

This application form is for a **Feasibility Study Grant** (for new tourism ventures and sport initiatives), and for projects related to new tourism initiatives. If you wish to apply for funding for a festival or sporting event, please use one of the other two applications on the [Nanaimo Hospitality Association website](#).

Please read the Nanaimo Hospitality Grants Program Information Guide BEFORE completing the application form so you are aware of the eligibility requirements and evaluation criteria for the feasibility study grant.

Please note that the Nanaimo Hospitality Association is no longer able to provide funding for facility infrastructure improvements.

Please ensure you have ALL of the required information BEFORE you begin to complete the application. Once you have started the online application process, you are required to fill out the entire application in one sitting, as you will be unable to save your progress. You will be able to change your answers while completing the application, but once you have submitted the application, you will not be able to go back and add or change any of the information on the online form.

For questions regarding the application and the Nanaimo Hospitality grants program, please contact [\*\*grants@nanaimohospitality.ca\*\*](mailto:grants@nanaimohospitality.ca).

## Applicant Information

\* 1. Legal Name of Organization (the name the cheque should be made out to)

\* 2. Legal Business Address (where the cheque should be sent!)

**Address**

**City**

**Province**

**Postal Code**

\* 3. Contact Person

\* 4. Position in Organization

\* 5. Email Address

\* 6. Primary Phone Number

7. Alternate Phone Number

\* 8. Business Number or BC Corporate Registry Number (applicants must be a registered business or non-profit organization)

## Project Description

\* 9. Feasibility Study or Project Name

\* 10. Dates the feasibility study or project will take place

Anticipated start date

Anticipated end date

\* 11. Please provide a description of the feasibility study or project for which you are requesting funding (300 words or less).

Include information describing:

- Purpose of the feasibility study or project.
- How the eventual tourism venture or sport initiative will bring new, overnight visitation to Nanaimo.

\* 12. What is the total budget for the feasibility study or project?

\* 13. Please list the amount of funding requested. (Please note that the funding awarded will be up to a maximum of 50% of the cost of the project, to a maximum of \$15,000.)

\* 14. Has your organization applied for other sources of funding for this feasibility study (or it plans to)?

Yes

No

## Sources of funding

\* 15. Please describe your anticipated sources of funding for your feasibility study/project (not including grants). Please include any donations, cash sponsorships, and in-kind support. Please identify the donor and include an estimate of the dollar value of the contribution.

**Funding Source 1**

Amount

Type of funding

Confirmed? Other comments

**Funding Source 2**

Amount

Type of funding

Confirmed? Other comments

**Funding Source 3**

Amount

Type of funding

Confirmed? Other comments

**Other**

16. Please specify the type and amount of funding requested from other grants besides the one you are currently applying for, and whether any have been approved.

**Grant Application 1**

Amount

Approval Date

Other comments

**Grant Application 2**

Amount

Approval Date

Other comments

**Grant Application 3**

Amount

Approval Date

Other comments

## Project Budget

17. Please provide a detailed budget for the feasibility study/project and email it to [grants@nanaimohospitality.ca](mailto:grants@nanaimohospitality.ca). An application can not be reviewed without a budget.

## Increased competitive positioning

\* 18. Briefly tell us how you feel your eventual tourism project or sport initiative will add to Nanaimo's appeal and competitive position with potential out of town visitors?



## Application Received

Thank you for your application.

Applications will be reviewed by the Nanaimo Hospitality Association evaluation committee and awards will be announced within 4 weeks. We kindly request that applicants not contact the Nanaimo Hospitality Association to inquire about the status of their application.

**PLEASE NOTE:** Within 60 days of the conclusion of the project applicants must submit a final report, which will include a copy of the feasibility study, outcomes of the project, and a financial break down with copies of project receipts.

To submit any additional application documents, please email these to [togrants@nanaimohospitality.ca](mailto:togrants@nanaimohospitality.ca).