



## **Sweet Ride 2024 Transportation Grant**

### **I. PURPOSE:**

**The Westopolis Transportation Grant is designed to assist with transportation expenditures. Monies will be awarded for up to 45% of the total cost of transportation to successful applicants, up to \$2,500.**

### **II. ELIGIBILITY:**

**The Westopolis Transportation Grant is available based on the following criteria:**

- Group must be new to St. Louis Park or Golden Valley.
- Applicant and hotel contact must be the same individual.
- Group must have a minimum of 25 room nights.
- Meeting/event must be held by December 31, 2024.
- Weddings, social events, sporting events, and group tours are not eligible.

### **III. GENERAL PROCEDURES:**

- Complete application and submit to Westopolis a minimum of 30 days prior to the event.
- Applicant agrees to keep the application and results of the grant confidential.
- Westopolis will review grant application and notify applicant if grant is approved.
- Westopolis reserves the right to approve or deny all applicants at its discretion.
- Applicant is responsible for coordination of the transportation.
- Applicant is responsible for making full payment of transportation invoice.
- Once paid in full, applicant will forward receipt to Westopolis for reimbursement of up to 45% of total costs.
- Receipt must be submitted within 30 days after the event.
- Westopolis will issue grant dollars within 30 days after receipt is received.
- Westopolis has the right to modify or discontinue the grant program at any time.
- The Sweet Ride Grant program will be reviewed annually to determine the appropriateness of continuation.

### **IV. ADDED INCENTIVES**

- If grant is used for transportation to an offsite venue within St. Louis Park or Golden Valley, monies will be awarded up to 55%.
- If organization signs a 3-year contract with one of our hotel properties, they could be eligible for up to 45% for all three years (copy of hotel contract required).
- Group bookings during the months of November, December, January, or February will receive up to 55%.

### **V. APPLICATION INSTRUCTIONS**

- Applications must be completed in full.
- Westopolis must be notified in writing if applicant does not plan on using the approved funds.



**Sweet Ride  
2024 Transportation Grant Application**

1. Name of Organization: \_\_\_\_\_ Date of Application: \_\_\_\_\_
2. Event Name: \_\_\_\_\_
3. Address: \_\_\_\_\_  
Street City/State Zip
4. Contact Name: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_
5. Mail Check to: \_\_\_\_\_
6. Is this a new group coming to St. Louis Park or Golden Valley?  Yes  No
7. Date(s) of Event: \_\_\_\_\_
8. Est. # of People: \_\_\_\_\_ Est. # of Room Nights: \_\_\_\_\_
9. Transportation to/from: \_\_\_\_\_
10. Is the Transportation Grant needed to secure this hotel?  Yes  No
11. Estimated Total Cost of Transportation: \_\_\_\_\_
12. Grant Requested (up to 45% of total): \_\_\_\_\_

By signing below, I acknowledge that all statements and representations are true and accurate in this application. All applicants agree that recipients of grant money are fully responsible for all liability arising out of any transportation to which grants may be awarded. Westopolis shall not be liable for any damage, claims, and/or actions related to the use of grant funds. Applicant/recipient agrees to defend, indemnify and hold Westopolis harmless from any and all damages, claims, and/or actions arising out of or related to transportation secured or utilized by applicant/recipient. Applicant/recipient understands and agrees the Westopolis is not a provider of transportation services and makes no warranties or guarantees with the award of any grant money.

\_\_\_\_\_ Applicant Signature

\_\_\_\_\_ Date:

---Westopolis Only-----

Grant request of \$ \_\_\_\_\_ has been approved for a total amount of \$ \_\_\_\_\_.

If the total bill is less than the requested amount, 45% of the final bill will be granted.

\_\_\_\_\_ Becky Bakken, President & CEO

\_\_\_\_\_ Date: