



**Franklin County Tourist Development Council  
501(c)(3) Museum Projects Grant Application  
2024-25**

The Franklin County Tourist Development Council has identified authorized use of Tourist Development Funds. per F.S. 125.0104(5) for museums that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public, within the boundaries of the county or sub county special taxing district in which the tax is levied. the tax revenues may be used to acquire, construct, extend, enlarge, remodel, repair, any improve any 501c3 non-profit corporations and governmental organizations for participation in the TDC's **501(c)(3) Museum Projects Grant**. This grant program is designed to provide financial assistance to local museums for Repairs, Additions, Expansions costs. The TDC has identified \$125,000 for this grant program subject to the availability of funds, and approval by the Franklin County TDC Board and the Franklin County BOCC. Annual awards are reimbursable grants for up to 25% of the funds budgeted for the fiscal year of the grant, paid upon receipt of required documentation. Additional funding may be requested and considered by the TDC Board but limited to amount budgeted for the fiscal year.

**Eligibility:**

Applicants must meet the following minimum requirements:

- Organization must be a 501c3 non-profit corporation or governmental organization located and doing business in Franklin County as a museum.
- Organizations requesting funding under this program must be identified as a museum as its primary mission in its corporate documents or, in the case of a governmental entity must be identified that its primary purpose is to operate as a museum by an ordinance or resolution.
- Organizations requesting funding should demonstrate that their museum operation is recognized by one or more state or federal museum organizations.
- Applicants must complete and apply requesting funds and provide all documents and information requested by the TDC.
- Applicant organization must have been in operation for a minimum of two (2) years.
- Before the grant application is presented to The TDC Board it will be reviewed to verify it meets the statutory requirements.
- If the grant is approved, the grantee will not be eligible to apply or receive another Museum Project Grant for 1 fiscal year (between 10/1/24 – 9/30/25).

**Grant Amount** - The grant award amount is based on 25% of the funds budgeted for the fiscal year of the grant. This is a reimbursement grant and will be paid upon the completion of the project. The approved project must be complete and all documentation for reimbursement submitted by Sept. 15<sup>th</sup> of the fiscal year.

**Application Requirements** - If the project exceeds \$10,000 then three (3) bids for the project will need to be presented with the application. Signage must be visible stating the project is funded by Franklin County Tourist Development Council. Applicants must submit the required application and supporting documents to the Franklin County TDC Office located at 731 Highway 98, Eastpoint, Florida, 32328 . Applications can also be transmitted via email to [grants@floridasforgottencoast.com](mailto:grants@floridasforgottencoast.com).

**Application Questions:**

Applicants may request clarification regarding any provision of this application by emailing Deborah Davis at [deb@floridasforgottencoast.com](mailto:deb@floridasforgottencoast.com) .



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**Section 1. Organizational Information:**

Organization Corporate or Government Name:

Address:

Contact Person:

Phone Number

Email Address

FEIN #:

W-9 Form

Have you previously received TDC funding for this program? Y N

**Section 2. Museum Information:**

Name:

Location:

Hours of Operation:

Manager:

Manager email:

Web Site:

**Section 3. Supporting Information to be Provided:**

- A brief description of the project and how it will improve in promoting tourism and preserving the heritage of the community, to attract tourists and improve the property opened to the public.
- Project budget and bids
- Corporate filing or Government Resolution
- Documentation of Participation with Accrediting or Funding organization

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**Signature of Authorized Agent**

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**Date**