



**INTERNATIONAL FAMILY NURSING ASSOCIATION
CONFERENCE SPONSORSHIP COMMITTEE
TERMS OF REFERENCE 2026-2027 (2-Years)**

Chair/Co-Chairs

- Linda Young | United States
- Kathy Knafl (Interim) | United States

Board of Directors Liaison

- Debbie Sheppard-LeMoine | Canada
- Barbie Giambra | United States

Committee Duties and Responsibilities (per the IFNA Bylaws)

- Focus on identifying sponsorship income at the individual, university, health care institution and noncorporate level to financially support the biennial conferences.
- Develop and disseminate promotional materials, track sources of funding, and cultivate and sustain sponsors with assistance from the IFNA management company.
- Foster communication and collaboration with the Board of Directors, and its Board liaison, Communications Committee, local planning committee and Conference Planning Committee, and regional IFNA chapters regarding on-going work of the committee.

Goals for 2026-2027 (2 years)

- Expand to include members of IFNC18 local planning group to CSC membership and sub-committees
- Evaluate and optimize committee structure
- Mentor committee leadership
- Assess CSC strategies and outcomes from our previous IFNA conferences
- Plan for next conference regarding sponsorship support
 - Develop sponsorship goals/strategies
 - Refine strategies for the Board and membership to financially support the conference and IFNA.
- Implement plan for next conference regarding sponsorship
- Evaluate implementation plan on a continuing basis

Action Plan

- Meet monthly by online meeting, keep our records through minutes, provide written reports to the Board with a copy to the Conference Planning Committee, and meet with both the Board and Conference Planning Committee
- Develop timeline, due dates, deliverables and person/sub-committee responsible within our plan.
- Identify effective and ineffective strategies used for past conferences to identify promising strategies for future conference sponsorship
- Engage in Committee development activities to expand CSC members' knowledge and skills regarding global resource advancement plan for our next conference
- Work with the Local Planning Committee to identify sponsorship and in-kind contributions within the region.
- Expand the membership through outreach and mentorship of members through best practices