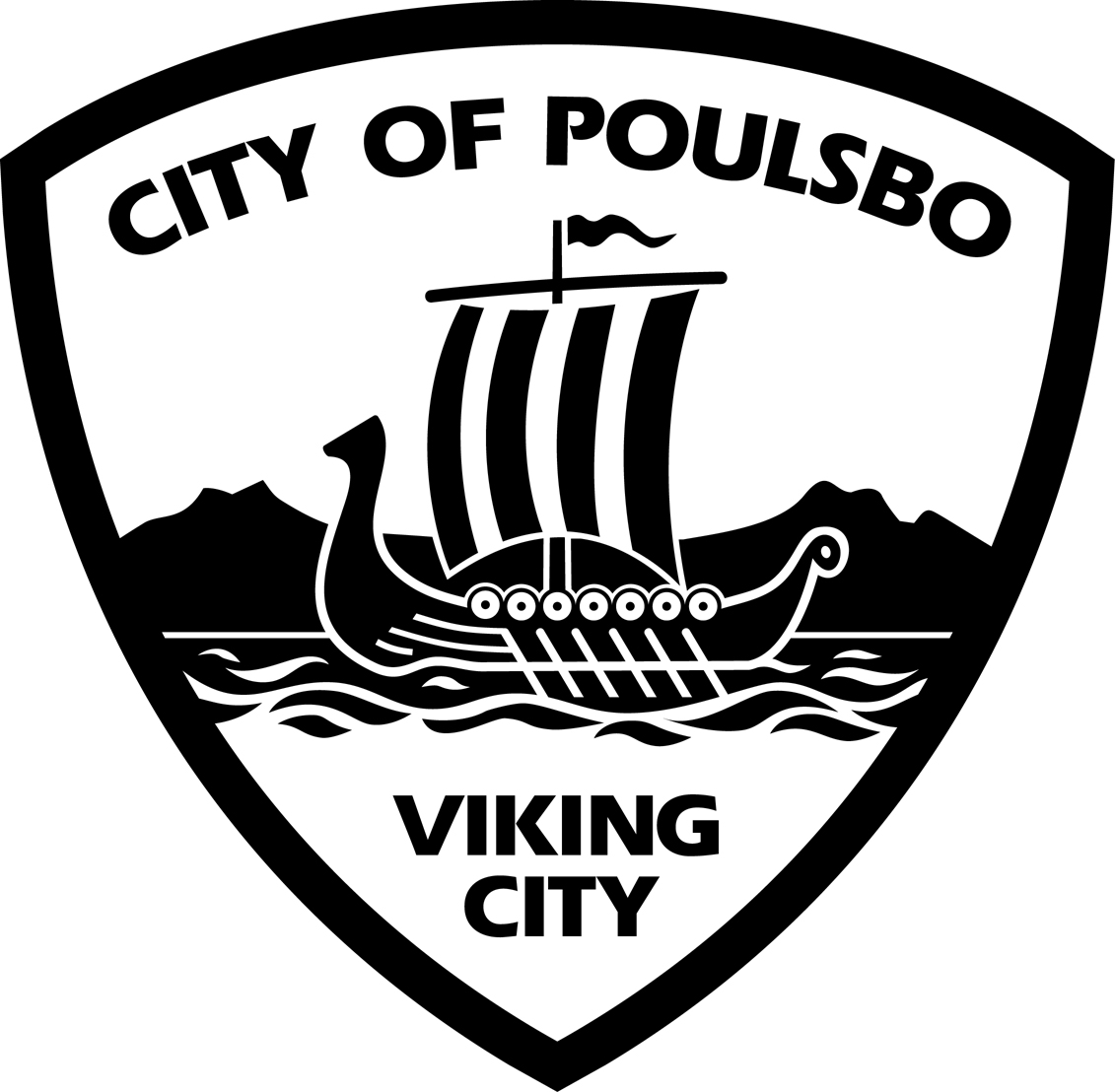
**CITY OF POULSBO**



**2020 LODGING TAX GRANT APPLICATION**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Applicant/Organization Information**  **Public**  **Other**  **Non Profit**  **Private** | | | | | | | | | |
| **Name** | | | | | | | | | |
| **Address** | | | | | | | | | |
| **City** | | | **State** | | **Zip** | | **Email** | | |
| **Organization Purpose or Mission:** | | | | | | | | | |
| **Contact Person** | | | | | | | | | |
| **Name** | | | | | | | | | |
| **Title** | | | | | | | **Phone** | | |
| **Email** | | | | | | | | | |
|  | | | | | | | | | |
| **Geographic area served by this project** | | | | | | | | **Number of people served by this project:** | |
| **Date of project (Start to finish):** | | | | | | | |  | |
| **2020**  **Project** | | **Funding Request from the City of Poulsbo: $** | | **Organization Match:**  **$** | | | | **Total Project Cost:** | |
| **Title and Brief Description of Project; *please be specific on which events will receive Lodging Tax funding.*** | | | | | | | | | |
| **FUNDING SOURCES FOR THIS PROJECT** | | | | | | | | |
| **List all firm commitments to date to fund this project:** | | | | | | | | |
| **Source** | | | | | **Amount** | | | |
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| **List any other sources of funding you have applied for:** | | | | | | | | |
| **Source** | | | | | **Amount** | | | **Status** |
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| **Specifically how will this grant be used? What kinds of advertising will be used? How will you distribute the information? How do you document your successes and results?** | | | | | | | | |
| **Identify the specific tourism audience/market located more than 50 miles from Poulsbo that your organization will target with these funds.** | | | | | | | | |
| |  | | --- | | **How will this project be financed in the future?** | | | | | | | | | |
| State law RCW 67.28.1816(2) requires organizations to provide estimates of potential economic impact. In addition, *the City requires you to provide a brief description of how you calculated the estimates*. The estimates are specifically for the event, activity or facility for which you are requesting funding. | | | | | | | | | |
| **All recipients must submit a report to the municipality describing the actual number of people traveling for business or pleasure on a trip:** | | | | | | | | | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | ***Projected*** | ***Actual*** | ***Methodology***  ***(Indirect count? Direct count? Did the hotels supply counts?)*** | | | Overall Attendance |  |  |  |  | | **Attendees who traveled 50 miles or more to attend:** | | | | | | Total: |  |  |  |  | | Of total, attendees who traveled from another state or country: |  |  |  |  | | **Attendees who stayed overnight:** | | | | | | Paid accommodations: |  |  |  |  | | Unpaid accommodations: |  |  |  |  | | Paid lodging nights: |  |  |  |  | | | | | | | | | | |
| 1. **Is there any other information you wish to add:** | | | | | | | | | |

**Application Certification**

I attest and affirm I am an authorized agent of the organization/agency applying for funding and the information I have provided in this application is true, complete and accurate. I understand and agree to the following:

* The Lodging Tax Funds, for which the organization/agency is applying, can only be used in accordance with the purposes outlined in RCW 67.28.
* If awarded, the applicant organization/agency will enter into a Tourism Promotion Services Agreement with the City.
* If awarded, the City of Poulsbo will only reimburse those costs actually incurred by the organization/agency and only after the service is rendered, or paid for if provided by a third party, and a signed City of Poulsbo payment form (or other form acceptable to the City) has been submitted to the City, including copies of invoices and payment documentation.
* The agency will be required to submit a mid-year and end-of-the-year report documenting economic impact results in a format determined by the City.

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| --- | --- |
| **Signatures** | |
|  | Date |
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