

# KNOX COUNTY IMPROVEMENT FUND

1. NAME OF ORGANIZATION		
2. CONTACT PERSON	3. TITLE	
4. ADDRESS	5. CITY, STATE	6. ZIP CODE
7. TELEPHONE	8. FAX	9. E-MAIL
10. PROJECT NAME		
11. AMOUNT REQUESTED	12. ESTIMATED PROJECT COST (attach a detailed budget worksheet)	
13. Please provide a brief description of the project		

Signature of Applicant (I signify that, if awarded, grant funds will only be used for improvements to visitor attractions owned by the public or any nonprofit organization, as the Nebraska Visitors Development Act, Neb. Rev. Stat. §81-1263, et seq. (as amended from time to time) provides, as outlined in this application)

Signature:

Date:

For each grant application you must include this completed cover sheet, a project description, a budget page, and a statement of nonprofit status.

RETURN TO:

Megan Hanefeldt, Director  
 Knox County Development Agency  
 PO Box 165  
 Center, NE 68724

A. How will this project increase visitation to or encourage visitors to stay longer in your town or Knox County?

B. What other agencies or groups are co-sponsoring the project?

C. What assets or assistance will they provide?

D. How will your organization (or other co-sponsors) meet the annual operating costs or provide for long-term maintenance, repairs, or replacement costs?

A project budget and proof of nonprofit status or public ownership must be attached.

# 2015 - 2016 IMPROVEMENT GRANT AGREEMENT

In consideration of a grant of \$ \_\_\_\_\_ for \_\_\_\_\_  
\_\_\_\_\_ from Knox County Visitors Fund, the undersigned Grantee, agrees:

To use the grant only for the purpose expressed in the Approved Improvement Grant Application:

- \_\_\_\_\_ 1. Grantee agrees to maintain records of expenditures and receipts.
- \_\_\_\_\_ 2. Grantee agrees to present a final report with a full accounting on the manner in which the funds are spent, and copies of all paid receipts will be provided to Knox County Economic Development within 30 days of the conclusion of the project. Failure to submit paid receipts will result in a potential loss by Grantee of funds.
- \_\_\_\_\_ 3. Grantee agrees to periodically update the Knox County Development Agency on the progress of the projecting including timeline and projected date of completion.
- \_\_\_\_\_ 4. Grantee agrees to credit Knox County Visitors Committee as a sponsor of this project. For multi-year improvement projects, temporary signage acknowledging the support of Knox County Lodging Tax will be placed in a prominent location. At the conclusion of projects funded through the Improvement Fund, acknowledgement of support by the Knox County Visitors Committee will be made through appropriate placement of a plaque or sign stating such.
- \_\_\_\_\_ 5. Grantee agrees not to use any of the grant funds:
  - a. for general operating expenses
  - b. for additional or current personnel salaries
  - c. for supplies and equipment
  - d. for items not included in the approved grant application
  - e. in any manner that would violate the Nebraska Development Act, Neb. Rev. Stat. §81-1245, et seq. (as amended from time to time). All grants are discretionary, based upon available funds, other anticipated uses, appropriateness, and anticipated effectiveness of proposed use. Neb. Rev. Stat. §81-1245, et seq. (as amended from time to time).
- \_\_\_\_\_ 6. Grantee acknowledges that this can be up to an 80/20 matching grant up to the approved amount. Grantee can be required to provide at least 20% of the project funds which can be half in-kind and half cash.
- \_\_\_\_\_ 7. Grantee agrees to complete the funded project within 18 months of executing this agreement unless written authorization of deadline extension is received from Knox County Economic Development. For projects not completed within the 18 month time frame without written authorization of extension, the grant will be immediately terminated and the funds will not be disbursed.
- \_\_\_\_\_ 8. The individual signing this Grant Agreement hereby represents that he or she is duly authorized to exercise such Agreement in the capacity in which he or she is executing the same.

Organization Name, Grantee: \_\_\_\_\_

By: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Approved by: \_\_\_\_\_  
(signature and title)

# BUDGETWORKSHEET

(Include contractor bids if applicable)

Activity	Grant Amount Requested	Match (cash)	Match Kind (In Kind)	Source & Brief Description of Match	Total Amounts to be Spent on this Grant Project Per Activity
SAMPLE	\$20,000.00	\$2,500.00	\$2,500.00	Organization budget, volunteer labor	\$20,000.00
<b>A. Construction</b>					
1.	\$	\$	\$		\$
2.	\$	\$	\$		\$
3.	\$	\$	\$		\$
4.	\$	\$	\$		\$
5.	\$	\$	\$		\$
6.	\$	\$	\$		\$
7.	\$	\$	\$		\$
8.	\$	\$	\$		\$
9.	\$	\$	\$		\$
10.	\$	\$	\$		\$
<b>B. Operation and/or Utility, Lease, and/or Insurance Costs</b>					
1.	\$	\$	\$		\$
2.	\$	\$	\$		\$
3.	\$	\$	\$		\$
4.	\$	\$	\$		\$
5.	\$	\$	\$		\$
6.	\$	\$	\$		\$
7.	\$	\$	\$		\$
8.	\$	\$	\$		\$
9.	\$	\$	\$		\$
10.	\$	\$	\$		\$
<b>C. Estimated Repair and/or Replacement Costs</b>					
1.	\$	\$	\$		\$
2.	\$	\$	\$		\$
3.	\$	\$	\$		\$
4.	\$	\$	\$		\$
5.	\$	\$	\$		\$
6.	\$	\$	\$		\$
7.	\$	\$	\$		\$
8.	\$	\$	\$		\$
9.	\$	\$	\$		\$
10.	\$	\$	\$		\$

For additional forms or further information, contact Megan at (402) 288-5619 or e-mail to [knoxcodevelopment@gpcom.net](mailto:knoxcodevelopment@gpcom.net).

Pursuant to Knox County standards, informal written bids required for projects exceeding \$5,000.00, and formal sealed bids for projects exceeding \$20,000.00. (Bids encouraged for all projects).