



# ALPINE TRAVEL & TOURISM BOARD MEETING

March 25, 2025 at 6:00 PM  
250 River Circle - Alpine, WY 83128

## AGENDA

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Notice - The video and audio for this meeting are streamed live to the public via the internet and mobile devices with views that encompass all areas, participants, and audience members. Please silence all electronic devices during the meeting. Comments made on YouTube will not be answered. Please email [admin@alpinewy.gov](mailto:admin@alpinewy.gov) with any questions or comments.

YouTube LINK FOR LIVE FEED:

<https://www.youtube.com/@townofalpine/streams>

1. **CALL TO ORDER** - Jeremy Larsen

2. **ROLL CALL** – Melody Leseberg

3. **ANNOUNCEMENTS** – Jeremy Larsen

1. Financial Disclosure
2. Lincoln County Travel & Tourism Report - Jeremy Larsen

4. **ACTION ITEMS**

- Motion to approve previous meeting minutes. Approval of previous meeting minutes October 2024
- Reports on Grant funding projects for 24/25 fiscal year
- 1<sup>st</sup> Reading Star Valley Trout Unlimited
- 1<sup>st</sup> Reading Alpine Art Auction - Star Valley Arts Council
- 1<sup>st</sup> Reading Alpine Art Festival - Star Valley Arts Council
- 1<sup>st</sup> Reading Montana Shakespeare in the Parks - Star Valley Arts Council
- 1<sup>st</sup> Reading Interactive Touch Screen Kiosk - Town of Alpine
- 1<sup>st</sup> Reading Winter Jubilee - Town of Alpine
- 1<sup>st</sup> Reading Alpine Ambassadors for Responsible Recreation - Friends of the Bridger Teton

- 1<sup>st</sup> Reading Reggae in the Rockies - Gray Bear Productions
- 1<sup>st</sup> Reading Trail Groomer - Town of Alpine
- 1<sup>st</sup> Reading Winter Grooming - ATAP
- 1<sup>st</sup> Reading Marketing Proposal - SVI Media
- 1<sup>st</sup> Reading Alpine Mountain Days - Town of Alpine
- 1<sup>st</sup> Reading 4th of July Fireworks - Town of Alpine
- 1<sup>st</sup> Reading Ladder Truck Supplies - Alpine Fire Department
- 1<sup>st</sup> Reading Music in the Mountains - Town of Alpine
- Review Bylaws
- Travel & Tourism Logo

## **5. DISCUSSION ITEMS:**

- Discuss cooperative applications with Lincoln County TT

## **6. ADJOURNMENT**

# Town of Alpine Travel and Tourism Grant Application



**Mission.** Town of Alpine Travel and Tourism Board's mission is to help create positive experiences for visitors and residents by funding Lodging tax dollars for projects and/or events in Town of Alpine.

**Purpose.** The purpose of Town of Alpine Travel and Tourism Board is to provide for the promotion of travel and tourism within Town of Alpine and to administer the distribution of lodging tax revenue, ideally for the benefit to local businesses and residents of Town of Alpine.

## **EXECUTIVE SUMMARY**

The Star Valley Trout Unlimited chapter (SVTU) respectfully submits this grant application to secure reimbursement funding for our third annual Fly Fishing Film Festival Fundraiser, which is planned to take place at the Alpine Civic Center in April of 2026.

This event follows our inaugural film festival at Alpine Civic Center which took place on April 20, 2024, and the second annual film festival planned for April 19, 2025. These events have garnered huge support from the community selling out at full capacity and offering local businesses an opportunity to showcase their offerings to an enthusiastic audience from Star Valley, Jackson, and Idaho.

About Trout Unlimited:

### **Our Mission:**

To bring together diverse interests to care for and recover rivers and streams so our children can experience the joy of wild and native trout and salmon.

## Our Vision:

For communities across America to engage in the work of repairing and renewing the rivers, streams, and other waters on which we all depend.

## Who We Are:

Founded in Michigan in 1959, Trout Unlimited today is a national non-profit organization with 300,000 members and supporters dedicated to conserving, protecting, and restoring America's coldwater fisheries and their watersheds.

So why is a film festival, hosted by Star Valley Trout Unlimited, important to the Town of Alpine? It holds significant importance for the Town of Alpine due to our local members' dedication to "conserving, protecting, and restoring" local waters, ensuring recreational opportunities for future generations. Alpine is often the place where anglers sleep, eat, and shop when they visit Star Valley to fish the Salt River and its tributaries. The Salt River has deteriorated in quality over multiple decades through major loss of riparian vegetation, severely eroding banks, fish passage barriers, loss of pool and spawning habitat, and many other habitat and water quality concerns. Trout Unlimited hired Tanner Belknap as Salt River Watershed Manager to make much-needed improvements to the river. Under Tanner's leadership, significant restoration projects on the Salt River have been completed, and more are underway.

Trout Unlimited currently has two major upcoming restoration projects on the Salt River. Both were initially scheduled for 2025 construction but will most likely occur in 2026 due to the federal funding freeze. Both projects are currently in the detailed design stage. The first project is at the Clarks Barn Public Access Area near Afton. The project will restore one mile of severely over-widened and sediment-laden channel on the Salt River, dramatically improving riparian and aquatic habitat and reducing erosion. The project will replace a post-and-plank diversion that currently blocks fish passage to upstream spawning habitat with one which allows healthy fish passage, boater passage, and sediment transport. This project will also install riparian fencing and water gaps to improve grazing management and minimize the habitat and water quality impacts of livestock. The second project will restore approximately 2.5 miles of the Salt River from the Diversion Access at Whitetail Lane upstream to the first US-89 bridge. The section lost significant stream length due to historic land use practices and is currently over-steepened with high erosion and little pool habitat. The project will reconnect old meanders to restore stream length, improve stream function, and increase the quantity and quality of trout habitat.

In October 2024, Trout Unlimited was awarded \$14.03 million through the USDA NRCS Regional Conservation Partnership Program (RCPP) for habitat restoration, diversion replacements, and livestock management on the Wyoming side of the Salt River watershed. With this funding, we will restore approximately 15 miles of the Salt River, working with over 20 landowners. However, this funding has been frozen, and the future of the award is uncertain. Trout Unlimited is currently planning a water quality study of the Salt River with Wyoming DEQ. Currently, our water quality data is limited to E. coli and almost ten years out of date. This study will give us a broad understanding of the chemical, biological, and physical impairments of the Salt River and help us to make recreation safer on the Salt River and its tributaries.

By improving the quality of fishing in Star Valley, this work directly influences the decisions made by tourists to visit and spend their dollars on lodging, guiding, rentals, restaurants, bars and so many other businesses

in Alpine. The Salt River is the lifeblood of summer recreation for Alpine's visitors, and anyone who enjoyed this river knows how desperately habitat restoration is needed.

Our application details the specific benefits our event will bring to the Town of Alpine. These benefits include an estimated 180-plus visitors coming to the Alpine Civic Center and witnessing what the Town of Alpine offers. We anticipate that our visitors will visit local establishments (i.e., bars and restaurants) both before and after the event and take advantage of lodging on a limited basis. We are confident the film festival will drive interest in fly fishing the local waters around the Town of Alpine. We also expect the event will drive future business for guides, rentals, restaurants, bars, and lodging within Alpine as these visitors return. With sponsorship support from multiple local businesses, our event also aims to boost participation in Trout Unlimited, facilitating larger restoration projects that enhance the waterways crucial for Alpine's recreational activities and economic sustainability. Our application provides detailed information on these benefits, and we are available to attend meetings and present our proposal in person if needed. In summary, our event delivers immediate and long-term advantages for Alpine, sustaining efforts to conserve waterways and ensure enduring recreational opportunities and economic prosperity for the community.

Our application is attached and addresses all the required information. If additional information is needed, please do not hesitate to contact us. We would happily attend any meetings and present our application responses personally.

Our event delivers direct, appreciable, and long-term advantages to the Town of Alpine. It sustains efforts to 'conserve, protect, and restore' our precious waterways, ensuring enduring recreational opportunities and associated economic prosperity for the community.

Respectfully submitted,

Ron Quinn  
President, Star Valley Trout Unlimited

## **APPLICATION PACKAGE**

Section 4, Itema.

**1. Applicant Organization Name:** Star Valley Trout Unlimited (SVTU)

**2. Event or Project Name:** Fly Fishing Film Tour (F3T), International Fly Fishing Film Festival (IF4™), or similar film project

**3. Event or Project Location:** Alpine Civic Center

**4. Date:** April of 2026, exact date TBD

**5. Applicant Address:** PO Box 3143 Alpine, WY 83128

**6. Applicant Phone and email:** (307) 413-0133/[bari.bucholz@gmail.com](mailto:bari.bucholz@gmail.com)

**7. Organization Contact Name:** Ron Quinn

**8. Organization Contact Phone and Email:** (307) 887-5043/[quinn9986@gmail.com](mailto:quinn9986@gmail.com)

**9. Secondary Organization Contact name:** Tom Michie

**10. Secondary Organization Phone and Email:** (703) 727-6698/[thmichie@gmail.com](mailto:thmichie@gmail.com)

**11. List of organization's Board Members and positions:**

**President-** Ron Quinn

**Vice President-** Bari Bucholz

**Members at Large:** Steve Cook

Fred Pritchard Paul Schaeffer

**Secretary-** Lizzy Bachman**reasurer-** Michael Schiffhauer

**12. Organization Structure: Non-Profit, Individual, Municipality?** Non-Profit

**13. Organization EIN:** 821211861

**Organization W-9:** N/A

**14. Organization board minutes approving grant applications:**

The board voted per email on 3/13 to apply for this grant.

**15. Amount of funds requested?** \$5,352

**16. Proposed Cost of Project?** \$6,552

**17. List of donors for the 2025 event:**

To date, 2025 sponsors and donors include:

Bank of Star Valley

Four Pines Physical Therapy

Melvin Brewing

Ken Takata Photography

Ferry Peak Women's Health

We anticipate having even more sponsors and donors in 2026.

**18: Describe Project/Event:**

**Purpose:** To host a successful fundraising event that supports the continued efforts of Star Valley Trout Unlimited.

**Objectives:**

1. Raise funds to support stream restoration projects that enhance the ecological function and resiliency of the Salt River watershed.
2. Inform attendees of ongoing restoration projects and watershed planning activities led by Trout Unlimited.
3. Inspire public support for restoring the Salt River and its tributaries by understanding how this will improve the fishery, water quality, and the local economy.
4. Host an enjoyable, safe event that generates public enthusiasm for SVTU.

**19: Where will the project/event take place?** Alpine Civic Center**20: Give a timeline with project/event deadlines.**January:

Board meeting to vote on hosting the IF4™ event, or similar film project (just to keep our options open)

Create a spreadsheet for shared communications Start

ToATT grant application

f3t

February:

Create sponsorship package details

Secure venue, food option Brainstorm

raffle prizes

Sign up for IF4™ or similar

Design promotional assets

Update spreadsheet for shared communication

Continue ToATT grant application

Contact prospective sponsors and donors

Create a QR code for ticket sales

March:

Secure sponsors and donors

Create event promotional materials- banner, flyers, social media, etc. Submit an application for a catering license and temporary banner permit Create a slideshow for current SVTU Salt River restoration projects

Write an article for SVI about local projects

Save the date email/ social media posts, etc.

Purchase items to raffle (IF4™ or F3T swag pack) Set

up Venmo account/ credit card payment option

Request to be added to Alpine Calendar of Events



Update spreadsheet for shared communication Submit

ToATT grant application

Create signage: tip jar, food menu, labels for raffle ticket containers, sponsor logos for table, etc. April:

Secure volunteers- set up chairs/tables, greet/take tickets, assign people for tables: drinks and check IDs, raffle tickets/sell TU memberships, SVTU project info, clean-up

Gather raffle

prizes Print

signage Create

run of show

## **21. What is the expected impact of the project/event?**

In addition to creating tourism for the Town of Alpine, we intend to increase community awareness for Star Valley Trout Unlimited, recruit volunteers for habitat restoration projects on the Salt River, and create community connections among locals. Proceeds from the event will benefit the recreation community, outfitters and guides, and landowners by supporting stream restoration projects in the Salt River watershed.

Flexible funding sources are critical for a few aspects of stream restoration projects with design and public engagement being at the forefront. For example, very few grant funding sources will pay for the engineering design of river restoration projects. Completing designs is often the choke point that limits the scale of restoration that TU is able to accomplish. Additionally, design grants from Wyoming Game and Fish Department or landowner contributions frequently fall short of what is needed to finish the engineered design. Star Valley TU would like to emulate the Jackson Hole chapter in its ability to contribute towards design funding gaps. With relatively small amounts of funding that allow the completion of designs, TU's Salt River Watershed Manager is able to pursue large grants that fund construction. SVTU will also use this money to fund willow plantings, hand-built restoration approaches, and other forms of community involvement in river restoration projects outside the scope of larger grant funding sources.

## **22. How many tourists will it attract?**

SVTU expects approximately 180 attendees at the IF4™, or similar film event, with many being non-local tourists, this is in line with attendance at the 2024 event. It is difficult to quantify the tourism generated from long-term investments in the health of the Salt River watershed, but we would argue that it is significant given the degraded state of the Salt River and its tributaries.

## **23. How will it benefit overnight stays and local business impact?**

As a direct result of the event, we anticipate our attendees will contribute to the local economy in several ways. First, they will take advantage of local establishments before and after the event.

Second, although most attendees will likely reside within reasonable driving distance from home, we expect a percentage to opt for overnight stays in Alpine. Third, our table sponsors, listed elsewhere in this application, will directly benefit from the exposure generated at our event driving local business and tax revenue.

Long-term overnight stays and business impact will be generated through the stream restoration and watershed restoration planning Trout Unlimited is embarking upon. This work greatly improves fish populations and angler experience and any investment into this work will yield returns in angling tourism.

