

**CITY OF NEWPORT, OREGON
TOURISM MARKETING GRANT AGREEMENT**

THIS AGREEMENT is between the City of Newport, an Oregon municipal corporation (City), and Newport Parks and Recreation (Grantee) for Newport Harbor Triathlon (Event).

TERMS OF AGREEMENT

1. PURPOSE

The purpose of the grant program is to promote tourism and increase stays in lodging establishments within the city limits of Newport by funding advertising outside of Lincoln County. Events/activities scheduled for the off and/or shoulder seasons, September 15 through June 15.

2. ACKNOWLEDGEMENT

Acknowledgement must be given to the City of Newport in all promotional materials and programs associated with the event/activity.

3. FINAL REPORT

Grantees are required to provide the City with a final report summarizing the results of the event/activity including attendance, publicity outside of Lincoln County, lodging occupancy resulting from the event, advertising breakdown, and closing revenue/expenditure report. Failure to provide a final report to the City shall jeopardize future applications.

This information must be submitted to the City Manager's Office no later than one month from the final day of the event/activity.

Samples of all marketing materials and acknowledgements should be attached to this report.

4. COMPENSATION AND PAYMENT

The Grantee shall be paid \$ 2,500.00 for marketing and advertising the event outside of Lincoln County. Grant monies shall be paid after an invoice with incurred advertising costs, and a final report as noted in Section 3. above, has been submitted.

Payment to Grantee shall be made by City within thirty (30) days of receipt of the final report and invoice(s) for marketing and advertising the event outside of Lincoln County.

5. TERM

This agreement shall be effective when signed by both parties and end thirty days after submission of the final report.

6. SUBMITTING NOTICE, BILLS AND PAYMENTS

All notices and payment requests shall be made in writing and may be given by personal delivery, mail, or electronically. The following addresses shall be used to transmit notices and other information:

City of Newport
Attention: City Recorder
169 SW Coast Highway
Newport, Oregon 97365

e.glover@newportoregon.gov

7. WARRANTY & INDEMNIFICATION

Grantee certifies that:

- A. Grantee is fully liable for the acts and omissions of Grantee, the Event, and Grantee's contractor's that cause any damage, injury, death, property damage or loss to any person or property.
- B. Grantee will indemnify and defend the City, its officers, agents, employees, and volunteers and hold them harmless from any and all liability, causes of action, claims, losses, damages, judgments, or other costs or expenses including attorney's fees that may be asserted by any person or entity which in any way arise from, during, or in connection with, the performance of the work described in this Agreement. Grantee's indemnification shall also cover claims brought against the City under state or federal workers' compensation laws. If any aspect of this indemnity shall be found to be illegal or invalid for any reason whatsoever, the illegality or invalidity shall not affect the validity of the remainder of this indemnification.

7. TERMINATION WITHOUT CAUSE

At any time and without cause, City shall have the right in its sole discretion, to terminate this Agreement by giving notice to Grantee. If City terminates the Agreement pursuant to this Section due to no fault of Grantee, City shall pay Grantee for all approved and undisputed services rendered up to the date of termination.

8. COMPLIANCE WITH LAWS AND RULES

Grantee shall comply with all applicable federal, state, and local laws, rules, and regulations.

City of Newport:



Date: 8/12/24

Nina Vetter, City Manager
City of Newport
169 SW Coast Highway
Newport, Oregon 97365
Business Phone: 541.574.0603

Grantee:


(Grantee Signature)

Date: 8/12/24

Address: 169 SW Coast Hwy
Newport, OR 97365

Phone: 541-265-4857

E-Mail: K.Naughton@NewportOregon.gov



CITY OF NEWPORT
169 SW Coast Highway
Newport, Oregon 97365
541.574.0613
e.glover@newportoregon.gov

TOURISM MARKETING GRANT FUND APPLICATION

The purpose of the grant program is to promote tourism and increase stays in lodging establishments within the city limits of Newport by funding advertising outside of Lincoln County. Events/activities scheduled for the off and/or shoulder seasons, September 15 through June 15, will be given priority. Funding may not be provided for well-established events/activities, although funding may be provided for expansion or changes of existing events if the city determines the changes will increase tourism.

Applications must be submitted to Erik Glover, Assistant City Manager/City Recorder, at the City Manager's Office. Applications will then be reviewed by the Destination Newport Committee and forwarded to the City Council with a recommendation for approval or denial. The regular City Council meetings are held on the first and third Mondays of the month.

The city reserves the right to grant all or a portion of a request; deny a request; or recommend no award regardless of availability of funds. There is no guarantee that funding, if granted, will be available for an event/activity in subsequent years.

The city will enter into a contract with successful applicants, and award grant monies after an invoice with incurred advertising costs has been submitted.

