



Jamestown Tourism Grant Request Form

Events, Unique Exhibits/Programs

30% of funds granted for this type of activity must be dedicated to advertising. Grant recipients are strongly encouraged to target advertising at least 50 miles outside Jamestown to draw tourists to the area. Special consideration will be given to festivals, performances or other special events scheduled November through March.

Please indicate which eligible project best describes your request (choose one):

- Event
 Unique Exhibit/Program

Name of Organization Applying _____

Amount Requested _____

Organization Address _____

City _____ State _____ Zip Code _____

Phone _____

Project Contact _____ Project Contact Phone _____

Project Contact Email _____

State Tax ID/Nonprofit # _____

Name and description of project for which you are requesting funds: _____

Date(s) of Project: _____ Location of Project: _____

Please list other major sources of funding for this project and the amount you anticipate receiving from each.

Source: _____ Amount: _____ Source: _____ Amount: _____

Source: _____ Amount: _____ Source: _____ Amount: _____

Letter of Agreement

I hereby certify that our organization, if awarded a grant, agrees to the terms and conditions set forth in Jamestown Tourism (JT) Grant Fund Request Guidelines. All information provided to the JT will be true and accurate at the time of the request. We have designated a "Program Contact" and indicated his/her name on page one of this application. We agree that all monies received from a successful grant application will be used by our organization as proposed within twelve months of grant notification.

Our organization shall hold harmless JT, its staff and Board of Directors for any losses incurred as a result of any legal action brought in connection with the use of the grant funds or in connection with any matter related to the grant process.

Signature of Chief Executive of Organization

Signature of Designated Project Contact

Date _____

In addition to the application, please submit the following:

1. Marketing Plan document with specific mediums and locations.
2. Realistic and Detailed Budget document

Be prepared to answer the following questions during your project presentation:

1. What is your evaluation plan for indicating local and non-local attendance and hotel stays.
2. What is your sustainability plan: How will you fund the project if this grant funding becomes unavailable in the future?
3. Give some examples demonstrating cooperation and partnerships with other organizations/agencies/businesses and the sharing of resources.
4. How many dollars of economic impact do you estimate your project will create? (see following exercise)

Estimated Dollars of Economic Impact within Jamestown

(This Economic Impact Exercise is not the deciding factor for the grant dollars being awarded.)

Number of Visitors x Number of days x Average spending per person = Contribution to local Economy

Projected Total Attendance: _____

Number of Visitors	Average Spending per day	Number of days in Attendance	Economic Impact
Overnight:			
Day Trip:			
Total:			

*JT provides the following visitor expenditure numbers.

Leisure, overnight visitors spend, on average \$125 per person each day.

Leisure day visitors spend on average, \$50 per person each day.

Only completed applications will be considered and should include the required information as outlined on this Application Form.

--Don't forget to log on to JamestownCalendar.com and enter your event!--

Please return this application to:

Jamestown Tourism
PO Box 917
Jamestown, ND 58402

Email: office@DiscoverJamestownND.com
Phone: 701-251-9145