#### **24. Will there be a benefit to our local population?**

In addition to boosting local businesses and increasing associated tax revenues, our event will also highlight the ongoing efforts of Trout Unlimited in our watershed. Tanner Belknap, Trout Unlimited's Salt River Watershed Manager, will present on completed and ongoing stream restoration projects and be available for questions and answers before the event and during intermission. He'll highlight local projects aimed at improving the habitat and resiliency of the Salt River and its tributaries. These efforts promote recreational opportunities and directly contribute to our community's economic well-being. We sincerely hope this will encourage participation in SVTU's stream restoration projects, ultimately benefiting all residents of Alpine.

The proceeds from this fundraiser will provide a flexible funding source for restoration projects in the watershed. These projects improve fishery health, stream wildness, and aesthetics, all of which improve the experience of those who travel here for the rivers and streams. To better understand how an engaged Trout Unlimited chapter can have a major watershed impact, please reference the [Big Blackfoot Chapter of Trout Unlimited](#).

#### **25. How long will your project/event benefit the intended target market?**

We expect the initial economic impact of our event to span two days, encompassing increased business for local restaurants, bars, and overnight lodging extending into the second day. However, we anticipate a more prolonged benefit for the Town of Alpine through continued exposure to local businesses, extended beyond the hospitality sector. Further, we hope to generate exposure and interest in Trout Unlimited (TU), particularly its watershed restoration projects, which contribute to preserving and enhancing local waters. This, in turn, fosters long-term recreational opportunities, attracting visitors to the area over time.

#### **26. How will ToATT grant money be used? See budget**

#### **27. Have you applied for other sources? No**

**If so, where?** N/A

#### **28. Will there be other funds available? Yes**

**If so, how much?** The Star Valley chapter of Trout Unlimited is financially sound and we are able to self fund this event for now in anticipation of grant funding. However, our stated goal is to use proceeds to further stream restoration projects and other critical habitat needs and that is our intent.

**29. Will there be a need for future funding? Yes**

**If so, explain?** We intend this to be an annual Star Valley Trout Unlimited fundraising event.

**SUPPORTING DOCUMENTATION**

☐ [Budget Worksheet or Financial Plan](#) ☐

IRS EIN- 821211861

☐ **Bids, Contracts, Estimates, etc.** N/A

☐ **W-9** N/A

☐ **Marketing Plan** Here's a link to our advertising for the 2025 event:

<https://www.alpinewy.gov/community/page/star-valley-trout-unlimited/>

Star Valley Trout Unlimited will utilize various avenues to market our third Annual Fundraiser. This includes paid and unpaid organizational efforts and beneficial exposure to involved sponsors and partners. If ToATT funds this event, they will be highlighted on all free and paid marketing materials.

Paid Efforts: \$2,077

- **Create:** graphic design and visual asset support to promote through social media and print materials. 2024 examples: poster and banner- currently at Alpine Junction!
- **Advertise:** newspapers (Buckrail, Star Valley Independent, JH News and Guide) + other targeted placements, banner
- **Print:** flyers and posters to advertise in Star Valley, Hoback and

Jackson

Unpaid Efforts:

- Add event listing to the SVTU website, Alpine Calendar of Events, and homepage slideshow
- Email: E-Newsletters to SVTU members
- Social Media: Several posts on Instagram and Facebook, as well as stories
- Cross-promotion from various partners from local organizations
- Personal outreach from our staff to family and friends

## **EVALUATION CRITERIA**

The Committee will evaluate applications according to the following criteria. Notwithstanding these criteria, the Committee reserves the right to approve or deny any application.

### **1. Application Package:**

**Is the application package complete with an Executive Summary, Application, Marketing Plan (if needed), and Budget? Yes**

### **2. Eligibility:**

**Is the project presented eligible? If not, can it be easily adjusted to qualify or are there individual eligible elements that could be funded? Yes**

### **3. Tourism:**

**Will the project efficiently and effectively increase overnight stays, benefit local restaurants, stimulate retail sales, and promote visitor intent to return?**

A film festival sponsored by well-known brands such as Orvis, Trout Unlimited, Backcountry Hunters and Anglers, and Bajio attracts participants locally and regionally. By having out-of-towners pay for lodging and support local shops, restaurants, and bars, we hope to generate economic benefits.

Additionally, the event encourages visitors to explore Alpine and engage with businesses offering outdoor experiences, fostering sustained economic experiences.

### **4. Balance:**

**How well does it contribute to balancing the annual calendar of events, both regarding dates and types of events? Is this, or can it be coordinated with other events?**

We aim to elevate the film event, attracting more regional visitors and providing a unique experience during the “off-season.” Funding provided through the event fuels our work to keep the event on the books. We would be open to coordinating with other events if needed.

### **5. Community Benefit:**

**Does this enhance the lives of local residents as well as visitor experience and does it allow for a meaningful interaction?**

As mentioned in #24, the event enhances the lives of both local residents and visitors by contributing to the local economy through increased business for restaurants, bars, and lodging. It also allows for meaningful

interaction by highlighting ongoing conservation efforts and promoting participation in stream restoration projects, ultimately benefiting all residents of Alpine.

## **6. Mission:**

### **How well does it meet the ToATT's mission and vision to "help create positive experiences for visitors and residents" to the Town of Alpine?**

Research indicates that attendees in this demographic typically contribute to the local economy by purchasing at least five meals at local restaurants and engaging in shopping activities in and around Alpine. This event also serves as a catalyst for fostering return visits as attendees continue to explore the area's many attractions beyond the fly fishing film experience.

## **7. Growth Potential:**

### **Is the event financially sustainable?**

We anticipate the annual Star Valley Trout Unlimited fundraiser to become self-sustaining in its current form within the next three years. With the support of ToATT funding, we aim to capitalize on our initial success and community interest in fly-fishing films produced by filmmakers from all over the globe. This event will focus on the environment, stewardship, and conservation to establish the event further, attract outside sponsorships, and generate profits that will enable it to be independent as it gains momentum and secures its place in the community. Alpine has the potential to become the gathering place of the fly-fishing community.

### **Is this a viable event with potential to grow?**

We project steady annual growth in participation due to expanding local awareness, positive word of mouth, and heightened press coverage, enhancing visibility. We believe in the event's potential to attract a broader regional audience in the upcoming years. It is the intent of our chapter to drive membership through these events and be able to add additional activities to the film festival "weekend".

## **8. Leveraging Value:**

### **How great is the potential to attract sponsorships and media exposure, thereby increasing the impact of the ToATT funds?**

The potential to attract sponsorships and media exposure is substantial due to the event's focus on community engagement and conservation efforts. We sold out sponsorship opportunities at our first event and anticipate similar support for the 2025 event. Sponsors will likely be interested in aligning themselves with initiatives promoting environmental stewardship and local community development.

Additionally, media exposure, whether through traditional outlets or social media, can amplify the reach and impact of the event, drawing attention to the cause and encouraging further support from both individuals and organizations. This increased visibility can lead to greater participation, donations, and, ultimately, a more significant impact of the ToATT funds on conservation projects and community initiatives.

**9. Cost Effectiveness:****Does the project propose an efficient, economical use of the ToATT funds?**

We anticipate a high ROI by allocating funds towards initiatives with measurable and impactful outcomes.

**For Art Project(s): is the project an expression of Alpine's culture, including traditions, history and distinctive character?**

N/A since we're an event.

**13. Marketing:****How will the proposed project be marketed out of the area and how will their marketing coordinate with current ToATT marketing efforts?**

Attendees can book lodging through an event page on SVTU's website, featuring recommended accommodations from local lodging options, including hotels, RV Parks, AirBnb rentals, etc, alongside booking sites via [wyomingtourism.org](http://wyomingtourism.org). We'll also promote partner lodging options on social media and in SVTU's newsletters for easy access and a seamless booking experience.

**14. Recognition:****How will the project recognize the support provided by the Lodging Tax Grant?**

All of our event advertising will include a credit line indicating that support was provided by the Town of Alpine's Travel and Tourism grant. We'll also try to get a featured filmmaker to provide a question and answer session and comp his/her lodging and meals while in Alpine.

**Post Project/Event Feedback Checklist:**

- **Recap of Project/Event:**
- **Number of Attendees:**
- **Documentation (adds or pics) showing ToATT was listed and promoted as a sponsor**
- **Explain how your project/event created tourism.**

- Explain how your project/event positively impacted the Alpine community.
- Was/is the objective of your project/event been met?
- Will you have the project/event again?
- What changes would you make, if any?
- Did you make new connections to future partners for your project/event?
- Show your Budget: ([here](#))

Failure to file a final report and attend the Feedback meeting can result in ineligibility for future awards.

These grant dollars are generated with the lodging tax charge on overnight stays in the Town of Alpine. The board prioritizes dollars toward events that generate overnight stays and commerce amidst area businesses.

Signature Authorization to seek funds:

## **Alpine Tourism Grant Application**

**Name of Organization:** Star Valley Arts Council

**Event or Project Name:** Alpine Art Auction

**Event or Project Location and Date:** Alpine Civic Center

**Applicant Address:** PO Box 1082, Afton WY 83110

**Applicant Phone and email:** 307.886.4411, lxi@starvalleyarts.org

**Organization Contact Name:** Lxi Weber

**Organization Contact Phone and Email:** 307.886.4411, lxi@starvalleyarts.org

### **List of organizations Board Members and positions:**

Janet Erickson - Chairwoman - Vocal Instructor

Val Bagley - Artist

Tim Hale - Treasurer - Financial Planner

Doug Monson - Art Gallery Owner/Artist

Denise Christensen - Therapist/Social Worker

Eileen Hale - Retired teacher

Taryn Boals - Artist

Annie Heiner - Graphic Designer

Corinne Storey - Substitute School Teacher

**Organization Structure: Non-Profit, Individual, Municipality?** Non-profit

**Organization EIN:** 83-0329440

**Organization W-9 if applicable:** See attached

**Organization board minutes approving grant Applications:** Grant applications were



discussed at our annual board meeting on January 11, 2025, and the minutes were approved on February 5, 2025.

**Amount of funds requested?** \$4,000

**Proposed Cost of Project?** \$10,000

**List of other donors?** The Alpine Tourism Board is the main organization we are applying to for the Art Auction.

**Describe Project/Event; Purpose, Objective:**

We are seeking grant funding to host our 2nd annual art auction in Alpine, which showcases the talent of regional artists, growing our local art economy. It will draw art collectors and artists from surrounding areas, while elevating the visibility and economic prospects of local artists. This is a platform for our artists to showcase their work in a way that isn't available anywhere else in the valley.

Last year, we had about 120 attendees. We collected 50 pieces of art, and sold 34 of them via live and silent auctions. We had food, drinks, handmade chocolates, aerial artists, a string quartet, and live painters. All artists were local, but this year we are branching out to regional artists AND regional collectors.

**Where will the project/event take place?**

Alpine Civic Center

**Give a timeline with project/event deadlines?**

This event will take place on July 5th, from 7:00pm-9:00pm.

**What is the expected impact of the project/event? How many tourists will it attract? How will it benefit overnight stays and local business impact? Will there be a benefit to our local population?**

This event provides a platform for emerging and established local and regional performing and fine artists. It will bring in collectors from neighboring cities and regions, boosting both exposure and sales. It is a public celebration for the arts with community access and participation, and gives the artists a chance to benefit financially from both auction sales and relationships made.

**How will ToATT grant money be used?**

Funds would be used for the following:

Live music, printed materials, venue rental, and advertising.

**Have you applied for other sources? If so, where?**

This is the only source we are applying to specifically for the Art Auction.

**Will there be other funds available? If so, how much?**

We will evaluate our grant funds once they are awarded to see what we might be able to put towards this. Additionally, we are seeking sponsors to help fund this project.

**Will there be a need for future funding? If so, explain?**

As this event becomes more established, we hope that previous years' sales and sponsorships will allow us to not need future grand funding.

**Marketing Plan**

Social Media - \$500

\$500 would be used during the months of June/July to attract visitors to the event

Jackson Hole Daily - \$500

Would be used in June, to run on a Friday/Saturday, to attract vendors

Jackson Hole News & Guide - \$500

Would be used for one week in August, to attract visitors to the event

Mailers - \$1,000

Would be sent out to Star Valley PO Boxes

Star Valley Independent - \$300

\$300 would be used during the months of June/July to attract visitors to the event

SVI Media - \$200

\$200 would be used for radio ads during the month of June

Teton Valley News - \$500

\$500 would be used during the month of August to attract visitors to the event

Posters and Signage - \$500

Total - \$4,000

## **Alpine Tourism Grant Application**

**Name of Organization:** Star Valley Arts Council

**Event or Project Name:** Alpine Art Festival

**Event or Project Location and Date:** Bank of Jackson Hole Lawn, August 15th-16th, 2025

**Applicant Address:** PO Box 1082, Afton WY 83110

**Applicant Phone and email:** 307.886.4411, lxi@starvalleyarts.org

**Organization Contact Name:** Lxi Weber

**Organization Contact Phone and Email:** 307.886.4411, lxi@starvalleyarts.org

### **Board Members and positions:**

Janet Erickson - Chairwoman - Vocal Instructor

Val Bagley - Artist

Tim Hale - Treasurer - Financial Planner

Doug Monson - Art Gallery Owner/Artist

Denise Christensen - Therapist/Social Worker

Eileen Hale - Retired teacher

Annie Heiner - Graphic Designer

Corinne Storey - Substitute School Teacher

**Organization Structure: Non-Profit, Individual, Municipality?** Non-profit

**Organization EIN:** 83-0329440

**Organization W-9 if applicable:** See attached

**Organization board minutes approving grant Applications:** Grant applications were discussed at our annual board meeting on February 10, 2024, and the minutes were approved on March 13, 2024.

**Amount of funds requested?** \$4,000

**Proposed Cost of Project?** \$7,150

**List of other donors?** The Alpine Tourism Board is the main organization we are applying to for the Alpine Art Festival

**Describe Project/Event; Purpose, Objective:**

The Alpine Car Show is a fun event, one that the community looks forward to every year. The Star Valley Arts Council (SVAC) would like to build on this event and create a companion annual arts festival to showcase local AND nonlocal artisans. We believe that Alpine has the right demographic and location for this type of event to eventually be able to grow into a very popular event that both vendors and tourists will travel for.

