

CARBON CORRIDOR

UTAH, U.S.A. · EST. 1894

TOURISM ENHANCEMENT PROJECT GUIDELINES

The purpose of the Carbon County Office of Tourism Enhancement Program is to assist in creating new or updated Tourism Infrastructure that aligns with our Destination Develop Planning. This program is overseen by the Carbon County Office of Tourism, and awards are given by the Carbon County Tourism Council with final approval by the Carbon County Commission. Cities, towns, communities, business groups, event organizers, and community organizations can apply for funding to assist with Brick & Mortar Projects. **Qualified applicants must meet one of the following requirements:**

- Located in Carbon County, Utah
- City
- Town
- Communities
- Business Groups
- Community Organizations

Application: There is no limit to how many projects an applicant or co-apply for. In the instance that multiple entities are applying cooperatively, please select one entity as the primary point of contact.

Eligible Projects:

- Website: Design or redesign & launch, updates, native content, photography
- Out-of-Home: billboards, outdoor advertising, kiosks, trail signage, trail building, bus, posters
- Tourism enhancement project inside Carbon County.

Payment & Reporting: A Memorandum of Understanding (MOU) will be issued to all recipients of co-op funding. Upon Carbon County Office of Tourism receipt of MOU it will be filed with an ending date of 30 days following the date entered in the application as the project end date. This end date can be no later than December 31, 2020.

Payment is made in two installments:

1. After award of grant and completion of the agreement, the recipient can normally invoice "Carbon County Office of Tourism" for 50% of the grant award amount. Depending on the type of project, The Office of Tourism will use their discretion as to whether 50% or 100% of the award will be issued up front. This request must be made within 30 days of the grant award. If the request is not made, all funds for this application will be forfeited.
2. The remaining 50% will be awarded upon completion of the project and final report. The final report must be completed within 30 days of the final report to receive the reimbursement of expense. Failure to complete a project may affect applicant's eligibility for future funding.

Changes to Project: In the event that applicant has unforeseen changes to a project, the applicant must notify Carbon County Office of Tourism for approval of project change.

