorship.
4. Each organization is limited to no more than two sponsorships in any given year, starting from the date of the first event.
5. All questions must be answered unless marked optional.
6. Sponsorship guidelines and budget to help you in filling out an application are available for download on the National Heritage Area website.
7. **You must click the Submit button in order for your application to be sent to us and considered for funding.**

Project Name
 Please keep it short, maximum 10 words.

Sponsorship Type

▼
Programming/Education
Marketing/Promotion

I confirm that I meet the eligibility criteria for this grant and that my organization does not currently have an open grant in the selected category.

My project is located within the boundaries of the National Heritage Area. See the [NHA Map](<https://hudsongreenway.ny.gov/system/files/documents/2018/05/hrvnha-map.pdf>) for National Heritage Area boundaries.

BUTTON INSTRUCTIONS

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For Applications and Grants

The **Save and next** button saves your work and allows you to enter information on another tab.

The **Save and close** button saves your work and close the application/grant, without submitting it to HRVG

The **Preview** button allows you to review all of your work at once.

For Applications ONLY

The **Click here to submit your application to HRVG** button submits your application for review by HRVG. *Once selected you may no longer make changes to your application.*

For Grants ONLY

The **Click here to send your Grant documents and requests to HRVG** button submits your Grant requests to HRVG. *Once selected you may no longer make changes to your grant until HRVG staff returns the grant to you for more work.*

Sponsorship Applicant Info

Applicant Information

Host Organization

Organization Type

Not-for-Profit

Municipality

Not-for-Profits and municipalities are eligible to apply.

Federal Tax ID

Enter your 9 digit [federal tax Id](https://www.charitiesnys.com/RegistrySearch/search_charities.jsp) or employer identification number.

Event Location

Enter the full street address of the event. This may be different than the organizational address. Describe the event location if there is not a street address. If it is the same, just but same as above.

Mailing Address

Include street, PO Box if applicable, City, Sate, Zip code. this is where your payment will be mailed in the event you receive a sponsorship.

Website Address (optional)

Please add your website here.

Signatory

The person responsible for the application and able to commit the organization to an agreement.

Signatory email

Signatory Phone

I hereby affirm under penalty of perjury that information provided on this form and attached statements and exhibits is true to the best of my knowledge and belief. False statements made herein are punishable as a Class A misdemeanor pursuant to Section 210.45 of the Penal law.

You must affirm this to be true or you will not be able to submit your application.

Event details

Event Details

Event Date(s)

Please provide all event dates, including rain dates, if any.

All events must be posted to the NHA calendar at www.hudsonrivervalley.com. If approved, please notify the NHA of any date changes.

Events in September must be posted in the [Hudson River Valley Ramble](#) (event registration begins in April 2026).

Failure to post events and to notify the NHA of date changes may result in a penalty to the final award.

Expected Attendance (enter number only, no symbols {+} or commas {,})

Funding Type

Entertainment/Programming

Marketing/Promotion

Choose only one.

Which NHA theme(s) does the project best exemplify

Nature & Culture

Freedom & Dignity

Corridor of Commerce

See [themes](<https://www.hudsonrivervalley.com/about/themes>) on the NHA website for a fuller explanation of what these are.

Please explain how your event exemplifies the theme(s) chosen above.

Amount Requested. Max \$2,500. Events with multiple dates and partners will be given priority.

Sponsorships are capped at \$2,500 per event or event series. Applications featuring multiple event dates and partnering organizations will be given priority. Applicants are limited to 1 event sponsorship per calendar year. Organizations can only have one awarded sponsorship open at a time. Awarded sponsorships must be closed before applying for a new sponsorship.

Projected Cash Match

Enter amount of cash match to be expended. Enter 0 if none.

Projected Volunteer Hours

Enter number of volunteer hours that are projected to be contributed. Enter 0 if none.

Requested Budget Upload



Download the [Sponsorship Budget form](#) from the NHA website.

Fill it out and then upload your detailed budget where it says "Drag your file here or Select file."

Note: The amount requested may not exceed \$2,500.

Partner Organizations

Please list all partner organizations.

Brief Program/Event Description

Be concise and direct. Thank you.

Supporting Documents (optional)



Sponsorship Final Report

This area is for use only after you are awarded a sponsorship. Anything you upload here during the application process will not be seen by reviewers.

The Hudson River Valley National Heritage Area logo is located below. Please use this for sponsorship acknowledgement. We also have a version available with white text, if needed please email daniel.jeanson@hudsongreenway.ny.gov.

Upload your Final Expense Report as an Excel file, invoices, photos from the event, and other pertinent files in the upload area at the bottom of this page.

After the event(s), download the Final Expense Report below. Fill it out and upload the completed version as an Excel file.

Please combine individual files for each type of document (invoices/receipts as one file, photos/acknowledgement as another, etc) into one file as long as it is under the maximum file size of 50MB. PDF files are preferred.

Combine receipts/invoices totaling at least the amount(s) listed on the Final Expense Report into one PDF, if possible.

Submit photos from the event and acknowledgement with our logo in another PDF.



Final Report

Filename-S (optional)

Notes to event leader (optional)

Number of people attending the event (enter number only, no symbols {+} or commas {,}) (optional)

Put the actual number of people attending the event, if known, otherwise enter your best estimate.

Highlights of Event (optional)

A general description of how the event went. Include details such as weather conditions, factors that you feel increased or decreased attendance, and lessons learned,

Cash Match (optional)

Enter amount of cash match expended, if applicable

Volunteer hours (optional)

Enter amount of volunteer hours contributed to the event, if applicable

Did you use the HRVNHA Logo in your promotions and reports? (optional)

Yes

No

Failure to acknowledge the sponsorship with the NHA logo will result in a 10% reduction of award.

Was the event posted to the NHA calendar at www.hudsonrivalley.com? (optional)

Yes

No

Failure to post the event(s) on the NHA calendar will result in a 10% reduction of award.

September events only: Was the event posted to www.hudsonrivervalleyramble.com? (optional)

Yes

No

Failure to post September event(s) on the Ramble calendar will result in a 10% reduction of award.

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