

# Greater Grand Forks Event Funding Grant Application

Legal name of application organization:

Application date:

Nature/purpose of organization:

Mailing Address, city, state and zip/postal code:

Contact person and title:

Phone:

E-mail address:

Website URL:

Mission of organization:

Amount requesting:

Organization type:

Non-profit

For profit

Event name and description:

Event date(s):

Event location(s):

Projected per day total  
attendance:

Projected per day  
attendance from outside  
Greater Grand Forks:

Projected per day local  
attendance:

Please list all locations attendees and/or participants will be coming from:

Event type:

Convention/conference  
Sporting event/athletic  
tournament  
Festival/special event  
Arts/performance

Occurrence:

Ongoing/annual  
event  
One-time event  
Rotation with  
other locales

Why is the amount requested and how will these funds benefit the event?

If awarded, how will this sponsorship be recognized?

Please list other committed events sponsors with financial commitments:

In addition to the completed application, please submit the following:

1. **Marketing plan** with specifics as to how the event will be promoted locally and non-locally. Template provided.
2. **Event budget** with major revenue and expenses outlined. Template provided.
3. **Event schedule** with activities, participants and venues.
4. **Event management** showing governing body overseeing the event and/or organization.
5. **Zip/postal code report** with compilation of zip/postal codes from previous years' event (not applicable for first-time events).

***Only applications with required attachments will be considered complete and eligible for funding, and the event must occur at least 30 days following application deadline.***

Completed applications should be directed to Julie Rygg, Visit Greater Grand Forks Executive Director and will be accepted by e-mail ([julie@visitgrandforks.com](mailto:julie@visitgrandforks.com)) or mail (4251 Gateway Drive, Grand Forks, ND, 58203).

Please contact Julie Rygg at Visit Greater Grand Forks with any questions at 701.746.0444 or [julie@visitgrandforks.com](mailto:julie@visitgrandforks.com).