



## **General Support Grant Program**

### **Program Overview:**

The Daviess County Visitors Bureau is pleased to announce the Event Assistance Grant Program aimed at supporting local non-profit organizations in hosting community events. This program provides financial assistance of up to \$1,000 to help enhance the quality and reach of events that promote community engagement, tourism, and cultural enrichment within Daviess County.

### **Objectives:**

- To support local non-profit organizations in their efforts to host community events
- To promote tourism and enhance the cultural landscape of Daviess County
- To foster community engagement and participation through diverse events

### **Eligibility Criteria:**

To be eligible for the grant, applicants must meet the following criteria:

1. A non-profit organization (501(c)(3) located in or serving Daviess County.
2. The event must be open to the public and take place within Daviess County
3. The event must promote tourism, community engagement, or cultural enrichment
4. Organizations may apply for funding for events occurring within the upcoming calendar year

Radio advertisements do not qualify for this grant because of the sponsorship of the daily segment, "The Drive Around Town," by Shake Broadcasting. We encourage all event coordinators to post your events on our website, where they will be announced on air at no cost.

### **Grant Amount:**

Grants will be awarded in amounts up to \$1,000. The total budget for the grant program is limited, and funding will be awarded on a competitive basis. If awarded, funds will be disbursed upon approval of the application. Upon completion of the event, a final report detailing event outcomes and expenditures is required at the following Tourism Commission Board Meeting.

## **Application Process:**

1. **Submission:** Interested organizations must complete the Event Assistance Grant Application Form, available on the Daviess County Visitors Bureau website.
2. **Project Proposal:** Applicants must submit a detailed proposal that includes:
  - a. A description of the event, including its purpose and target audience.
  - b. A budget detailing how the grant funds will be utilized.
  - c. Evidence of community support or partnerships (if applicable).
  - d. A plan for measuring the event's success and impact on the community.
2. **Review:** Applications will be reviewed by the Daviess County Tourism Commission. Criteria for selection will include the alignment with the objectives of the grant program, feasibility and clarity of the event plan, budget viability and justification of expenses, potential impact on the community and tourism
3. **Deadline:** Applications must be submitted by May 31, 2025. Late submissions will not be considered for the 2025 calendar year.
4. **Notification:** Successful applicants will be notified by June 30, 2025, and will be required to sign a grant agreement outlining the terms and conditions of the funding.
5. **Reporting:** All grantees are required to submit a final report within 30 days after the event. The report should include:
  - a. A summary of the event, including attendance and participant feedback
  - b. A financial report detailing how grant funds were utilized with receipts
  - c. Photographs and promotional materials from the event (if available)
6. **Agreement:** All grantees will be required to sign an agreement outlining the specific requirements and expectations associated with the funding they receive. By signing the agreement, grantees acknowledge their commitment to adhere to the stipulated guidelines, ensuring transparency and accountability in the use of funds.

## **Contact Information:**

For questions about the Event Assistance Grant Program, please contact:

Daviess County Visitors Bureau

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[www.visitdaviesscounty.com](http://www.visitdaviesscounty.com)

We look forward to supporting the vibrant events hosted by our local non-profits and enhancing the community spirit of Daviess County!