



Alamance County

Tourism In Alamance Funding Application

Application Instructions:

Alamance County *Tourism in Alamance* Funding is for agencies to request financial assistance for programs or resources related to tourism and visitation to Alamance County. This funding is supported through occupancy tax dollars.

Please follow the instructions below for submitting an application:

1. Please include all required attachments.
2. Make sure the application is signed by all requested parties.
3. Please email the completed application, with the required attachments, to:

Anna Bowland, Budget Analyst
budget@alamancecountync.gov

Or mail to:

Alamance County
Attn: Anna Bowland
Budget Department
124 W. Elm Street
Graham, NC 27253

All sections of the application must be complete and all required attachments must be included to receive consideration.

Note: Failure to provide all requested information will automatically disqualify an agency for funding consideration. If an item requested does not apply to your agency, please indicate with an "NA" and explain why it is not applicable.

Applications are due by 5:00 pm Friday, March 13, 2026.

If you have any questions regarding the application process or about any of the information requested, please contact:

Anna Bowland
budget@alamancecountync.gov
336-790-0276



Alamance County Tourism In Alamance Funding Application

ORGANIZATION NAME: _____

ADDRESS: _____

PHONE: _____

EXECUTIVE DIRECTOR: _____

EMAIL: _____

CONTACT PERSON FOR GRANT: _____

EMAIL: _____

COUNTY FUNDING RECEIVED FOR FY 2025-26 _____

COUNTY FUNDING REQUESTED FOR FY 2026-27 _____

Please attach the following with your application.

If an item is not applicable to your organization, please indicate "NA" and explain why it is not applicable.

- Audited Financial Statement for 2025, Including Management Letter
- Board-approved budget for the current fiscal year (2025-2026)
- Proposed project or activity budget
(disclose how the funds requested will be specifically used for FY 2026-2027)

If a Not-For-Profit Agency, please provide these additional items:

- Copy of 501(c)3 Letter of Tax Exemption - Required
- Copy of Form 990. Federal Tax return for 2025 - Required
- Copies of Articles of Incorporation and Bylaws (if applicable) - Required if New Applicant or Updated
- Roster of Board Members, with terms specified - Required if New Applicant or Updated

Failure to disclose all requested information will automatically disqualify an agency from funding consideration.



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AGENCY INFORMATION

PLEASE PROVIDE YOUR AGENCY'S PURPOSE/MISSION STATEMENT

PLEASE LIST THE TYPES OF SERVICES/PROGRAMS YOUR AGENCY PROVIDES

WHO IS YOUR AGENCY'S TARGET POPULATION?

FUNDING PURPOSE

**Examples of eligible tourism-related funding include ongoing efforts and projects to acquire, maintain, and operate civic centers, arts centers, museums, recreational facilities, and for visitor-related programs and activities including (but not limited to), museum and art exhibits, cultural programs, events, and festivals.*

PROVIDE A BRIEF NARRATIVE DESCRIPTION OF THE ANTICIPATED USES OF COUNTY FUNDS AND THE REASON NEEDED.

EXPLAIN HOW WILL THE FUNDS BE USED TO FURTHER THE GOAL OF FOSTERING TOURISM AND VISITATION TO ALAMANCE COUNTY?



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IF YOUR AGENCY IS VISITOR-DRIVEN, PLEASE FILL OUT THE FOLLOWING:

WHAT WAS THE VISITOR ATTENDANCE AT YOUR FACILITY IN 2025?

WHAT METHODS DID YOU USE TO COLLECT THESE ATTENDANCE NUMBERS? PROVIDE SUPPORTING DOCUMENTATION TO VERIFY ATTENDANCE ESTIMATES.

WHAT HOURS ARE YOU OPEN TO THE PUBLIC?

WHAT SPECIAL EVENTS ARE YOU OPEN TO THE PUBLIC OUTSIDE OF NORMAL BUSINESS HOURS?

HOW DOES YOUR ORGANIZATION PROMOTES VISITATION TO ALAMANCE COUNTY? SPECIFICALLY, HOW DOES YOUR ORGANIZATION BUILD BRAND AWARENESS, ENGAGEMENT, AND INCREASE TRAFFIC FROM LOCAL AND REGIONAL AUDIENCES?

