

# Application

Introduction: This is a competitive grant program designed to assist nonprofit business or volunteer managed organizations seeking supplementary support. The purpose of the grant program is to assist Grant County based organizations in promoting a positive image to potential visitors, generate overnight visits, extend visitor stays, create a desire to return, and enhance the tourism industry through creative innovative planning and marketing. Public access to some aspect of the project/event is a requirement of the grant, however admission may be charged. Consideration will be given to new and expanding projects, festivals, sports tournaments, conventions, cultural arts, and special events benefiting Grant County and the region. **Incomplete applications will not be accepted.**

**Organization Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Name of Event/Project:** \_\_\_\_\_

**Date(s) of Event/Project:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Purpose of Organization:** \_\_\_\_\_

**Tax Filing Status:** \_\_\_\_\_ **Federal Tax ID Number:** \_\_\_\_\_

**Location of Event/Project:** \_\_\_\_\_

**Type of Event/Project:** (Festival, Cultural, Performing Arts, Other) \_\_\_\_\_

**Category:** (Marketing or Project Development) \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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## FUND ELIGIBILITY CHECKLIST

**\*\*\*Please complete this section before proceeding\*\*\***

- \_\_\_\_\_ Application is submitted by a nonprofit business or volunteer organization.
- \_\_\_\_\_ This project will show a favorable impression of Grant County and the region.
- \_\_\_\_\_ Grant Amount Requested = \$ \_\_\_\_\_ (g) from 'Budget Form'
- \_\_\_\_\_ Total Eligible Costs = \$ \_\_\_\_\_ (b) from 'Budget Form'
- \_\_\_\_\_ This project/organization has received previous grants from the Grant County Tourism Resource Committee.
- \_\_\_\_\_ Number of previous grants received: \_\_\_\_\_ Total amount of previous grants: \$ \_\_\_\_\_

Applicants who have met the above criteria for funding may proceed with the remainder of the application. Assistance will be given to anyone requesting it by calling the Grant County UW-Extension office at (608) 723-2125.

## Project Description Page

**On a separate piece of paper, please respond to the following questions. Event/Project description should not exceed four pages.**

1. Briefly describe the purpose of your organization; what your organization provides to the community; the group of people you are targeting.
2. Describe your event/project: Be sure to include who, what, where, when, and how activities will take place.
3. Explain how your event/project benefits the community and your organization. Specify whether your event/project is a first time event/project, annual event/project or an on-going program.
4. What geographic area(s) are you bringing participants from?
5. How will this event/project make the arts more accessible to the general public?
6. Explain the resulting impact on your event/project if the requested funding is denied.
7. Please complete the attached budget form. Budgets not provided on this form will not be considered. Budget reflected should be for the project only.

Please review and adhere to the criteria for funding grant requests as found in the guidelines. Also carefully note the ineligible organizations and programs that will not be considered.

Funding scores are greatly enhanced when the criteria are met and the application format is followed. If you have any questions please call the Grant County UW-Extension Office at (608) 723-2125 or email [GrantProgram@co.grant.wi.gov](mailto:GrantProgram@co.grant.wi.gov).

**Deadline: IN THE OFFICE before 4:00 pm on FRIDAY, FEBRUARY 9, 2018**

### **SUBMIT APPLICATION BY EMAIL *or* MAIL:**

**Email to:** [grantprogram@co.grant.wi.gov](mailto:grantprogram@co.grant.wi.gov)

**Mail to:**

Grant County Tourism Grant  
UW Extension Grant County  
916 East Elm Street, Suite A  
Lancaster, WI 53813

# Budget Form

	<u>Proposed Budget</u>	<u>Total</u>
<b><u>Revenues</u></b>		
1. Other Grants & Financial Donations:		_____
2. In-Kind: <i>total volunteer hours</i> = <input style="width: 80px;" type="text"/> x <input style="width: 80px;" type="text"/> = _____	<i>number of hours</i> <i>estimated value (\$15 per hour)</i>	
3. Event/Project Revenue (i.e. ticket sales):		_____
4. Total Revenues:		===== (a)
<b><u>Expenses</u></b>		
5. Direct Event/Project Expenses (total eligible costs):		===== (b) Must be at least double (g)
6. Administrative Expenses (not eligible costs):		===== (c)
7. Total Event/Project Expenses:		===== (d) = (b) + (c)
8. <b><u>Gross Profit:</u></b>		===== (e) = (a) - (d)
9. <b><u>Net Income:</u></b>		===== (f) = (e) - (c)
10. <b><u>Total Grant Request:</u></b>		===== (g)
<b><u>Economic Impact Projection:</u></b>		
11. Total Number of Room Nights Generated (anticipated)		===== (h)
12. Other (Describe):		
_____		
_____		
_____		
_____		
_____		
NOTE: Please list N/A for any items not applicable to your event.		