



# YORK COUNTY TOURISM GRANT PROGRAM

## Frequently Asked Questions

### What is the York County Tourism Grant Program?

The York County Tourism Grant program was established by Explore York and the York County Commissioners. It is a competitive matching grant program aimed at boosting tourism (visitation from beyond a 50-mile radius) in York County. The program, which is funded through a room tax enacted by the York County Commissioners, will provide financial support to initiatives deemed capable of generating broad and substantial benefit to York County tourism. Grant recipients are selected by a committee comprised of appointed representatives outlined in the Memorandum of Understanding between York County and Explore York.

### Grant Cycle Schedule:

2023 Round 1: **Closed.** Recipients announced late spring 2023.  
No maximum request; minimum request \$2,500.

2023 Round 2: Open June 1, 2023 through July 15, 2023. Recipients announced late fall 2023.  
No minimum request; maximum request \$20,000.  
Event Requests: Start date must be December 1, 2023 or after.

2024 Round 1: Opens January 1, 2024.  
No maximum request; minimum request \$2,500.  
Event Requests: Start date must be July 1, 2024 or after.

Timely Opportunity Grant: Open all year for qualified applicants.  
Contact Elizabeth Waite at [Elizabeth@YorkPA.org](mailto:Elizabeth@YorkPA.org) for more information.

### How do you apply for a tourism grant?

The Tourism Grant program is located online: <https://www.grantinterface.com/Home/Logon?urlkey=yorkvisitors>. Through this portal, users have one-window access to draft and submit grant applications, check application status, and manage reports. First-time applicants will need to create an account prior to applying.

### How long will it take to receive a decision on my grant application?

Application processing takes approximately 90 days. Additional time may be required based on the needs of each cycle. Please plan to apply six months in advance of your project start date.

### Who is eligible to apply for a tourism grant?

The Tourism Grant program is open to for-profit organizations, non-profit organizations, and government agencies with innovative projects aimed at expanding and/or improving tourism promotion and development in York County. An individual applicant must apply under a fiscal sponsor or form an LLC.

### Is a match required?

All grant recipients must provide a MINIMUM 25 percent match, cash or in-kind, of the requested grant amount. A match can be derived from applicant dollars, sponsorships, donated dollars, and/or leveraging another grant. An in-kind match could include a donated physical item or professional service. Volunteer hours and staff time will NOT be accepted as an in-kind match.

### What kinds of expenses does the grant cover?

Grant funds can be utilized for events, research, development, or marketing.

### Is there anything that the grant does NOT cover?

Grant funding cannot be used towards projects that would create unfair competition with other private sector (both for-profit and non-profit) York County tourism efforts. Projects should create shared economic impact amongst tourism stakeholders.

### Can applicants submit multiple applications to the York County Tourism Grant Program?

Yes, there is no set number of grant awards to be made in any fiscal year.

### Does our current grant award have to be closed before we can apply for the upcoming grant cycle?

No, but all necessary paperwork and reports that are due must be submitted.

### How will my organization know if it has been awarded any money?

All applicants will receive email notification.

### Once I have been awarded a grant, what is the next step?

Log onto <https://www.grantinterface.com/Home/Logon?urlkey=yorkvisitors> to review and submit the grant contract.

### What are the requirements for each grant recipient?

Grant recipients will be required to sign a grant contract, provide a certificate of insurance in the amount of \$1 million naming Explore York as additional insured, and provide interim reports and post grant reports with receipts. Grant Recipients are required to integrate elements of York County Destination Branding into their projects as well as recognize Explore York as the sponsoring organization. Any marketing materials containing the York Destination brand or Explore York logo must be submitted for approval by Explore York before publishing. View [Grant Recipient Brand Standards](#) online.

### How do I get the Explore York logo?

Logos are located on the York County Tourism Grant Program website: [www.YorkPA.org/Grants](http://www.YorkPA.org/Grants).

### When submitting expenditures for the post grant report, what is proof of payment?

Grant recipients will need to submit receipts for qualifying program expenditures totaling the grant amount and the 25 percent match. Line item expenses of less than \$500 may not require receipts. Paid zero-balance receipts from your vendors are highly preferred. You may also submit documentation that shows itemization and proof of purchase to include copies of bank issued cancelled checks, credit card receipts with credit card statement showing matching dollar of expenses, copy of your bank statement (for debit card statement) showing the vendor's name, and dollar amount matching the invoiced amount.

### Where can I locate additional information?

Additional information on the grant program is located on the Explore York website: <https://www.YorkPA.org/Grants>

### Who do I contact for additional information?

Elizabeth Waite, Grant Program Manager

Email: [Elizabeth@YorkPA.org](mailto:Elizabeth@YorkPA.org)

Phone: 717-852-9675 ext. 113

Consultations are encouraged.