



## **VISITOR IMPROVEMENT FUND GRANT GUIDELINES**

### **A. Eligible Applicants**

The applicant must demonstrate that the project is, or will be, a tourism attraction in Dodge County, Nebraska. Tourism attractions are sites that are expected to annually draw 300 or more visits from origins of at least 50 miles away owned by the public or any non-profit organization. Tourism attractions are sites and facilities that draw visitors because of their cultural, educational, historical, artistic, and/or recreational attributes. Examples of eligible attractions are: historic restorations, museums and convention centers. Examples of ineligible businesses are those that more often serve as tourism-support facilities than attractions, such as eating and drinking establishments, commercial sleeping accommodations, gasoline service stations and gift shops.

### **B. Types of Activities**

Funds are awarded for certain types of tourism attraction activities open to the public: historic restorations; scientific and interpretive educational sites and facilities such as museums; participatory sports facilities; convention centers; cultural and heritage recreational sites and facilities; and supporting activities that include removal of material and architectural barriers that restrict the mobility and accessibility to sites/facilities (for elderly and severely disabled persons) in support of eligible tourism attractions.

### **C. Maximum Size of Grants**

No single project will be awarded more than \$50,000 in a single year. The minimum amount an applicant may apply for is \$1,500.

### **D. Application and Award Process**

Grant requests are reviewed quarterly and due to the FDCVB by January 1, April 1, July 1, & October 1. Requests will be reviewed by the FDCVB Grants Review committee and considered by the FDCVB Board the same month. Funding is not guaranteed as funds are limited. All applications will be reviewed by the CVB Advisory Board on a competitive basis according to the selection criteria listed in section F. Applications recommended for approval through this process will be presented to the Dodge County Board of Supervisors for final approval. Within 30 days of the awards, grantees will be contacted to review regulations and to report requirements and payment procedures. Projects are expected to be completed by the grantees within 24 months following the award.

### **E. Matching requirements**

The applicant must document a match equivalent in cash and/or in-kind contributions equal to at least 20% of the total project cost. At least 50% of this match must be cash. The applicant must not use grant funding for general administrative support for the organization. Funds are for either the physical development of new tourism attractions or physical improvements to existing tourism attractions.

### **F. Selection Criteria**

All grant applications will be reviewed and scored based on the following selection criteria:

1. Financial Support – the level of financial support already committed to the project
2. Project Impact – the project's potential for long-term positive impacts on local economy
3. Sustainability – the project's potential for being a long-term operation
4. Benefit – how the project will benefit the tourism industry in Fremont and Dodge County
5. Readiness – The project's readiness to proceed, complete construction and open within two years of the project award date

**APPLICATION FOR FREMONT & DODGE COUNTY CVB VISITOR IMPROVEMENT FUND**

**TYPE OR PRINT ALL INFORMATION**

**1. APPLICANT IDENTIFICATION**

Applicant Name

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Mailing Address

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City/State/Zip

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Telephone Number

Fax Number

Contact Person

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Federal Tax ID

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Email Address

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**2. PROJECT NAME AND LOCATION**

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**3. SERVICE AREA**

Area to be served (City, County, Region)

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**4. FUNDING SOURCES**

CVB Funding Request      \$

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Other Funding              \$

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Matching Funds            \$

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Other Funding Requests    \$

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Total Project Funds        \$

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**5. PROGRAM SUMMARY**

Brief narrative description of the project for which CVB funds are requested – please specifically describe visitor traffic. Include project budget.  
Please attach additional documentation if needed.

**6. CERTIFYING OFFICIALS**

To the best of my knowledge and belief, data and information in this application are true and correct, including any commitment of local or other resources.

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Signature	Title	Date
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SUBMIT THE ORIGINAL AND TWO COPIES OF THE ENTIRE APPLICATION TO:  
Fremont & Dodge County Convention & Visitors Bureau  
605 N. Broad Street, Fremont, NE 68025  
(402) 753-6414 Fax (402) 721-9359