

**APPLICATION FOR USE OF JEFFERSON COUNTY
HOTEL OCCUPANCY TAX FUNDS
FOR HISTORICAL PRESERVATION**

Thank you for your interest in promoting tourism and the hotel industry in Jefferson County through the utilization of county Hotel Occupancy Tax (HOT) funds. The use of HOT funds is regulated by law (Tax Code 352.1033), which limits the use of those funds for the direct enhancement and promotion of tourism AND the convention and hotel industry. **To determine eligibility, section 352.1033(a)(8) of the tax code, which pertains to HISTORICAL PRESERVATION, to “Encourage, promote, and improve historical preservation and restoration efforts” must apply to your application.** In addition, a county that borders the Gulf of Mexico and that is authorized to impose the tax by Section 352.002(a)(6) may use 50% or less of the revenue from the tax for the promotion of tourism.

I. CRITERIA

A. General Information

1. Name of organization applying for funds:

2. Are you the owner/s: Yes No
3. Total amount of funds requested: _____
4. Projected time frame in which funds will be used:

5. Projected completion date: _____

B. Project Description

1. Name and address of property being preserved:

2. Include a detailed description of the project being applied for including approximate square footage:

1st Applicant's Initials _____

2nd Applicant's Initials _____

C. Public Access, Closure, or Renovation

1. Has the property been open to the public in the past? Yes No
2. Is the property currently open to the public? Yes No
3. If **NO**, how long has it been closed, and why has it been closed?

4. What is the anticipated timeline for reopening to the public? Write N/A if open.

5. If funding is awarded through this grant program and the proposed project is completed, will the property be open to the public? Yes No

6. If **NO**, please explain why:

II. VISITOR IMPACT

A. If previously opened, provide numbers for the following:

1. Total visitors/participants: previous year _____

expected this year _____

2. Visitors/participants who indicated they stayed or will stay in a Jefferson County hotel:

previous year _____

expected this year _____

III. FUNDING RECAP

1. What is the organization's financial contribution for this project:

2. What other sources are being applied to for funding this project including amounts:

3. Describe the long-term plan for maintaining and operating the property once restored. Include attachment if needed:

1st Applicant's Initials _____

2nd Applicant's Initials _____

4. Provide **specific line item descriptions and amounts** of exact use of funds being requested. Total should match amount being requested. **Back up documentation such as bids must be attached.** (If more space is needed, please use attachments.)

<u>Amount</u>	<u>Line Item</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

_____ **TOTAL (Must match amount requested on front page)**

IV. MARKETING PLANS

1. What type of events/activities will be held which will attract visitors from outside 75 miles of Jefferson County:

1st Applicant's Initials _____

2nd Applicant's Initials _____

2. What current or planned marketing efforts are in place to promote the historical landmark in question to visitors from outside 75 miles of Jefferson County? Please explain in detail:

3. Describe how this project will enhance tourism and contribute to overnight visitation in Jefferson County:

SPECIAL NOTE: All sections of this application must be completed or answered. Failure to do so could lead to a delay in your requests for funding.

DO NOT ALTER THIS APPLICATION: If additional room is needed include an attachment.

By signing this application, we, jointly and on behalf of our organization, represent and agree that:

1. I have full authority to execute this application on behalf of myself, group, and organization;
2. Any funds allocated out of Hotel Occupancy Tax monies will be used solely in the manner set forth in the award letter;
3. I as a representative and my organization will, within 60 days following the date of my/our project/event, provide a complete and detailed accounting to the Jefferson County Tourism Commission, c/o Kathi Hughes, in such form as may be provided/requested;
4. Failure to provide the report within 60 days and/or to use the allocated monies solely for the purposes for which such funds were awarded shall render me and my group/organization liable for reimbursement to Jefferson County of all such funds, plus reasonable court costs and attorney fees.
5. Please submit a W-9 form with application.
6. Please submit documentation confirming historical status.
7. Please provide proof of clear title.

Date _____
Name of Representative Completing Form

Printed _____

Signature _____

Title _____

Phone Number _____

Federal Tax ID _____

Address _____

E-mail _____

W-9 Attached _____

Name of Second Representative Completing Form

Printed _____

Signature _____

Title _____

Phone Number _____

Address _____

E-mail _____

Return Form to: Ben J. Rogers Regional Visitors Center
Attn: Kathi Weathington Hughes
5055 IH-10 South
Beaumont, Texas 77705

Should you have any application questions or problems with the online forms, please contact Kathi Hughes for assistance at 409-842-0500 or 1-866-432-8951.

SPECIAL NOTE: Grants of hotel occupancy tax revenues may statutorily be used only for the promotion of tourism. Expenditure of funds for unauthorized purposes may result in recapture and/or enter into funding decisions in future funding cycles.

1st Applicant's Initials _____

2nd Applicant's Initials _____