

2017 Tourism Grant Application

APPLICANT INFORMATION –

In the space below include legal name of organization, address, name of Program/Event, contact name and title, telephone number, email address, fax number and Federal Tax ID Number.

Organization:	Program/Event:
Grant Contact:	Address:
Telephone Number:	Email Address:
Fax Number:	Federal Tax ID:

PROJECT INFORMATION

Title of Program/Organization:		
Title of Festival/ Event: <i>(if applicable)</i>		
2016 Actual Attendance:	Program/Organization:	Festival/Event:
2017 Estimated Attendance:	Program/Organization:	Festival/ Event:
2016 Actual Hotel Room Nights:	Program/Organization:	Festival/Event:
2017 Estimated Hotel Room Nights:	Program/Organization:	Festival/Event:
Grant Amount Requested:	Program/Organization:	Festival/Event:

CERTIFICATION

We, the undersigned, certify that the information contained in this application and in all attachments is true and correct to the best of our knowledge.

Chairman of Board (print name)	Signature	Date
Director (print name)	Signature	Date

Funding information

- 1) Have you previously received a grant from the Augusta CVB? Yes No
- 2) Will you (Do you) receive public funds from other sources? Yes No
If yes in space, please provide the funding source and amount:

Funding Source	Amount

Required Information

First Time Applicants provide the following as attachments

- 1) Verification of your non-profit status; preferably a copy of IRS documentation.
- 2) A line-item detailed budget for the entire organization.
- 3) A brief history of your program / organization or festival / event including date founded and mission statement (1 page maximum).

All Applicants Must Provide:

- 1) A list of your Board of Directors including name, employer, position, business address, phone, fax and email.
- 2) A brief proposal summary explaining the primary benefits of your program or event as it relates to this grant. For events, please provide detailed event schedules, dates, duration, frequency and venues (1 page maximum).
- 3) A marketing plan for attracting out of town visitors. Include specific media and public relations plans, target markets, advertising plans, trade show, other out of area promotional plans and specifically, use of co-op advertising opportunities with the Augusta CVB (1 page maximum).
- 4) A proposed budget for the project (grant funds) (1 page maximum).
- 5) Methods for calculating the number of delegates, attendance statistics (surveys, ticket sales, etc.) and hotel room nights.
- 6) A copy of your sponsorship benefits package if applicable.

Project(s)

Please list the projects specific to your organization for which you are requesting funds. Rank them in the order of their importance, with one being the highest. *Example: brochure or rack card production, website enhancements, advertising outside of the Augusta CVB Co-op.*

Priority of Project	Project	Funds Requested
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
	Subtotal	

Please list Augusta CVB Co-op Opportunities you would like to participate in and the amount. *Example: Augusta CVB Ad Co-op or Sales Tradeshows/Events*

Priority of Project	2017 Augusta CVB Co-op Opportunity	Funds Requested
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)	Subtotal	
	(Please add subtotal from chart above) Grand Total	

Submission Information – Deadline October 21, 2016 at 4:00 p.m. (*Postmarked not accepted*)

Please review the grant guidelines, complete the entire application and include the required attachments.

Submit **one electronic copy** to Lindsay Fruchtl (Lindsay@VisitAugusta.com) and **one printed copy** to:

Mail To:

Augusta Convention & Visitors Bureau
Tourism Grant Program
P.O. Box 1331
Augusta, Georgia 30903-1331

Delivery:

Augusta Convention & Visitors Bureau
Tourism Grant Program
1450 Greene Street, Suite 110
Augusta, Georgia 30901

Applications must be received by the Augusta Convention & Visitors Bureau no later than **4:00 p.m. on Friday, October 21, 2016.**

If you have questions or need assistance, please contact Lindsay Fruchtl at the Augusta Convention & Visitors Bureau at 706.823.6606 or Lindsay@VisitAugusta.com.