



GRANT APPLICATION

1) APPLICANT INFORMATION:

ORGANIZATION/AGENCY: _____

ADDRESS: _____

ORGANIZATION'S TAX ID NUMBER: _____

PROJECT DIRECTOR(S): _____

DAYTIME PHONE: _____ E-MAIL: _____

IS THIS PERSON AUTHORIZED TO SIGN GRANT APPLICATION? _____

IF NOT, AUTHORIZED AGENT: _____

TITLE/RELATIONSHIP TO ORGANIZATION: _____

PROJECT NAME: _____

DATE PROJECT TO BEGIN: _____ TO BE COMPLETED: _____

NAME ANY PROJECT PARTNERS: _____

TOTAL PROJECT BUDGET: \$ _____

(This line should match the total of items A through F from page 3)

Amount of TDA Grant Funding requested \$ _____

Additional funds to be provided by applicant \$ _____

Source of total project funding (Include any partnerships portions and in-kind donations)

_____ Amount \$ _____

_____ Amount \$ _____

_____ Amount \$ _____

_____ Amount \$ _____

_____ Amount \$ _____

2) NARRATIVE:

DESCRIPTION OF PROJECT: Include needs assessment/purpose of project, outline of project procedure, intended results of project. Include any partnerships and their roles. (Limit to 150 words)

PROJECT JUSTIFICATION: Describe the economic benefit/impact to tourism for Franklin County. (Limit to 150 words)

ADDITIONAL COMMENTS TO SUPPORT THIS PROJECT: (Limit to 150 words)

EXPECTED ATTENDANCE: _____ PERCENTAGE FROM OUT OF COUNTY _____

FIRST TIME EVENT? _____ IF NO, HOW MANY YEARS HAS EVENT BEEN HELD? _____

LAST YEAR'S ATTENDANCE: _____ PERCENTAGE FROM OUT OF COUNTY _____

ESTIMATED ROOM NIGHTS ANTICIPATED FROM EVENT _____

LIST HOTELS, MOTELS AND OTHER LOCATIONS PLANNED TO BE USED FOR THE EVENT:

3) TOTAL PROJECT BUDGET: (Attach additional sheets if needed.)

A) EVENTS/PROJECT FEES & EXPENSES (Be specific in expense breakdown.)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

B) MARKETING/PROMOTIONS: Specify type and location. If audiovisual, film, video, etc.
For all other, be specific in expense breakdown. (Paid media only)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

C) PERSONNEL: (Specify numbers and duties)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

D) RENTALS AND CAPITAL IMPROVEMENTS (Be as specific as possible.)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

E) TRAVEL AND/OR TRAVEL SHOW (Specify expense breakdown and show name.)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

F) OTHER (Be Specific.)

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

TOTAL PROJECT BUDGET (Combine totals of lines A-F): \$ _____

If this project has been held previously, include a copy of the budget from the previous year.

4) DESCRIBE THE MARKETING PLAN (Include the target audiences and strategies. Provide the names of media outlets, type of advertisements, and plans for distribution (Limit to 150 words))

The undersigned hereby certifies:

- *I have reviewed the attached grant application for the Franklin County Tourism Development Authority. I understand the grant funding requirements stated therein. I assert that the information contained in this application and any attachments are accurate and complete to the best of my knowledge. I realize that the TDA and the Grants Committee will rely upon these representations.*
- *I understand that any TDA grant funding the applicant organization receives must be matched by other funds, and that the phrase "Funded in part by the Franklin County TDA" plus the TDA logo and web site address, www.visitfranklincountync.com, on all promotional materials, plus allow a TDA representative to set-up a booth, tent, or other visible structure at the event or program.*

SIGNATURE (Authorized Agent)

Date

PRINT NAME

Return this application to:

Greater Franklin County Chamber of Commerce
Attn: Franklin County TDA
112 East Nash Street
P.O. Box 62
Louisburg, NC 27549
Office: 919-496-3056

Please attach additional documentation as needed.

All applicants will be notified by letter by the end of the month in which the decision is made. The status of your application will not be discussed by telephone prior to notification of all applicants.