INSTRUCTIONS

1. Complete the prepared application for event/activity grant funding. The forms can be obtained at the City Manager's Office, at the Newport City Hall, or on the city website at www.newportoregon.gov. Use only the city form when preparing an application.
2. Applications must be submitted a minimum of three months prior to the scheduled event. The Destination Newport Committee will consider applications at their regular monthly meetings. Applications for events that have already occurred will not be accepted.
3. The applicant, or applicant's representative, may attend the Destination Newport Committee meeting at which the application will be considered. No applicant presentation is required, but the applicant should be prepared to respond to questions.
4. Acknowledgement must be given to the City of Newport in all promotional materials and programs associated with the event/activity.
5. Applicants are required to provide the city with a final report summarizing the results of the event/activity including attendance, publicity outside of Lincoln County, lodging occupancy resulting from the event, advertising breakdown, and closing revenue/expenditure report. This information must be submitted to the City Manager's Office no later than one month from the final day of the event/activity. Samples of all marketing materials and acknowledgements should be attached to this report. Failure to provide a final report to the city shall jeopardize future applications.
6. Preference will be given to events/activities that have taken place for three years or less, though events running more than three years are still eligible for consideration if proper reasoning is provided, or there are new components/improvements to existing events/activities.

General Information:

Name of Applicant Organization: Newport Parks and Recreation

Mailing Address: 169 SW Coast Hwy

City, State, Zip: Newport, Oregon, 97365

Telephone: 541-265-7770 Fax: _____

E-Mail Address: play@newportoregon.gov

Principal Contact (If different from Applicant): Keeley Naughton, Zach Koprowski

Mailing Address (If different from Applicant): Same as above

City, State, Zip: _____

Telephone: 541-265-4857 Fax: _____

E-Mail Address: K.Naughton@NewportOregon.gov

Date(s) and Time(s) of Event: September 29, 8 am-2 pm

Description of Event or Activity*: Newport Harbor Triathlon. The swimming leg of the event will be held in the Aquatic Center. The running and biking portions will be held outside around Newport. We will offer adult and youth divisions at this event.

Nature of Event or Activity: Triathlon

Single Day Event Yes

Multi-night local lodging event 2 days

Extended calendar event. _____ days

Amount of Funding Requested: \$ \$2500

Total Event/Activity Budget: \$ \$12,400

What specific marketing expenditures will the granted funds be used for?*

The granted funds will be used for flyers, banners, outreach marketing (inside and outside of Newport), branded event items, social media advertisements, radio and newspaper advertisements.

List event/activity supporters or partners*: Newport High School volleyball team

Has applicant received funding in prior years from the city for this event/activity? If yes, when:
No

Projected Event/Activity Impact:

Describe how the event/activity will affect the Newport economy (e.g., room nights,

Our anticipated turnout of 100 athletes and their families will offer a significant boost to the Newport economy. Participants, as well as friends and families, will likely spend 1-2 nights in local hotels and lodging. During this time, these people will likely shop dine out in Newport, as well as visit local attractions. We hope to significantly grow this event in future years, but as a first time event, we believe that 75-100 athletes is a realistic estimate. A tourism marketing grant will help us fund marketing efforts and get this event off the ground.

Advertising Reporting Requirements:

Please provide a proposed budget of revenues and expenditures in a form similar to the following:

PROPOSED ADVERTISING REVENUES

Source #1	<u>Sponsors</u>	Amount	\$ <u>500</u>
Source #2	<u></u>	Amount	\$ <u></u>
Source #3	<u></u>	Amount	\$ <u></u>
Source #4	<u></u>	Amount	\$ <u></u>
Source #5	<u></u>	Amount	\$ <u></u>
TOTAL REVENUES			\$ <u>500</u>

PROPOSED ADVERTISING EXPENDITURES

Use #1	<u>Flyers</u>	Amount	\$ <u>100</u>
Use #2	<u>Banners</u>	Amount	\$ <u>1000</u>
Use #3	<u>Outreach marketing</u>	Amount	\$ <u>1000</u>
Use #4	<u>Branded event items</u>	Amount	\$ <u>1000</u>
Use #5	<u>Facebook advertisements</u>	Amount	\$ <u>100</u>
Use #6	<u>Radio and newspaper ads</u>	Amount	\$ <u>500</u>
Use #7	<u>Logo design</u>	Amount	\$ <u>300</u>
Use #8	<u>Website</u>	Amount	\$ <u>200</u>
Use #9	<u></u>	Amount	\$ <u></u>
Use #10	<u></u>	Amount	\$ <u></u>
TOTAL EXPENDITURES			\$ <u>4200</u>

REVENUES MINUS EXPENDITURES \$ -3700

7-10-24
Date

Keeley Naughton
Applicant Signature

Keeley Naughton
Applicant Printed Name