



## *Grinnell Tourism Grant Program*

### **Program Description**

For many years, Grinnell Hotel-Motel Tax Committee (a.k.a. Grinnell Tourism Group) has funded numerous community projects, special events and initiatives through the local hotel-motel tax.

Those receiving Tourism grants have included:

- GYBSA
- Grinnell Community Band
- Happy Days
- Thursdays in the Park
- Kites over Grinnell
- Grinnell Model Railroad Museum
- The Galaxy
- Grinnell Weekend of the Arts
- Grinnell Soccer Club
- Ahrens Park Labor Day Softball Tournament
- GHS Reunions
- Grinnell Sesquicentennial Committee
- Grinnell 4<sup>th</sup> of July Celebration Committee
- Grinnell Area Recreation Trail
- Grinnell Aquatic Center

The Grinnell Tourism Group intends to continue providing support for projects like these. The application process ensures that projects and events have some tourism-related component, accountability, and leverage from other funding sources.

### **Purpose**

The Grinnell Tourism Grant Program is intended to encourage the development, continuation and promotion of projects, events and other initiatives that attract visitors from outside of Grinnell, especially those who are likely to spend the night in local hotels, motels or B&Bs. Preference will be given to one-time projects that encourage overnight stays, that demonstrate an economic impact in the community and/or that promote community enhancement and an improved quality of life.

### **Guidelines**

The Grinnell Tourism Grant Program is open to organizations in Grinnell that host events, develop projects, maintain sites or conduct educational efforts that highlight the community and its assets, and ultimately attract out-of-town visitors. Individuals may not apply. Funds may not be used for business ventures, debt retirement or operating expenses. Mini-grants are not intended as an annual revenue stream for any group.

## **Grant Amounts**

Grant amounts may range from \$500 to \$5,000, and should represent no more than 25% of the total project budget. Applications will be reviewed quarterly and must be **submitted by January 15, April 15, July 15 or October 15** for consideration at the next regular Tourism meeting.

## **Accessing funds awarded**

To receive funding in advance of an event or project, recipients must show proof of expense commitments (agreements, contracts, etc.) with an explanation of expenditures. To receive funding as reimbursement, recipients must present receipts for expenditures along with an explanation or final budget. Requests are due within 30 days of the event.

## **Credit Line**

Any project receiving funds must include the following credit line in all press releases, publicity, and printed matter (posters, invitations, banners, etc.):

**This project was funded in part by a grant from the Grinnell Hotel-Motel Tax Committee.**

**\*All applicants must meet with City Manager Russ Behrens or his designee prior to submitting an application to ensure their application meets eligibility requirements. Contact information: [RBehrens@grinnelliowa.gov](mailto:RBehrens@grinnelliowa.gov) or 641-236-2600**

Date Received: \_\_\_\_\_

*Grinnell Tourism Grant Program*  
*Grant Request Application Form*

Application deadlines: January 15, April 15, July 15, October 15

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

**1. Project Summary** *(short description of project including date(s) of event if applicable):*

**2. Economic Impact on Grinnell** *(Describe the economic impact (hotel stays, meals, gasoline purchases, etc.) and how you will encourage “buying local” among participants.):*

**3. Total estimated expenses by category:**

Materials:	\$
Advertising (which local outlets):	\$
Other Publicity:	\$
Equipment/space rental:	\$
Honoraria or fees:	\$
Food you will purchase for the event (not food sales):	\$
Hotel/motel expenses if your group will be paying for rooms:	\$
Printing (possible vendors):	\$
Other	
<b>Total</b>	<b>\$</b>

**4. Income from other sources:**

Individual/Organization name:	\$
Individual/Organization name:	\$
Admission/participation fees (if any):	\$
Other grants	\$
Donations	\$
<b>TOTAL</b>	<b>\$</b>

**5. Amount being requested from Grinnell Hotel-Motel Tax Committee: \$ \_\_\_\_\_**

**6. How do you plan to secure other funding (outline sources and approaches if not already noted in your Income section):**

**7. Other budget-related information you think we should know:**

\_\_\_\_\_  
Signature of Organization Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title