

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

Resolution or Ordinance (Blue) _____ *Waiver of First Requested*
X Recommendations of Boards, Commissions & Committees (Green)
Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: David A. Hulseberg, Village Manager

DATE: May 10, 2012 (B of T) Date: May 17, 2012

TITLE: Grant Request For Sweet's Civil War Encampment

SUBMITTED BY: Community Promotion & Tourism Committee

BACKGROUND/POLICY IMPLICATIONS:

Please find attached a funding recommendation from the Community Promotion & Tourism Committee:

The grant is from the Lombard Historical Society requesting \$4,200 for costs associated with supporting the Lombard Historical Society's Civil War Encampment, to be held July 27-29, 2012 at Four Seasons Park. Committee recommended approval in the amount of \$4,200.

Please place this item on the consent agenda for the May17, 2012 Board of Trustees meeting.

Fiscal Impact/Funding Source:

Hotel/Motel Tax Fund:

Sweet's Civil War Encampment - \$4,200

Review (as necessary):

Village Attorney X _____ Date _____
Finance Director X _____ Date _____
Village Manager X _____ Date _____

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Agenda Distribution.



MEMORANDUM

TO: David Hulseberg
Village Manager

FROM: Joelyn M. Kott *Joelyn*
Communications Coordinator

DATE: May 10, 2012

SUBJECT: Community Promotions & Tourism Recommendation

The following recommendation is for a grant request from the Community Promotions & Tourism Committee. The grant request was initially presented at the Committee's April 19, 2012 meeting.

Grant Request For Sweet's Civil War Encampment

The Lombard Historical Society submitted a grant request in the amount of \$4,200 from Hotel/Motel Tax funds to be used toward supporting the Lombard Historical Society's Civil War Encampment, to be held July 27-29, 2012 at Four Seasons Park.

The grant application and budget are attached for your review.

RECOMMENDATION:

The Community Promotions & Tourism Committee recommended approval of a grant in the amount of \$4,200 for costs associated with supporting the Lombard Historical Society's Civil War Encampment.

Please place this item on the consent agenda on the May 17, 2012 agenda of the Board of Trustees. If you have any questions, please feel free to contact me. Thank you.

Attachments

Kott, Joelyn

From: support@civicplus.com
Sent: Wednesday, May 02, 2012 12:48 PM
To: Kott, Joelyn; Polak, Cindy
Subject: Online Form Submittal: Hotel/Motel Tax Grant Application

If you are having problems viewing this HTML email, click to view a [Text version](#).

Hotel/Motel Tax Grant Application

This application is to request funding from the Hotel/Motel tax fund. Applications must be accompanied by a budget that reflects the request by the organization. Applications are reviewed by the Community Promotions & Tourism Committee and are then referred to the Village Board.

Date:
5/2/2012

Why are you requesting Hotel/Motel Tax funding?*

The Lombard Historical Society is requesting grant funds to help underwrite the cost of a Civil War Encampment event in Lombard at Four Seasons Park on the weekend of July 27-29, 2012.

Amount of funds being requested: *
\$4200

Specifically, what will the Hotel/Motel Tax funding be used for?*

The funds will be used for the expenses directly related to the event, including: gun powder for the cannon fire, straw for the tent bedding, hay for the horses, musical entertainment for an evening ball, money for an advertisement, sod for battlefield effects, caution tape to keep the spectators safe, sod and seed for field reconstruction, travel expenses for re-enactors, and a battle announcer fee.

Have you requested Hotel/Motel tax funds in the past?

Yes No

A budget of the event or item that is being requested must be attached to the application or the grant application may not be addressed until the budget is received. If this is a repeat request, the cancelled check(s) from the previous year must have been received by the Village Finance Department or be attached to the application.

Name of Organization Requesting Funding:*

Lombard Historical Society

Name of Person Submitting Grant Application:*

Jeanne Schultz Angel

Phone:*

630-629-8233

Email:*

lombardhistory@att.net

Event/Project/Activity

Sweet's Civil War Encampment

Date of Event/Project/Activity

July 27-29, 2012

Estimated Attendance:

3000-4000

Is the event open to the general public?

Yes No

Do you intend to apply for a liquor license for this event/project/activity?

Yes No

How does this promote tourism/overnight stays in Lombard?

This Civil War living history event is one of two planned in DuPage County for this year and is expected to attract thousands of visitors to our community. In the 150th anniversary of the Civil War, many people attend living history events to experience camp life and the struggles of our Nation's greatest conflict. As a free event, it is an inexpensive way to entertain a family. Many of the 100+ re-enactors and out-of-town participants will be staying in hotels in the community.

Will any profits generated be returned to the community?

Yes No

If so, how?

Cash donations generated at the event will benefit the Lombard Historical Society, a 501 (c)(3) not-for-profit.

If the grant is approved, who should the check be made out to? Lombard Historical Society

Please list the address where the check should be mailed to:

23 W Maple, Lombard, IL 60148

* indicates required fields.

The following form was submitted via your website: Hotel/Motel Tax Grant Application

Date:: 5/2/2012

Why are you requesting Hotel/Motel Tax funding?: The Lombard Historical Society is requesting grant funds to help underwrite the cost of a Civil War Encampment event in Lombard at Four Seasons Park on the weekend of July 27-29, 2012.

Amount of funds being requested:: \$4200

Specifically, what will the Hotel/Motel Tax funding be used for?: The funds will be used for the expenses directly related to the event, including: gun powder for the cannon fire, straw for the tent bedding, hay for the horses, musical entertainment for an evening ball, money for an advertisement, sod for battlefield effects, caution tape to keep the spectators safe, sod and seed for field reconstruction, travel expenses for re-enactors, and a battle announcer fee.

Have you requested Hotel/Motel tax funds in the past?: Yes

Name of Organization Requesting Funding:: Lombard Historical Society

Name of Person Submitting Grant Application:: Jeanne Schultz Angel

Phone:: 630-629-8233

Email:: lombardhistory@att.net

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Date of Event/Project/Activity: July 27-29, 2012

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for-profit.

If the grant is approved, who should the check be made out to?: Lombard Historical Society

Please list the address where the check should be mailed to:: 23 W Maple, Lombard, IL 60148

Additional Information:

Form submitted on: 5/2/2012 12:48:00 PM

Submitted from IP Address: 99.92.77.156

Referrer Page: No Referrer - Direct Link

Form Address: <http://www.villageoflombard.org/Forms.aspx?FID=46>

Sweet's Civil War Encampment Budget

Lombard Historical Society

Expense	Total
Gun Powder	\$1200
Straw	\$320
Hay	\$80
Entertainment	\$1000
Advertisement	\$500
Battlefield Affects	\$200
Safety	\$300
Field Reconstruction	\$200
Travel Expense	\$300
Battle Announcer	\$100
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Total	\$4200