

Kosciusko County Convention, Recreation and Visitor Commission

Tourism Sponsorship Grant (Revised 3/10/22)

Purpose

The Kosciusko County Convention, Recreation, and Visitor Commission (KCCRVC) was established in 1986 by the County Commissioners to promote the development and growth of the convention, recreation, and visitor industry in Kosciusko County. These funds are to assist qualified organizations with the promotion of activities striving to directly increase visitor spending and to create positive image-building publicity for Kosciusko County.

The KCCRVC is solely funded through an Innkeeper's Tax. The tax is collected from individuals who stay at Kosciusko County lodging properties. The taxes are then submitted to the County Treasurer who deposits them into the Commission's Tourism Promotion Fund.

Use Of Grant Monies

Per the Indiana State statute, "Expenditures under this subsection may include, but are not limited to, expenditures for advertising, promotional activities, trade shows, special events, and recreation." Monies obtained from the KCCRVC Grant Fund may be utilized for expansion or enhancement of current festivals, events, and attractions, as well as the development of new festivals, events, and attractions. As noted, the only source of revenue for this Grant Fund is the tax imposed on overnight guests to our county. For that reason, grants for advertising will only be awarded for out-of-county advertising, which would then encourage more overnight guests.

Organizations are encouraged to collaborate with other events occurring during the same time frame by cross-promoting events and communities. The KCCRVC also encourages organizations to use local suppliers whenever possible, increasing the local economic impact of the event even further. Grantees are required to include a line stating, "For additional tourism information call the Visitor Center at 800-800-6090 or visit www.koscvb.org" on all promotional material. The **Kosciusko County Convention, Recreation and Visitor Commission** MUST be given recognition as a sponsor. Separately, the CVB website must be linked on the home page of any event or funded organization's web site.

Grant Amounts

Grants will be awarded in various amounts dependent on the need and the demonstrated ability to generate significant visitor economic impact to Kosciusko County and /or significant overnight stays. New festivals and events will be considered based on a projected economic impact to the county. Fireworks are not eligible for sponsorship funds.

Eligible Applicants

Indiana Law dictates that grant funds can only be distributed to Indiana not-for-profit corporations whose proposal for funding will promote and encourage conventions, visitors, recreation, or tourism in Kosciusko County. Groups not currently organized as a not-for-profit may apply, if they gain the sponsorship of an organization that is a not-for-profit, such as a Chamber of Commerce. Applying organizations are encouraged to verify their status with the Corporations Division, Secretary of State Office (317-232-6576) before submitting an application for funding consideration. Any organization found not to be in good standing would have its application returned.

Application Completion and Deadlines

The KCCRVC Sponsorship Grant Application ***must be completed and submitted to the County Auditor.*** The Commission will review applications at regularly scheduled Commission meetings. For grant application, meeting dates, and County Auditor's email, please visit www.kcgov.com, then select "Government" then "Boards & Commissions", and then "KCCRVC." Applications should be submitted 10 days prior to the next Commission meeting.

Application Evaluation and Review Process

The KCCRVC will evaluate all qualified grant requests. A representative should be present to answer questions at the Commission meeting when the request will be reviewed.

Distribution of Grant Funds

- This is a reimbursement grant. Applicants who receive funding approval may request a Letter of Commitment from the Commission to be used with vendors.
- The Commission is governed by the record-keeping rules of the State Board of Accounts. No claims are allowed to be paid without itemized invoices and paid check copies.
- Grant funds will be distributed to the organization normally within 60 days following the receipt of the required documentation.
- Reimbursement request for any approved grant must be received within 12 months of the date the grant was approved. If not requested within the designated timeframe, the grant commitment will be rescinded, and funds will not be available for reimbursement.
- If your project is a multi-phase project encompassing more than 12 months, or is a project that needs to secure sponsorship commitments to obtain matching funds, the Commission may still be able to work with your organization.

Contact Information

Please direct questions to any of the Commission members listed on the County's website. Go to www.kcgov.com, then select "Government", then "Boards & Commissions" and then "KCCRVC Commission".

ORGANIZATION		PROJECT	
Organization Name:	Click here.	Project Name:	Click here.
Mailing Address:	Click here.	Project Start Date:	Click here.
City/State/Zip:	Click here.	Organization Website:	Click here.
Organization President:	Click here.	Contact Name:	Click here.
Telephone (Day):	Click here.	Mailing Address:	Click here.
Telephone (Cell):	Click here.	City/State/Zip:	Click here.
Email Address:	Click here.	Telephone (Day):	Click here.
Nonprofit ID Number:	Click here.	Telephone (Cell):	Click here.
Signature of Officer:	Click here.	Email Address:	Click here.
Amount Requested:	Click here.	Signature of Contact:	Click here.

List of Organizing Committee and/or Board Members: [Click here.](#)

Organization's years in existence: [Click here.](#)

Principal purpose of service provided: [Click here.](#)

Income generated in prior year: [Click here.](#)

Expenses paid in prior year: [Click here.](#)

Cash in bank: [Click here.](#)

Project purpose and details: [Click here.](#)

This Grant is funded by the Innkeeper's Tax, which is collected from visitors who stay overnight at the lodging properties in Kosciusko County. While the average \$20-\$70 spent per visitor ("day tripper") will benefit the local economy, even more impact is felt if visitors stay overnight. Please evaluate if you believe this project will draw non-residents to our County and if they will use overnight accommodations. [Click here.](#)

Is there a method to track usage/involvement by residents and non residents of the County? Explain [Click here.](#)

Is there anything that is special or unique about your project that will create a draw to our County? [Click here.](#)

Will this project need any on-going funding? Will this complete the project, or is this just a phase of a bigger project? [Click here.](#)

Does this project enable you to cross-promote any other attractions or events occurring in this County? [Click here.](#)

Do you have any means of measuring the economic benefit and success of this project? [Click here.](#)

Will you be collaborating with any government entities, or civic organizations, or community volunteers? [Click here.](#)

Will you be receiving funding from any other source for this project? [Click here.](#)

What plans do you have to publicize to the community the support you received from the Kosciusko County Convention, Recreation and Visitor Commission? [Click here.](#)

Project Budget

Sources of Income

Description	Amount
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Totals:	Click here to enter text.

Expenses

Description	Amount	Amount Requested From KCCRVC
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Totals:	Click here to enter text.	Click here to enter text.

Application Date:	Click here.	Amount Requested:	Click here.
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The sponsorship grant application presented to the KCCRVC has been ☐Approved ☐Denied

KCCRVC Member