

## Promotions Funding

Per Local Government Code Chapter 505, the Texas State Statute governing the activities of Type B Economic Development Corporations, of which the Bandera EDC is one, Type B EDCs can expend up to 10% of their annual revenues on events and promotions that serve to facilitate economic development and increased tax revenues for the City of Bandera.

In accordance with this standard the Bandera EDC annually sets aside a specific amount that is available to the community to support events and promotions that meet the following criteria:

- The event or promotion is within the Bandera City Limits, or contributes to expenditures in the City Limits that are subject to sales taxes
- The event or promotion is consistent with promoting a positive image of Bandera to residents and visitors alike
- The event or promotion is open to all members of the public, although a fee for participation may be charged
- The event or promotion has received all appropriate permits and approvals by the governing authority

All Applications and completed packets must be submitted no later than the last business day of October to the EDC Administrative Assistant (see address below). Presentations for each application will be heard at the scheduled November meeting and final vote will occur at the December meeting. Failure to complete the application and provide the Bandera EDC the Promotional Funding Reporting Form and any other supporting documentation may result in your request not being considered for funding. Your packet should contain the following items:

1. Completed application for Promotional Funding
2. A copy of past or current promotional material for the event
3. A document providing details for the business, non-profit corporation or official organization that is to receive the funds for the event. The Bandera EDC cannot issue funds to individuals.
4. Bandera EDC Promotional Funding Reporting Form (REQUIRED)
5. Any other materials you believe demonstrate the value of the event to the community

Applications will be considered on a case-by-case basis, and the Bandera EDC makes final determination on all applications, contingent on approval by the governing jurisdictions. Attendance at the meeting during which your application is being considered is required.

For questions regarding the application or application process, please contact:  
EDC Administrative Assistant  
[banderaedc@gmail.com](mailto:banderaedc@gmail.com)

## Bandera Economic Development Corporation Promotion Funding Application

Submit application materials in hard copy to City Hall, 511 Main Street, or via email to [banderaedc@gmail.com](mailto:banderaedc@gmail.com).

Event Name: \_\_\_\_\_ Year Founded: \_\_\_\_\_

Event Date(s)/Time(s): \_\_\_\_\_

Event Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Contact Email: \_\_\_\_\_

Event Location: \_\_\_\_\_

Event Mailing Address (if different): \_\_\_\_\_

What type of event is it? \_\_\_\_\_

What type of advertising do you do for the event?  radio  posters/flyers  social media  newspaper  other

How is the event funded? \_\_\_\_\_

What type of entertainment or activities are offered? \_\_\_\_\_

What ages can participate in this event?  adults  children  teens  family friendly

Does the event have vendors that remit sales tax to the Texas State Comptroller? Yes  No

Is a permit for the event required by the City? Yes  No  NA  *All permits must be obtained*

What is the total cost of the event? \_\_\_\_\_

What is the amount of promotional funding requested from the BEDC? \_\_\_\_\_

Did you apply for promotional funding last year? Yes  No  How much did you receive? \_\_\_\_\_

Did you receive any City HOT funds last year? Yes  No  If so, how much? \_\_\_\_\_

How much did the event raise last year? \_\_\_\_\_

What was the total net/profit loss from the event last year? \_\_\_\_\_

What do you do with the funds/proceeds raised? \_\_\_\_\_

**\*Attach Required Expense, Budget and Income Reports (pages 19a, 19b and 19c).**

I hereby certify that the information provided in this application and attachments is true, correct and complete to the best of my knowledge. Omissions or submission of incorrect information will render this application invalid.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

BANDERA EDC PROMOTIONAL FUNDING PROPOSED BUDGET REPORT FOR CURRENT YEAR

Name of Event: \_\_\_\_\_

<u>Item</u>	<u>Description (if applicable)</u>	<u>Total</u>
Advertising		
Location rental		
Insurance		
Security		
Ambulance		
Food/Beverage		
Sponsor Benefits		
Awards/Winnings		
Printing (tickets/programs/etc.)		
Contract Labor		
Supplies		
Other		
Other		
Other		
Other		
Other		

**Current Year's Proposed Budget:** \_\_\_\_\_

Additional comments and/or clarification:

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BANDERA EDC PROMOTIONAL FUNDING EXPENSE REPORT FOR PREVIOUS YEAR

Name of Event: \_\_\_\_\_

<u>Item</u>	<u>Description (if applicable)</u>	<u>Total</u>
Advertising		
Location rental		
Insurance		
Security		
Ambulance		
Food/Beverage		
Sponsor Benefits		
Awards/Winnings		
Printing (tickets/programs/etc.)		
Contract Labor		
Supplies		
Other		
Other		
Other		
Other		
Other		

**Last Year's Total Expenses:** \_\_\_\_\_

Additional comments and/or clarification:

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BANDERA EDC PROMOTIONAL FUNDING INCOME REPORT FOR PREVIOUS YEAR

Name of Event: \_\_\_\_\_

<u>Item</u>	<u>Description (if applicable)</u>	<u>Total</u>
Government Grants (City/EDC/etc.)		
Business Sponsorship		
Individual Sponsorship		
Ticket Sales		
Food/Beverage Sales		
Merchandise Sales		
Other		
Other		
Other		
Other		
Other		

**Previous Year's Income:** \_\_\_\_\_

Additional comments and/or clarification:

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