

RICHARDSON COUNTY VISITORS COMMITTEE

GRANT FUNDING GUIDELINES

Overview:

The purpose of this grant is to promote, encourage and attract increased numbers of visitors to Richardson County and to improve the visitor facilities within the county.

Funds are available through this grant program and are provided from the lodging tax revenues collected from motels, cabins, bed and breakfast establishments and campgrounds.

The Richardson County Visitors Committee is a five member advisory board to the Richardson County Board of Commissioners, and oversees the spending of the promotion and the improvement funds.

Grant funding is available in two different categories:

1. *Improvement Fund:* Used to make grants for expanding and improving facilities at any existing visitor attraction, acquiring or expanding exhibits for existing visitor attractions, constructing visitor attractions, or planning or developing such expansions, improvements, or construction.
2. *Promotion Fund:* Used generally to promote, encourage, and attract visitors to come to the county and use the travel and tourism facilities within the county.

This is a reimbursement grant program. Funds will be available after project or event completion. Copies of paid receipts, advertisings, mailings and completed final project report must be turned in to the Visitors Committee's administrative secretary.

This grant program is administered under the guidance of the Visitors Development Act, found in Nebraska Revised State Statutes Chapter 81-3701 through 81-3724.

Criteria for Assistance:

1. Grants are available only to public or non-profit organizations. Proof of non-profit status may be requested.
2. The Grantee is responsible for obtaining any required local and state licenses and permits.
3. Final project report must be submitted to the Administrative Secretary no later than 60 days after the event or completion of the project.
4. A complete project budget must be included in the grant application.

5. Grants are discretionary, based on available funds, anticipated uses, appropriateness and anticipated effectiveness of proposed use. Higher consideration may be given to new events or projects over repeat projects.
6. All print material, Television commercials, radio advertising, websites, posters and other forms of advertisements must use the credit line, "**Produced in part by a grant from the Richardson County Visitors Committee.**" To include in any website the words "**sponsored in part by the Richardson County Visitors Committee**" and a link to the **Richardson County Visitors Committee website: www.co.richardson.ne.us**. Failure to comply with this guideline will result in partial or complete withdrawal of funding.
7. For brochure grants, please enclose a conceptual design of the brochure.
8. For improvement grants over \$2,500.00, a permanent acknowledgement will be placed somewhere within the facility recognizing the Richardson County Visitors Committee for assisting with the project.
9. If lodging information is sent out, all lodging facilities in Richardson County must be listed. A complete listing of lodging facilities should be available at the respective Chamber of Commerce locations within the cities of Richardson County.
10. Improvement grant applications may be submitted at any time, and will be considered at the next Visitors Committee monthly meeting if submitted to the Administrative Secretary no less than 7 business days prior to the business meeting. Grant Applications are due 120 days prior to the capital project.
11. Promotion grant applications must be submitted to the Administrative Secretary at least 60 days prior to the event for consideration at the next Visitors Committee monthly meeting.
12. Grantee agrees and understands that copies of bills and receipts must be received by the Administrative Secretary within 60 days of the conclusion of the project in order for Grantee to be reimbursed; Grantee's failure to so submit such bills and receipts will result in a potential loss by Grantee of funds.
13. The undersigned Grantee further agrees that it will not manifest any impression, either by word or by deed, expressly or implicitly, that the Richardson County Visitors Committee endorses in any way the consumption or use of Alcohol. No proceeds shall be used to improve a facility in which pari-mutuel wagering is conducted.
14. This Grant may be executed in counterparts, each of which shall be deemed an original.
15. The individual signing this Grant Agreement hereby represents he or she is duly authorized to exercise such Agreement in the capacity in which he or she is executing the same.

Review Process:

Once approved by the Richardson County Visitor's Committee, all grant applications must receive final approval from the Richardson County Board of Commissioners, typically at their weekly meeting the week following the Visitor's Committee meeting.

Committee Members:

Kristy Gerweck, Chairwoman-Falls City, NE.

William Niedfeldt, Vice-Chair -Stella, NE.

Madaline Wilhelm, Falls City, NE.

Sandy Stalder, Humboldt, NE

Bonnie Kanel, -Dawson, NE.

County Commissioners:

Rick Karas Dawson, NE.

David Sickel, Falls City, NE.

John Caverzagie, Falls City, NE.