



Calvert County Tourism Development Incentive Fund Guidelines

This Calvert County Tourism Development Incentive Fund offers replacement capital to assist Calvert County's businesses and nonprofits in offsetting certain fees, including application, permit and support service charges required by Calvert County to host a special event which is open to the public; held in whole or in part upon County-owned or operated property; excluding special events held at Calvert County Parks.

General Terms and Conditions

- Grants are subject to an availability of funds, on a first-come, first-served basis.
- Grant amount will not exceed Twenty-five Thousand Dollars (\$25,000) per organization, or five (5) grant applications, per fiscal year (July-June), whichever comes first.
- To apply for a Tourism Development Incentive Fund grant, businesses and nonprofits must have first reviewed the Special Events Permit policy and process (<https://www.calvertcountymd.gov/3099/Special-Event-Permits>) **and** have completed and submitted a special events application (<https://www.calvertcountymd.gov/DocumentCenter/View/35903/Special-Event-Application?bidId=>) for the current fiscal year **and** have received an estimate of Calvert County support services costs required for their special event from the Calvert County Events and Marketing Coordinator (SpecialEvents@calvertcountymd.gov)
- Tourism Development Incentive Fund Grant application (www.choosecalvert.com/tourismfund) must be filed by an adult (18+) at least thirty (30) days prior to the special event. Send applications to info@choosecalvert.com
- Business and Nonprofits must be in good standing, as reported by the Maryland Department of Assessments and Taxation. <https://egov.maryland.gov/BusinessExpress/EntitySearch>
- Business and Nonprofits must have no outstanding Calvert County violations (i.e. zoning violations), overdue taxes or assessments.
- If awarded, grant funds will be transferred from the Calvert County Department of Economic Development to appropriate county departments and offices to pay fees directly. No money will pass through the applicant organization.
- If the event is canceled, grant will be null and void.



- Applicant will receive a confirmation or denial letter via email within ten (10) business days of application arrival date to the Department of Economic Development.
- Once approved, permittee is responsible for any fees and amounts (\$) owed to the county in excess of Tourism Development Incentive Fund Grant award.
- Once approved, permittee is responsible for reporting special event attendance numbers and success measures after the event occurs to the Department of Economic Development.
- The Department of Economic Development reserves the right to deny any grant application.
- Any party aggrieved by a decision with respect to a decision on a grant application may seek redress before the County Administrator by filing a notice of appeal that sets forth in detail the basis for the allegation of error within thirty (30) days of the decision.

The business or nonprofit applying for a Tourism Development Incentive Fund Grant must:

- Demonstrate that the special event will create destination awareness for Calvert County.
- Demonstrate that the special event in question has the ability to increase overnight stays in Calvert County.
- Demonstrate that the special event in question has the potential to increase visitor spending in-market.
- Demonstrate that the special event in question will have a measurable positive economic impact.