**Where will the project/event take place?**

Bank of Jackson Hole lawn

**Give a timeline with project/event deadlines?**

The Alpine Arts Festival will be on August 15th and 16th, from 10:00am-6:00pm both days.

We have extended the vendor application deadline to July 1, 2025, with late applications allowed for an additional fee.

**What is the expected impact of the project/event? How many tourists will it attract? How will it benefit overnight stays and local business impact? Will there be a benefit to our local population?**

We plan to market this project heavily to the surrounding area, like Jackson, Pinedale and Driggs/Victor in hopes that we can draw more artists to participate as vendors. As this event grows, we feel like it will absolutely be something worth traveling to Alpine for.

Both artists and attendees will spend money in stores and restaurants, and some of the vendors may stay the night as the festival will be two days. The local population will enjoy the vendors and live music. We will work with the Car Show to market the event outside the immediate area as well to attendees.

**How long will your Project/event benefit intended target market?**

We hope that the art festival will benefit both vendors and attendees who choose to make art purchases! The longer term benefits would be that this could turn into an event that vendors look forward to, plan for, and attend year after year. If we can keep bringing the vendors back, we can keep bringing in attendees.

**How will ToATT grant money be used?**

\$3,000 would be used for advertising, and \$1,500 would be used for live music.

**Have you applied for other sources? If so, where?**

This is the only source we are applying to specifically for the Alpine Art Festival.

**Will there be other funds available? If so, how much?**

We will evaluate our grant funds once they are awarded to see what we might be able to put towards this. Additionally, we are seeking sponsors to help fund this project.

**Will there be a need for future funding? If so, explain?**

We hope that as awareness of this event grows, the vendor fees will fully fund this event.

**Marketing Plan****Social Media - \$500**

\$250 would be used during the month of June to attract vendors \$250 would be used during the month of August to attract visitors to the event

**Idaho Falls Post Register - \$500**

Would be used during the month of August to attract visitors to the event

**Jackson Hole Daily - \$500**

Would be used in June, to run on a Friday/Saturday, to attract vendors

**Jackson Hole News & Guide - \$500**

Would be used for one week in August, to attract visitors to the event

**Mailers - \$1,000**

Would be sent out to Star Valley PO Boxes

**Star Valley Independent - \$500**

\$250 would be used during the month of June to attract vendors \$250 would be used during the month of August to attract visitors to the event

**SVI Media - \$500**

\$500 would be used for radio ads during the month of August

**Teton Valley News - \$500**

\$500 would be used during the month of August to attract visitors to the event

**Posters - \$100****Total - \$4,600**

## **Alpine Tourism Grant Application**

**Name of Organization:** Star Valley Arts Council

**Event or Project Name:** Montana Shakespeare in the Parks

**Event or Project Location and Date:** Not Yet Determined, - Alpine

**Applicant Address:** PO Box 1082, Afton WY 83110

**Applicant Phone and email:** 307.886.4411, lxi@starvalleyarts.org

**Organization Contact Name:** Lxi Weber

**Organization Contact Phone and Email:** 307.886.4411, lxi@starvalleyarts.org

### **List of organizations Board Members and positions:**

Janet Erickson - Chairwoman - Vocal Instructor

Val Bagley - Artist

Tim Hale - Treasurer - Financial Planner

Doug Monson - Art Gallery Owner/Artist

Denise Christensen - Therapist/Social Worker

Eileen Hale - Retired teacher

Taryn Boals - Artist

Annie Heiner - Graphic Designer

Corinne Storey - Substitute School Teacher

**Organization Structure: Non-Profit, Individual, Municipality?** Non-profit

**Organization EIN:** 83-0329440

**Organization W-9 if applicable:** See attached

**Organization board minutes approving grant Applications:** Grant applications were

discussed at our annual board meeting on January 11, 2025, and the minutes were approved on February 5, 2025.

**Amount of funds requested?** \$3,000

**Proposed Cost of Project?** \$3,000

**List of other donors?** The Alpine Tourism Board is the main organization we are applying to for the MSIP.

**Describe Project/Event; Purpose, Objective:**

We are requesting grant funding to host a performance of Montana Shakespeare in the Parks (MSIP) in Alpine, Wyoming, as part of their regional tour in the summer of 2026. This free, outdoor theatre experience offers a rare opportunity to bring professional, high-quality Shakespearean performances to rural communities.

**Where will the project/event take place?**

Alpine - Location TBD

**Give a timeline with project/event deadlines?**

MSIP generally comes to our area during the last week of July. We don't get to choose the date or the show. It's assigned to us.

**What is the expected impact of the project/event? How many tourists will it attract? How will it benefit overnight stays and local business impact? Will there be a benefit to our local population?**

This event gives the public free access to the arts, and exposes community members to timeless literature and a high-caliber performance, especially where we have limited access to professional theater in our valley.

We hope to draw non-locals to this event, because even if our neighboring communities host MSIP, they will most likely have a different show than we will be assigned. This gives them a chance to see another performance relatively close to home.

**How will ToATT grant money be used?**

Last year the fees were around \$2,000, but they told us that the fee is going up this year. We are requesting funds to cover that fee, plus \$250 for advertising. Our best guess for the fee is that it will be around \$2,300, so that plus the \$250 is \$2,550. Our request of \$3,000 is just to cover our bases in case the fee is higher than we anticipate.

**Have you applied for other sources? If so, where?**

This is the only source we are applying to specifically for MSIP.

**Will there be other funds available? If so, how much?**

We will evaluate our grant funds once they are awarded to see what we might be able to put towards this. Additionally, we are seeking sponsors to help fund this project.

**Will there be a need for future funding? If so, explain?**

We like to rotate the venue for MSIP each year, but we would hope to apply for funding each time we try to bring it to Alpine. (We ask each town to help with funds when it's their turn to host.)



## Town of Alpine Travel and Tourism Grant Application



**Mission.** Town of Alpine Travel and Tourism Board’s mission is to help create positive experiences for visitors and residents by funding Lodging tax dollars for projects and/or events in Town of Alpine.

**Purpose.** The purpose of the Town of Alpine Travel and Tourism Board is to provide for the promotion of travel and tourism within Town of Alpine and to administer the distribution of lodging tax revenue, ideally for the benefit to local businesses and residents of Town of Alpine.

Applicant Organization Name: **Town of Alpine**

Event or Project Name: **Interactive Touch Screen Kiosk**

Event or Project Location and Date: **121 US Highway 89**

Applicant Address: **250 River Circle, Alpine, WY 83128**

Applicant Phone and email: Organization Contact Name: **Eric Green**

Organization Contact Phone and Email: **307-654-7757 Ext. 1** [mayor@alpinewy.gov](mailto:mayor@alpinewy.gov)

Secondary Organization Contact name: **Sarah Greenwald**

Secondary Organization Contact Phone and Email:  
[office@alpinewy.gov](mailto:office@alpinewy.gov) **307-654-7757 ext. 4**

List of organizations Board Members and positions: **Mayor Green, Jeremy Larsen, Andrea Burchard, , Emily Castillo, Shay Scaffide**

Organization Structure: Non-Profit, Individual, Municipality? **Municipality**

Organization EIN: **83-0291688**

Organization W-9 if applicable: **Attached**

Organization board minutes approving grant Applications: **Attached**

Amount of funds requested. **\$40,000.00 over 5 years**

Proposed Cost of Project? **\$40,000.00 over 5 years**

List of other donors? **N/A**

Describe Project/Event; Purpose, Objective: The Town of Alpine seeks to install an interactive touchscreen kiosk at the Civic Center/Visitors Center to provide 24/7 access to essential town information, support local businesses, assist visitors, and improve community engagement. This self-service, automated device will serve as a business directory, trail and pathway guide, wayfinding tool, and community resource hub, ensuring that residents and tourists can easily access the information they need at any time.

**Purpose and Key Benefits:**

**1. 24/7 Access to Information**

- **Purpose:** The kiosk will provide continuous access to town resources, business listings, maps, public notices, and visitor guides.
- **Usefulness:** Ensures residents and tourists can obtain information anytime, even outside business hours, making it a reliable self-service tool for the community.

**2. Business Directory & Local Economic Support**

- **Purpose:** Feature a business directory showcasing local restaurants, shops, hotels, and service providers.
- **Usefulness:** Helps promote local businesses, directing visitors to dining, lodging, and retail options, boosting the town's economy.

**3. Trail and Pathway Directory for Outdoor Recreation**

- **Purpose:** Offer an interactive guide to Alpine's hiking trails, pathways, scenic routes, and outdoor recreation areas.
- **Usefulness:** Assists residents and visitors in navigating trails, discovering outdoor activities, and planning their adventures safely and efficiently.

**4. Wayfinding and Navigation Assistance**

- **Purpose:** Act as a wayfinding tool to help users locate town facilities, parks, public buildings, and points of interest.
- **Usefulness:** Enhances visitor experience by providing real-time directions to key destinations, making Alpine easier to explore.

**5. Community Kiosk for Civic Engagement**

- **Purpose:** Serve as a centralized information hub for local events, government meetings, community programs, and public notices.
- **Usefulness:** Keeps residents informed and engaged with town affairs, encouraging participation in public meetings, festivals, and recreational activities.

**6. Emergency and Safety Resource**

- **Purpose:** Display real-time weather alerts, road conditions, emergency contacts, and

evacuation routes.

- **Usefulness:** Provides critical safety updates, ensuring residents and visitors can quickly respond to emergencies.

#### 7. Self-Service Transactions and Event Support

- **Purpose:** Allow users to register for events, sign up for recreation programs, pay utility bills, or reserve town spaces.
- **Usefulness:** Reduces wait times and improves efficiency by offering instant access to town services without requiring in-person staff assistance.

#### 8. Accessibility and Inclusivity

- **Purpose:** Ensure usability for all individuals, including those with disabilities, non-English speakers, and those without digital access at home.
- **Usefulness:** Features like voice navigation, high-contrast displays, and multilingual support make information accessible to a diverse audience.

#### 9. Data Collection for Town Planning

- **Purpose:** Gather insights through user interactions, surveys, and feedback forms to better understand community needs.
- **Usefulness:** Helps the town make informed decisions on future projects, services, and infrastructure improvements.

#### Overall Impact on Alpine:

The installation of an interactive community kiosk at the Civic Center/Visitors Center will:

- Promote local businesses with a dedicated business directory.
- Support tourism and outdoor recreation with a trail and pathway guide.
- Improve wayfinding by offering real-time navigation and directions.
- Enhance civic engagement with access to public meetings and event listings.
- Streamline government services by providing self-service options.
- Boost emergency preparedness with real-time safety alerts.

This project aligns with Alpine's commitment to embracing technology, supporting local businesses, improving accessibility, and enhancing the visitor experience, making the town more efficient, connected, and welcoming for all.

Where will the project/event take place? **121 US Hwy 89, Alpine, WY 83128**

Give a timeline with project/event deadlines? **Project will begin after July 1, 2026**

What is the expected impact of the project/event? How many tourists will it attract? How will it benefit overnight stays and local business impact? Will there be benefits to our local population?

#### Expected Impact of the Interactive Kiosk Project

#### Tourism Growth & Visitor Engagement

The interactive kiosk will serve as a **valuable resource for tourists**, providing them with **24/7 access** to essential information, including:

- Local **attractions, activities, and events**
- **Lodging and dining options**
- Trail and pathway maps for outdoor recreation
- Wayfinding assistance to **key points of interest**

By offering **real-time, easy-to-navigate information**, the kiosk will **enhance visitor experiences**, making Alpine a more attractive and accessible destination.

### Increased Tourist Traffic & Overnight Stays

Providing visitors with **detailed lodging recommendations and local itineraries** will encourage longer stays. The kiosk will:

- Direct tourists to **hotels, lodges, and vacation rentals**, increasing **occupancy rates**.
- Promote **seasonal events and outdoor activities**, encouraging visitors to **extend their trips**.
- Highlight **restaurants, breweries, and shops**, increasing visitor spending.

By making it easier for visitors to discover **what Alpine has to offer**, the kiosk will **boost local tourism and hospitality revenue**.

### Economic Benefits & Local Business Impact

- The **business directory** will promote **restaurants, retail stores, tour operators, and service providers**, directing foot traffic to **local businesses**.
- Visitors will **spend more time in town**, shopping, dining, and booking activities, leading to **increased sales tax revenue**.
- The kiosk will serve as a **cost-effective marketing tool** for local businesses by offering them a **platform to showcase promotions, services, and events**.

### Benefits to the Local Population

While the kiosk is a valuable tool for visitors, it also offers **significant benefits to Alpine's residents** by providing:

- **Instant access to town updates, public meetings, and community events**, enhancing **civic engagement**.
- **Wayfinding assistance** to public buildings, parks, and trails, making navigation easier for new residents.
- **Emergency alerts and safety updates**, ensuring **residents and tourists are informed in real-time** about road closures, weather conditions, or public safety concerns.
- **Self-service access to town services, bill payments, and permit applications**, reducing the need for in-person visits.

## Overall Impact

**This project will strengthen Alpine's tourism industry, support local businesses, and enhance community engagement by offering a modern, accessible, and interactive resource. The kiosk will contribute to a more connected, informed, and economically vibrant town, benefiting both visitors and residents alike.**

How long will your Project/event benefit intended target market? **Life of Asset**

How will ToATT grant money be used? **Grant money will be used to fund this project.**

Have you applied for other sources? If so, where? **N / A**

Will there be other funds available? If so, how much? **N / A**

Will there be a need for future funding? If so, explain? **No - The Town of Alpine should budget into expenses the upkeep costs of this sign.**

### Supporting Documentation:

- Budget Worksheet or Financial Plan
- Marketing Plan - **Website - Newsletter - Buckrail - Social Media**
- IRS EIN **83-0291688**
- Bids, Contracts, Estimates, etc -
- W-9 **Attached**

### Post Project/Event Feedback Checklist:

- Recap of Project/Event
- Number of Attendees
- Documentation (adds or pics) showing ToATT was listed and promoted as a sponsor
- Explain how your project/event created tourism.
- Explain how your project/event made a positive impact on the Alpine community.
- Was/is the objective of your project/event been met?
- Will you have the project/event again?
- What changes would you make, if any?
- Did you make new connections to future partners for your project/event?
- Show your Budget

Failure to file a final report and attend the Feedback meeting can result in ineligibility for future awards.

