



City of George

LODGING TAX FUND GRANT APPLICATION

P.O. Box 5277, George, Washington 98824
Phone: (509) 785-5081 ♦ Fax: (509) 785-4880
www.cityofgeorge.org

The City of George Lodging Tax Advisory Committee has annual grants available for non-profits and other charitable groups. These grants are by application process. Funds must fit the criteria for funding according to RCW 67.28.1816 and used only for the following: 1) Tourism Promotion Activities, 2) Tourism-Related Facilities or 3) Events or Festivals designed to bring tourists to George.

Your organization or group must agree to:

1. Plan and carry out an event or use that meets the Washington State Criteria.
2. Prepare a completed application by the deadline. The Committee will establish application deadlines and post them to the City website.
3. Complete the Post Event Report after the event or use of funds and submit to City Finance Officer/City Clerk. This is state law and requests for future funds will not be considered if you fail to complete this.
4. Submit receipts and total funds to be reimbursed to the City Finance Officer/City Clerk in a timely manner. A check will be available within 30 days.

The Lodging Tax Advisory Committee will convene and evaluate all applications, and determine eligibility and funding. Applications that do not meet the submission requirements will not be eligible for funding. Priority will be given to applications that 1) increase tourism and 2) demonstrate ability toward eventual self-sustainability.

SUBMITTAL INSTRUCTIONS

Completed and signed applications shall be submitted to the City Finance Officer/City Clerk. Submittals may be mailed (PO Box 5277, George, WA 98824), delivered in person or emailed (cityclerk@cityofgeorge.org). Required documents and any other supporting documentation must be included with the application.

REQUIRED DOCUMENTS:

1. Completed and signed application.
2. Copy of non-profit registration with Washington Secretary of State (if applicable).
3. An itemized budget in the amount you are requesting, i.e. if you are requesting \$1,000, provide details on how the money will be used.
4. Optional: Provide flyers, brochures or supplemental information about your event or activity.

City of George
LODGING TAX FUND GRANT APPLICATION (cont.)

Name of Organization/Group: _____

Organization Mailing Address: _____

Organization Contact Person: _____

Organization Contact Phone & Email: _____

Organization Website/Social Media Sites: _____

Organization is a: 501(c)3 _____ 501(c)6 _____ School organization _____
Service Club _____ Other _____

Federal Tax ID # (if applicable): _____ UBI #: _____

Funds will be used to: Promote Tourism Activity _____ Promote/Support an Event _____
Support a Tourism-Related Facility _____

Activity, Event, or Facility Name: _____

Activity, Event, or Facility Location: _____

Event/Activity Date(s): _____ Time(s) _____

Amount of Funding Requested: \$ _____

CERTIFICATION

I hereby state on behalf of _____ that these funds will be used for:

Please check which applies:

- Tourism Promotion Activities or Tourism-Related Facilities or Use
 Event or Festival

I understand the City of George will only reimburse those costs actually incurred by the organization/activity and only after the service is rendered, paid for, and a signed Post Event Report has been submitted to the City, including copies of invoices and payment documentation. _____(Initial)

We affirm that we will not, in any contract we undertake pertaining to this event or activity, unlawfully discriminate against anyone by reason of age, race, color, ethnicity, sex, religion, military status, creed, place of birth, or disability and that we will abide by all local, state, and federal laws. _____(Initial)

I further understand that we must gather documentation relating to the Lodging Tax Post Event Report and submit the completed Post Event Report when applying for reimbursement. _____(Initial)

SIGNATURE (use blue ink)

DATE

PRINT NAME

City of George
LODGING TAX FUND GRANT APPLICATION (cont.)

Application Questions:

1. Describe the Tourism-Related Event or Activity you will use the funds for, including location of Event or Activity and estimated number of attendees:

2. Describe how your project will target the specific tourist market with printed or social media advertising:

3. Please provide the following good-faith estimates of how your project will result in increases in the following categories of visitors:
 - a. Staying overnight in George in paid accommodation: _____
 - b. Staying overnight in George in unpaid accommodation (i.e. with friends or family): _____
 - c. Staying for the day only and traveling more than 50 miles: _____

4. Describe how you will encourage support of George businesses, restaurants and retail:

5. Please list other funding sources you have or will have:

6. Explain if your group is collaborating with other groups (i.e. Chamber of Commerce or Museum) for this event:

7. Describe plans for the future to allow this event or activity to become self-sustaining: