



MOAB AREA TRAVEL COUNCIL
P.O. Box 550, Moab UT 84532

EVENTS GRANT REPORT

NAME OF EVENT _____

DATE OF EVENT _____

SPONSORING ORGANIZATION _____

ADDRESS _____

PHONE/FAX/CELL _____

EVENT ORGANIZOR OR CONTACT _____

All Grant Reports to the Moab Area Travel Council must include the following items (this can be done in your own format as long as all categories are included):

- Total amount requested
- Amount of Cash Match (Name source and itemize by source)
- Amount of In-Kind Match received (Name source and itemize by source. Use the amount of \$6.00 per hour when figuring this. This rate was determined by talking with Workforce Services about a fair rate of reimbursement for volunteer services such as phone calls, mailings, placing posters etc. If professional services were donated, then figure those services at the going rate.)
- Expenditures (Itemize and attach invoices)
- Revenues received from event such as entry fees, admission fees etc. (Itemize)
- Estimated number of rooms rented
- Estimated number of people attending the event
- Add any additional information that will help determine the economic benefit to Grand County

***This report must be submitted to the Travel Council no later than 45 days after the event is over.
If you have any questions please call 259-1370.***