

**Richardson County Visitors Committee
Promotion Grant Application**

Please be sure to read the Grant Guidelines document before completing this application.

Date of Submission: _____

Name of Entity Applying for Grant _____

Project Contact Person and Title _____

Address _____ Title _____

City _____ Zip Code _____ Phone _____

What type of non profit is the applicant? _____

Tax Identification Number _____

Date of event (if applicable): _____

New Project _____

Repeat Project _____

Total project budget \$: _____

Total grant amount requested: \$ _____

Grant Submission Checklist:	<i>For office use only: Included with application</i>
Completed Application	<u>Y / N</u>
Complete Budget	<u>Y / N</u>
Letters of Recommendation (if desired)	<u>Y / N</u>
Detailed Advertising Plan	<u>Y / N</u>
Conceptual Design of Brochure or other advertising media	<u>Y / N</u>

I have read, understand, and accept the terms and conditions pertaining to this Promotion Grant Application as outlined and explained under the Grant Application Guidelines of the Richardson County Visitor's Committee.

Signature of requestor: _____

Date: _____

For office use only:

Date application received: _____ By: _____ On agenda for VC meeting: _____ (month/year)

Approved: Y/N Approved by Commissioners: Y/N Commissioners meeting date _____

Richardson County Visitors Committee Promotion Grant Application,
Approved _____ 20_____

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Describe the project including date/times/location of event:

Please explain your need for funding:

Please describe your target audience for this event or improvement:

What other agencies or groups are sponsoring this project?

What is the estimated, projected or recorded attendance for this attraction?

What is the estimated number of overnight lodging stays this event or project will generate in Richardson County? If a repeat application, please include your **data** from past events.

If a repeat application, please explain your need for continued financial assistance. What is your plan to become self sufficient.

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Where do you plan to advertise and/or distribute brochures?

If producing brochures or advertising for an extended project (not a single event), please describe the number of brochures you expect to produce, and how long do you expect them to be current and useable?

PLEASE PROVIDE A DETAILED OVERALL BUDGET OF THIS EVENT OR IMPROVEMENT PROJECT WITH THIS APPLICATION, INCLUDING ANY OTHER FUNDING SOURCES AND IN-KIND CONTRIBUTIONS. ADDITIONAL FINANCIAL INFORMATION MAY BE REQUIRED.

Attach additional pages as needed to complete this application

If completing form electronically, leave all questions and fields intact and mark "N/A" if not applicable to your request. A printed copy with signature must be submitted to:

**Richardson County Visitors Committee
c/o Richardson County Clerk of District Court
Attn: Pamela Scott
1700 Stone Street #301
Falls City, NE 68355**