



City of Hermiston  
**Parks and Recreation Department**  
180 NE 2<sup>nd</sup> Street, Hermiston, OR 97838  
(541)667-5018  
lfetter@hermiston.or.us

March 11, 2016

**Subject: Request for Project Proposals - Transient Room Tax**

The City of Hermiston is currently accepting project proposals for Transient Room Tax (TRT) dedicated for recreation for the 2016 - 2017 fiscal year. The grant program represents 15% of 5/8ths of the Transient Room Tax collected in the prior year, mandated to be spent on Recreation Programs and Projects. The grant program is competitive and limited to recreation related programs and projects taking place within the Hermiston City Limits.

Submit applications no later than **Friday – June 3, 2016 - before 4:00pm.**

Larry Fetter, City Hall, 180 N.E. 2nd Street, Hermiston, OR 97838.

**TRT Funding Criteria and Eligibility:**

- Total project fund allocation for 2017 is approximately \$25,000.
- Projects must be within the City of Hermiston.
- Applicants must have a non-profit tax status.
- Projects that benefit Hermiston through enhanced tourism, promotion, marketing, and lodging will be given highest consideration.
- Projects that benefit the greatest number of participants will be given greater consideration.
- Projects that represent a broad base of other support shall be given greater consideration.
- Funded projects are required to submit a breakdown of expenditures on how the funds were spent including receipts prior to reimbursement.

You will be invited to make a 10 minute presentation regarding your proposal on Wednesday, June 8, 2016. Bring pictures and illustrations to aid in your presentation.

If you have questions, please feel free to call me at 541-667-5009.

Cordially,

Larry Fetter, Director  
Hermiston Parks and Recreation



## **TRT Funding Criteria**

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