

Downtown Special Event Grant Guidelines

Program Overview

Main Street Dodge City is interested in encouraging events and promotions in the downtown historic district. The events that capture our attention are those that energize downtown merchants, provide cultural enhancement of the downtown, and brand downtown Dodge City as a place of inclusion, vitality, community, culture and entertainment. The desired outcome is a comprehensive offering of diverse, high quality events that provide compelling reasons to come downtown. In addition, the grant is focused on new and emerging events that can demonstrate the ability to produce a sustainable event. These funds are not meant to be a continuing source of funding but as seed money to start new events and programs.

Assistance Available

This program provides grants up to \$500 per request, with no request to exceed 50% of the total event budget. The approval and the amount of the grant will be determined by the Downtown Promotions Committee and Main Street Board, which will review each application according to the program requirements.

Requirements

Events sponsored through the Downtown Special Event Grant program will meet the following requirements:

- They will welcome a diverse audience.
- The event is open and appealing to the general public.
- The event is not offensive, dangerous, political, or religious in content.
- Events must take place within the boundaries of Downtown Dodge City (see attached map for exact boundaries). Organizations or companies that are not located in the downtown area are eligible to apply provided that their event takes place within the approved area.
- The grant program is intended to assist events that provide entertainment or new and emerging events that need financial assistance to proceed.
- The program is unlikely to fund fundraisers or non-entertainment events.
- Event coordinators must provide Main Street Dodge City with evidence of insurance for the event with Main Street Dodge City listed as Additional Insured
- The event will use the Main Street Dodge City logo and tag line on all event marketing and advertising efforts.

Events not complying with the requirements may lose their grant funding.

Application & Grant Timeline

There is a total of \$3,000 available in the Downtown Special Event Grant program. Grants of up to \$500 will be awarded on a first come, first serve basis. The special event for which funds are sought must take place within the same calendar year that the application is submitted. Events taking place in the following year will not be considered. The grant's existence, nature, and guidelines are subject to change at any given moment.

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