

Hi Everyone,

Thank you for listening to my appeal at the council meeting and agreeing to help with the inaugural NYS Disability Rights Hall of Fame event. As promised, here is my email explaining your “tasks!”

First and foremost, please promote the HOF application at <https://www.nysilc.org/programs/hof> and encourage nominations (deadline is **December 15<sup>th</sup>**). This is crucial to the success of the Hall of Fame. We need to generate potential inductees.

Next, we need to find advertisers for the program, places/people to donate auction items, and businesses who will sponsor us.

I’m attaching a *letter for potential sponsors and advertisers*, which should be sent with the accompanying *Sponsor and Advertiser Packet*, also attached. (Attachments #1 and #2)

**SPONSORS AND ADVERTISERS: Who to ask** – business vendors, NYS businesses who have placed ads in other disability/ mental health/ etc. event or conference programs, places aligned with our mission of supporting independent living, and places who want to market to people with disabilities.

I’m also attaching a *letter for potential auction item donators*. It can be sent by itself. (Attachment #3)

**AUCTION ITEM DONATORS: Who to ask** – from places that are accessible, please...

- o Popular/specialty restaurants (like Brooks BBQ in Oneonta or favorite local eateries)
- o Local symphony orchestra performances
- o Museums
- o Events (ask places that are like The Egg or The Palace here in Albany)
- o Large music venues (ask places that are like Saratoga Performing Arts Center or The Times Union Arena)
- o Zoos/ aquariums/ planetariums
- o Tours of historical houses/places
- o Area attractions
- o Wineries (ask for a bottle of their wine or passes to a tasting or other event)
- o Hotels

+ Anywhere else you can think of!

Another way to help is to contribute items yourself – like candles, honey, wine, books, mugs, t-shirts, gift cards, etc. Anything helps, and small or inexpensive items can be combined with other things to make a nice gift basket. I will be collecting all the auction items in my office here at NYSILC.

Here is a list of volunteers from our council meeting and their assigned areas:

**1. North Country/Adirondacks** (Jefferson, St. Lawrence, Franklin, Clinton, Essex, Lewis, Herkimer, Hamilton, Warren, & Washington counties) **Volunteer: Aileen Martin**

**2. Capital District** (Saratoga, Schenectady, Rensselaer, and Albany counties) **We still need a volunteer for this region**

**3. Hudson Valley** (Delaware, Greene, Ulster, Sullivan, Columbia, Dutchess, Putnam, Orange, Rockland, & Westchester counties)

**Volunteer:** [Joe Bravo](#)

**4. NYC & LI** (Five boroughs plus Nassau & Suffolk counties) **Volunteer:** [Edith Prentiss](#)

**5. Central** (Schoharie, Montgomery, Fulton, Oneida, Oswego, Madison, Chenango, Broome, & Otsego counties) **Volunteer:** [Aaron Baier](#)

**6. Finger Lakes** (Monroe, Wayne, Onondaga, Cortland, Cayuga, Seneca, Yates, Schuyler, Chemung, Tioga, Tompkins, Steuben, & Livingston counties) **Volunteer:** [Bob Meek](#)

**7. Western** (Orleans, Niagara, Genesee, Wyoming, Erie, Chautauqua, Cattaraugus, & Alleghany counties) **Volunteer:** [Doug Usiak](#)

Lastly, I've started two databases, one for auction items and one for sponsors/advertisers. When I convert them to Google docs, I will send them along so we can avoid duplicating efforts. For now, I will attach a *list of places I am planning to approach*. (Attachment #4).

You may be about to ask...

**When should I be mailing the letters out?** Right after the first of the year – so it's important to start identifying places & gathering contact information now.

**What if I'm not sure to whom I should address the letters?** If you can't find a contact name on the business website, go to LinkedIn and type in the name of the place – you'll find a list of people who work there & their titles. Manta.com is also a helpful resource for researching contacts.

Feel free to edit the letters to make them more personal or to reflect your specific relationship with the addressee. If you have any comments, questions, or suggestions, don't hesitate to contact me – though I won't be in the office next week (November 20-24).

Thank you all so much for your help!

Gratefully,

Amy