



Hancock County Tourism Commission  
Grant Application

Hancock County Tourism & Visitor Center Office 119 W. North St., Greenfield, IN 46140  
317-477-8687 ♦ info@visitinhancock.org ♦ www.visitinhancock.org

Company, Business or Organization Name Applying for the Grant:

Riley Festival Association

Contact Person and Title: Anita Turner

Mailing Address: 312 E. main St.

City: Greenfield State: IN Zip: 46140

Preferred Phone Number: 317-462-2141 Alternate Number: \_\_\_\_\_

Email: info@rileyfestival.com

Date of Incorporation: \_\_\_\_\_

Federal Tax ID Number (if applicable) \_\_\_\_\_

Are you a 501c3 Not for Profit? NO If you are not, how are you considered a Not for Profit? 501c6 - fits our purpose.

Tax Exempt Number: \_\_\_\_\_

Please List Board of Directors, Committee or Project Members (you may attach a separate sheet with a list of all board members if needed):

**Request Information**

Describe the project need or event: To celebrate the 50<sup>th</sup> Riley Festival, we are looking to enhance the festival with more advertising, printing and entertainment.

If the need is for an event, what is your estimated attendance? 50,000 people over 4 days.

How will the funding of this request increase tourism or impact other Hancock County businesses in a positive manner? Visitors stay in local hotels, which are consistently full over the course of the festival. Downtown merchants benefit from visitors as well as restaurants and other businesses all over Greenfield.

How are you planning on engaging the county hotel industry in your event or project?  
our entertainment will be staying in local hotels as well as most of the vendors coming to the festival.

How do you plan to measure the tourism impact on visitors with this project or event?  
ASK local hotels or businesses how much business/foot traffic they received over the course of the festival.

**Tourism Support Budget**

What is the total amount that you are requesting the Tourism Commission to support?  
\$16,000

Please provide a breakdown of the Tourism Support Budget for your event. You may submit separate documents.

Project Needs Description: Entertainment and Transportation  
(i.e. advertising, project support, studies or plans, operating expenses)

\$ <u>4000</u>	<u>Entertainment</u>
\$ <u>1400</u>	<u>Jeff Kiehl, Riley impersonator.</u>
\$ <u>10600</u>	<u>Shuttle costs</u>
\$ _____	_____

Please attach an overall budget for your ENTIRE event or project that includes the Tourism Support Budget as well as the other areas of your budget that are not to be supported by Tourism. Please show how your own organization is supporting this project, and how other organizations, sponsors, or other grants are fulfilling the need for this event or project.

What funding, if any, is being sought from other organizations for this project?  
Sponsorships from local businesses

(When possible, the Hancock County Tourism Commission suggests that local companies or contractors be utilized when assisting with this project)

Have you previously requested or been granted funds by the Hancock County Tourism Commission? If so, when and for what purpose were those funds used?

No.

**Timing**

When are the funds needed for this project? July 1, 2019

If this is a long term project, is there anyway that funds could be split up over time, with partial payment now, and partial payment at a later date? If yes, how are you proposing this split to happen?

Not long term

When will the event be completed or the project finished? Oct. 7, 2019

You will need to submit a follow up Final Grant Report Sixty days after the completion of this project or event. On what date, will the Tourism Commission be expecting your Final Grant Report along with all of the receipts detailing the expenditures for the Tourism Support Budget listed above? Yes.

**Signature**

I hereby submit this application and supportive documents for the proposed request. I have read and understand that I must comply with the Grant Guidelines attached. I understand that if the funded request is approved, the printed and or broadcast material must indicate that **a source of the funding was via the Hancock County Tourism and Visitor Center.**

Applicant Signature: Emily Jansen Date: 5/8/2019

Title: Office Administrator

Company or Business Name: Riley Festival

If approved; what name should be listed on the check? Riley Festival Association

How would you like to receive the check? Circle one  
Pick up at Visitor Center / Mail to address on application / Mail to address below.

Mail to: 312 E. Main St. Greenfield, IN 46140



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**FOR TOURISM COMMISSION USE ONLY**

Hancock County Tourism Commission Approval: Yes or No

Amount Approved: \_\_\_\_\_

Check #: \_\_\_\_\_ Date: \_\_\_\_\_

First Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Second Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Final Grant Report Received? Yes or No

When: \_\_\_\_\_ Complete? \_\_\_\_\_

Submitted to the Board for Review: \_\_\_\_\_

Returned Funds? Yes or No If yes, amount: \_\_\_\_\_

Notes:

Riley Festival Assoc.

