

Cave City Tourist & Convention Commission Grant Application

Name of Organization/Business _____

Contact person _____ Phone _____ Email _____

Address _____ City _____ State _____ Zip _____

Project Category (circle one) **Marketing** **Tourism Enhancement** **Beautification**

Project Description

Project Cost: _____

Grant Request _____
(up to 50% of cost)

Match _____
(cash or value of in-kind)

Application Document Checklist
(documents to be submitted with application)
_____ Project budget
_____ Vendor Estimates (3 required for projects under \$2000)
Marketing Projects (check items applicable to project)
_____ Prototype
_____ # to be printed
_____ Distribution method
_____ Distribution radius outside Cave City
_____ Location of sign (include photo & map)
Tourism Enhancement
_____ Dates of event
_____ Location of event
_____ Reception budget; # of people
_____ Transportation costs ; destination points
_____ # people
Beautification
_____ Project location (include photos)
_____ Prototype

Completion Report Documentation Checklist
_____ Project Actuals
_____ Receipts (reimbursement for projects +\$2000)
_____ Receipts (for projects under \$1000)
Marketing Projects
_____ Final print piece
_____ # printed
_____ Photo of sign installed
Tourism Enhancement
_____ Reception Receipts
_____ Event Photos
_____ # attendees
Beautification
_____ Completed project (include photos)

For Office Use Only:
Application # _____ Date Received _____ Approved Y N