These grant dollars are generated with the lodging tax charge on overnight stays in the Town of Alpine. The board prioritizes dollars toward events that generate overnight stays and commerce amidst area businesses.

Signature Authorization to seek funds:



## Town of Alpine Travel and Tourism Grant Application



**Mission.** Town of Alpine Travel and Tourism Board's mission is to help create positive experiences for visitors and residents by funding Lodging tax dollars for projects and/or events in Town of Alpine.

**Purpose.** The purpose of Town of Alpine Travel and Tourism Board is to provide for the promotion of travel and tourism within Town of Alpine and to administer the distribution of lodging tax revenue, ideally for the benefit to local businesses and residents of Town of Alpine.

Applicant Organization Name: **Town of Alpine**

Event or Project Name: **Winter Jubilee**

Event or Project Location and Date: **Last weekend in January each year. Multiple town locations.**

Applicant Address: **250 River Circle, Alpine, WY 83128**

Applicant Phone and email: Organization Contact Name: **Melody Leseberg**

Organization Contact Phone and Email: **307-654-7757 Ext. 3 admin@alpinewy.gov**

Secondary Organization Contact name: **Andrea Burchard**

Secondary Organization Contact Phone and Email:  
**307-880-5557 aburchard@alpinewy.gov**

List of organizations Board Members and positions: **Mayor Green, Jeremy Larsen, Andrea Burchard, , Emily Castillo, Shay Scaffide**

Organization Structure: Non-Profit, Individual, Municipality? **Municipality**

Organization EIN: **83-0291688**

Organization W-9 if applicable: **Attached**

Organization board minutes approving grant Applications: **Attached**

Amount of funds requested. \$ 8,000

Proposed Cost of Project? **\$ 10,000**

List of other donors? **Town of Alpine 20% = 2,000**

Describe Project/Event; Purpose, Objective: **Alpine Winter Jubilee - this event was created in large part to facilitate our community members in coming together to enjoy some fun activities to distract us from our long winters. We also use this event as an opportunity to provide funds for scholarships for our local youth. All proceeds for casino night go towards scholarships.**

Where will the project/event take place? **Multiple locations within the Town of Alpine**

Give a timeline with project/event deadlines? **Winter Jubilee is the 4th weekend in January each year. Snow sculptures begin the week prior. January 30<sup>th</sup> – 31<sup>st</sup> 2026**

What is the expected impact of the project/event? How many tourists will it attract? How will it benefit overnight stays and local business impact? Will there be benefits to our local population?

**This event continues to impact our community in a positive way. 2026 will be our 13th year.**

**Visitors who intend to attend our event may choose to stay the night in one of our local hotels.**

**Most community events boost morale, and this event provides scholarships to local youth.**

How long will your Project/event benefit intended target market? 1 Week

How will ToATT grant money be used? **We would like to hire the Fire Dancers for the 2026 Winter Jubilee. They were a crowd favorite at this year's event, and we expect even larger attendance next year. The remaining funds would be used for prizes for the snow sculpture portion of the event.**



Have you applied for other sources? If so, where? **Star Valley arts council will assist in marketing this event. Town of Alpine providing a match of 20% = \$2,000**

Will there be other funds available? If so, how much? **\$2,000**

Will there be a need for future funding? If so, explain? **We hope that if our event is upscaled it will receive more support from local businesses and special interest groups.**

**Supporting Documentation:**

- Budget Worksheet or Financial Plan
- Marketing Plan - **Website - Newsletter - Buckrail - Social Media**
- IRS EIN **83-0291688**
- Bids, Contracts, Estimates, etc - **Bid attached for Fire dancer**
- W-9 **Attached**

**Post Project/Event Feedback Checklist:**

- Recap of Project/Event
- Number of Attendees
- Documentation (adds or pics) showing ToATT was listed and promoted as a sponsor
- Explain how your project/event created tourism.
- Explain how your project/event made a positive impact on the Alpine community.
- Was/is the objective of your project/event been met?
- Will you have the project/event again?
- What changes would you make, if any?
- Did you make new connections to future partners for your project/event?
- Show your Budget

Failure to file a final report and attend the Feedback meeting can result in ineligibility for future awards.

These grant dollars are generated with the lodging tax charge on overnight stays in the Town of Alpine. The board prioritizes dollars toward events that generate overnight stays and commerce amidst area businesses.

Signature Authorization to seek funds:

*Melody Leseberg*  
*Andrea Burchard*

Form

**W-9**(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service**Request for Taxpayer  
Identification Number and Certification**► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.**Give Form to the  
requester. Do not  
send to the IRS.**

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**Town of Alpine**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC☐ C Corporation☐ S Corporation☐ Partnership☐ Trust/estate☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.☒ Other (see instructions) ►**Government**

5 Address (number, street, and apt. or suite no.) See instructions.

**PO Box 3070**

6 City, state, and ZIP code

**Alpine, WY 83128**

7 List account number(s) here (optional)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

Requester's name and address (optional)

See Specific Instructions on page 3.

**Part I Taxpayer Identification Number (TIN)**Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.**Social security number**

[ ] [ ] [ ] - [ ] [ ] - [ ] [ ] [ ] [ ]

or

**Employer identification number**

8 3 - 0 2 9 1 6 8 8

**Part II Certification**

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.**Sign  
Here**Signature of  
U.S. person ► 

Date ►

**3/11/2025****General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)

- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*

## Executive Summary

**Applicant Organization:** Friends of the Bridger-Teton

**Project Name:** Alpine Ambassadors for Responsible Recreation

**Location:** Grey's River District, Bridger-Teton National Forest, Wyoming

**Event Dates:** June 1 - September 1, 2025

**Funding Requested:** \$9,008.14

Friends of the Bridger-Teton (FBT) seeks funding to support two ambassador positions in the Grey's River District of the Bridger-Teton National Forest (BTNF) for the summer of 2025. These ambassadors will serve as key volunteers for the USDA Forest Service, promoting responsible recreation and keeping the campgrounds clean and safe. Their duties will include educating visitors on fire safety, wildlife conservation, and best practices for responsible outdoor recreation, as well as managing campgrounds and assisting with trash disposal, trail monitoring, and bear spray recycling.

The Ambassadors for Responsible Recreation program aims to mitigate human-caused wildfires, wildlife conflicts, and other environmental issues that could impact local tourism and the economy. The program has a proven track record in Teton County, where it has helped prevent human-caused wildfires and reduced negative human-wildlife interactions. Expanding this program in Lincoln County will further ensure the responsible use of public lands, protect local businesses from the economic impacts of wildfires, and create a positive visitor experience. The program also plays a role in fostering responsible tourism that supports local businesses and promotes community wellbeing.

FBT is seeking ToATT grant funding to cover per diem reimbursements and associated costs for the ambassador positions. Additional funds are being sought from other sources, including the Star Valley Ranch Travel and Tourism Board. The long-term benefits of this project are expected to reach beyond the summer, with continued positive impacts on the local community and tourism economy throughout the year.

This initiative aligns with ToATT's mission by directly supporting tourism-driven projects that create overnight stays and benefit local businesses. The requested funding will help FBT expand its reach to new areas, maintain the growth of the ambassador program, and ensure that Lincoln County remains a safe, responsible, and thriving destination.

## Town of Alpine Travel and Tourism Grant Application



**Mission.** Town of Alpine Travel and Tourism Board's mission is to help create positive experiences for visitors and residents by funding Lodging tax dollars for projects and/or events in Town of Alpine.

**Purpose.** The purpose of Town of Alpine Travel and Tourism Board is to provide for the promotion of travel and tourism within Town of Alpine and to administer the distribution of lodging tax revenue, ideally for the benefit to local businesses and residents of Town of Alpine.

**Applicant Organization Name:** Friends of the Bridger-Teton

**Event or Project Name:** Alpine Ambassadors for Responsible Recreation

**Event or Project Location and Date:** Grey's River District of the Bridger-Teton National Forest - Grey's River Road and Forest Park Road. The Ambassador positions typically run from June 1st - September 1st, 2025.

**Applicant Address:** PO Box 1888, Jackson, WY, 83001

**Applicant Phone and email:** [margo@btfriends.org](mailto:margo@btfriends.org), 307-690-9597

**Organization Contact Name:** Margo Feingold

**Organization Contact Phone and Email:** [margo@btfriends.org](mailto:margo@btfriends.org), 307-690-9597

**Secondary Organization Contact name:** Scott Kosiba

**Secondary Organization Contact Phone and Email:** [scott@btfriends.org](mailto:scott@btfriends.org), 307-690-8869

**List of organizations Board Members and positions:**

Ellen Fales, Chair

Steve Markason, Vice-Chair

Susan Marsh, Secretary

Ian MacLeod - Treasurer

Gracy Carpenter  
 Karen Daubert  
 Sharon Smitherman

**Organization Structure: Non-Profit, Individual, Municipality?** Non-profit

**Organization EIN:** 83-3146987

**Organization W-9 if applicable:** Attached Below

**Organization board minutes approving grant Applications:**

**Amount of funds requested?** \$9,008.14

**Proposed Cost of Project?**

**List of other donors?**

**Describe Project/Event; Purpose, Objective:**

Friends of the Bridger-Teton's Ambassadors for Responsible Recreation program includes full- and part-time positions as volunteers for the USDA Forest Service on the Bridger-Teton National Forest. Summer Ambassador jobs range from educating visitors and locals about the importance of recreating responsibly to manning desks at area visitor centers, doing outreach on behalf of the forest, cleaning toilets, monitoring campgrounds, patrolling popular trails and trailheads, and helping recycle bear spray, among other duties.

The Ambassadors for Responsible Recreation program efforts focus primarily to promote responsible recreation and protect against the worst-case scenarios of public lands tourism like human-caused wildfires and wildlife-human conflict. The future of tourism in Lincoln County should not only contribute positively to our community but also preserve our environment's health and well-being.

**Where will the project/event take place?**

We are requesting funding for two volunteer ambassador positions on the Grey's River District - Grey's River Road and Forest Park Road. These ambassadors will be volunteering from June 1 - September 1 2025.

**Give a timeline with project/event deadlines?**

Our summer ambassador program generally runs from June 1 - September 1, starting with a training at the beginning of the season (run in partnership between the USDA Forest Service and Friends of the Bridger-Teton) and ending with an end of season celebration in late August - early September. Start and end dates are flexible depending on district need and the volunteer's personal schedule.

**What is the expected impact of the project/event? How many tourists will it**

**attract? How will it benefit overnight stays and local business impact? Will there be a benefit to our local population?**

We developed Ambassadors for Responsible Recreation to respond to the challenges inherent in communicating with National Forest users. Unlike National Parks, the Bridger-Teton National Forest lacks dedicated entrance points where each visitor would come face to face with a ranger and be handed a brochure containing important information. In the absence of this built-in visitor touch point, our ability to encourage a spirit of responsible and safe behavior on public lands relies heavily upon how well we connect with visitors throughout the various stages of their journey to the BTNF.

Our vision for Lincoln County is that we have zero human-caused catastrophes on US Forest Service land where FBT ambassadors are present. We've been successful in doing so since starting the program in 2021 in Teton County. A catastrophic event like a wildfire would negatively impact lodging tax revenue and the local economy. FBT fosters a culture where well-informed and prepared visitors that also have a great experience are the norm.

The Ambassadors for Responsible Recreation program plays a key, if not unseen, role in protecting the local economy from the negative impacts of human-caused wildfires. In a tourism- and natural resource-dependent economy like Lincoln County's, consistent tourist traffic is crucial. Wildfires can interrupt this flow, significantly reducing tourism due to the risks of smoke and fire, and impacting businesses dependent on this sector, including lodging, dining, and retail establishments. By preventing such wildfires, the ARR program helps save substantial taxpayer dollars on firefighting and recovery efforts and prevents long-term economic challenges such as decreased property values and reduced tourism. It takes a lot of effort for nothing to happen and since 2021, FBT Ambassadors have extinguished over 500 escaped or abandoned wildfires in Teton County. The fact that no human-caused wildfires have ignited and spread despite growing use of USFS dispersed camping areas offers evidence of the ARR program's efficacy.

**How long will your Project/event benefit intended target market?**

While the program runs during the summer months, the intended impact of the work our ambassadors do can be felt throughout the community year-round. By helping to create responsible recreators on our public lands and fire prevention efforts, the benefits of our Ambassadors for Responsible Recreation Program can be felt throughout Lincoln County and beyond year-round.

**How will ToATT grant money be used?**

The ToATT grant money will be used to cover the cost of the per diem reimbursements for our ambassadors at two locations on the Grey's River District. Ideally, we are looking for a couple to fill the positions. The money will also be used to cover indirect expenses including FBT staff time and supplies needed for ambassadors to do their day-to-day work.

**Have you applied for other sources? If so, where?**

We have historically funded this kind of position through USDA Forest Service federal dollars but we are planning to expand the program into the Alpine area and that is why we are reaching out to you. We have an application in with the Star Valley Ranch Travel and Tourism Board for other ambassador positions in the Star Valley area.

**Will there be other funds available? If so, how much?**

There is the potential for private philanthropy and we are working hard to make connections and grow support in the Alpine and Star Valley areas but we are a young non-profit with four full-time staff members so our capacity is limited.

**Will there be a need for future funding? If so, explain?**

We are working on finding alternative sources of funding but there is the potential of future funding needs for the next year or two until we are able to secure funding through private donors or alternative sources. To date, Friends of the Bridger-Teton has received over 2 million dollars in Teton County lodging tax to support the ambassador program but we want to grow this program outside of Teton County and work collaboratively with lodging tax entities across the region. The Sublette County Visitor Center Board just approved funding to support volunteer ambassadors on the Pinedale district as well.

