



TOURISM MINI-GRANT

Tourism Mini-Grants are provided by the Vincennes/Knox County Visitors & Tourism Bureau for up to \$1,000 per year from the Knox County Innkeeper's Tax revenue. These grants were established to assist in the promotion and enhancement of Knox County tourism. Applicants must be not-for-profit organizations planning to produce and promote a well defined tourism-oriented festival or event within Knox County.

Funds will be awarded on a 1:1 matching basis of up to \$1,000. A program budget for the year the grant is requested is to be included with the application. Revenue or in-kind contributions planned to be used as part of the organization's match for funding should also be included as well as a financial recap of the program's last budget if applicable. Applications must be submitted prior to the event that funding is being requested. **Mini-Grant recipients have a two-year limit and grant money is intended to be used for start-up money, however new programs within an established event will be considered.**

GRANT REQUIREMENTS:

- Festival or event must be held within Knox County
- Organizations can submit more than one application, but multiple applications for the same event will not be accepted
- Events are only eligible for one grant per year
- All events must show the potential to generate overnight stays in Knox County
- Events should project a positive image of Knox County
- Events must be open to the general public
- Event must show potential for growth
- Requests for capital improvements or equipment will not be considered

TOURISM MINI-GRANT APPLICATION

Organization: _____

Tax ID: _____ Type of Organization: _____

Name of Event: _____

Event Dates: _____ Year Event Began: _____ New Event

Contact Person: _____ Times of Event: _____

Address: _____

Phone #: _____ E-mail: _____

Explain the nature of your event (if needed, attach additional information up to 500 words)

Current Attendance (est.): _____ Expected Attendance: _____

Out of County Guests Expected: _____

Number of Overnight Stays Expected: _____

How will the grant funds be used? (Attach additional information up to 500 words if necessary)

Amount of Funds Requested: _____ Total Estimated Budget: _____

Signature of Authorized Contact

Date