

PORT TOWNSEND LODGING TAX GRANT CRITERIA - 2025	
Required Criteria for Organization	
<i>Is designated as a 501 (c) - Non-profit organization or has a fiscal agent</i>	<input type="checkbox"/>
<i>Is able to utilize the LTAC grant for its intended purpose, and spent within 2025</i>	<input type="checkbox"/>
<i>Is willing to accept a reimbursable grant - funding is not provided upfront</i>	<input type="checkbox"/>
<i>Is willing to accept partial funding, if needed</i>	<input type="checkbox"/>
<i>Is willing to utilize City of PT Destination brand identity on digital and print materials and recognize City LTAC as a funder</i>	<input type="checkbox"/>
<i>Is willing and able to collect visitor data and submit a final report</i>	<input type="checkbox"/>
Required Criteria for Proposal - Project / Event / Marketing	
<i>Increase number of overnight stays in Port Townsend lodging as per RCW 67.28</i>	<input type="checkbox"/>
<i>Strategy for providing additional visitations to Port Townsend in the offseason</i>	<input type="checkbox"/>
<i>Documented plan for marketing to visitors 50+ miles away</i>	<input type="checkbox"/>
<i>Considers sustainability (environmental and otherwise) in the planning of the project or event</i>	<input type="checkbox"/>
<i>Considers locals and visitors as the audience</i>	<input type="checkbox"/>
<i>Open to the public and provides a free or low cost option for participation</i>	<input type="checkbox"/>
<i>Considers accessibility (physical and otherwise) in the planning of the project or event</i>	<input type="checkbox"/>
Desired Criteria for Proposal - Project / Event / Marketing	
<i>Has not received a City of PT LTAC award in the past year</i>	1
<i>Organization has a track record of project / event success</i>	2
<i>Create local jobs and/or utilize local vendors</i>	3
<i>Reflect partnerships with local lodging businesses</i>	3
<i>Leverages matching or in-kind funds, has other sources of funding</i>	3
<i>Provide a new (< 3 yr) offering to Port Townsend</i>	2
<i>Project or event occurs over more than one day</i>	3
<i>Project or event is anticipated to have over 100 participants</i>	2
<i>Project or event is building on a longer term strategy and is thinking about the broader Olympic Peninsula region, and/or state-wide tourism</i>	3
Criteria Updated January 2025	• 22