

GRIFFIN+SPALDING BUSINESS & TOURISM ASSOCIATION

Pre-Proposal Application Directions

The Griffin+Spalding Business & Tourism Association (GSBTA) may make grants to organizations/clubs/projects who qualify according to GSBTA By-Laws and parameters established for use of the funds according to the State guidelines for distribution of Hotel/Motel Tax revenues.

GSBTA will accept pre-proposals quarterly – 30 days prior to Grant application deadlines which are: January 15; April 15, July 15 and October 15. Based on review of the Pre-Proposal, the applicant may be requested to meet with the GSBTA Grant Committee for prescreening and additional information. Based on the collaborative interview, GSBTA may suggest revisions. Pre-Proposal Applications must be approved before the Grant Application can be submitted.

If you believe your organization/club/project may qualify for consideration of a grant and you desire to make application for such a grant, please complete the attached Pre-Proposal Guidelines as outlined.

1. All Pre-Proposal Applications must be typed on 8 1/2" x 11" paper.
2. **DO NOT BIND OR STAPLE THE APPLICATION OR ATTACHMENTS.**
3. All elements of the Pre-Proposal must be addressed clearly and concisely using the format specified below.
4. Pre-Proposal may not be more than 3-5 pages (excluding reference page) using 12 point font.
5. Incomplete or late applications **will not** be considered. Applicants are responsible for making certain their applications have been received.
6. **INFORMATION MUST BE RECEIVED NO LATER THAN 30 DAYS PRIOR TO GRANT APPLICATION DEADLINES TO BE CONSIDERED FOR PERIOD FUNDING IS REQUESTED.**
7. Applications may be mailed to: GSBTA, P. O. Box 216, Griffin, Georgia 30224 or hand-delivered to the Grant Committee.