



Capital Construction – Gaming Funds Request Form

The Williston Convention and Visitors Bureau is the marketing organization for the Williston tourism and convention industries. Our goal is to bring people to our community for meetings, conferences, tournaments and trade shows; to attract visitors and promote Williston.

The purpose of this capital funds program is to:

Encourage local organizations to develop or enhance local tourism attractions.

Priority will be given to projects that demonstrate:

1. Ability to generate overnight stays
2. Ability to draw visitors or groups to Williston
3. Ability to describe an action plan and means of completion
4. New project
5. Financial need

Organization must provide evidence of its charitable solicitation license from the State of North Dakota.

Funded projects will be required to provide an accurate financial report and documentation of project completion/progress.

Acknowledgement of the Williston CVB as a funding source must appear in project promotional materials.

Grants may not be used for projects already completed.

Grants may not be used for any project designed to give financial or political gain to any organization or individual.

Application submissions are due at least six months prior to the project completion date. Grants will be reviewed quarterly at the regularly scheduled CVB Board Meetings in January, April, July, and October.



Capital Construction – Gaming Funds Request Criteria

Who May Apply: Non-profit organizations

1. Application must be filled out on the form provided.
2. No more than one application per organization per project.
3. Application Deadline: 6 months prior to project completion.
4. Priority will be given to events that produce overnight accommodations.
5. Project must demonstrate ability to draw visitors to Williston.
6. The Williston CVB will issue a check at completion of the project – reimbursement.
7. All projects must be completed within two years of the application.



Capital Construction – Funds Request Application

Background

Name of Organization_____

Address_____

Phone_____

Person completing application request_____

Phone_____ E-mail_____

Total organization budget for last fiscal year

Dates_____ to _____ \$_____

To confirm non-profit status, attach authorization letter and TAX ID #

Funding Request

1. Name of project for which funding is requested_____

2. Description of project (attach additional information if necessary)

3. Date(s) of project_____

4. Is this a new project?

If no, how many years has it been in existence?_____

5. Estimated number of persons reached (impact)_____

6. How will the impact be measured?

Financial Information

1. Total Project Budget (may attach separate budget sheet)_____
2. Anticipated revenue from project_____
3. Amount you are requesting from the CVB_____
4. List other sources from which you have requested/secured funding:
Name: _____ Amount: _____
Name: _____ Amount: _____
Name: _____ Amount: _____
5. List other co-sponsors you have secured and at what amount:
Name: _____ Amount: _____
Name: _____ Amount: _____
Name: _____ Amount: _____
6. Did you receive funds from the CVB in the past?
Yes_____ (amount and year) No_____
7. How will this project operation/maintenance cost be covered?

I certify the information contained in this proposal is accurate to the best of my knowledge.

Signature

Date

Application must be received by the CVB at least six months prior to your project completion date. Grants will be reviewed quarterly at the regularly scheduled CVB Board Meetings in January, April, July, and October. If you have questions, please call 701-774-904.

Return to: Williston Convention and Visitors Bureau
113 4th St E
Williston, ND 58801

For Office Use Only:

Date Application Received:_____

Date Presented to Board:_____

Amount Approved:_____

Staff Initials:_____