**Supporting Documentation:**

- Budget Worksheet or Financial Plan
- Marketing Plan
- IRS EIN
- Bids, Contracts, Estimates, etc
- W-9

**Post Project/Event Feedback Checklist:**

- Recap of Project/Event
- Number of Attendees
- Documentation (adds or pics) showing ToATT was listed and promoted as a sponsor
- Explain how your project/event created tourism.
- Explain how your project/event made a positive impact on the Alpine community.
- Was/is the objective of your project/event been met?
- Will you have the project/event again?
- What changes would you make, if any?
- Did you make new connections to future partners for your project/event?
- Show your Budget

Failure to file a final report and attend the Feedback meeting can result in ineligibility for future awards.

These grant dollars are generated with the lodging tax charge on overnight stays in the Town of Alpine. The board prioritizes dollars toward events that generate overnight

stays and commerce amidst area businesses.

Signature Authorization to seek funds:



<b>Direct Expenses</b>	
Greys River Forest Ambassador (\$41 per diem x 70 days)	\$2,870
Greys River Forest Ambassador (\$41 per diem x 70 days)	\$2,870
2 50-Gallon Potable Water Tanks	\$423.58
1 28-Gallon Sewage Tank	\$243.20
Vault Toilet Cleaning Supplies	\$300
2 Garmin InReach Device	\$800
<b>Total Direct Expenses</b>	7,506.78
<b>Indirect Expense: FBT Staff Time (20%)</b>	\$1,501.36
<b>Total Requested of the Alpine Travel and Tourism Board</b>	\$9,008.14

# Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Section 4, Itemg.  
Give Form to the  
requester. Do not  
send to the IRS.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>Friends of the Bridger-Teton</b>	
	2 Business name/disregarded entity name, if different from above <b>Friends of the Bridger-Teton</b>	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only <b>one</b> of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► <b>Note:</b> Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is <b>not</b> disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input checked="" type="checkbox"/> Other (see instructions) ► <b>501 (c) (3)</b>	
	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
	5 Address (number, street, and apt. or suite no.) See instructions. <b>340 N. Cache Street/PO Box 1888</b>	Requester's name and address (optional)
	6 City, state, and ZIP code <b>Jackson, WY 83001</b>	
	7 List account number(s) here (optional)	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-			-			
or									
Employer identification number									
8	3	-	3	1	4	6	9	8	7

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► <i>Scott Kosiba</i>	Date ► <i>25 January 2024</i>
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## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

**Note:** If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

**Foreign person.** If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

**Nonresident alien who becomes a resident alien.** Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

**Example.** Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

## Backup Withholding

**What is backup withholding?** Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

**Payments you receive will be subject to backup withholding if:**

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

## What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

## Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

## Penalties

**Failure to furnish TIN.** If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

**Civil penalty for false information with respect to withholding.** If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

**Criminal penalty for falsifying information.** Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

**Misuse of TINs.** If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

## Specific Instructions

### Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

**Note: ITIN applicant:** Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

### Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

### Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

### Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

#### Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 <sup>1</sup>	Generally, exempt payees 1 through 5 <sup>2</sup>
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

<sup>1</sup> See Form 1099-MISC, Miscellaneous Income, and its instructions.

<sup>2</sup> However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

**Exemption from FATCA reporting code.** The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

**Note:** You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

## Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

## Line 6

Enter your city, state, and ZIP code.

## Part I. Taxpayer Identification Number (TIN)

**Enter your TIN in the appropriate box.** If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

**Note:** See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

**How to get a TIN.** If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at [www.SSA.gov](http://www.SSA.gov). You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at [www.irs.gov/Businesses](http://www.irs.gov/Businesses) and clicking on Employer Identification Number (EIN) under Starting a Business. Go to [www.irs.gov/Forms](http://www.irs.gov/Forms) to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to [www.irs.gov/OrderForms](http://www.irs.gov/OrderForms) to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

**Note:** Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

**Caution:** A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

## Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

**Signature requirements.** Complete the certification as indicated in items 1 through 5 below.

**1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.**

You must give your correct TIN, but you do not have to sign the certification.

**2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.** You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

**3. Real estate transactions.** You must sign the certification. You may cross out item 2 of the certification.

**4. Other payments.** You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

**5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions.** You must give your correct TIN, but you do not have to sign the certification.

**What Name and Number To Give the Requester**

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account <sup>1</sup>
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor <sup>2</sup>
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee <sup>1</sup>
b. So-called trust account that is not a legal or valid trust under state law	The actual owner <sup>1</sup>
6. Sole proprietorship or disregarded entity owned by an individual	The owner <sup>3</sup>
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity <sup>4</sup>
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

<sup>1</sup> List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

<sup>2</sup> Circle the minor's name and furnish the minor's SSN.

<sup>3</sup> You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

<sup>4</sup> List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

**\*Note:** The grantor also must provide a Form W-9 to trustee of trust.

**Note:** If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

**Secure Your Tax Records From Identity Theft**

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

**Protect yourself from suspicious emails or phishing schemes.**

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to [phishing@irs.gov](mailto:phishing@irs.gov). You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at [spam@uce.gov](mailto:spam@uce.gov) or report them at [www.ftc.gov/complaint](http://www.ftc.gov/complaint). You can contact the FTC at [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft) or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see [www.IdentityTheft.gov](http://www.IdentityTheft.gov) and Pub. 5027.

Visit [www.irs.gov/IdentityTheft](http://www.irs.gov/IdentityTheft) to learn more about identity theft and how to reduce your risk.

## Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.



Department of the Treasury  
Internal Revenue Service

Cincinnati Service Center  
CINCINNATI OH 45999-0038

Section 4, Itemg.

In reply refer to: 0256554075  
Jan. 03, 2020 LTR 4168C 0  
83-3146987 000000 00  
00012959  
BODC: TE

FRIENDS OF THE BRIDGER-TETON  
PO BOX 1888  
JACKSON WY 83001



008131

Employer ID number: 83-3146987  
Form 990 required: Yes

Dear Taxpayer:

We're responding to your request dated Dec. 27, 2019, about your tax-exempt status.

We issued you a determination letter in July 2019, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(3).

We also show you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If you're required to file a return, you must file one of the following by the 15th day of the 5th month after the end of your annual accounting period:

- Form 990, Return of Organization Exempt From Income Tax
- Form 990EZ, Short Form Return of Organization Exempt From Income Tax
- Form 990-N, Electronic Notice (e-Postcard) for Tax-Exempt Organizations Not Required to File Form 990 or Form 990-EZ
- Form 990-PF, Return of Private Foundation or Section 4947(a)(1) Trust Treated as Private Foundation

According to IRC Section 6033(j), if you don't file a required annual information return or notice for 3 consecutive years, we'll revoke your tax-exempt status on the due date of the 3rd required return or notice.

You can get IRS forms or publications you need from our website at [www.irs.gov/forms-pubs](http://www.irs.gov/forms-pubs) or by calling 800-TAX-FORM (800-829-3676).

If you have questions, call 877-829-5500 between 8 a.m. and 5 p.m.,



0256554075

Jan. 03, 2020 LTR 4168C 0

83-3146987 000000 00

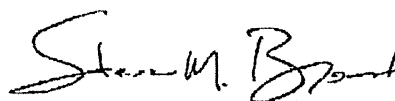
00012960

FRIENDS OF THE BRIDGER-TETON  
PO BOX 1888  
JACKSON WY 83001

local time, Monday through Friday (Alaska and Hawaii follow Pacific time).

Thank you for your cooperation.

Sincerely yours,



Steve M. Brown, Operations Manager  
Operations 3-CIN



To: Alpine travel and tourism board  
PO Box 3070  
Alpine, WY 83128

From: Gray Bear Productions  
Dave Walters  
PO Box 3188  
Alpine, WY 83128  
graybearproductions365@gmail.com  
831-212-4647  
EIN #86-1914621

Date: 3/13/25

Re: Grant application for Reggae in the Rockies music event 9/5/25

Gray Bear Productions (GBP) is requesting \$10,000.00 from the Alpine travel and tourism board for a music festival on 9/5/25. This festival will be held a few miles north of the town of Alpine at the Alpine 4-H camp, 1900 US 26, Alpine, WY 83128. The board of the Alpine 4-H camp has approved this event, and we will host between 1000-1500 attendees for the one-day event. The music festival would consist of three to four bands playing during the day, with a start time no earlier than 5:00 pm, and an end time no later than 10:00 pm. Food and beverage will be for sale during the operating hours of the festival, so we are also requesting a malt-beverage license for the day from Lincoln County. GBP has been in business since 2021 and has produced multiple music festivals in the Alpine area at both private residences and Melvin Brewery.

GBP has previously conducted many events with no incidents or law enforcement needed. The event will be staffed with private security, EMT service on site, emergency plans in place for evacuation, fire, inclement weather, and medical emergency. Ample parking will be provided, with 3 well marked emergency evacuation routes. Toilets, hand



washing stations, and waste bins will be provided. Event insurance will be in place, and all servers will be TIPS certified. Food will be provided by permitted and insured food vendors.

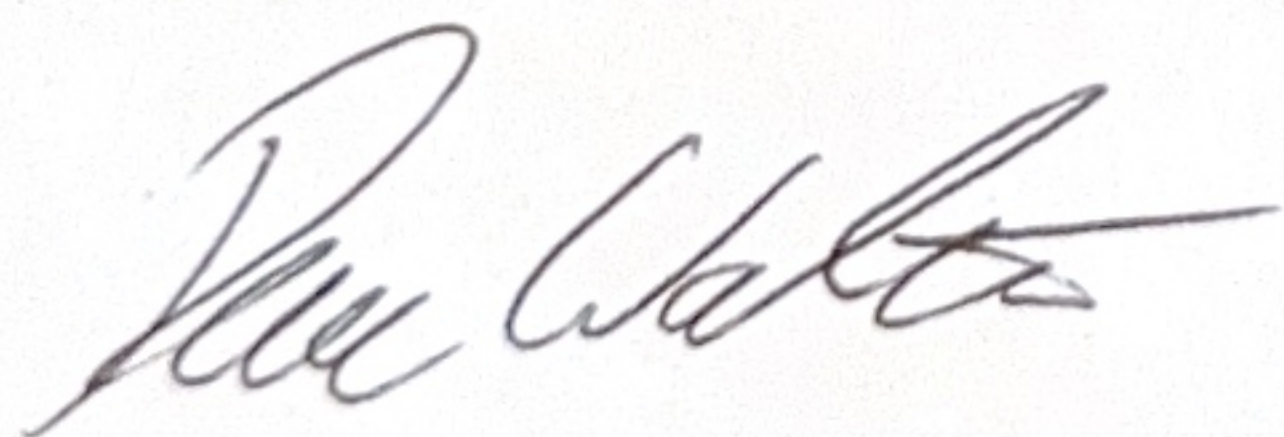
The total event cost is estimated to be \$62,900 and we are planning to keep ticket prices low in the \$45-\$60 range so more people can come and attend this family friendly day of music. We expect a large percentage of the attendees to be visiting from another area. The event will greatly support the local economy, especially in Alpine, for many businesses including but not limited to: Hotels, VRBO, campgrounds, restaurants, fuel stations, retail/grocery stores, recreational activities and many more. This event is planned during a slower season in the valley (the weekend after labor day), and this will bring some much needed revenue for local businesses.

We also will pursue a \$10,000 grant from the Lincoln County travel and tourism board as these grants are crucial to making this event a success. We will also pursue sponsorships to help with costs and hope to raise \$5000. We rely on grants and sponsorships to bring this type of event to our area.

We utilize nationwide marketing, especially targeting our surrounding areas for this event. This is an opportunity to cross promote our area, as the bands have a national following and this exposure helps; highlight Alpine and the surrounding area. It has also been proven that live music is much needed in the town of Alpine and that it greatly enhances the lifestyle here. The event also partners with many local businesses that provide resources for this event.

GBP plans on using the \$10,000 in grant funds to help pay for the \$36,000 in artists costs. GBP will recognize the Town of Alpine Travel and Tourism board on all marketing and promotional material for supporting the event.

Locals and visitors alike have very much enjoyed our previous events, and we expect this to be our biggest and best one yet, and expect to see this grow in the coming years. We thank you for considering grant funds for our event and look forward to working with you.



Dave Walters



## Revenue

	Qty	Ticket Sales		
		Ticket Price	Total	Total after 6% sales tax
Tier 1	750	\$45	\$33,750	\$31,840
Tier 2	250	\$55	\$13,750	\$12,972
VIP	0	\$150	\$0	\$0
<b>Total</b>	<b>1000</b>	<b>\$47.50</b>	<b>\$47,500</b>	<b>\$44,811</b>
		average ticket price		
Comps	100		P/L on only Tickets	
Total Capacity	1100		<b>(\$12,089)</b>	

## Beverage Sales

\$10 per person average

\$10,000 Gross Sales

50% Net Profit - Percentage of Gross

**Total Revenue****\$5,000 Net****\$42,811**

P/L on Tickets and Bar

**(\$14,089)**

## Underwriting / Sponsors

Travel &amp; Tourism 20000

Sponsors 5000

Total 25000

Total Revenue

**\$74,811**

P/L on tickets, bar and TTB/Sponsors

**\$10,211**

## Costs

## Production

Stage/Sound/Light \$14,000

Generator \$1,000 included in above

Staff \$3,400 \*Opps managers and production support

## Marketing

Advertising \$2,500

Design \$500

## Site

4H Site Rent \$2,500 \*2 days

Security \$2,500

Insurance \$2,500

Toilets \$1,000

Trash \$1,000

Misc. \$2,000

**Local Costs Total \$32,900**

## Artist

Package \$25,000 Tribal Seeds and The Movement

1st of 3 \$3,500 Local opener

Hospitality \$2,500

**Artist Cost Total \$31,000****Total Event Cost \$63,900**



## Town of Alpine Travel and Tourism Grant Application



**Mission.** Town of Alpine Travel and Tourism Board's mission is to help create positive experiences for visitors and residents by funding Lodging tax dollars for projects and/or events in Town of Alpine.

**Purpose.** The purpose of Town of Alpine Travel and Tourism Board is to provide for the promotion of travel and tourism within Town of Alpine and to administer the distribution of lodging tax revenue, ideally for the benefit to local businesses and residents of Town of Alpine.

