

# Sweet Ride 2024 Transportation Grant

#### I. PURPOSE:

The Discover St. Louis Park (DSLP) Transportation Grant is designed to assist with transportation expenditures. Monies will be awarded for up to 45% of the total cost of transportation to successful applicants, up to \$2,500.

#### II. ELIGIBILITY:

### The DSLP Transportation Grant is available based on the following criteria:

- Group must be new to St. Louis Park or Golden Valley.
- Applicant and hotel contact must be the same individual.
- Group must have a minimum of 25 room nights.
- Meeting/event must be held by December 31, 2024.
- Weddings, social events, sporting events, and group tours are not eligible.

#### III. GENERAL PROCEDURES:

- Complete application and submit to DSLP a minimum of 30 days prior to the event.
- Applicant agrees to keep the application and results of the grant confidential.
- DSLP will review grant application and notify applicant if grant is approved.
- DSLP reserves the right to approve or deny all applicants at its discretion.
- Applicant is responsible for coordination of the transportation.
- Applicant is responsible for making full payment of transportation invoice.
- Once paid in full, applicant will forward receipt to DSLP for reimbursement of up to 45% of total costs.
- Receipt must be submitted within 30 days after the event.
- DSLP will issue grant dollars within 30 days after receipt is received.
- DSLP has the right to modify or discontinue the grant program at any time.
- The Sweet Ride Grant program will be reviewed annually to determine the appropriateness of continuation.

### IV. ADDED INCENTIVES

- If grant is used for transportation to an offsite venue within St. Louis Park or Golden Valley, monies will be awarded up to 55%.
- If organization signs a 3-year contract with one of our hotel properties, they could be eligible for up to 45% for all three years (copy of hotel contract required).
- Group bookings during the months of November, December, January, or February will receive up to 55%.

#### V. APPLICATION INSTRUCTIONS

- Applications must be completed in full.
- DSLP must be notified in writing if applicant does not plan on using the approved funds.



## Sweet Ride 2024 Transportation Grant Application

| 1.  | Name of Organization:  | Date of Application: |     |
|-----|--|----------------------|-----|
| 2.  | Event Name:  |                      |     |
| 3.  | Address:<br>Street   | City/State           | Zip |
| 4.  | Contact Name:  |                      |     |
|     | Phone:   | _Email:              |     |
| 5.  | Mail Check to:   |                      |     |
| 6.  | Is this a new group coming to St. Louis Park or Golden Valley?   |                      |     |
| 7.  | Date(s) of Event:  |                      |     |
| 8.  | Est. # of People: Est. # of Room Nights:   |                      |     |
| 9.  | Transportation to/from:  |                      |     |
| 10. | Is the Transportation Grant needed to secure this hotel? Yes No  |                      |     |
| 11. | Estimated Total Cost of Transportation:  |                      |     |
| 12. | Grant Requested (up to 45% of total):  |                      |     |
|     |  |                      |     |
|     | Applicant Signature  | Date                 |     |
|     | DSLP Only  |                      |     |
|     | Grant request of \$has been approved for a total amount of \$<br>If the total bill is less than the requested amount, 45% of the final bill will be granted. |                      |     |

Date: