

## **FY2025 RTOT Tourism Grant Program Frequently Asked Questions**

**Q: Can you direct me to the forms I need to fill out for the completion of the FY25 grant?**

**A:** Grant application forms can be found by visiting the County's grant webpage at [loudoun.gov/grantopportunities](https://loudoun.gov/grantopportunities)

**Q: Is there a recording available of the technical assistance webinar hosted by County staff?**

**A:** Yes, the link to the webinar is at [loudoun.gov/grantopportunities](https://loudoun.gov/grantopportunities)

**Q: Are audio/visual production costs an approved expense?**

**A:** Production costs would be an allowable expense under most circumstances. Justification for these expenses should be provided in detail in your application to help reviewers evaluate your prospective use of funds.

**Q: Is the budget upload intended for the RTOT budget or the budget for the entire event/initiative?**

**A:** The budget section in the AmpliFund grant management software is intended to capture expenses directly related to the RTOT funds the applicant is asking to be funded. In the Application Forms section, Part III requires an upload of the event/initiative marketing plan. Below is an optional budget upload if your organization wishes to include a comprehensive budget, it can be uploaded here.

**Q: How is the Request Overview different from Proposal Information?**

**A:** The Request Overview is intended to be a one-sentence "executive summary" of your event/initiative funding request. Proposal Information provides space for an in-depth and detailed synopsis of your event/initiative along with how it adheres to RTOT eligibility and allowable expenses.

**Q: Are jurisdictions allowed to submit more than one proposal, and if they do, what is the likelihood of both being funded?**

**A:** There are no restrictions on the number of applications a single organization can submit. RTOT funding is focused on the event or initiative. That holds true for the review process as well. Each application is reviewed and scored on its own merit and funding decisions are based on those criteria. All efforts will be made to fund as many viable projects as possible, however funding is limited, and a strong application is no guarantee of funding in part or as a whole.