



Moffat County Local Marketing District Grant Application

Checklist

Name of Organization

Today's Date

Section 1: Cover Letter (one page)

Include the purpose of the grant request and a brief description of how the request fits with the Local Marketing District's (LMD) mission and grant making priorities.

Section 2: Completed LMD Grant Request Form

Section 3: Financial Attachments

- A. Organization's Budget Sheet
- B. Grant Request Program or Project Budget
- C. Year-To-Date Profit and Loss Statement
- D. Budget for Grant request Funds

Applications received after the designated deadline and/or incomplete information will not be considered for funding until the following board meeting or until your application is complete.

The funds for this grant must be spent within one year of the grant's approval.

Be advised that the LMD Board will require a personal presentation regarding this application. The board meets the second Thursday of each month. Requests are due the first Thursday of each month. Other special meetings may be called to evaluate and manage special requests.



Moffat County Local Marketing District Grant Application

Grant Request Form

Legal Name of Organization:

DBA (if applicable):

Contact Person: **Title:**

Daytime Phone #: **Evening Phone #:**

E-mail Address: **Fax #:**

Mailing Address **Address Line 1:**

Address Line 2:

City: **State:** **Zip Code:**

Describe how the Grant Funds will be used:

- Financial Information – Budget numbers should match the numbers presented in Section 3-A (Organization's Budget Sheet)

Organization's Budget for the Current Fiscal Year:

Income: **Expenses:**

Total Amount of Grant Request: \$

By signing below, you signify that you have read the policies and requirements and agree to adhere to all requirements. If you do not adhere to all policies and requirements, you agree to forfeit any funding allocated by the Moffat County Local Marketing District.

Contact Signature

Today's Date