



Meet in Missouri Grant Application

Revised 01/18/2024

DMO INFORMATION:

<u>Commission/DMO Name:</u>	<u>Address:</u>
<u>Phone Number:</u>	<u>Federal ID#:</u>

CONTACT AGENT (Primary Contact):

<u>Contact Name:</u>	<u>Contact Title:</u>
<u>Contact Email Address:</u>	<u>Contact Phone Number:</u>

GRANT INFORMATION:

<u>Requested Grant Amount:</u>	<u>Date to be Disbursed:</u>
<u>RFP Due Date:</u>	<u>RFP to be Awarded Date:</u>

EVENT PLANNING INFORMATION:	
<u>Name of Planning Organization:</u>	<u>Name of Proposed Event:</u>
<u>Planning Organization Contact Name:</u>	<u>Planning Organization Contact Email:</u>
<u>Proposed Event Start Date:</u>	<u>Proposed Event End Date:</u>
<u>Proposed Event Location (City and County):</u>	
<u>Proposed Event Venues (List All):</u>	
<u>Other States in Competition for Event:</u>	

ATTACH THE FOLLOWING DOCUMENTS:

- ***Exhibit A:*** A copy of the Request for Proposals (RFP) issued by the planning organization (showing competition with other states)
- ***Exhibit B:*** Applicant’s Draft Response to RFP – deemed confidential with the proprietary competitive business information
- ***Exhibit C:*** A ‘But/For’ Statement (on official letterhead signed by CEO) explaining that without the grant the event would not be reasonably anticipated to occur in Missouri
- ***Exhibit D:*** Information demonstrating projected economic benefit to the State of Missouri (DI Economic Impact Calculator Report)
- ***Exhibit E:*** Evidence supporting the attendee projection
- ***Exhibit F:*** Evidence supporting the hotel room night projection
- ***Exhibit G:*** A detailed Applicant Event Budget showing anticipated event operational costs and anticipated event revenues

**** Add an extra document for anything that needs an explanation. For example – rooms are double occupancy, DMO has spoken to Planning Organization and has additional information not within the RFP, etc.***

AUTHORING AGENT (President or CEO):

I, the undersigned, acting on behalf of the Applicant Commission/DMO, hereby certify and agree to the following:

- I attest that I have read and understand the Meet in Missouri Guidelines
- I will inform DED if, at any time before the grant completion, there is any change to the event made herein
- I certify under penalties of perjury that the above statements and information contained in the application and attachments are complete, true, and correct to the best of my knowledge and belief
- I certify that I have proper authority to execute this document on behalf of the Applicant Commission/DMO named in this application
- I am authorized to make the statement of affirmation contained herein
- I also realize that failure to disclose material information regarding the Applicant Commission/DMO, or any individuals engaged in the management of the Applicant, or other factors may result in criminal prosecution.

CEO Name:

CEO Title:

Authorizing Signature:

Date: