

Union County Milestone Program Grant Application

Introduction and Purpose of the Program

The Union County Milestone program will be administered by the Union County Convention & Visitors Bureau through the Union County Milestone Committee. The Union County Milestone program is intended to celebrate and bring attention to historically significant anniversaries of places, events and businesses within Union County.

Event Eligibility

The proposed event must recognize a historically significant place, occurrence or business that is celebrating a significant milestone year within Union County.

Eligible events include:

2016

200th Anniversary of Milford Center

2017

200th Anniversary of Amrine Settlement

100th Anniversary of WW1 starting for U.S.

150th Anniversary of the Richwood Banking Company

125th Anniversary of the Richwood Independent Fair

2018

200th Anniversary of Plain City

150th Anniversary of The Scotts Miracle-Gro Company

100th Anniversary of Nestle PTC 70th Anniversary of the Honda Motor Co. Ltd. (Started in Japan)

2019

200th Anniversary of Marysville

170th Anniversary of the Marysville Journal-Tribune

40th Anniversary of Honda of America Mfg., Inc. in Union County

2020

200th Anniversary of Union County

Expectations from the Union County Convention & Visitors Bureau

The Union County Convention and Visitors Bureau will provide the following support to events that meet the Milestone Celebration "Event Eligibility" guidelines.

Including but not limited to:

Host Meetings

Guidance and Support

Administration
Organizational Structure
Grant/Funding
Marketing: Graphic Design, Postcards, Ads, News
Fiduciary

Expectations from the Applicant

Attend Milestone Committee meetings
Submit funding request a minimum of 30 days prior to event
Secure volunteers for Event
Create Subcommittees as needed
Provide written history and/or photographs pertaining to the specific event for promotional purposes
Create and provide a schedule for the event including: locations, times and addresses
Provide updates/progress during Milestone Committee meetings
Provide a post event report including all supporting financial documentation

Spending Standards

Funding may be spent on the following items:

1. Marketing
2. Advertising
3. Printing:
 - Postcards, Programs, Posters
4. Design Services
5. Copy Writing Services
6. Historical Reenactors
 - Costumes
7. Lasting Memorial:
 - Commemorative Souvenirs (books, badges, coins, etc.)
8. Guest Comforts:
 - Tents, Chairs, Porta Potty's
 - Audio Visual Equipment (sound, microphones, podium)
9. Rental or purchase of event related artifacts
10. All applications are reviewed and funding is provided at the discretion of the committee

Description of Event

Requested Amount Up to \$2,500.00

\$ _____

Itemized Budget (Must show receipts for purchases post event)

\$ _____ Intended Use: _____

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|----------|---------------------|
| \$ _____ | Intended Use: _____ |
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| \$ _____ | Intended Use: _____ |

Total _____

Applicant Information

Main Contact's Name: _____

Address: _____

Phone: _____ Email: _____

Organization (if applicable): _____

Make check payable to: _____

Alternate Contact: _____ Phone: _____

Email: _____

Event Information

Location: _____

Date(s): _____ Time(s): _____

Website: _____ Facebook: _____

Instagram: _____ Twitter: _____

Signature: _____ **Date:** _____

Milestone Officer: _____ **Date:** _____