



# City of Connell

EASTERN  
WASHINGTON'S  
HARVESTLAND

**P.O. Box 1200  
Connell, Washington 99326-1200**

Date of Request \_\_\_\_\_

Event/Organization Name: \_\_\_\_\_

Address/Zip \_\_\_\_\_ Phone: \_\_\_\_\_

Organization Federal Tax Id # or Non Profit # \_\_\_\_\_

Contact Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Event Dates \_\_\_\_\_ Amount of Funds Requested \_\_\_\_\_

Check all service categories that apply to this application:

- \_\_\_\_\_ Tourism Promotion/Marketing
- \_\_\_\_\_ Operation of a Special Event/Festival designed to attract tourists
- \_\_\_\_\_ Operation of a Tourism Promotion Agency
- \_\_\_\_\_ Operation of a Tourism-Related Facility owned or operated or non-profit organization
- \_\_\_\_\_ Operation and/or Capital Costs of a Tourism-Related Facility owned by a Municipality

Check which one of the following applies to your agency:

- \_\_\_\_\_ Non-Profit (attach copy of current non-profit corporation registration with Washington Secretary of State)
- \_\_\_\_\_ Public Agency

Organization Demographics

# of Full-Time staff \_\_\_\_\_

# of Part Time Staff \_\_\_\_\_

# of Volunteers \_\_\_\_\_

Has your organization received hotel/motel tax funds in the past? Yes \_\_\_\_\_ No \_\_\_\_\_

**Description of Event**

Provide a brief description of events, including an event schedule.

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Is the event you are seeking funding for collaboration with other agencies? If yes, please list the other agencies and describe the relationship.

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**Describe why tourist will travel to Connell to attend your event/activity/facility?**

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**On a separate piece of paper, Please answer the following questions  
(Some of the estimates in question #2 are required by State Law)**

1. Overall attendance at your proposed event/activity/facility? \_\_\_\_\_
2. Number of people who will travel more than 50 miles, for your event/activity? \_\_\_\_\_
3. Of the people who travel more than 50 miles, the number of people who will travel from another country or state? \_\_\_\_\_
4. Of the people who travel more than 50 miles, the number of people who will stay overnight in Connell or Connell area? \_\_\_\_\_
5. Of the people staying overnight, the number of people who will stay in Paid accommodations (hotel/motel, RV Park) in Connell? \_\_\_\_\_
6. Number of paid lodging room nights resulting from your proposed event/activity/facility. \_\_\_\_\_

Please explain the methodology you used to calculate the estimates.

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Provide an outline of the marketing plan and budget for this event to be funded by hotel/motel tax funds. (Attach additional pages as necessary)

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Describe how you will promote your event/activity/facility at attract tourist?

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**RCW 67.28.1816 - Use of Lodging Tax Fund.**

Lodging tax revenue under this chapter may be used, directly by any municipality or indirectly through a convention and visitor’s bureau or destination marketing organization for:

- a. Tourism marketing;
- b. The marketing and operations of special events and festivals designed to attract tourists;
- c. Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW; or
- d. Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec 501(c)(6) or the internal revenue code of 1986, as amended.

**RCW 67.28.080 - Definitions.**

The definitions in this section apply throughout this chapter unless the context clearly requires otherwise.

(1) "Acquisition" includes, but is not limited to, siting, acquisition, design, construction, refurbishing, expansion, repair, and improvement, including paying or securing the payment of all or any portion of general obligation bonds, leases, revenue bonds, or other obligations issued or incurred for such purpose or purposes under this chapter.

(2) "Municipality" means any county, city, or town of the state of Washington.

(3) "Operation" includes, but is not limited to, operation, management, and marketing.

(4) "Person" means the federal government or any agency thereof, the state or any agency, subdivision, taxing district or Municipal Corporation thereof other than county, city or town, any private corporation, partnership, association, or individual.

(5) "Tourism" means economic activity resulting from tourists, which may include sales of overnight lodging, meals, tours, gifts, or souvenirs.

(6) "Tourism promotion" means activities, operations, and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding the marketing of or the operation of special events and festivals designed to attract tourists.

(7) "Tourism-related facility" means real or tangible personal property with a usable life of three or more years, or constructed with volunteer labor that is: (a)(i) Owned by a public entity; (ii) owned by a nonprofit organization described under section 501(c)(3) of the federal internal revenue code of 1986, as amended; or (iii) owned by a nonprofit organization described under section 501(c)(6) of the federal internal revenue code of 1986, as amended, a business organization, destination marketing organization, main street organization, lodging association, or chamber of commerce and (b) used to support tourism, performing arts, or to accommodate tourist activities.

I am an authorized agent of the organization/agency applying for funding. I understand that:

- 1) I am proposing a tourism-related service for 2025. If awarded, my organization intends to enter into a Municipal Services Contract with the City; provide liability insurance for the duration of the contract.
  
- 2)The City of Connell will only reimburse those costs actually incurred by my organization/agency and only after the service is rendered, paid for if provided by a third party, and has been submitted to the City, including copies of invoices and payment documentation by December 31, 2025.
  
- 3) **My agency will be required to submit an after-event report documenting economic impact results.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

-----FOR OFFICIAL USE ONLY-----

Date Awarded: \_\_\_\_\_ \$ Amount \_\_\_\_\_

Approved: \_\_\_\_\_ Date: \_\_\_\_\_