# **Event Grant Form Application Outline Experience Waterloo**

## **I. Organizational and Contact Information**

**A. Organizational Background**

* **Name of Presenting Organization:**
* **Organizational Structure:**
  + [ ] Non-Profit
  + [ ] For-Profit
  + [ ] Other (Please specify):
* **FEIN Number:**
* **Organization Website:**

**B. Contact Person**

* **First Name:**
* **Last Name:**
* **Check Payable To:**
* **Address:**
  + **Street:**
  + **Address Line 2:**
  + **City:**
  + **State:**
  + **Zip Code:**
* **Contact Phone:**
* **Email:**

## **II. Project Information**

**A. Project Details**

* **Project Location:**
* **Project Start Date:**
* **Project End Date:**
* **Please describe the project:**
* **Please specify how these dollars will be used:**
* **What's New:** (Describe new aspects of the project)

**B. Project Impact**

* **Please explain how this project will help bring visitors to Waterloo:**
* **How does your organization collaborate with other local organizations throughout the year?**
* **How does your organization market to/reach an audience outside of Black Hawk County beyond this event/project?**

## **III. Additional Information**

* **Is a member of the Waterloo City Council on your Board of Directors?**
* **Have hotel-motel tax grants been received for this project previously?**

## **IV. Required Attachments**

* Please provide supporting budget documents and sponsorship packets if available.