Applicant Organization Name: **Town of Alpine**

Event or Project Name: **Trail Groomer**

Event or Project Location and Date: **Trails**

Applicant Address: **250 River Circle, Alpine, WY 83128**

Applicant Phone and email: **307-654-7757**

Organization Contact Name: **Craig Leseberg**

Organization Contact Phone and Email: **307-880-2869 – [publicworks@alpinewy.gov](mailto:publicworks@alpinewy.gov)**

Secondary Organization Contact name: **Monica Chenault**

Secondary Organization Contact Phone and Email: **[clerk@alpinewy.gov](mailto:clerk@alpinewy.gov) 307-654-7757 Ext. 2**

List of organizations Board Members and positions: **Town Council Mayor - 4 elected councilman**

Organization Structure: Non-Profit, Individual, Municipality? **Municipality**

Organization EIN: **83-0291688**

Organization W-9 if applicable: **See Attached**

Organization board minutes approving grant Applications: **See attached**

Amount of funds requested - \$ **36,000 maximum per year for 5 years**

Proposed Cost of Project - \$ **100,000**

List of other donors? **Town of Alpine will be providing/procuring funds to cover labor costs for groomer operation.**

Describe Project/Event; Purpose, Objective:

- **Lease of used equipment to maintain trails between the Northern Alpine area down to McCoy Creek.**

Where will the project/event take place?

**The lease of this equipment will take place over the next 5 fiscal years**

Give a timeline with project/event deadlines?

**The Town of Alpine's current mayor has obtained information that will allow the Town of Alpine to supply the labor to maintain these necessary trails and then the town of Alpine will be reimbursed for the labor costs to maintain this trail system.**

What is the expected impact of the project/event? How many tourists will it attract? How will it benefit overnight stays and local business impact? Will there be benefits to our local population?

#### **Economic Boost:**

- **Tourism Attraction:** Groomed trails attract visitors, especially in winter, boosting local tourism. Skiers and snowmobilers are likely to stay in local accommodations, dine at local restaurants, and shop at local stores.
- **Job Creation:** The maintenance and grooming of these trails create employment opportunities, such as trail operators, maintenance crews, and guides. This can positively impact the local workforce.
- **Local Business Support:** Local businesses, including equipment rentals, guiding services, hotels, restaurants, and shops, often experience increased demand due to the presence of groomed trails.

### **Increased Safety:**

- **Safer Travel:** Groomed trails provide a smoother, more consistent surface, reducing the risk of accidents for skiers and snowmobilers. Well-maintained trails are less likely to have hidden obstacles, such as ice patches or deep snow, which can lead to accidents.
- **Clearer Markings and Boundaries:** Grooming makes it easier for users to stay on designated paths, minimizing the risk of people getting lost or veering off into hazardous areas.
- **Environmental Benefits:**
  - **Controlled Impact on Nature:** Properly groomed trails help concentrate recreational activity on specific routes, reducing the environmental impact of off-trail use. This helps preserve wildlife habitats and sensitive ecosystems.
  - **Reduction of Erosion:** Well-maintained trails can help prevent soil erosion caused by improper or off-trail use, particularly in areas with fragile terrain.

### **Enhanced Community Engagement:**

- **Recreational Opportunities:** Groomed trails provide local residents with easy access to recreational activities like skiing, snowboarding, and snowmobiling. This contributes to physical health, well-being, and quality of life.
- **Community Events:** Groomed trails can facilitate local events and competitions, such as skiing races or snowmobile rallies, which foster community spirit and pride.

### **Improved Infrastructure:**

- **Public and Private Partnerships:** Groomed trails often lead to increased collaboration between municipalities, local businesses, and recreational organizations, helping to strengthen communities and improve infrastructure.
- **Attraction for Long-Term Development:** Well-developed recreational infrastructure can attract investment and long-term development opportunities, such as vacation homes, resorts, or related businesses.

### **Year-Round Tourism Potential:**

- **Off-Season Activities:** Some municipalities use groomed winter trails as part of their overall year-round tourism strategy. In the off-season, the infrastructure can be used for other activities, such as hiking, mountain biking, or events, leading to broader tourism appeal.

### **Quality of Life for Locals:**

- **Winter Sports Opportunities:** Groomed trails provide locals with an affordable and accessible way to enjoy winter sports. This contributes to a high quality of life, especially in areas where outdoor activities are central to the community lifestyle.

Have you applied for other sources? If so, where? **Town of Alpine will budget funds for the remaining costs of this equipment**

How will ToATT grant money be used? **Purchase of equipment**

Will there be other funds available? If so, how much? **Town of Alpine will provide the maintenance on equipment and the procurement of other funds.**

How long will your Project/event benefit intended target market?

**Many years - - tourists and residents alike.**

Will there be a need for future funding? If so, explain?

**No expectation for future funding.**

#### **Supporting Documentation:**

- Budget Worksheet or Financial Plan
- Marketing Plan – **SVI Alpine – Facebook – Posters – Buckrail – Star Valley Independent Newspaper – Texting application**
- IRS EIN
- Bids, Contracts, Estimates, etc **See Attached**
- W-9

#### **Post Project/Event Feedback Checklist:**

- Recap of Project/Event
- Number of Attendees
- Documentation (adds or pics) showing ToATT was listed and promoted as a sponsor
- Explain how your project/event created tourism.
- Explain how your project/event made a positive impact on the Alpine community.
- Was/is the objective of your project/event been met?
- Will you have the project/event again?
- What changes would you make, if any?
- Did you make new connections to future partners for your project/event?
- Show your Budget



Failure to file a final report and attend the Feedback meeting can result in ineligibility for future awards.

These grant dollars are generated with the lodging tax charge on overnight stays in the Town of Alpine. The board prioritizes dollars toward events that generate overnight stays and commerce amidst area businesses.

Signature Authorization to seek funds:

A handwritten signature in black ink, appearing to be 'G. H.' or similar, written in a cursive style.



**TOWN OF ALPINE, WYOMING  
RESOLUTION 2025-006**

**A RESOLUTION COMMITTING SUPPORT ON BEHALF OF THE GOVERNING BODY OF THE TOWN OF ALPINE TO SUBMIT APPLICATIONS WITH THE ALPINE TRAVEL AND TOURISM BOARD ON BEHALF OF THE TOWN OF ALPINE**

---

**WHEREAS**, the Alpine Travel & Tourism Board was established to oversee, manage, and promote tourism-related activities and facilities for the benefit of the Town of Alpine; and

**WHEREAS**, the Governing Body of the Town of Alpine acknowledges the importance of supporting programs and initiatives that enhance tourism, community engagement, and local economic development; and

**WHEREAS**, the Governing Body of the Town of Alpine seeks to elevate key community events, invest in infrastructure improvements, and enhance visitor experiences through the following projects: supporting the Mountain Days Event, supporting the Winter Jubilee, funding the 4th of July fireworks, funding the Town of Alpine purchasing a trail groomer, and acquiring an interactive touch-screen kiosk;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Alpine, Wyoming, hereby authorizes the submission of five (5) funding applications to the Alpine Travel & Tourism Board for the following projects, to be completed within Fiscal Year 2026 (July 1, 2025 – June 30, 2026):

- **Town of Alpine Winter Jubilee**
  - **Total Cost:** \$10,000.00
  - **Town of Alpine Match:** \$2,000.00 (20%)
- **Town of Alpine Mountain Days**
  - **Total Cost:** \$14,000.00
  - **Town of Alpine Match:** \$2,800.00 (20%)
- **Town of Alpine 4th of July Fireworks**
  - **Total Cost:** \$16,000.00
  - **Town of Alpine Match:** \$8,000.00 (50%)
- **Town of Alpine Music in the Mountain**
  - **Total Cost:** \$20,000.00
- **Lease of Equipment: Trail Groomer**
  - **Annual Cost:** \$36,000.00 maximum per year for five years
  - **Town of Alpine Commitment:** Procuring additional funds to cover labor costs for groomer operation
- **Lease of Equipment: Interactive Touch Screen Kiosk**
  - **Annual Cost:** \$8,000.00 maximum per year for five years

**BE IT FURTHER RESOLVED** that the Town of Alpine will ensure the proper implementation and oversight of these projects, maximizing their impact on tourism and community engagement.



**TOWN OF ALPINE, WYOMING  
RESOLUTION 2025-006**

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# SNOW RABBIT 3X

**Compact, Light, & Reliable**

Designed to work in small places, the Snow Rabbit 3X is one of the market's most compact and agile grooming & remote-access vehicles. Winter hiking trails & forest paths are its favorite places to work! Thanks to its lightweight and excellent maneuverability, it fears neither impractical terrains nor steep slopes, making it ideal for ski resorts, emergency rescue, and remote transportation.

- Length: 11.3'
- Length with blade: 13.7'
- Length with blade & tiller: 18.3'
- Width without blade: 7.2'
- Width (individual track): 30.9"
- Height: 7.7'
- Weight with 6 way blade: 5,233lbs
- Weight with 12 way blade: 5,308lbs
- Weight with 6 way blade & tiller: 5,637lbs
- Weight with 12 way blade & tiller: 5,712lbs
- Maximum rear deck load weight: 1,653lbs
- Track composition: aluminum
- Emission standard: Stage VI/ Tier 4 final
- Engine: Kohler 135hp, 4 cyl, turbo diesel EFI
- Electrical: 12V - battery 110Amp/h
- Fuel tank: 23 gal
- DEF tank: 4.2 gal
- LED Lighting w/beacon option
- Additional equipment: 6 way blade(7.2'w), 12 way blade(7.8'w), Tiller w/flaps(9.1'w, working shaft 7.2'w, 403lbs), compactor bar (7.8'w), Track setters (nordic/CC), 6 person cab(ROPS certified).

The Snow Rabbit 3X features a brand-new, spacious, and safe operator's cab. It supports enhanced visibility, and its LED lighting system gives the operator an optimum view during the day or night. The integrated roof hatch & adjustable side windows improve air circulation in all working conditions.

All the controls are arranged user-friendly to ensure that the vehicle is as easy to operate as possible. At the same time, the multi-functional joystick allows the operator to perform all the main functions of the blade, tiller, and track setters with one hand. The new 7" display provides an intuitive representation of all the necessary information while operating.



Thanks to the new passenger cabin, R.O.P.S. certified, the Snow Rabbit safely and efficiently transports up to 6 passengers to the desired location. It features comfortable benches, thermal insulation, and an optional independent heat system.

*Superior quality off road, remote access, snow grooming, terrain maintenance, & transportation vehicles.*



Tiller with flaps measures 9.1' with a tilling shaft of 7.2' weighing in at 403lbs.



Single or dual nordic / cross country track setting option.



14' x 8' maximum drag capability.

**844-846-7958**

**INFO@TRACKING.COM**



2007 PistenBully Scout

**YEAR** 2007 **HOURS** 236 **ENGINE** Vortec V6 **CONTROL** Dual Stick **BLADE** 6-Way

**DISTANCE** Hyde Park, Utah

SHARE THIS



2002 PistenBully Canyon

\$60,000

**YEAR** 2002 **HOURS** 791 **WIDTH** 9 ft **ENGINE** VW 1.8T diesel

**CONTROL** Steering Wheel **BLADE** 6-Way **DISTANCE** Hyde Park, Utah

CAR BROCHURE

SHARE THIS








2000 PistenBully 100

A YEAR	HOURS	WIDTH	ENGINE	CONTROL
2000	3967	8'2"	Mercedes	Dual Stick
BLADE				
3.1M All-Way		DISTANCE		
Hyde Park Utah				
<div>CAR BROCHURE</div>				
<div>SHARE THIS</div>				



2023 PistenBully 100

 YEAR	HOURS	WIDTH	 ENGINE	 CONTROL
2023	164	13'7"	Cummins	Dual Stick
<div>BLADE</div>				
3.1M All-Way				
<div>TILLER</div>				
3.2M TS Tiller				
<div>DISTANCE</div>				
Hyde Park, UT				
<div>CAR BROCHURE</div>				
<div>SHARE THIS</div>				



2007 PistenBully 200 Edge

A	YEAR	HOURS	WIDTH	ENGINE	CONTROL
	2007	9175	17'7"	Mercedes-Benz	Dual Stick
	BLADE	TILLER			
	4.4M All-Way	4.3M Multi-Flex			
				DISTANCE	
				Hyde Park, UT	
<div>CAR BROCHURE</div>					
<div>SHARE THIS</div>					



2006 PistenBully 200 Edge

YEAR	HOURS	WIDTH	ENGINE	CONTROL
2006	8,768	13'7"	Mercedes	Dual Stick
BLADE	TILLER		DISTANCE	
4.4M All-Way	4.3M Multi-Flex		Hyde Park, UT	

CAR BROCHURE

SHARE THIS



PistenBully 400 Snow Mantis

YEAR	HOURS	WIDTH	ENGINE	CONTROL
2014	3950	14'	Cummins QSL 9	Dual Stick
BLADE				
12-Way				

SHARE THIS

2017 PistenBully 400 Park Pro

YEAR	HOURS	ENGINE	CONTROL
2017	12,151	Cummins	Dual Stick
BLADE	TILLER		
4.4M SwitchBlade	4.3M ParkFlex with side finishers		

DISTANCE  
Hyde Park, UT





YEAR	HOURS	ENGINE	CONTROL
2006	4586	Mercedes	Dual Stick
BLADE		TILLER	
4.4M All-Way		4.3M AlpineFlex	DISTANCE
			Hyde Park, UT

CAR BROCHURE

SHARE THIS

## 2008 PistenBully 600W Polar



YEAR	HOURS	ENGINE	CONTROL
2008	13,919	Mercedes	Dual Stick
BLADE		TILLER	
4.4M All-Way		4.3M AlpineFlex	DISTANCE
			Hyde Park, UT

CAR BROCHURE

SHARE THIS

## 2011 PistenBully 600



YEAR	HOURS	ENGINE	CONTROL
2011	13857	Mercedes	Steering Wheel
BLADE		TILLER	
4.4M All-Way		4.3M AlpineFlex with Side Finishers	
DISTANCE			
Hyde Park, Utah			

