

2018 Special Event Partnership Funding Application

Note: Refer to the "2018 Special Event Partnership Funding: Application Explanations" document for details and tips about the application.

Section 1: Contact Information

Special Event Name:

Event Date:

Event Host Organization:

What other events have been produced by event promoter or host organization?

Event Mailing Address:

Event Office Phone:

Event Director or Producer:

Title:

Email:

Phone:

Person Completing Application:

Title:

Email:

Phone:

Event Website URL:

Unique Visitors in Past 12 Months:

Facebook Page URL:

Number of Facebook "Likes":

Instagram Handle:

Number of Instagram Followers:

Twitter Handle:

Number of Twitter Followers:

YouTube URL:

Section 2: Event Overview

- Q2.1 Where will event take place?
- Q2.2 Will this be an annual event in the North Lake Tahoe region?
- Yes
 - No (If “no”, explain why)
- Q2.3 Including 2017, how many years has the event occurred in the North Lake Tahoe region?
- Q2.4 Can spectators (general public) attend event?
- Yes
 - No
- Q2.5 Will there be a charge for spectators (general public) to attend the event?
- Yes (If “yes”, provide ticket information: quantity, cost, etc.)
 - No

Section 3: Financial

- Q3.1 What is the dollar amount of Funding being requested?
- Q3.2 Summarize how Funding will be utilized? (Recap the marketing/promotional efforts that could be implemented with a funding award that otherwise would not be possible.)
- Q3.3 If Partnership Funding is not awarded, will the event still take place?
- Yes
 - No (If “no”, explain why)
- Q3.4 If event does not receive Partnership Funding, or does not receive the full requested amount, summarize the effect to specific programs or promotional strategies.
- Q3.5 Will event solicit additional sponsors, either cash or in-kind?
- Yes
 - No (If “no”, explain why)

Section 4: Marketing, Advertising, Public Relations

- Q4.1 2018 In-Market Paid Advertising Budget:
- Q4.2 2018 Out-of-Market Paid Advertising Budget:
- Q4.3 Optional: 2017 Out-of-Marketing Public Relations Equivalency:

Section 5: Broadcast Opportunities (TV or Webcast)

- Q5.1 Does the event have media partners, either local and/or out-of-market?
- Yes (Identify partners – indicate whether the primary audience is in-market or out-of-market)
 - No
- Q5.2 Will event air on network TV, cable TV or Webcast as a scheduled broadcast?
- Yes (Continue to Q5.3)
 - No (Skip to Section 6)
- Q5.3 What is the broadcast coverage?
- Local
 - Regional (Identify cities or DMAs)
 - National
 - International
- Q5.4 Provide details about the applicable broadcast coverage and anticipated air dates.
- Network or Cable TV
 - Broadcast Affiliates:
 - Air Dates:
 - Program Length:
 - Webcast
 - Provider:
 - Air Dates:
 - Program Length:
 - Remarks, if any:
- Q5.5 Are household ratings or viewership numbers available from the previous year's broadcast?
- Yes (Provide details)
 - No
- Q5.6 Can the NLTRA receive complementary commercial time during the broadcast as a sponsorship amenity?
- Yes
 - No
- Q5.7 Can the NLTRA receive promotional exposure (interviews, vignettes, etc.) during the broadcast?
- Yes
 - No
- Q5.8 If complementary commercial time and/or promotional exposure is available to the NLTRA, summarize opportunities.

Section 6: Lodging Partnerships

- Q6.1 Identify the event's Placer County lodging partners in 2017.

Q6.2 Identify the event's anticipated Placer County lodging partners for 2018. List type of partnership if one has already been established.

Section 7: Attendance

Q7.1 2017 Estimated Spectator/Fan Attendance:

- Unique Individuals:
- Overall Event Attendance:

Q7.2 2017 Estimated Participants in Attendance:

Q7.3 Explain how 2017 attendance (Q7.1 and Q7.2) was calculated.

Q7.4 Spectators/Fans: Based on the 2017 spectator/fan attendance figures (Q7.1), what percentage is estimated to be from out-of-market? (Explain how percentage is calculated)

Q7.5 Participants: Based on the 2017 participants attendance figures (Q7.2), what percentage is estimated to be from out-of-market? (Explain how percentage is calculated)

Q7.6 2018 Projected Spectator/Fan Attendance:

- Unique Individuals:
- Overall Event Attendance:

Q7.7 2018 Projected Participants:

Q7.8 Explain how 2018 attendance (Q7.6 and Q7.7) was calculated.

Section 8: Room Nights

Q8.1 2017 Placer County Room Nights

- Estimated Paid Room Nights:
- Estimated Complementary Room Nights:

Q8.2 Explain how 2017 room nights were calculated.

Q8.3 Which Placer County lodging properties feasibly received room nights as a result of the event?

Q8.4 2018 Placer County Room Nights

- Projected Paid Room Nights:
- Projected Complementary Room Nights:

Q8.5 Explain how 2018 room nights were calculated.

Section 9: Event Staff & Board of Directors

Q9.1 Is event produced by a paid staff or volunteer committee?

- Paid Staff
- Volunteer Committee

Q9.2 Provide the names and positions of the events key staff/volunteers.

Q9.3 Provide the names of events Board of Directors, if applicable.

Section 10: Sponsors

Q10.1 Identify the top 5 sponsors of the 2017 event.

Q10.2 Identify the top 5 sponsors that the event will target for 2018.

Section 11: Acknowledgements & Electronic Signature

Q11.1 I am authorized to represent the event; information provided in application and supporting documents is truthful.

- Yes
- No (If “no”, explain why)

Q11.2 Event will be held annually in the North Lake Tahoe region and is not contingent upon receipt of funding to occur.

- Yes
- No (If “no”, explain why)

Q11.3 If Partnership Funding is awarded, partnerships will be secured with at least one Placer County lodging property.

- Yes
- No (If “no”, explain why)

Q11.4 Event will collaborate with the NLTRA (if requested) to collect survey information, or share existing information if event conducts their own survey.

- Yes
- No (If “no”, explain why)

Q11.5 If Partnership Funding is awarded, funds will only be utilized for event promotion and marketing.

- Yes
- No (If “no”, explain why)

Q11.6 If Partnership Funding is awarded, event will include the NLTRA logo and link on their website and in applicable advertising materials.

- Yes
- No (If “no”, explain why)

Q11.7 If Partnership Funding is awarded, event will issue a Liability Policy (\$1M per occurrence/\$2M aggregate), as well as name the NLTRA as an additional insured.

- Yes
- No (If “no”, explain why)

Type your name and date, which denotes your signature as an authorized representative of the event.

Name:

Date:

Required Supplemental Documents

Document #1: Event Overview

- Yes, will submit
- No, will not submit

Document #2: 2017 Profit & Loss Statement

- Yes, will submit
- No, will not submit

Document #3: 2018 Event Budget

- Yes, will submit
- No, will not submit

Document #4: Marketing/Promotional Plans – Part A: Marketing Plan Without Receipt of Funding, Part B:

Marketing/Promotional Initiatives to be implemented with Receipt of Funding

- Yes, will submit
- No, will not submit

Document #5: Potential Sponsorship Amenities to NLTRA

- Yes, will submit
- No, will not submit

Document #6: OPTIONAL PR Equivalency for Out-of-Market

- Yes, will submit
- No, will not submit