

# SUNIA Sponsorship Package

Finding donations can be a daunting task. This package is designed to make finding donations to fund your SUNIA experience an easy and rewarding process! Included below is a list of suggested potential sponsors, a letter template for you, and a letter from our registrar to assist you in your efforts. If you have any questions or concerns, do not hesitate to contact our registrar Spencer Payne at [registrar@sunia.ca](mailto:registrar@sunia.ca)

## Potential Sponsors

The following is a list based on the sponsors of past students. It is provided as a general guide to potential sponsors and applies to most students in Western Canada, but in no way should it limit you.

- Your Student's Union - This has been the most common sponsor among past students.
- Your School - This includes principals and teachers as well as Parent's Councils or Home and School Councils.
- Your School District or County Board of Education
- United Nations Association Branches
- Service Clubs such as Lions, Rotary, Kinsmen, 4-H, etc.
- The Royal Canadian Legion
- Community Club/League/Association - This may also include Parents' Associations.
- Teachers' Associations - The ATA sponsors one student from every public school in Edmonton.
- Local Churches
- Various Businesses – all types and kinds (bookstores, restaurants, professional offices, publishers, travel agencies, newspapers, opticians, law firms, to name a few)
- Your Employer
- Your Parents' Companies, including self-owned businesses.
- Professional organizations such as dentists, doctors, chiropractors etc.
- A combination of two, or even more of the above. In fact, asking for sponsorship is often most successful if you offer to get at least some of the participation fee from another source. For example 9 donations of \$50 will cover the entire participation fee.

<<Your Name>>  
<<Your Address>>  
<<Your City, Province>>  
<<Your Postal Code>>

<<Date>>

<<Sponsor Name>>  
<<Sponsor Address>>  
<<Sponsor City, Province>>  
<<Sponsor Postal Code>>

Dear <<Prospective Sponsor>>,

My name is <<Your Name>>, and I am seeking sponsorship to attend the Seminar on the United Nations and International Affairs, or SUNIA, this August. I wish to attend SUNIA because <<your reasons for wanting to attend SUNIA – interests in international affairs, love of debate and public speaking, joy of meeting lots of interesting people, etc.>>, and I hope to gain <<what you hope to get out of SUNIA – knowledge of how the UN works, greater understanding of international affairs, new friends, etc.>>.

I require your assistance because <<your reasons for needing money – you don't need to go into your life story, simply saying that you cannot afford to pay for it yourself is generally sufficient>>. Just \$X <<amount of money you require>> would make it possible for me to attend SUNIA.

Enclosed is a letter from the SUNIA Registrar outlining some of the details regarding the programme for your information.

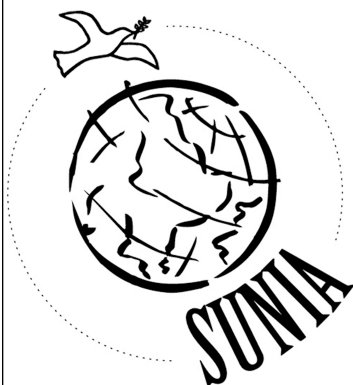
If you wish to discuss this further with me, please contact me at <<your phone number>>. I would be happy to make a presentation to you after I have attended SUNIA in order to share what I have learned and to discuss my experiences at the Seminar. Thank you for considering my request.

Sincerely,

<<Your Name/Signature>>

**\*NOTE\*** For a word document of this letter, please e-mail our registrar at [registrar@sunia.ca](mailto:registrar@sunia.ca)

March 2010



Dear Prospective Sponsor,

The Seminar on the United Nations and International Affairs (SUNIA) is a week-long educational program for high school students interested in the fields of international relations, international development, the United Nations, and Canadian Foreign Policy. SUNIA is a non-profit organization run entirely by volunteers and is the only program of its kind in North America.

Since 1952, SUNIA has provided Canadian youth with an opportunity to discuss global issues and meet other students of diverse backgrounds. Students also have the opportunity to spend time with a range of international experts from the United Nations and from Canada's Department of Foreign Affairs and International Trade.

Although SUNIA's tuition fees are quite reasonable, especially in comparison with other student programs of this kind, it is nonetheless difficult for many students to attend if they are unable to obtain financial assistance from community sources. SUNIA's fee structure is as follows:

- *Registration: \$75*
- *Participation: \$475*

The total cost for each student is \$550. Both full and partial donations are greatly appreciated by SUNIA and its participants. Cheques can be made payable to Banff International Affairs Summer School, which is how SUNIA is registered. Please ensure that you do not detail the name of the student you are sponsoring on the cheque so that you may be eligible for a charitable receipt. As a registered charity, SUNIA issues charitable receipts

Any assistance you are able to offer would be greatly appreciated. The student you sponsor would be pleased to meet with you to talk about why he or she would like to attend the program, and willing to return after the Seminar in August to give you a comprehensive description of the week's events.

Thank you very much for considering this request. If you have any other questions, please do not hesitate to contact me at (780) 707-7616 or by e-mail at [registrar@sunia.ca](mailto:registrar@sunia.ca). Your assistance is greatly appreciated.

Sincerely,

Spencer Payne  
SUNIA Registrar

THE SEMINAR ON THE  
UNITED NATIONS AND  
INTERNATIONAL AFFAIRS

Box 60109  
University of Alberta  
Postal Outlet  
Edmonton, AB T6G 2S4