

# COMMUNITY IMPROVEMENT GRANTS ECONOMIC DEVELOPMENT AND MARKETING

This fund supports projects anywhere in the County that can demonstrate a positive impact on the local economy and tourism. These may be projects that bring in visitors from other areas, improve community character, or support efforts to leverage private investment, among others. These are accepted on a rolling basis with awards made twice a year. Full program guidelines are available at [www.gobroomecounty.com/planning/communitygrants](http://www.gobroomecounty.com/planning/communitygrants)

## ORGANIZATION AND CONTACT INFORMATION

### 1. Type of Applicant

- Municipality
- Non-Profit Organization
- School District
- Local Economic Development Organization

2. Organization Name: \_\_\_\_\_

3. Organization Address: \_\_\_\_\_

\_\_\_\_\_

4. Contact Name: \_\_\_\_\_

5. Email Address: \_\_\_\_\_

6. Phone Number: \_\_\_\_\_

## PROJECT INFORMATION

7. Project Name: \_\_\_\_\_

8. Amount Requested: \$ \_\_\_\_\_

9. Project Location: \_\_\_\_\_

10. Project Timeline: List the date(s) of your event or timeframe for your project.

\_\_\_\_\_

**11. Project Description:**

Describe the project, the specific location and/or service area, what agency or organization is going to be responsible for carrying the project out, and a list of key personnel.

# PROJECT GOALS

**12. Anticipated Outputs/Outcomes:**

- Number of Visitors/Attendees:** \_\_\_\_\_
- Number of Vendors/Performers** \_\_\_\_\_
- Number of Advertisements** \_\_\_\_\_
- Social Media or Web Reach** \_\_\_\_\_
- Other:** \_\_\_\_\_

**13. Explain how your project will meet these outputs/outcomes?**

**14. Project Goals:** Which of the following goals will your project address (check all that apply)?

- Raising the profile of Broome County for travelers, business owners, entrepreneurs, site selectors and investors**
- Attracting investment to Broome County**
- Fostering entrepreneurship and innovation within Broome County**
- Attracting and retaining businesses**
- Attracting and retaining residents, with an emphasis on young professionals**
- Generating meals, hotel stays, visits, extended visits, and/or increased retail sales by visitors from outside of Broome County**
- Establish Broome County as a unique destination**

**15. Explain how your project addresses one (or more) of these goals:**

## PROJECT BUDGET

16. Please complete the Budget Worksheet. See Form at end of this application.

17. Budget Narrative: Elaborate on the expenditures and funding sources outlined on the Project Budget Form.

18. Budget Justification: Describe why funds from Broome County are needed for this project. What other funding sources will be used for the project? Will the project be able to move forward without the requested grant funds or partial funding?

**19. Self-sufficiency and Maintenance:** Funds are intended to be short term investments in projects that ultimately become self-sufficient. Explain your plan for self-sufficiency independent of County support. If physical improvements are proposed, how will they be maintained? How will the project, program or event support programs or initiatives into the future?

## **ADDITIONAL DOCUMENTS**

**20.** If you have additional documentation you would like to provide in support of your application, please attach.

# ECONOMIC DEVELOPMENT AND MARKETING PROJECT BUDGET FORM

Please complete this form to document all expenditures and sources of funding anticipated for the project. "Total Expenditures" should be equal to the "Total From All Sources".

Changes to this budget must be approved by Broome County. Recipients of these funds may be subject to an audit by Broome County or its agents.

## EXPENDITURES

Category	Amount	Notes (if applicable)
Artist/Performer Fees		
Consulting		
Advertising/Marketing		
Salaries (with fringe)		
Supplies and Materials		
Equipment		
Printing		
Other		
<b>TOTAL EXPENDITURES</b>		

## SOURCES OF FUNDS

Category	Amount	Percent	Status
Broome County HMF			
State Grants			
Federal Grants			
Local Municipal Funds			
Other Grants			
Private Funds/ Donations*			
In-kind Contribution			
<b>TOTAL FROM ALL SOURCES</b>			

\*May include ticket sales, donations, other revenues, or other funding from your organization