



Town of Franklin

Funds Request

Tourism Development Authority

P.O. Box 1479 • Franklin, North Carolina 28744 • (828) 524-2516

Due two months prior to regularly scheduled meeting where the request will be considered.

The Tourism Development Authority of the Town of Franklin allots funds for the purpose of **PROMOTING TRAVEL AND TOURISM IN THE TOWN OF FRANKLIN.**

Conditions of all funds allotments include:

- Subject to approval and availability of funds.
- Applicant recognizes the contribution made by the Tourism Development Authority of the Town of Franklin through the use of the TDA/Franklin logo in all print media.
- Applicant utilizes the TDA/Franklin logo or tagline on all print media.

Only funding requests received two months prior to monthly TDA meetings will be considered.

For billboard requests, copy ready electronic proof must be submitted with request.

Name of Organization			
Street or PO Box		City, ST Zip	
Representative		Phone	
E-mail		Web Site	

Project Title		Project Date(s)	
Total Budgeted Cash Sources		TDA Request	

The Project

Please describe your project and include the following paragraph headings:

- The event or purchase – what are you proposing to do?
- Marketing – how will you market the project (be specific)?
- Tourism Enhancement – how does the project enhance tourism in the Town of Franklin?
- Measurements – what tools will you use to measure the effectiveness / success of the project?
- Improvements – if you have done it before, what are you going to do to make it better?
- Net Cash Flow – how will you put to use any net cash flow generated by project?

Project Budget

Insert or delete lines / columns in the table as needed and round to the nearest dollar.

	Current Year Budget	Prior Year Actual (if appropriate)
Sources of Cash:		
Your organization		
Town of Franklin TDA		
Sponsorships		
Booth fees		
Entry / other fees		
Sales		
Other - specify		
Total Sources of Cash		
Uses of Cash:		
Salaries, wages, taxes & benefits		
Contracted services		
Cost of merchandise sold		
Rental of facilities		
Rental of equipment		
Expendable supplies		
Printing		
Print media		
Radio media		
Other advertising – specify		
Other expenses - specify		
Total Uses of Cash		
Net Cash Flow		

I certify that any significant alterations in the project will be reported to this committee as soon as possible and that I will provide TDA with the required Project Report within thirty (30) days of the completion of the project.

Signature:

Title:

Date:

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