



ADVERTISING & PROMOTION 2019 GRANT APPLICATION

Please send completed applications to:
Greene County Tourist Promotion Agency
19 S. Washington Street
Waynesburg, PA 15370

- Applications must be typed. Forms may be found under Partner Access on our website, www.VisitGreene.org.
- There is no guarantee that any grant application will be funded.
- All grants require documentation of at least a 25 percent matching funds.
- Be sure to review all pages of the application and guidelines and complete as appropriate to your request.
- ***The completed application must be in the agency's office by 4:00 p.m. on Friday, January 4, 2019.***

Applicant Information

Business Organization Name: _____

Contact name and Title: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Number: _____ Email: _____

Website: _____

Grant Request: _____ \$ Matching Funds: _____ \$

Event, Activity or Project Information

Event, Activity or Project Name: _____

Date(s): _____

Location: _____

Event, Activity or Project Information

Please give an overview of the event, activity or project. Include the purpose, history and goals.

What is the target audience for the event, activity or project?

Please provide a detailed description of your advertising plan for the event, activity or project including a breakdown in costs. How would the Tourism grant funds be utilized within your advertising plan?

How will the event, activity or project increase the number of overnight stays at Greene County hotels and motels? What methods will you use to gather the overnight stay data during the duration of the event, activity or project?

How does your event, activity or project attract visitors to Greene County?

How does the event, activity or project benefit Greene County's economy?

Does the event, activity or project utilize vendors? If so, where are the vendors coming from?

What was the attendance of the event, activity or project in previous years? What is your projected attendance for this year?

Have you received Tourism grants before? If yes, how has that funding helped you in the past?

Proposed Budget

Expenses	Detailed Description	2018 Actual Amount	2019 Proposed Amount
Advertising			
T-Shirts and Souvenirs			
Food, Drinks, Etc.			
Labor Costs			
Entertainment			
Supplies			
Postage			
Rentals			
Insurance			
Other			
Other			
Other			
Total Expenses			

Income	Detailed Description	2018 Actual Amount	2019 Proposed Amount
Rentals			
Entry Fees			
Donations / Sponsorships			
T-Shirts and Souvenirs			
Food and Drinks, Etc.			
Tourism Grant			
Other			
Other			
Other			
Total Income			

Table of Matching Funds

Per state regulations (Act 18 of 2016), all grant requests must provide documentation of at least a 25 percent matching fund. The Matching Fund is a requirement as the Tourism Grant cannot be the singular financial support of an event, activity or project. However, the match does not have to be entirely in cash, in-kind contributions may also be considered. See page 3 of the GCTPA Grant Guidelines for more information.

List all match funding sources below. Support letters for financial commitments listed below should be included.

Organization Providing Funds	Amount	Letter of Commitment Included
Total Matching Funds		

Agreement

I/We affirm that all information in this application and all attachments are true and correct to the best of my/our ability, and that the receipt of any grant funds relative to this request will be used for the purposes detailed within this application. I/We guarantee that I/we will abide by the Tourism Grant Guidelines and all local, state, and federal regulations as they apply. I/We understand that if the stated event or project is not held or completed within the approved timeframe, disbursed grant funds will be reimbursed to the Greene County Tourist Promotion Agency.

Authorized Signature: _____ Date: _____

Name (print): _____ Title: _____