



2016 Garfield County Event Funding Application

OVERVIEW

The purpose of the Garfield County Office of Tourism is to utilize funds generated by Transient Room Tax in promoting the area to increase visitation to all communities in Garfield County. The efforts of the Tourism Bureau are overseen by Garfield County Commission under the advisement of the Garfield County Office of Tourism Advisory Board.

The Garfield County Event Funding is designed to increase the budget of events within a Garfield County community to help with promotion of the event or hard costs of putting on an event. No event will request more than \$3,000.00 in funding- *please only request what is necessary to assist in funding your event.* The board may consider special requests for more than this but only in extenuating circumstances. There will be one funding period during the year established by the Garfield County Office of Tourism Advisory Board. If a new event comes up during the year and there are funds left over the Advisory Board can re-open the funding requests.

FUNDING CRITERIA

Consideration will be given to those events/organizations that meet the following criteria:

1. Applicant demonstrates that the event/project has the potential to:
 - *Increase Transient Room Tax revenues in Garfield County.
 - *Increase visitor stays in Garfield County.
 - *Generate off-season or shoulder-season promotion to Garfield County.
2. Applicant verifies that the organization is financially stable.
3. Applicant must be a non-profit organization.

FUNDING REQUEST PROCESS

1. Submit the completed application by **December 30, 2015**. Requests will not be accepted after deadline. The oral presentation/interview will be held on **January 5, 2016** at the Travel Council Meeting.

Submit request to:

Garfield County Office of Tourism
Attn: Falyn Owens, Director
PO BOX 77
Panguitch, UT 84759
Fax to: 435-676-8239
Email to: falynowens@brycecanyoncountry.com

2. The request will be reviewed by the Garfield County Tourism Advisory Board at the next scheduled board meeting. Applicants will then be notified and invited to participate in an interview with the Tourism Board. The interview will be a five minute presentation regarding the request plus five minutes for questions. Notification regarding the outcome of your request will be sent in a written letter after all requests are reviewed. If funding is received you must report on the success of your event sometime during that year. Please contact the travel council office to find a meeting date that would work.
3. Upon approval, funds will be made available starting within a month after approval. The Office of Tourism must be recognized as a sponsor equal to the level in which funding has been provided. Our logo and a website link must be displayed on your website and logo displayed any other place during your event that sponsor logos are displayed.



Event Funding Application

Primary Contact Person: _____

Name of the Applicant Organization: _____

Event: _____ Event Date: _____

Mailing address: _____

Telephone: _____

Email address: _____

Website: _____

Total Event Funds Requested \$ _____

Other comments: _____

I hereby certify that the facts, figures and representation made in this application, including all attachments, are true and correct to the best of my knowledge.

Applicant:

Signature	Title	Printed Name	Date
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If you have any questions, please call Falyn at 435-676-1160.