2019 Budgeting

EXPENSES

2018

Admin. Category A

**Budget**

Banking charges	50.00
Clothing / personal	50.00
<b>total</b>	<b>100.00</b>

Conferences	Chamber	200.00
	Conferences - other	0.00
	Food	400.00
	ISFA	500.00
	Lodging	300.00
	Riley Retreat	600.00
	Travel	200.00
	Workshop	250.00
<b>total</b>	<b>2450.00</b>	

Insurance	GP/L	13000.00
	Officers liability	2500.00
	Workmans comp	300.00
<b>total</b>	<b>15800.00</b>	

Legal Fees	501C-3	1000.00
Misc. admin		300.00
<b>total</b>		<b>1300.00</b>

Office	equip maintenance	150.00
	Financial software/update	150.00
	Misc. Admin. Exp.	
	office equip	500.00
	office furniture	100.00
	office rent	6500.00
	office supplies	1500.00
	Petty cash	100.00
	postage	200.00
	printing	100.00
<b>total</b>	<b>9300.00</b>	

Prof Dues ISFA	0.00
<b>total</b>	<b>0.00</b>

Wages	salary	19600.00
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FICA empl.	
medicare empl.	
federal tax empl.	
county tax empl.	
In tax empl.	
RF. Payments FICA	1200.00
RF. Payments Medi	300.00
IN Dept. Revenue	
ADP fees H&R Bld	0.00
<b>total wages</b>	<b>total 21100.00</b>

Staff training	150.00
Storage bldg.	1000.00
<b>total</b>	<b>1150.00</b>

Utilites	
Webmaster/Design	500.00
hosting	1800.00
Phone	1850.00
<b>total</b>	<b>4150.00</b>

**TOTAL 55350.00**

**Community Service Category B**

Chamber of Commerce	150.00
Donations	2000.00
Get Well	50.00
Greenfield Main Street	50.00
Kickoff / Volunteer Apprec.	500.00
Memorials	100.00
Plaques/recognition	150.00
Riley Arts Partnership	5000.00
Riley Home	3500.00
Riley Old Home Soc	50.00
Scholarship (\$1000 - HCCF distribution	150.00
Vawter Award	250.00
<b>TOTAL</b>	<b>11950.00</b>

**Festival expenses Category C**

Advertising (see Marketing)	0.00
Banners	1000.00
Brochures	0.00
Clothing - Director	0.00
Clothing - Volunteer (mix)	200.00
Electric boards	500.00
Electrical supplies	300.00
Equip rental	11000.00

462.68
237.97
79.47
405.00

**12306.90**


**0.00**

771.94
1069.95
1666.37

**3508.26**

**32958.07**

125.00
1050.00
68.32
27.84
310.71
50.00
3012.00
3500.00
140.00

**8283.87**

712.50
1150.00
8689.00

Grf Utility/electric use	950.00
Information tent	500.00
Janitorial service	500.00
Janitorial supplies	2100.00
Marketing	15000.00
Misc.	100.00
Parking lot rental	2000.00
Permits	300.00
Refunds	1000.00
Safety vests	0.00
Security	9000.00
Shuttle	11000.00
Signs	200.00
Sponsor Recognition meal	500.00
Sponsorship give-a-ways & signs	0.00
Sound (see Entertainment)	0.00
Souvenirs (Pins)	900.00
Street painting	75.00
Temp office	275.00
<b>TOTAL</b>	<b>57400.00</b>

**Festival events Category D**

50TH Festival	0.00
Baker's Best	300.00
Entertainment	20000.00
Fiddlers contest	0.00
Fine Arts	650.00
Flower Parade	300.00
Food	200.00
Helicopter Rides	50.00
Home arts/quilts	750.00
Juried	0.00
Largest pumpkin	0.00
Laser Light Show	0.00
Little Mr. / Miss	250.00
Misc. - Other	100.00
Opening ceremony	100.00
Old Time Baseball	0.00
Parade	2500.00
Photography	900.00
Poetry	1000.00
Pumpkin decorating	500.00
Queen pageant	5500.00
Riley breakfast	2400.00
Riley Festival Run	0.00
<b>TOTAL</b>	<b>35500.00</b>



128553.27

\*\*

Actual

## Riley Festival Board Members-2019

<b>Anita Turner, Immediate Past Pre.</b>	<b>317-554-7717</b>
<b>Markus Dennis</b>	<b>253-381-1358</b>
<b>David Berard, Treasurer/Parade</b>	<b>317-604-8496</b>
<b>Nancy Alldredge, President</b>	<b>317-462-6694</b>
<b>Terry Beagle, Flower Parade</b>	<b>317-997-0276</b>
<b>Tony Seiler, Vice President/Entertainment</b>	<b>317-525-9134</b>
<b>Rhonda Cook</b>	<b>317-694-1451</b>
<b>Greg Cross</b>	<b>317-523-1379</b>
<b>Tom Davis</b>	<b>317-445-4245</b>
<b>Betsy Duncan</b>	<b>317-979-1695</b>
<b>Stephanie Haines</b>	<b>812-606-0293</b>
<b>Linda Jones</b>	<b>317-605-6057</b>
<b>Ted Ochs</b>	<b>317-716-2166</b>
<b>Debbie Pfeiffer</b>	<b>317-797-0838</b>
<b>Sally Porter</b>	<b>317-371-7958</b>
<b>Dan Riley, Secretary</b>	<b>317-502-0614</b>
<b>Amy Stone</b>	<b>317-625-0209</b>
<b>Donna Wanstrath</b>	<b>317-730-7307</b>