**

**2017/18 CLACKAMAS COUNTY TOURISM & CULTURAL AFFAIRS
DEVELOPMENT GRANT APPLICATION**(Page 1 of 2)

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| **Lead Organization** |  |
| **Lead Organization type** (i.e. private-for profit, government, 501C3 etc.) |  |
| **Contact** |  |
| **Title** |  |
| **Phone** |  |
| **Email** |  |
| **Address** |  |
| **City/Zip** |  |
| **Project Title** |  |
| **Total Project Cost**  | $ |
| **Amount of grant money requested** (*min $5,000*/*max is $100,000)* | $ |
| **Other funds already secured** (Included in the Total Project Cost) (Fund source, amount and organization) | $ |
| **Other grants that will be requested** **to complete this project.** (Grant name, amount and organization) |  |
| **Anticipated date of project completion**  |  |
| **Name(s) of other organization(s) partnering to complete this project** |  |

**Project category** (*mark the ONE that best applies):*

\_\_Agritourism *\_\_*Outdoor Recreation \_\_ Heritage/Culture

\_\_Lodging Facility Development \_\_Transportation/Infrastructure \_\_ Other

**Project Type** (*mark the ONE that best applies):*

**□** Research, feasibility study, pursuit of permit
**□** Improvement, expansion or creation of new tourism attractions
**□** Technical assistance

**PROJECT BACKGROUND** Describe the reasoning behind implementing this project, or the impetus that drove the need for this specific development project. *(maximum 200 words)*

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**PROJECT DESCRIPTION**

* Timeline/phases for project milestones, by First Quarter, Second Quarter, etc. *(maximum 200 words)*

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* Any identifiable obstacles and how they will be addressed *(maximum 200 words)*

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* Anticipation of need for additional funding if this request is granted, when it would be needed, and plan for how/when project can become financially self-sustaining *(maximum 200 words)*

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* List of all organizations partnering in this project and a description of their role, responsibilities, financial and in-kind commitments *(maximum 200 words)*

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* Explanation of how this project will clearly increase overnight stays in Clackamas County either in the near term or in the long term *(maximum 200 words)*

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* Explanation of how this project is likely to increase a visitor’s desire to ‘linger longer’ and spend more time/money in Clackamas County *(maximum 200 words)*

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* *Other -* Include any other narrative you feel will help the panel better understand your project, its objectives and the possible tourism benefits by receiving grant funding *(maximum 200 words)*

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**Project Goals**

Please detail the specific measurable and quantifiable goals that your project expects to achieve. (maximum 500 words)

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Explain how your desired results relate to CCTCA’s primary economic development mission of sustaining/increasing overnight stays in the county. See the [Tourism Master Plan Strategic Priorities for 2017-2022](https://www.mthoodterritory.com/Scripts/tinymce/jscripts/tiny_mce/plugins/filemanager/files/Document_Center/1722StrategicPriorities.pdf). (maximum 500 words)

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**SUPPLEMENTAL MATERIALS**

**BUDGET WORKSHEET** *(Please fill out the budget worksheet provided in your packet. Worksheets can be found here:* Budget Worksheet*)*

**BUSINESS PLAN** *(No word minimum)*

Please submit a PDF of your business plan for this project. Materials included in the business plan should relate directly to the ability of your organization to execute and sustain the program the grant will support. Depending on the size and scope of your project the business plan may be simple or robust. If you do not have a business plan, click on this [link](https://www.mthoodterritory.com/Scripts/tinymce/jscripts/tiny_mce/plugins/filemanager/files/Document_Center/DevGrants/business_plan.pdf) for an example of a comprehensive business plan.

**SUPPORTING DOCUMENTS**

If you would like to submit supporting documents, please upload the pdfs or jpegs. (6 documents maximum)