

Instructions

1. Please type or print.
2. Answer each question within the space provided. Please do not include additional attachments or supplementary pages unless they are essential to our understanding of your project.
3. Attach organization's most recent tax return. If no tax return is available, attach the organization's most recent annual financial statement.
4. Attach a detailed budget for the project.
5. Are you a non-profit agency? ☒ yes ☐ no
If so, what is your IRS designation?

Please sign, date, and send completed application to:
Dave Campbell, City Manager
City of Longview
P.O. Box 128
Longview, WA 98632

[Please attach proof of non-profit status.]

Applicant Information					
Organization/Individual	Non-Profit	Public	Other	Private	Association
Organization KELSO Longview Chamber			Activity Name SQUATCH FEST		
Activity type: Event/Festival, Marketing or Facility FESTIVAL/CCCCenter					
Address 105 MINOR RD					
City Kelso	County Cowlitz	State WA	Zip 98626		
Contact Person					
Name BILL MARCUM					
Title CEO			Phone 360-423-8400		
Project Information					
Title and brief description of project: SQUATCH FEST					
Sasquatch festival, 50-70 vendors selling a variety of sasquatch items					
Timeline for project: ONE DAY - 10am - 10pm			Geographic area served by this project: Southwest Washington		
Overall predicted attendance: 500			Attendance, # predicted to travel 50+ miles to attend: 200		
Attendance, # predicted to travel from out of state/out of country: 50			Attendance, # predicted to pay for overnight lodging: 100		
Attendance, # predicted to not pay for overnight lodging: 400			Predicted paid lodging nights: 100		
2017	Amount requested from City of Longview \$ 2500		Total project cost: \$ 12,600	Date of project: From 1/28/17 to 1/28/17	
2018	Amount requested from City of Longview \$ 2500		Total project cost: \$ 12,600	Date of project: From 1/27/18 to 1/27/18	

FUNDING SOURCES FOR THIS PROJECT

List all firm commitments to date to fund this project:

NONE TO DATE

Source

Amount

List any other sources of funding you have applied for:

NONE TO DATE

Source

Amount

Status

PLANNING to Apply for Cowiit \$2500
County GRANT. New Tourism
Project Grant

Specifically how will this grant be used? How do you document your results?

Grant will be used to Market the event in WA.
& OREGON. Trade Magazines, Online, Facebook
radio & News paper Advertising

How will this project be financed in the future?

Sponsor Revenue 30% Grant \$ 20%
BOOTH Vendor \$ 30%
Attendance Fee 20%

Signature

WA Marcum

Date

6/20/16

GRANT REPORT

2015 amount received from the City of Longview for this project:

\$

~~0~~

2016 amount received from the City of Longview for this project:

\$

~~0~~

Note: If project is in process for 2017, please estimate the answers to the following:

How were these funds used?

Advertising & Marketing the event in Oregon & Washington via Trade Magazines, Online sites, Facebook.

How did you measure your results? Please document the achievement of your goal.

Based on Online ticket sales we will know where MOST Attendees traveled from to visit the event.

How will this project be financed in the future?

Sponsors \$ 30%
 Booth Vendors 30%
 Attendance 20%
 Grants 20%

Please provide original project budget, original grant amount, actual project revenues, and actual project expenditures (with explanation of large variances)

List all project costs in the following categories:	2017	2018
Project Management/Administration:		
Project Manager Salary/Consultant Fees/Staff Costs:	\$ 0	\$ 0
Goods & Services:		
Contract Services – Consultant Fee <i>Speakers</i>	\$ 2,000	\$ 2,000
Materials/Supplies/Equipment	\$ 2,000	\$ 2,000
Construction Cost	\$ 500	\$ 500
Other Misc. Expenses	\$	\$
Total Goods & Services:	\$	\$
Operations:		
Facility Rent <i>Cowitz Co. Conf. Center</i>	\$ 4,000	\$ 4,000
Utilities	\$	\$
Other	\$	\$
Total Operations:	\$	\$
Other: <i>Marketing (some In-kind)</i>	\$ 4,000	\$ 4,000
<i>Tickets, Advertising, Marketing Materials.</i>	\$	\$
	\$	\$
TOTAL COSTS:	\$ 12,500	\$ 12,500

List all funding sources for this project:	2017	2018
<i>County New Project Fund?</i>	\$ 2,500	\$ 2,500
<i>City of LTAC?</i>	\$ 2,500	\$ 2,500
<i>City Kelso LTAC?</i>	\$ 2,500	\$ 2,500
<i>Sponsorship</i>	\$ 5,000	\$ 5,000
TOTAL OTHER REVENUE: <i>Attendance 500 @ \$10</i>	5,000	5,000

If all come through w/ funding — 17,500 17,500