**Silent Auction Recipient Application Process**

**Application Deadline: February 1, 2019**

**Application Submission and Questions to: Erica Whorley (****ewhorley@brwncald.com****) or**

**Armin Vakili (vakilia@cdmsmith.com)**

The Chesapeake Section, American Water Works Association, Inc. (CSAWWA), Chesapeake Water Environment Association (CWEA) and the Water & Waste Operators Association of Maryland, Delaware & the District of Columbia (WWOA) will hold their annual conference and exhibition from August 27-30, 2019 at the Ocean City Convention Center in Ocean City, Maryland.

The 2019 Tri-Association Conference will again include a Silent Auction that will benefit local chapters of non-profit Engineering groups. Student organizations are encouraged to apply and will be given special consideration. The auction is held over two days of the conference in the Exhibit Hall. Auction items are donated by organizations participating in the conference, individuals, and local businesses. The auction typically raises $2,000 to $3,000 for the benefiting organization(s).

To be considered as a recipient of the 2019 Tri-Association Conference proceeds, please apply as described below. Applications should be sent to Erica Whorley or Armin Vakili. Applications must be received by February 1, 2019. Benefiting organizations are expected to assist with organization of the auction by soliciting donations and/or by volunteering at the conference and are encouraged to participate in the conference (conference participants and volunteers must register for the conference). Recipients will be selected by April 26, 2019. Multiple organizations may be selected.

To be considered as a recipient of the 2019 Tri-Associate Conference Silent Auction proceeds, submit a two-page written application that includes:

* The applying organization’s official name, mailing address, and 501-3c or other charitable organization status
* Charitable organization’s benefit to the community at a local, regional, state, national and/or international levels
* Charitable organization’s past achievements and how they benefited the community
* Narrative of how the funds will be used, including description of the organization’s current and future work (local and international, current stages of projects, etc.)
* The charitable organization’s availability to assist with the silent auction including assistance on the days of the auction, to solicit donations, and to contribute items.
* Contact information for the organization representative including name, email, and phone number.

***Erica Whorley Armin Vakili***

Silent Auction Committee Chair Silent Auction Committee Vice Chair

ewhorley@brwncald.com, 301-479-1251 vakilia@cdmsmith.com, 703-691-6420