

SPECIAL EVENTS MARKETING GRANT APPLICATION

The Custer County Tourism Board shall consider the award of grants for the purpose of marketing of special events in Custer County. See Special Events Marketing Policy.

A. **NARRATIVE** (length not to exceed two pages.) *Include:*

1. Agency Information

- Mission statement, brief statement of goals and/or objectives
- Brief summary of organization's history
- Description of current projects, activities and accomplishments

2. Purpose of Grant *Please include:*

- Goals and objectives for purpose of this event
- Activities planned to accomplish these goals
- Is this a new or ongoing event
- Timetable for implementation
- Other organizations, if any, participating

3. Evaluation *Please discuss:*

- Expected results during the funding period
- How you would define and measure success
- How will project results be used and/or disseminated

B. **ATTACHMENTS** *Please include:*

1. Event/project budget
2. List of major contributors (and amounts) to special event (if applicable)
3. List of volunteer involvement and in-kind contributions

C. **SUPPORTING INFORMATION**

1. In what specific way does this special event benefit Custer County tourism?
2. How exactly would marketing grant funds be spent?
3. Have all the required permits and/or licenses for the event obtained?

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Please Print Clearly

Event Name _____

Event Date _____

Organization _____

Address _____

City _____ State _____ Zip _____

Executive Director _____

Contact (if other than above)

Name _____

Phone _____ Email _____

Brief Description of request _____

Organization Budget _____ Fiscal Year _____

Program Budget _____ Fiscal Year _____

_____ Fiscal Year Ends _____

Custer County Tourism Board Chair _____ Date _____

Organization Executive Director _____ Date _____