

Hitchcock County Visitors Committee Marketing Grant Application Form

CRITERIA

For marketing an event that targets visitors from beyond 100-mile radius of your community and that encourages an overnight stay. Decisions on funding will be made within 60 days of receipt of the application by the Hitchcock County Visitors Committee. **This grant is for reimbursement of marketing expenses.**

MAXIMUM GRANT AMOUNT

Funds will be awarded up to \$500.00 for approved grants.

APPLICATION PROCESS

Required Information

- Completed Grant Application
- Completed Budget Worksheet

Deadlines

The Hitchcock County Visitors Committee meets on the third Tuesday of every month. Applications must be submitted ten (10) days prior to the meeting to be considered. Applications failing to meet the monthly deadline will be placed on the following month's agenda. Exceptions to the deadline rule will be considered only if the applicant can show good cause for the exception.

Review Process

Grants are discretionary, based upon available funds, other anticipated uses, appropriateness and anticipated effectiveness of proposed use all in compliance with the Nebraska Revised Statutes §81-1252 and §81-1245.

Announcement of Grant

All applicants will be notified in writing within ten (10) working days after the review of the application by the Hitchcock County Visitors Committee with the decision.

CREDITING REQUIREMENTS

If you are awarded this grant, included on all printed material or advertising media shall be the words "Sponsored in part by a grant from Hitchcock County Tourism".

REPORTING AND PAYMENT PROCEDURES

Reporting

- Between one and thirty days after the event a report must be submitted to the Visitors Committee giving final results. The report must outline the following:
 - If the objectives of the event were met, if not what were the circumstances that lead to the deficiency.
 - A detailed profit and loss statement.
 - All examples of fulfilling the crediting requirements.
- No money will be released until the report is turned into and reviewed by the Hitchcock County Visitors Committee.

Payment

- Upon receipt of the final event report, the Hitchcock County Visitors Committee will request a check from the Hitchcock County Clerk for grant funds.

For more information or if you have questions:
Hitchcock County Visitors Committee

VALERIE PASCHALL
PO Box 248
TRENTON, NE 69064

308 340 - 3411
HitchcockCountyTourism@gmail.com

**HITCHCOCK COUNTY VISITORS COMMITTEE
MARKETING GRANT APPLICATION**

Name of Organization

Contact Person

Title

Address

City

State

Zip

Telephone

FAX

Email

Name of Event or Attraction

Date of Event

Amount Requested

Please provide a brief description of the project. *(if you need additional space, please attach one page)*

What kind of economic impact will this have on Hitchcock County?

How do you plan to promote your event or facility so that it attracts visitors from beyond a 100 mile radius of your community? Please be specific

Admission: (Is it free, if not what are the fees.)

Performance Times: (Attach schedule if necessary.)

Number of year's event or attraction in existence: _____

Number of years assisted financially by Visitors Committee: _____

If a repeat application, please explain your need for continued financial assistance. What is your plan to become self sufficient? (if you need additional space, please attach one page)

Signature of Applicant _____ Date _____

Each grant request must include completed application and budget worksheet.

Return to: Hitchcock County Visitors Committee,
NE 69024

VALERIE PASCHALL

PO Box 248

TRENTON, NE 69044

FOR INTERNAL USE ONLY BY HITCHCOCK COUNTY VISITORS COMMITTEE

Date Received _____ Date Reviewed by Committee _____

Amount Approved _____

