



**Dubois Tourism Asset Development (TAD) Grant Application Form**

Date of Application: \_\_\_\_\_ Have we funded this project in the past? Yes \_\_\_\_\_ No \_\_\_\_\_

Legal Name of Event Sponsor: \_\_\_\_\_ (for-profit \_\_\_\_\_ non-profit \_\_\_\_\_)

**A W-9 must be submitted at time of application & match the Legal Event Sponsor name.**

Name of Project: \_\_\_\_\_ Project Begin & End Date: \_\_\_\_\_ / \_\_\_\_\_

Contact Person: \_\_\_\_\_ Contact Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Email/website: \_\_\_\_\_

Amount Requested: \_\_\_\_\_ Total Budget for Project: \_\_\_\_\_

Type of Audience/Reach of Advertising: Local \_\_\_\_\_ State \_\_\_\_\_ Regional \_\_\_\_\_ National \_\_\_\_\_

Number of Anticipated Attendees: \_\_\_\_\_

Number of Anticipated Lodging Accommodations to be used: \_\_\_\_\_

Local Facilities that will be used for Project: \_\_\_\_\_

**Signature of Responsible Sponsor:** \_\_\_\_\_

By signing I acknowledge receipt of TAD grant Policy Procedures approved by the Dubois Governing Body.

**Documents Needed:**

1. Please attach no more than one sheet providing a detailed description of your project.
2. Please attach no more than one sheet explaining how these funds will be used.
3. Please attach a projected budget for the project. Include other funding sources.
4. Proof of Non-Profit Status. (if non-profit)
5. A W-9 Form must be submitted at time of application; it will be naming the requesting Event Sponsor as payee when the Reimbursement Form is presented for payment.

**Details for Reimbursement:**

1. **IMPORTANT!** Please place the name of the Event Sponsor that the reimbursement check will be written to in the line above titled: Legal Name of Event Sponsor.
2. If the amount requested for this project exceeds the actual monies spent, the lesser amount will become the reimbursement amount paid by the Town
3. Once the check is written to the requesting entity, the grant is considered closed.

**Grant Disposition:** Approved \_\_\_\_\_ / Denied \_\_\_\_\_ Approved Dollar Amount: \_\_\_\_\_

***For Office Use Only***