

March 16, 2023



The Jackson-Madison County Community Economic Development Commission (CEDC) will be accepting Tourism Grant requests for the FY 2023. Applications are accepted from non-profit, non-governmental organizations, and for-profit businesses that demonstrate the ability to complete the proposed event or activity within Madison County. Please refer to the grant guidelines.

If you would like to request funds from the CEDC, please complete the enclosed Grant Application and supplemental items and return to the address listed below prior to 12:00 p.m. on Friday, April 8, 2023:

**Jackson Convention and Visitors Bureau / Visit Jackson, TN**  
CEDC Grant Applications  
197 Auditorium  
Jackson, TN 38301

Upon receipt, all applications will be reviewed and considered for the FY 2023 budget. Please note an economic impact analysis will be completed on each event by calculating the room nights booked.

Please provide the following in order:

1. Completed Application and Event Description
2. Copy of your non-profit status if eligible
3. Project Budget
4. Financial Statement or the most recent Audit
  - a. In the absence of an Audit please include the organization's overall budget
5. If you are utilizing funds for a program of work, please identify specific projects for which the funding will be utilized

All Applicants are required to submit event information, including promotional materials for inclusion in Jackson's marketing and social media campaign. Additionally, the Visit Jackson, TN logo is to be included in the applicant's promotions. Should you have questions, please contact Jackson Convention and Visitors Bureau / Visit Jackson, TN at 731.425-8333.

Sincerely,

Lori Nunnery, CTPP, TMP, FEP

Executive Director

***Jackson - Madison County, Tennessee Convention and Visitors Bureau***  
*To positively impact the local economy by increasing travel related spending in the county,  
Provide quality services to the visitor and the local hospitality industry, and  
Assist in the development, preservation and expansion of the county, region and Tennessee's tourism product.*

# FY2023 CEDC GRANT APPLICATION

EVENT: \_\_\_\_\_

EVENT DATE(S): \_\_\_\_\_ EVENT LOCATION: \_\_\_\_\_

AMOUNT REQUESTED: \_\_\_\_\_ (20% of project budget – not to exceed \$20,000)

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

CONTACT: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

- What type of organization? **Non-Profit**      **Profit**
- Is this an annual event or a one-time event? **Annual**              **One-Time**
- Is the event open to the public? **Yes**                      **No**
- Is an admission charged? **Yes \$ \_\_\_\_\_**      **No**
- Is this a new event? **Yes**                      **No**
- How many years has the event taken place? \_\_\_\_\_
- Will the event involve the use of additional venues? **Yes**                      **No**
- Please identify venues: *(i.e. the Civic Center, Fairgrounds, Hotels/Motels)*
  
- Will the event attract staff or guests that will use our local hotels/motels? **Yes**                      **No**
- How many? \_\_\_\_\_
- If so, how many room nights are expected to be booked?

Day 1	Day 2	Day 3	Day 4	Day 5	Day 6	Day 7	Day 8	Total

Identify hotel(s) with which you are collaborating:

Does the event have any other sources of revenue? If so, please explain.

EVENT DESCRIPTION: **Additional comments (not to exceed 1 typewritten page)**

Request submitted by: \_\_\_\_\_

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