

FAIRMONT FESTIVALS AND EVENT FUNDS POLICIES

Introduction:

The Fairmont Festivals and Event Funds Mission Statement: “To provide a supplemental source of funding for the purpose of improving the quality and effectiveness of Fairmont festivals and events.”

The committee reserves the right to modify this policy at any time without advance notice. The committee reserves the right to refuse any application that they feel does not embody the purpose of the fund, as stated in the main objective on the application form.

Eligibility:

Non-profit organizations and individuals who can adequately demonstrate that their proposed festival will promote tourism, cultural benefits, community development, overnight stays, and economic activities within Fairmont through the proposed festival or event.

Funding Guidelines/Criteria:

- Applications must be received by March 31st.
- Applications may be picked up at 323 East Blue Earth Avenue or on line at fairmontchamber.org Applications must be mailed to PO Box 976 or emailed to director@fairmontcvb.com. Questions contact Stephanie Busiahn at 235-8585.
- Each application will provide an outline of the following:
 1. Festival or event objectives.
 2. Theme and content
 3. Sources of funding including in-kind contributions.
 4. Proposed distribution of any surplus arising from the event.
- Programs will not be funded retrospectively.
- Only one application per organization or individual will be considered per year.
- Unexpended funds must be returned the Festivals and Events within ninety days from the conclusion of the event.
- Preference will be given to events within Fairmont city limits.
- A budget **must** be provided with the application.
- Applicant must display the Festival and Events sign during their event.
- Festival or event must be open to the public as a participant or spectator.
- Cannot be a fundraiser for a particular organization or individual.
- Does not involve politics or religion.
- **Preference will be given to events that span more than one day.**
- Event must be advertised and credit given to the Festivals and Events Fund as a sponsor.
- Committee will advise all applicants of the outcome of their application.
- **Recipients must sign and adhere to a contract to receive the funds. Should the terms of the contract not be kept by the recipient, there will be no future funds available to the organization or promoter, and any monies distributed must be immediately refunded to the Fairmont Festivals and Events Fund Committee.**
- **Recipient of the grant must report to the Festival Committee within ninety days following the event:**
 1. **An income/expense statement accounting for all funds received and expended on festival activities and identifying any surplus or loss.**
 2. **A report outlining the outcome of the festival in regard to its stated objective.**
 3. **Non-compliance of reporting requirements will result in exemption from consideration for future funding.**