



# Burnett County Special Grant Opportunity – COVID Affected Events Information & Application

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Burnett County understands the importance of special events for the economic well-being of local businesses, community building, and attracting tourism to the area. As part of the 2021 budget, the Burnett County Board approved \$25,000 to assist local event planners whom had their events cancelled in 2020 due to the COVID-19 Pandemic.

**Purpose:** To assist with restarting events that were cancelled due to the pandemic in 2020.

**Eligibility:**

- All Burnett County organizations that have held an event for at least two (2) consecutive years prior to 2020
- Events must be open to the general public and shall have a record of including persons of all age demographics
- Organizations that currently receive 2021 budget approved county tax levy dollars are ineligible

**Grant Amount and Match:** Funding is on a first-come first-serve basis, and shall be approved by the Burnett County Administration Committee. All grant requests require at least 50% matching funds from sources other than Burnett County. Maximum grant award is \$5,000. Once the \$25,000 is exhausted, no further funds will be allocated.

**Grant Payment:** Grants will be paid out to the grantee following the submittal of qualified invoices.

**Application Process and Deadline:** Applications must be submitted to Nate Ehalt at the Burnett County Administration Office in either electronic or hard copy format and provide all application materials herein required. All applications will be reviewed and approved or denied by the Administration Committee at the first available Administration Committee meeting following the submittal of the application. No application will be accepted after November 1, 2021.

**Eligible Expenses:** Any and all expenses that are necessary for the event, with the exception of alcohol, or other non-family friendly expenses.

**Application Materials must include:**

- Name of Event
  - Date of event
  - Brief description of event
- Number of years prior to 2020 that the event was held
- Sponsoring/Event Organizer
- Expected number of, or past number of persons attending event
- Fiscal Agent – The organization receiving the funds
- Person completing the application/event coordinator
  - Phone number
  - Email
  - Mailing address
- Amount requested and match amount and source of matching funds
- Name of person who will sign the grant agreement upon approval of Administration Committee

**All applications must be either emailed or mailed to Nate Ehalt at the Burnett County Administration Office, 7410 County Road K #116, Siren, WI. [nehalt@burnettcounty.org](mailto:nehalt@burnettcounty.org)  
For questions and inquiries, please Contact Nate Ehalt at 715.349.2181 x2131.**