



SAN MIGUEL COUNTY LODGER'S TAX GRANT APPLICATION. 2019-2020

REVISED: APRIL 2019

PART 1: PROJECT INFORMATION				10 points
ORGANIZATION NAME				
ORGANIZATION ADDRESS				
EVENT NAME				
EVENT DATES		TO		
EVENT ORGANIZER				
EVENT LOCATION				
ORGANIZER TITLE				
ORGANIZER PHONE				
ORGANIZER EMAIL				
CONTACT PERSON IF DIFFERENT FROM ABOVE				
CONTACT PHONE & EMAIL FOR SECONDARY PERSON				

PART 2: PROJECT COST AND FUNDING REQUEST		20 points
GRANT FUNDING REQUESTED: (REVIEW FUNDING PRIORITIES ON PAGE 1)		
TOTAL ANTICIPATED PROJECT COST		
ADDITIONAL FUNDING SOURCES		
IN-KIND CONTRIBUTIONS		
ANTICIPATED ATTENDANCE (not including staff)		
TOTAL NUMBER OF STAFF/VOLUNTEERS		

PART 4: LODGER'S TAX GOALS & PURPOSES

30 points

Lodger's Tax Funds are allocated to meet the purposes and goals of San Miguel County regarding advertising, marketing, and promotion of tourist related events, activities and facilities.

DESCRIBE HOW YOUR EVENT WILL INCREASE TOURISM IN THE AREA AND IMPACT LODGING:

DESCRIBE ANY PARTNERSHIPS/COLLABORATIONS YOU WILL ENGAGE IN TO SUCCESSFULLY COMPLETE YOUR EVENT/PROJECT:

BY SUBMITTING THIS APPLICATION, YOU AGREE TO THE FOLLOWING (INITIAL EACH):

_____ PROMOTE A POSITIVE IMAGE FOR SAN MIGUEL COUNTY

_____ INCREASE YOUR ORGANIZATION'S CAPACITY TO DEVELOP RESOURCES & FUNDS TO REDUCE _____ RELIANCE ON LODGER'S TAX FUNDING

_____ SUBMIT MATERIALS ONLY RELATED TO ADVERTISING, PROMOTION, AND MARKETING OF THE _____ EVENT/PROJECT IN SAN MIGUEL COUNTY.

_____ YOU WILL USE THE FOLLOWING IN ALL PRINTED AND WEB ADVERTISING AND PROMOTIONAL MATERIALS. **PROMOTION PARTIALLY FUNDED BY LODGER'S TAX ADVISORY BOARD. USE OF THE COUNTY LOGO IS ENCOURAGED.**

PART 5: FINANCIAL DISCLOSURE CHECKLIST

10 points

AS PER SAN MIGUEL COUNTY LODGER'S TAX RULES, ALL APPLICANTS FOR LODGER'S TAX FUNDS MUST SUBMIT THE FOLLOWING INFORMATION:

- COMPLETE BUDGET FOR EVENT/PROJECT
- FIRST TIME APPLICANTS: A WRITTEN FUNDRAISING PLAN WITH COMPLETE LIST OF FUNDING SOURCES
- FOR REPEAT APPLICANTS: A WRITTEN STATEMENT EXPLAINING HOW YOUR ORGANIZATION IS CULTIVATING ON-GOING SOURCES THAT REDUCES RELIANCE ON LODGER'S TAX MONIES

PART 6: ASSURANCES AND CERTIFICATIONS

I/WE CERTIFY THAT I/WE AM/ARE AUTHORIZED TO ACT ON THE BEHALF OF THE ORGANIZATION MAKING THIS APPLICATION AND THAT THE STATEMENTS HEREIN ARE COMPLETE AND ACCURATE TO THE BEST OF MY/OUR KNOWLEDGE.

IF FUNDED, WE WILL KEEP A CLEAR AND ACCURATE ACCOUNTING OF HOW THE FUNDS WERE USED AND WILL SUBMIT COPIES OF ALL INVOICES THAT WERE PAID WITH LODGER'S TAX GRANT FUNDS. WE WILL EVALUATE THE USE OF FUNDS AS REQUIRED AND APPROVED FOR SAN MIGUEL COUNTY, AND WILL DELIVER AN ANNUAL EVALUATION REPORT TO THE COUNTY ON OR BEFORE THE ESTABLISHED DATE OF SUBMITTAL

PRINT YOUR NAME AND TITLE: _____

SIGNATURE: _____

DATE OF SUBMISSION: _____

LODGER'S TAX PROPOSAL LETTER OF TRANSMITTAL

THE UNDERSIGNED CERTIFIES THAT THEY HAVE READ AND UNDERSTAND THE ABOVE GENERAL CONDITIONS AND THAT THEY ACCEPT THESE CONDITIONS AND SUBMIT THE ATTACHED PROPOSAL IN FULL COMPLIANCE WITH THESE CONDITIONS AND THE APPLICABLE SPECIFICATIONS.

IN SUBMITTING THIS PROPOSAL, THE OFFEROR REPRESENTS THAT THE OFFEROR HAS FAMILIARIZED THEMSELVES WITH THE NATURE AND EXTENT OF THE REQUEST FOR PROPOSALS DEALING WITH FEDERAL, STATE, AND LOCAL REQUIREMENTS WHICH ARE PART OF THESE REQUEST PROPOSALS. THE OFFEROR WILL COMPLY WITH ALL APPLICABLE FEDERAL AND STATE LAWS, LOCAL ORDINANCES AND THE RULES AND REGULATIONS OF ALL AUTHORITIES HAVING JURISDICTION OVER SERVICES BEING PROVIDED.

EVALUATIONS AND FINANCIAL STATEMENTS ARE A REQUIREMENT OF THE PROPOSALS AND MUST BE SUBMITTED IN A TIMELY MANNER, BUT NO LATER THAN THIRTY (30) DAYS AFTER THE EVENT/PROJECT. FAILURE TO SUBMIT FINANCIAL STATEMENTS AND EVALUATIONS WILL BE CAUSE FOR REJECTION OF FUTURE AWARDS.

AUTHORIZED SIGNATURE

PRINTED NAME

TITLE/POSITION

DATE: _____

TELEPHONE # _____

ADDRESS: _____

CITY, ST & ZIP: _____

EMAIL ADDRESS: _____