



TOURISM DEVELOPMENT GRANT

Columbus Area Visitors Center Purpose Statement: The Visitors Center works to promote and grow the Bartholomew County tourism industry in order to strengthen and diversify the local economy.

Objective of Visitors Center Tourism Development Grant: To build and enhance Bartholomew County's place-based assets in order to create an appealing travel destination and enhance quality of life for residents.

Tourism Development Grant Strategies:

- Incentivize the creation of new tourism attractions and programs.
- Enhance current tourism attractions and programs.
- Encourage collaboration in the creation and enhancement of tourism attractions and programs.

Tourism Development Grant Criteria and Procedures:

- **Tourism Development Grant Applications are due on or before February 15th.** The applications will be reviewed by a committee established by the Visitors Center. Awards will be made and announced by March 15th. A second cycle of applications may be accepted on July 15th in the event there are remaining funds in the budget. The second cycle of awards, if applicable, will be made and announced by August 15th.
- Only tax-exempt organizations located in Bartholomew County may apply.
- Qualifying projects must meet the objectives set forth for the Tourism Development Grant and fall within legislative requirements for the use of County Innkeeper's Tax.
- Tourism Development Grants must be used exclusively for the project described in the application and within time frame agreed upon between Visitors Center and applicant. Any modifications to program dates, times, etc. must be provided to the Visitors Center in writing.
- This is a competitive process. The number and dollar amount of awards are determined by availability of funds. Tourism Development Grants are awarded based on expected economic impact and sustainability of the projects.
- Additional information or clarification may be requested by the review committee.
- Grants may not be used for salaries nor ongoing overhead expenses of the applicant.
- The Tourism Development Grant may not exceed 50% of the total project/program cost.
- Award recipients are required to submit a Tourism Development Grant Report no later than December 31st of the year award is made.

Email completed Tourism Development Grant Application to Robin Gray at rgray@columbus.in.us.

TOURISM DEVELOPMENT GRANT APPLICATION

Organization Requesting Funds _____

Address _____

Contact Person for Grant Application _____

Phone _____ Email _____

How long has organization been in operation? _____

Organization's Annual Operating Budget \$ _____

Name and Brief Description of Project for which Requesting Support _____

Key Goals for Project and Measurements of Success _____

Expected Number of Out-of-County Visitors Annually _____

List of All Project Partners and/or Funders _____

Please attach the following documents:

- Project Timeline
- Business Plan and Market Analysis
- IRS Tax Exempt Determination Letter
- IRS Form W-9
- List of Organization's Board Members
- Most Recent Audited Financial Statement
(or Independent Accountant's Report)

