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**COMPLETE**

**Collector:** Web Link 1 (Web Link)  
**Started:** Monday, November 06, 2023 4:17:08 PM  
**Last Modified:** Monday, November 06, 2023 4:41:54 PM  
**Time Spent:** ██████████  
**IP Address:** ████████████████████

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Page 2: Business Information

**Q1** **New Events**

Project Application Category

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**Q2**

Project Name

Great Big Music Festival

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**Q3**

Name of Business

Legal Name

**The Great Events Company**

Operating Name

**Great Events Co.**

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**Q4**

Business Address

Street address

**123 Main Street**

City/Town

**Brockville**

Province

**Ontario**

Postal Code

**K0K 1K1**

Country

**ca**

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**Q5**

**Brockville**

Sub-region/Destination

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**Q6**

Business Website

www.greateventscompany.ca/example

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**Q7**

Contact Person

First name	<b>John</b>
Last name	<b>Smith</b>
Title	<b>CEO</b>

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**Q8**

Contact Person Telephone Number

Phone number **+1 613 111 1111**

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**Q9**

Contact Person E-mail Address

Email address **john.smith@greateventscompany.ca**

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**Q10** Date (MM/DD/YYYY) **02/16/2024**

Date of Submission

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**Q11**

Please indicate any past projects your business has undertaken that have been supported through the RTO 9 Partnership Fund and the year of completion:

None.

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Page 3: Project Description & Objectives

**Q12**

Answer here:

The Great Events Company will be holding a two-day music festival August 30th & 31st at our business location in Brockville, ON. The event will feature live music throughout both days and will generate revenue through advanced ticket sales. The goal of the project is to create awareness around the Great Events Company brand as an event organizing and management company.

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Page 4: Assessment and Performance Measures

**Q13**

Answer here:

How we will evaluate success:

- We hope to get 300 people to the event and will count people who attend.
  - Revenue collected at the end of the event.
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Page 5: Project Timelines

**Q14**

Project Activities & Timeline for Completion for Each Activity:

Activity #1:	Hire musicians
Activity #2:	Rent sound equipment
Activity #3:	Sell tickets & post on social media
Activity #4:	Hold event on August 30th & 31st

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Page 6: Other Financial Contributions

**Q15**

Please list the source organization for the funding and their contributing amount below (if no other sources, please put N/A for amount #1):

Source & Amount #1:	N/A
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Page 7: Project Budget

**Q16**

Upload your project budget here.

**2024-2025-Budget-Template\_PoorExample.docx (56.3KB)**

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Page 8: Project Economic Benefits

**Q17**

Answer here:

Our event will benefit the local economy because we will hire local musicians to play throughout the festival and our staff is made up entirely of local residents. We hope to continue this festival next year if we see good returns on the event.

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**Q18**

Respondent skipped this question

Optional for event applications: upload a Tourism Regional Economic Impact Model (TREIM) report to accompany your submission.

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Page 9: Communications Plan

**Q19**

Answer here:

We will use our Facebook and Instagram pages to post information about our event and encourage our followers to share the information. We will also advertise in local events groups on Facebook to stir up interest in our event and encourage people to purchase tickets. We will also list the event on our company website so people visiting our webpage will be able to access the information.

We will use all relevant hashtags and logos.

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Page 10: Management and Support Plan

**Q20**

Answer here:

Our business has been in operation since 2011 and has had experience running some events in the past. We will have our staff on site the day of the event to ensure that guest needs are being met.

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**Q21**

Respondent skipped this question

Letter of support from project partner or community organization.

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**Q22**

Respondent skipped this question

Letter of support from project partner or community organization.

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**Q23**

Respondent skipped this question

Letter of support from project partner or community organization.

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Page 11: Supporting Documentation

**Q24**

Please provide one of the following: Proof of Not-For-Profit status, Proof of Corporate Status with legal operating name, CRA Business Number (BN), Certificate of Indian Status Registry Number, or Métis Registry Number.

**Corporate%20Status\_GreatEventsCo.pdf (70KB)**

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**Q25**

Letter of Support from DMO/DMP/DMMO.

**Example%20Letter%20of%20Support.docx (13.3KB)**

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Page 12: Final Checklist

**Q26**

Please ensure that you have submitted, and are aware of, the following:

**Proof of Not-For-Profit Status, Proof of Corporate Status with Legal Operating Name, Certificate of Indian Status Registry Number, or Metis Registry Number.**

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**Letter of Support from your local DMO/DMP.,**

**Project budget showing eligible expenses and the 50% contribution split with the RTO 9.**

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**IF YOU ARE APPROVED FOR FUNDING: Commercial general liability insurance of \$2M.**

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**IF YOU ARE APPROVED FOR FUNDING: use of the RTO 9 and Ontario logos recognizing support.**

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**All sections of the application have been completed fully.**

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