CAR BROCHURE

SHARE THIS





2000 Bombardier Plus-MP

**A** YEAR 2000 **J** CONTROL Dual Stick **↔** BLADE 4.4M All-Way **📍** DISTANCE Hyde Park, UT

SHARE THIS



2003 Bombardier BR180

**A** YEAR 2003 **J** CONTROL Dual Stick **↔** BLADE 12-Way **📍** DISTANCE Hyde Park, UT **↔** WIDTH 8' **🔧** ENGINE Perkins 1000 Diesel

SHARE THIS



1997 Bombardier Plus MP

**A** YEAR 1997 **J** CONTROL Dual Stick **↔** BLADE 4.4M All-Way **📍** DISTANCE Hyde Park, Utah **↔** WIDTH 4.2M **🔧** ENGINE 8.7L Cummins Diesel

\$45,000

SHARE THIS



## 2008 Prinoth Bison-X

**A** YEAR

**2008**



ENGINE

**Caterpillar**



CONTROL

**Dual Stick**



BLADE

**4.4M All-Way**



TILLER

**4.3M Posiflex**



DISTANCE

**Hyde Park, UT**



SHARE THIS

## Prinoth Bison-X

HOURS

**14315**



ENGINE

**Caterpillar**



CONTROL

**Dual Stick**



BLADE

**4.4M All-Way**



TILLER

**4.3M Multi-Flex**



DISTANCE

**Hyde Park, UT**

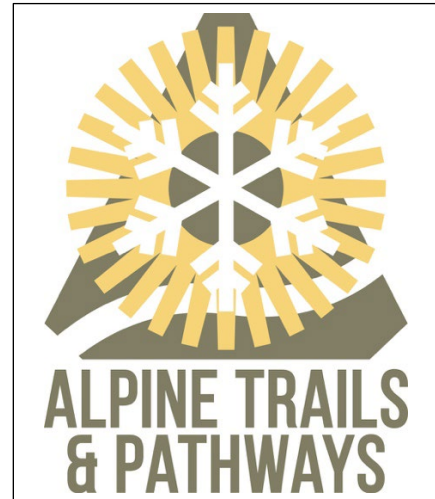


SHARE THIS

Alpine Trails and Pathways  
Alpine, WY

Alpine Travel and Tourism Board

15 March 2025



Dear Alpine Travel and Tourism Board,

Please accept Alpine Trails and Pathways (ATaP) 2025/26 grant application for winter grooming for \$8,000.00. The funds we are requesting will help “Feed the Fun” our residents and visitors enjoy!

For the 25/26 grooming season, ATaP is budgeting \$12,993.75 to hire Bushong XC Grooming to groom our Lakebed trails twice a week from end of December through first week of April. In the 2023/24 season, Bushong was able to groom through first week of April. And this winter, we’re looking at a similar time frame. For the 2025/26 season, we have raised funds to lower our ask. For next winter we’re asking \$8,000.00, 60% of our budgeted cost. Our Lakebed trails attract visitors and locals alike. Our trails give visitors to Alpine another option to fill their vacation days while keeping them close to town. We also offer local and regional users a casual groomed trail network to XC ski, skate, fat bike, snowshoe, skijor, and take their dog for a romp.

However, our Lakebed trails are not the only trails we groom. ATaP volunteers groom the Greys River bench, Snake River Bench, Winter Jubilee trails and up the Greys. By funding this grant application, you will again accomplish a few major tasks for ATaP:

1. The obvious task of relieving fundraising pressure during the winter season. Having funds in place for Bushong next season can allow us to focus on other projects and other grooming. Example: new trail map, trail signage, pre-season course prep, digital interfacing with users, events prep, etc.
2. ATaP can shift grooming funds to purchase new equipment that would not qualify for funding due to state statute. This year we’re looking to purchase a snowmobile trailer that can easily transport our grooming equipment. Having a trailer will protect our equipment and make easy transport from trailhead to trailhead when it’s not possible to snowmobile to each.

Each year, for the last 12 years, ATaP has strived to create a positive trail network environment for our community and visitors. By funding our grant request, Alpine Travel and Tourism can help ATaP take another step toward a quality trail network in Alpine.

Budget:

2025/26 New Winter Rates

Bushong XC Grooming          Hourly Rate \$330.00

Average Groom time 1.25 hrs = \$412.50

Grooming twice a week, Wednesday and Saturday, Total Average Weekly = \$825.00

Estimated Grooming season Dec 20 – April 4, 15 weeks. Total \$12,375.00 for 2025/26

Estimated cost increase for 2025/26 Season of 5%, Total Budget for 2025/26 = \$12,993.75

Applicant Organization Name: Alpine Trails and Pathways

Event or Project Name: Lakebed Trail Grooming 25/26 Season

Event or Project Location and Date: Palisades Lakebed, end of County Rd 100

Applicant Address: PO Box 3715 Alpine, WY 83128

Applicant Phone and email: 307-203-7669 / alpinetap@gmail.com

Organization Contact Name: Jeremy Larsen

Organization Contact Phone and Email: 307-203-7669 alpinetap@gmail.com

Secondary Organization Contact name: Steve Dwyer

Secondary Organization Contact Phone and Email: 307-699-3189 sirdwyeresquire@gmail.com

List of organizations Board Members and positions:

Jeremy Larsen – President  
 Jan Hansen – Vice President  
 Steve Dwyer – Secretary  
 Aaron McCormick – At Large  
 Eric Taft – At Large  
 Robbie Hagedorn – At Large

Organization Structure: 501©3 Not for Profit

Organization EIN: 85-4262663

Organization W-9 if applicable: n/a

Organization board minutes approving grant Applications: See Attachment A

Amount of funds requested? \$8,000.00

Proposed Cost of Project? \$12,993.75

List of other donors? Previous years; Alpine Travel and Tourism, Alpine Community Fund, Coney Classic Fundraiser, and individual donors.

Describe Project/Event; Purpose, Objective: Funds are to hire Bushong XC Grooming to groom the Lakebed trails from approximately end of December through first week of April, snow depending.

Where will the project/event take place? End of County Road 100 at the ATAP XC Lakebed Trails

Give a timeline with project/event deadlines? Grooming will be from end of December through April 4, snow depending.

What is the expected impact of the project/event? How many tourists will it attract? How will it benefit overnight stays and local business impact? Will there be a benefit to our local population?

Our Lakebed XC trails attract users from the Wasatch Front in Utah to Teton County and across the US. We experience daily Alpine and Star Valley users. Visitors from outside our region, use our trails as one more option for fun while they stay at our local hotels and BnB's. Weekends attract folks from Teton Co, WY, Teton Co, ID, and Bonneville Co, ID. They appreciate our casual atmosphere and acceptance of dogs. Once here, they frequent our restaurants, grocery and gas stations.

How long will your Project/event benefit intended target market? Three months +/-

How will ToATT grant money be used? It will be used to pay Bushong Trail Grooming to groom our Lakebed Trails.

Have you applied for other sources? If so, where? In the past we have applied to Alpine Travel and Tourism and Alpine Community Fund.

Will there be other funds available? If so, how much? Alpine Community Fund no longer exists. Other funding will come from donors and fundraising.

Will there be a need for future funding? If so, explain? Yes, ATAP will continue to raise funds for grooming and organizational expenses on a yearly basis.

Jeremy Larsen  
President, Alpine Trails and Pathways

## Town of Alpine Travel and Tourism Grant Application



**Mission.** Town of Alpine Travel and Tourism Board's mission is to help create positive experiences for visitors and residents by funding Lodging tax dollars for projects and/or events in Town of Alpine.

**Purpose.** The purpose of Town of Alpine Travel and Tourism Board is to provide for the promotion of travel and tourism within Town of Alpine and to administer the distribution of lodging tax revenue, ideally for the benefit to local businesses and residents of Town of Alpine.

Applicant Organization Name: *SVI Media*

Event or Project Name: *25-26 Marketing Proposal*

Event or Project Location and Date: *Star Valley + Utah Region*

Applicant Address: *360 S. Washington, Afton*

Applicant Phone and email: *duked@svinews.com 307-887-5726*

Organization Contact Name: *Duke Dance*

Organization Contact Phone and Email: *Same as above*

Secondary Organization Contact name:

Secondary Organization Contact Phone and Email:

List of organizations Board Members and positions:

Organization Structure: Non-Profit, Individual, Municipality? *Business*

Will there be other funds available? If so, how much?

*No*

Will there be a need for future funding? If so, explain?

*Will reapply for 26-27 budget year*

**Supporting Documentation:**

- Budget Worksheet or Financial Plan
- ☒ Marketing Plan
- IRS EIN
- Bids, Contracts, Estimates, etc
- ☒ W-9

**Post Project/Event Feedback Checklist:**

- Recap of Project/Event
- Number of Attendees
- Documentation (adds or pics) showing ToATT was listed and promoted as a sponsor
- Explain how your project/event created tourism.
- Explain how your project/event made a positive impact on the Alpine community.
- Was/is the objective of your project/event been met?
- Will you have the project/event again?
- What changes would you make, if any?
- Did you make new connections to future partners for your project/event?
- Show your Budget

Failure to file a final report and attend the Feedback meeting can result in ineligibility for future awards.

These grant dollars are generated with the lodging tax charge on overnight stays in the Town of Alpine. The board prioritizes dollars toward events that generate overnight stays and commerce amidst area businesses.

Signature Authorization to seek funds:



# Alpine Tourism Board

## SVI Media Proposal for Fiscal Year 25-26

### Geofencing

Will be used to serve digital ads to a specific target demographic to promote Alpine events and tourism. Non-social media ads that will be viewed on thousands of websites that the target market visits. Can provide analytics including impressions, clicks and how many people that saw the ad attended the event or the target result. 100,000 impressions will be served monthly.

Value: \$1,500/month

Your price: \$1,000/month

### SVI Sports Broadcasts

Receive a thirty second commercial that will air 3-4 times during each live video broadcast of Star Valley High School sports on SVI Media. Games are free to view at SVInews.com, SVI Media YouTube channel and SVI social media platforms. Average of 25-35 thousand live viewers per broadcast, local and regional viewers. Commercial production is included, up to 2 commercials per sports season (fall, winter and spring).

Value: \$800/month

Your Price: \$500/month

### Digital Ads on SVI websites

Receive digital website ads on both SVInews.com and SVIAlpine.com. Ads can promote local events or local businesses in Alpine. Ads will appear inside the news content of both websites and will redirect to the appropriate website when clicked. SVI can provide a total number of impressions and clicks on all digital ads.

Value: \$1,000/month

Your Price: \$500/month

### Social Media

Receive a monthly post or video reel on Facebook and Instagram that is boosted to a local and regional audience. This post will promote either recreation or upcoming events in Alpine.

Value: \$500/month

Your Price: \$300/month

**Total Yearly amount: \$27,600**

**10% discount if full year paid in advance: \$24,840**

Form **W-9**  
(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service

# Request for Taxpayer Identification Number and Certification

► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give Form to the  
requester. Do not  
send to the IRS.

Print or type.  
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <b>SVI Media, LLC</b>	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ <small>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</small> <input type="checkbox"/> Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from FATCA reporting code (if any) _____  <small>(Applies to accounts maintained outside the U.S.)</small>
5 Address (number, street, and apt. or suite no.) See instructions. <b>PO Box 129</b>	Requester's name and address (optional)
6 City, state, and ZIP code <b>Afton, WY 83110</b>	
7 List account number(s) here (optional)	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-				-		
or									
Employer identification number									
4	7		-	4	9	3	6	6	9

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here      Signature of U.S. person ► *Duke Danna*      Date ► *4/8/24*

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

# Display / Geofencing / Native Report – Alpin

and Tourism Board – 2024-11-01 – 2025-02-22

**Arrow Digital Marketing**

Digital Advertising Solutions

Alpine Travel and Tourism  
Board

/ Display / 4525517 - Competitive  
Plus

## Snapshot

Impressions

**385,787**

Clicks

**524**

CTR

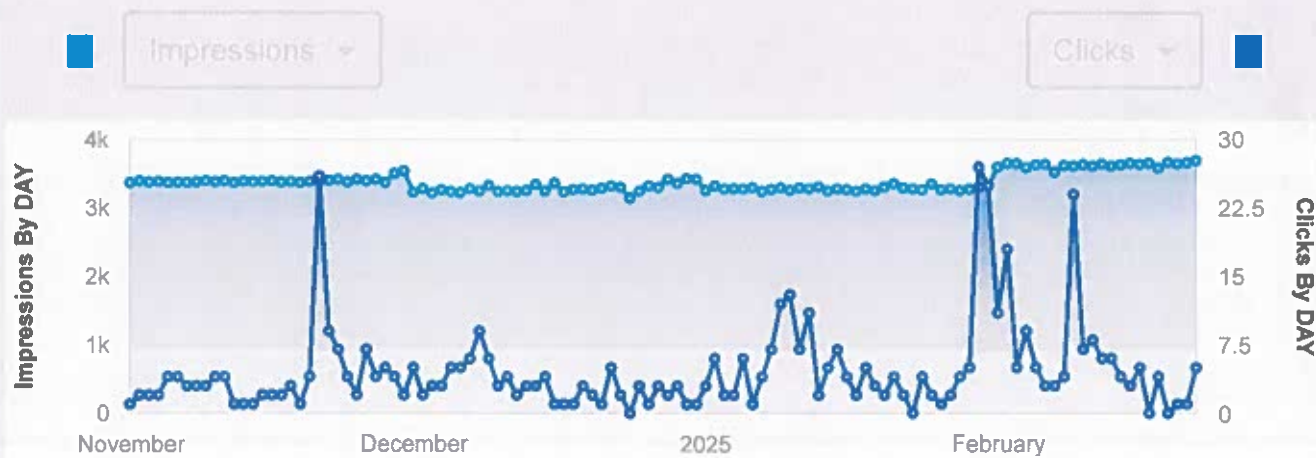
**0.14%**

Conversions

**0**

## Data by Time Frame

DAY



## Display / Geofencing / Native Report – Alpine

and Tourism Board – 2024-11-01 – 2025-02-22



Alpine Travel and Tourism Board / Display / 4525517 - Competitive Plus

### Performance by Creative

Preview	Name	↓ Im...	Clicks	CTR	Convers...
	4525517 - 11202024 - Alpine Winter design set-320x50-px.gi	72,203	54	0.07%	0
	4525517 - 11202024 - Alpine Winter design se-300x250-px.g	42,999	45	0.10%	0
	4525517 - 11202024 - Alpine Winter design set-728x90-px.gi	28,041	43	0.15%	0
	4525517 - 10072024 - Alpine 2 design set - Cu-320x50-px.gi	26,083	17	0.07%	0
	4525517 - 01092025 - Alpine Jubilee design se-320x50-px.g	24,346	29	0.12%	0
	<b>Totals</b>	<b>385,787</b>	<b>524</b>	<b>0.14%</b>	<b>0</b>

\* Top 5 results displayed in table. Total line includes additional, unlisted results.

