

Eligibility

- Event must be located within the Business Improvement District.
- The event must have proper permits in place when necessary.
- Only one grant per organization issued per year.
- Sponsorship is for up to \$1,000.
- The grant request is subject to denial if procedure is not followed.
- Application due January 31 of event year
 - If submitted after deadline, applicant will not be eligible.

The Process

- Discuss project with the Downtown Development Staff and then complete the application.
- Applicant must submit event promotional materials.
 - I.e.) pictures, pamphlets, flyers, etc.
- Once staff receives the application, it will be reviewed at the DDA Promotions meeting.
- The event must be completed according to application submitted.
- Funds will be presented prior to the event; however, the organization may be held liable for reimbursement in the event that the applied for event does not happen.
- There are limited sponsorships available.

Application for Sponsorship

PLEASE PRINT LEGIBLY

Applicant _____ Organization _____

Does this benefit a non-profit _____ If so, what non-profit _____

Phone _____ Address _____ Email _____

Event Location: _____ Estimated cost of event: _____

Brief Description of Event: _____

How this event benefits downtown: _____

Other Sponsors: _____

How do you plan to use these funds: _____

Estimated Event Attendance: _____ Will Downtown Rome's logo be utilized: _____

Website _____ Years this event has existed: _____

Event Date(s) ___/___/___ Event Time _____

Funds Requested \$ _____

By executing this application, I agree to be bound by the rules, regulations, resolutions, and conditions imposed by the Downtown Development Authority Promotions Committee and I further understand that any variance in the event submitted will cause my application to be rejected without consideration for grant. I hereby agree to these provisions.

Signature _____ Date _____

