



Town of James Island
Accommodations Tax Grant Application
Fiscal Year 2024 - 2025

Qualified organizations with eligible projects may apply for Accommodations Tax Grants from the Town of James Island. Funding for these grants are available through revenue received by the Town for its share of the lodging tax levied by the State of South Carolina.

Accommodations Tax Funds must be used by nonprofit organizations, and governmental entities, for advertising and promotion of tourism to develop and increase tourist attendance through the generation of publicity. These funds must be used on "tourism-related expenditures" and must be demonstrated to promote travel and tourism. "Travel" and "tourism" mean the action and activities of people taking trips outside their home communities for any purpose, except daily commuting to and from work. Tourism-related expenditures include:

- A) Advertising and promotion of tourism so as to develop and increase tourist attendance through the generation of publicity.
- B) Promotion of the arts and culture.
- C) Construction, maintenance, and operation of facilities for civic and cultural activities including construction and maintenance of access and the nearby roads and utilities for the facilities.
- D) Funding for the criminal justice system, law enforcement, fire protection, solid waste collection and health facilities when required to serve tourists and tourist facilities. The expenditure under this section must be for items that would normally not be provided if the town had no tourist activity and the amount of the expenditure must be based on the estimated percentage of costs attributable to tourism.
- E) Public facilities such as restrooms, dressing rooms, parks, and parking lots.
- F) Tourist shuttle transportation.
- G) Control and repair of waterfront erosion.
- H) The operating of visitor information centers.

The application requires:

- 1) A full description of the project/event.
- 2) A budget of planned expenditures.
- 3) Impact data to be projected and collected such as attendance to the event or project. If this is a new project/event, then you must estimate this type of data in order to validate the tourism expenditures.
- 4) A list of other events / projects that the organization has undertaken.

Successful applicants must submit a closing report with actual revenues and expenditures from funds received the prior year *including receipts for how funds were spent*, if any, before new funds can be released.

An Accommodations Tax Advisory Board, mandated by the State, reviews applications and makes recommendations to the Town Council for the award of these funds.

Questions should be directed to Town of James Island at (843) 795-4141.

In order to qualify, applicants must provide a 25% match in funds. In-kind labor and contributions can be used towards the match. Proof of the match must be submitted at the time of the submission of the application.

How does this project attract tourists (generally from 50 miles or more away) ?

Requested Amount:

Match:

Total Project Budget:

\$ _____

\$ _____

\$ _____

List revenue sources and amounts for this event: (Attach a copy of budget)

Names of Board, Commission, or Committee Members:

Other Projects:

I hereby certify that the above information and statements are true according to my best information and that all Accommodations Tax Funds that may be received from the Town of James Island will be used for the purposes set forth in this application.

Signed: _____

Title: _____

Date: _____

**FY _____ (Prior Year Reporting)
Accommodations Tax Funding Final Report**

You may record information directly on this form or create a separate document for more detailed responses.

I. PROJECT INFO:

Organization Name: _____

Project Name: _____

Contact Name: _____ Phone: _____

II. PROJECT COMPLETION:

Were you able to complete the project as stated in your original application? _____

If no, state any problems you encountered.

III. PROJECT SUCCESS:

Please share any additional comments regarding the project. (e.g., lessons learned, successes, problems encountered, etc.)

IV. PROJECT ATTENDANCE:

Record numbers in table below. Numbers are to reflect attendance and funds received for projects for current and previous years.

	Previous	Current
Total budget of event/project		
Amount funded by A-tax		
Amount funded by A-tax from all sources		
Total attendance		
Total tourists*		

* Tourists are generally defined as those who travel at least 50 miles to attend; however, every project will be considered on a case by cases basis.

V. METHODS:

Please describe the methods used to capture the attendance data listed above (license plates, surveys, etc.) _____

VI. PROJECT BUDGET & EXPENDITURES REPORT:

Attach report indicating detailed project expenses and **providing receipts to document** costs and payments of Accommodations Tax Funds.

VII. ORGANIZATION SIGNATURE:

Provide signature of official within organization, verifying accuracy of above statements.

Signature _____ Title _____

Date: _____