

CHEYENNE COUNTY VISITORS COMMITTEE

SIDNEY - DALTON - LODGEPOLE - GURLEY - POTTER

Public Meetings every 1st Wednesday, 5pm
658 Glover Rd., Sidney, NE 69162
Phone: (308) 254-4030
info@VisitSidneyNE.com

TOURISM IMPROVEMENT GRANT APPLICATION

PLEASE READ THE GRANT FUNDING GUIDELINES IN THEIR ENTIRETY AND THEN COMPLETE THE APPLICATION.

The Cheyenne County Visitor's Committee has the duty of advising the Cheyenne County Commissioners on the use of two separate funds, the Visitors Promotion Fund and the Visitors Improvement Fund. The proceeds of the sales tax on motel/hotel/campground lodging in the Cheyenne County area provide the money for both funds, and as such, the goal of the Cheyenne County Visitors Committee is to increase the number of visitors and overnight stays within the county.

Under Nebraska law 81-3720, "The fund shall be 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."

The grants are available for any attraction in the county owned by the public or a non-profit organization which has a primary purpose of operating the attraction. Visitor attractions must be in a defined location, open to the public, and of educational, cultural, historical, artistic or recreational significance, or provide entertainment; or have exhibits, displays or performances of educational, cultural, historic, artistic, or entertainment value. Proof of current non-profit status required.

Submit completed applications to:

Cheyenne County Visitors Committee
658 Glover Rd., Sidney, NE 69162
Submissions by e-mail: info@VisitSidneyNE.com
Email or call (308) 254-4030 with questions

Timeline:

- 1) Meetings are generally held on the 1st Wednesday of each month and applications must be submitted by noon on the Wednesday preceding the meeting. See "Grant Funding Guidelines" document for more details.
- 2) Project applicants will make a presentation at a regular Visitors Committee meeting to describe the overall project and to detail the portion applied for in the grant. A detailed budget including other funding sources will be expected at this time.
- 3) The Visitors Committee may form an Improvement Grant sub-committee for your project.
- 4) Within 30 days, the Improvement Grant sub-committee may contact you for a site visit and tour of the project.
- 5) The Improvement Grant sub-committee will report their findings at the next regular Visitor Committee meeting where the Visitors Committee will vote on a recommendation to the County Commissioners.
- 6) The Cheyenne County Commissioners will receive the recommendation from the Committee and comments at their next regularly scheduled meeting.
- 7) The applicant will be informed of the Commissioner's decision within 3 days.

Please contact us with any special circumstances that may arise on your project.

This Improvement Grant is a reimbursable grant. The granted amount will be awarded only upon substantial completion of the project with paid receipts, paid invoices, or canceled checks submitted. Statements of Account will not be accepted.

A formal report is expected to be submitted to the Visitors Committee 30 days after the funded project is completed to be eligible for future funding.

Please attach a detailed promotion plan and budget, a listing all other funding sources, proof of current non-profit status, and any supporting documents to this application.

Proof of nonprofit status must be submitted by private nonprofit organizations with the application. Any of the following is acceptable evidence of nonprofit status: (a) a reference to the applicant organization’s listing in the Internal Revenue Service’s (IRS) most recent list of tax-exempt organizations described in section 501(c)(3) of the IRS Code; (b) a copy of a currently valid IRS tax exemption certificate; (c) a statement from a State taxing body, State Attorney General, or other appropriate State Official certifying that the applicant organization has a nonprofit status and that none of the net earnings accrue to any private shareholders or individuals; (d) a certified copy of the organization’s certificate of incorporation or similar document that clearly establishes nonprofit status; (e) any of the above proof for a State or national parent organization and a statement signed by the parent organization that the applicant organization is a local nonprofit affiliate. If prior proof is on file, a printout of current status from the Secretary of State website at <https://www.nebraska.gov/sos/corp/corpsearch.cgi> will suffice.

*All grant recipients must give credit i.e. “Funded or partially funded by the Cheyenne County Visitors Committee” with logo and website on all approved projects.

Name of Project:	
Property Owner:	
<u>If property is not owned by the organization requesting the grant, complete form on page 5 of the application. This form must be signed by the owner(s) of the property. If the property is owned by a municipality, the form must be signed by the council/board.</u>	
Date Submitted:	Date Presented to Visitors Committee:
Organization:	
Organization Mailing Address:	Contact Name:
	Phone:
	Email:
Total Budget Costs:	Grant Amount Requested:
Construction/Project Start:	Estimated Completion Date:
Describe the Project:	

How will this project bring more visitors to Cheyenne County?

In what other ways might Cheyenne County see a financial return in its investment?

If this project is not awarded the entire request amount, will the project continue?

Additional Comments

How do you plan to market your attraction to visitors when completed?

- The attraction’s organization and their vendors will be responsible for obtaining all necessary local and state permits and shall collect any applicable taxes.
- Any funds generated from the use of Lodging Tax Funding shall only be utilized by a qualifying non-profit organization.
- All grants are subject to available funds.

Organization Authorized Signature: I read, understand, and accept the terms and conditions pertaining to this Grant Application as outlined and explained above.

Printed Name:	Date:
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Signature:

Project Budget

Expense	Brief Description:	Total Cost
Example: Lumber – ABC Hardware	### 2x8 boards for ___ project	\$XXX.XX
Total:		

Other Funding Sources:

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Property Owner Acknowledgement for Tourism Improvement Grant Application

We/I _____ have reviewed the scope of this grant request as presented to the Cheyenne County Visitors Committee and authorize the use/alterations/improvements of _____ property for these purposes.

Comments from property owner(s) (if any):

(Owner/Official's Name)

(Owner/Official's Name)

(Owner/Official's Name)

(Owner/Official's Signature)

(Owner/Official's Signature)

(Owner/Official's Signature)

(Date)

(Date)

(Date)

(Owner/Official's Name)

(Owner/Official's Name)

(Owner/Official's Name)

(Owner/Official's Signature)

(Owner/Official's Signature)

(Owner/Official's Signature)

(Date)

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IMPROVEMENT GRANT REIMBURSEMENT REPORT

Submit within 60 days of event/project completion as well as a report at the Visitors Committee Meeting

Name of Attraction:	
Approved Grant Amount:	Project Dates:
Organization:	
Organization Mailing Address:	Contact Name:
	Phone:
	Email:
Are the improvements or new construction complete? When will the attraction be open?	
Did the improvement grant help the attraction meet its goals?	
How did you recognize the grant support from the Visitors Committee at your event? Banners, signs, listing on advertisements, etc.	
Changes or future plans to make this attraction grow:	
How and when will marketing plans be implemented:	

