# UNION COUNTY TRANSIENT TAX ATTRACTION GRANT APPLICATION & GUIDELINES

# **Grant Summary**

Funds shall be used in support of attractions (public or non-profit only) located within Union County that increase economic growth and/or the impact of tourism in Union County. This program is administered by the Union County Administrative Office with funding recommendations by the Transient Tax Advisory Committee. Final approval of funding is made by the Board of Commissioners.

#### Eligibility

Grant funds are available only to public sector or non-profit entities.

## **Procedures**

The Review Committee requests a completed application with a short narrative describing the attraction along with a budget. The Committee will review the proposals and may invite applicants to make an oral presentation to discuss the attraction and the requested funds.

# **Program Requirements**

#### **Proposals:**

Grant applications are to be complete, legible, provide a detailed narrative of the project and its impact on Union County tourism, and include a budget for the event.

# **Reporting Requirements:**

A Completion Report must be submitted to the Union County Administrative Office within 60 days of completion of the project. Grant reports are to be complete, legible, provide a detailed narrative of grant usage and include a final budget. \*Applicants who do not complete reporting requirements will be disqualified from grant funds for three consecutive fiscal years

#### Criteria

All proposals will be evaluated using the following criteria:

- 1. Annual Number of Visitors to Attraction
- 2. Out of Area Visitors
- 3. Multi-Day Events held at the Attraction that Encouraged Overnight Stays
- 4. Purpose of Funds
- 5. Volunteer/Community Involvement
- 6. Attraction must be located in Union County
- 7. Matching Funds (a broad base of funding)

# Miscellaneous

- 1. Actual funding will be based on transient tax collected.
- 2. Applications may be picked up and returned to the County Administrative Office at 1106 K Avenue, La Grande.



# UNION COUNTY TRANSIENT TAX ATTRACTION GRANT APPLICATION

TYPE OF ORGANIZATION: I	ublic Sector Non-Profit Registration No fits must attach a copy of IRS determination letter)
ADDDECC.	
CITY:	STATE: ZIP CODE:
NAME OF CONTACT PERSO	:
TITLE:	DAYTIME TELEPHONE:
E-Mail:	
Project TITLE:	
Project Start Date:	
ORGANIZATION BACKGROUPlease attach a brief narrati What do you want to do; w	ND & PROJECT NARRATIVE:  e of the scope of activity for which grant funds are requested.  y is it important; how are you going to do it; what are the
ORGANIZATION BACKGROUT Please attach a brief narrati What do you want to do; w economic benefits? Include	ND & PROJECT NARRATIVE:  e of the scope of activity for which grant funds are requested.  y is it important; how are you going to do it; what are the
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I	[ORGANIZATION]		
	[PROJECT TITLE]		
	INCOME		
		BUDGET	
		Cash	In-Kind
	SUB TOTAL INCOME		
	TOTAL INCOME		
	EXPENSES		
NE		BUDGET	
EM		Cash	In-Kind
1			
2			
3			
4	CUR TOTAL EVERNISES		
	SUB TOTAL EXPENSES		
	TOTAL EXPENSES		
	TOTAL TRANSIENT TAX FUNDS REQUESTED: \$		
	Please attach any partnership support letters you wou	ld like to includ	e with your app
	Duint Full Name	Cina atuma	
	Print Full Name Authorized Representative	Signature	
	Authorized nepresentative		
	Date:		