## Alpine Tourism and Promotion Board

### **SVInews.com & SVIalpine.com digital ads performance**

August 24-February 25

Total of 141,562 impressions

Total of 7,407 clicks

### **Video Commercials on SVI Sports**

Average of roughly 21,000 total views per broadcast during football and basketball season, with additional listenership on SVI Radio broadcasts for both high school and University of Wyoming games.

## Town of Alpine Travel and Tourism Grant Application



**Mission.** Town of Alpine Travel and Tourism Board's mission is to help create positive experiences for visitors and residents by funding Lodging tax dollars for projects and/or events in Town of Alpine.

**Purpose.** The purpose of Town of Alpine Travel and Tourism Board is to provide for the promotion of travel and tourism within Town of Alpine and to administer the distribution of lodging tax revenue, ideally for the benefit to local businesses and residents of Town of Alpine.

Applicant Organization Name: **Town of Alpine**

Event or Project Name: **Mountain Days**

Event or Project Location and Date: **Weekend after father's day each year**

**Alpine Mountain Days began in 1990 and grows each year.**

Applicant Address: **250 River Circle, Alpine, WY 83128**

Applicant Phone and email: Organization Contact Name: **Melody Leseberg**

Organization Contact Phone and Email: **307-654-7757 Ext. 3 admin@alpinewy.gov**

Secondary Organization Contact name: **Andrea Burchard**

Secondary Organization Contact Phone and Email:  
**307-880-5557 aburchard@alpinewy.gov**

List of organizations Board Members and positions: **Mayor Green, Jeremy Larsen, Andrea Burchard, , Emily Castillo, Shay Scaffide**

Organization Structure: Non-Profit, Individual, Municipality? **Municipality**

Organization EIN: **83-0291688**

Organization W-9 if applicable: **Attached**

Organization board minutes approving grant Applications: **Attached**

Amount of funds requested. \$ 11,200

Proposed Cost of Project? **\$14,000**

List of other donors? **Town of Alpine 20% = 2,800**

Describe Project/Event; Purpose, Objective: **Alpine Mountain Days – H-Frame needed to provide enough power for Food Venders at Mountain Days**

Where will the project/event take place? **121 US Hwy 89, Alpine, WY 83128**

Give a timeline with project/event deadlines? **Once the project is approved the electrician will move forward for getting us on his schedule to have the H-frame installed.**

What is the expected impact of the project/event? How many tourists will it attract? How will it benefit overnight stays and local business impact? Will there be benefits to our local population? **We struggle with power every year at Mtn Days. We added one H-Frame several years back and last year it was discovered that we need more power to accommodate the amount of power that the food trucks require. Mtn days draws thousands of people to the area every summer which supports local businesses, campgrounds, and hotels.**

How long will your Project/event benefit intended target market? **Years to come**

How will ToATT grant money be used? **We would hire Servant Electric to order necessary items and install the H-Frame at the Civic Center which will accommodate not only Alpine Mtn Days but other events that get held at the Civic Center each year. Servant Electric also works closely with Lower Valley Energy to meet all the requirements set forth by them.**

Have you applied for other sources? If so, where? **Town of Alpine providing a match of 20% = \$2,800**

Will there be other funds available? If so, how much? **\$2,800**

Will there be a need for future funding? If so, explain? **No, once this second H-Frame has been added we have been told that the power issue will be resolved.**

**Supporting Documentation:**

- Budget Worksheet or Financial Plan
- Marketing Plan - **Website - Newsletter - Buckrail - Social Media**
- IRS EIN **83-0291688**
- Bids, Contracts, Estimates, etc – Previous cost of H-Frame
- W-9 **Attached**

**Post Project/Event Feedback Checklist:**

- Recap of Project/Event
- Number of Attendees
- Documentation (adds or pics) showing ToATT was listed and promoted as a sponsor
- Explain how your project/event created tourism.
- Explain how your project/event made a positive impact on the Alpine community.
- Was/is the objective of your project/event been met?
- Will you have the project/event again?
- What changes would you make, if any?
- Did you make new connections to future partners for your project/event?
- Show your Budget

Failure to file a final report and attend the Feedback meeting can result in ineligibility for future awards.

These grant dollars are generated with the lodging tax charge on overnight stays in the Town of Alpine. The board prioritizes dollars toward events that generate overnight stays and commerce amidst area businesses.

Signature Authorization to seek funds:

*Melody Leseberg*  
*Andrea Burchard*



Form

**W-9**(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service**Request for Taxpayer  
Identification Number and Certification**► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.**Give Form to the  
requester. Do not  
send to the IRS.****1** Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.**Town of Alpine****2** Business name/disregarded entity name, if different from above**3** Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.☐ Individual/sole proprietor or single-member LLC☐ C Corporation☐ S Corporation☐ Partnership☐ Trust/estate☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►**Note:** Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.☒ Other (see instructions) ►**Government****4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

**5** Address (number, street, and apt. or suite no.) See instructions.**PO Box 3070****6** City, state, and ZIP code**Alpine, WY 83128****7** List account number(s) here (optional)

Requester's name and address (optional)

Print or type.  
See Specific Instructions on page 3.**Part I Taxpayer Identification Number (TIN)**Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.**Note:** If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.**Social security number**

[ ] [ ] [ ] - [ ] [ ] - [ ] [ ] [ ] [ ]

**or****Employer identification number**

8 3 - 0 2 9 1 6 8 8

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.**Sign  
Here**Signature of  
U.S. person ►

Date ►

3/11/2025

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

*If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*



**TOWN OF ALPINE, WYOMING  
RESOLUTION 2025-006**

**A RESOLUTION COMMITTING SUPPORT ON BEHALF OF THE GOVERNING BODY OF THE TOWN OF ALPINE TO SUBMIT APPLICATIONS WITH THE ALPINE TRAVEL AND TOURISM BOARD ON BEHALF OF THE TOWN OF ALPINE**

**WHEREAS**, the Alpine Travel & Tourism Board was established to oversee, manage, and promote tourism-related activities and facilities for the benefit of the Town of Alpine; and

**WHEREAS**, the Governing Body of the Town of Alpine acknowledges the importance of supporting programs and initiatives that enhance tourism, community engagement, and local economic development; and

**WHEREAS**, the Governing Body of the Town of Alpine seeks to elevate key community events, invest in infrastructure improvements, and enhance visitor experiences through the following projects: supporting the Mountain Days Event, supporting the Winter Jubilee, funding the 4th of July fireworks, funding the Town of Alpine purchasing a trail groomer, and acquiring an interactive touch-screen kiosk;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Alpine, Wyoming, hereby authorizes the submission of five (5) funding applications to the Alpine Travel & Tourism Board for the following projects, to be completed within Fiscal Year 2026 (July 1, 2025 – June 30, 2026):

- **Town of Alpine Winter Jubilee**
  - **Total Cost:** \$10,000.00
  - **Town of Alpine Match:** \$2,000.00 (20%)
- **Town of Alpine Mountain Days**
  - **Total Cost:** \$14,000.00
  - **Town of Alpine Match:** \$2,800.00 (20%)
- **Town of Alpine 4th of July Fireworks**
  - **Total Cost:** \$16,000.00
  - **Town of Alpine Match:** \$8,000.00 (50%)
- **Town of Alpine Music in the Mountain**
  - **Total Cost:** \$20,000.00
- **Lease of Equipment: Trail Groomer**
  - **Annual Cost:** \$36,000.00 maximum per year for five years
  - **Town of Alpine Commitment:** Procuring additional funds to cover labor costs for groomer operation
- **Lease of Equipment: Interactive Touch Screen Kiosk**
  - **Annual Cost:** \$8,000.00 maximum per year for five years

**BE IT FURTHER RESOLVED** that the Town of Alpine will ensure the proper implementation and oversight of these projects, maximizing their impact on tourism and community engagement.

TOWN OF ALPINE  
PO BOX 3070  
ALPINE WY 83128-3070

<b>Total Due:</b>	200.00
Current Due:	200.00
1 - 29 Past Due:	0.00
30 - 59 Past Due:	0.00
60 - 89 Past Due:	0.00
90 & Over Past Due:	0.00

Account: 92040

Page 1 of 1

Date	Invoice	Description	Amount
PREVIOUS BALANCE:			0.00
04/29/2022	24250	ENGINEERING FEE - 121 US HWY 89 H-FRAME	200.00
Product	Line Description	Qty	Line Amt Tax
EWIP	ENGINEERING FEE - 121 US HWY 89 H-FRAME	1.000	200.00 0.00
			200.00 0.00
			200.00
<b>Total Due:</b>			<b>200.00</b>

## Messages

For paying convenience you may pay with a credit card or bank account through Lower Valley Energy SmartHub. Please visit our website at [www.lvenergy.com](http://www.lvenergy.com) and select Make a One-Time Payment.

RETURN BOTTOM PORTION WITH PAYMENT

Statement Date: 04/29/2022	<b>Total Due:</b>	200.00
Statement: 28094	Amount	
Account: 92040	Enclosed:	

TOWN OF ALPINE  
PO BOX 3070  
ALPINE WY 83128-3070

Remit To:

Lower Valley Energy  
PO BOX 188  
236 NORTH WASHINGTON  
AFTON WY 83110

## LVE LINE EXTENSION APPLICATION

☐ GAS ☒ ELECTRIC

WO# \_\_\_\_\_

WO# \_\_\_\_\_

WO# \_\_\_\_\_

EASEMENT: YES OR NO \_\_\_\_\_

Date: 4/28/22

Member#: \_\_\_\_\_

Engineering Fee-Date Paid &amp; Amount: \_\_\_\_\_

Member Name(s): Town of AlpineMailing Address: P.O. Box 3070, Alpine, WY 83128

Member Email(s): \_\_\_\_\_

Member Phone#(s): 307-880-2869Physical Service Address: 121 U.S. Hwy 89Lot#/Parcel#: 600 Building Square Footage: \_\_\_\_\_Description of Project: upgrade power at civic center for Mountain Days  
to install H-Fiber

Type of Heating System (Elec, Gas, Prop): \_\_\_\_\_

Type of Water Heat (Elec, Gas, Prop): \_\_\_\_\_

Service Size (Main Switch Amps): \_\_\_\_\_

Secondary Voltage: \_\_\_\_\_

Service Type (OH or UG): \_\_\_\_\_

Construction Temp Loop Supplied by (LVE or Member): \_\_\_\_\_

Conduit Installed by (LVE or Qualified Installer): \_\_\_\_\_

Trench (LVE or Member): \_\_\_\_\_

Will GAS &amp; ELEC be sharing a Trench? \_\_\_\_\_

Gas BTU's: \_\_\_\_\_ Gas PSIG: \_\_\_\_\_

## MEMBER TO SUBMIT THE FOLLOWING WITH APPLICATION:

1. Site Plan, Electrical Loads and/or Natural Gas Loads plus electrical one-line diagram.
2. Copy of deed with legal description and parcel identification number.
3. \$200 Engineering fee (applied to job costs if the job proceeds).
4. Membership application and membership deposit if applicable.
5. If signing as representative for member - LVE requires a letter of authorization from the member. (Available upon request).

APPLICATION CONTINUED ON REVERSE SIDE, MEMBER OR REPRESENTATIVE SIGNATURE REQUIRED.

# LVE LINE EXTENSION APPLICATION - CONTINUED

Section 4, Item1.

Contractor: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Electrician: Kevin Azhoo Servant electric

Phone: 307-713-7378 Email: \_\_\_\_\_

Excavator: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Mechanical/Plumber: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Architect: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Engineer: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

I, the undersigned, agree with LVE on the location of the transformer, location of the electric and/or gas meter, and the size of electrical service and/or gas service. Should any of those change, I agree to notify LVE immediately. I understand that a change in the length, size or location of the service could result in an increase in the cost and possible delay of installation. I understand that if I do not have LVE install the conduit that it will be installed by a qualified installer.

Member/Representative Signature: \_\_\_\_\_

Craig Leseberg

Printed Name: Craig Leseberg

Date: 4-28-22

Received in LVE office-date and by whom: \_\_\_\_\_

Easement received in office-date: \_\_\_\_\_

*Alpine, WY 83128*

*Section 4, Item 1.*

Phone # 307-774-0116

Town of Alpine  
Attn: Accounts Payable  
PO Box 3070  
Alpine WY 83128

RECEIVED  
JUL - 5 2022  
Town of Alpine

<b>Total</b>	<b>\$9,500.00</b>
--------------	-------------------

86

## Town of Alpine Travel and Tourism Grant Application



**Mission.** Town of Alpine Travel and Tourism Board's mission is to help create positive experiences for visitors and residents by funding Lodging tax dollars for projects and/or events in Town of Alpine.

**Purpose.** The purpose of Town of Alpine Travel and Tourism Board is to provide for the promotion of travel and tourism within Town of Alpine and to administer the distribution of lodging tax revenue, ideally for the benefit to local businesses and residents of Town of Alpine.

Applicant Organization Name: **Town of Alpine**

Event or Project Name: **4th of July Fireworks**

Event or Project Location and Date: **4th of July - Below Amercian Legion Ballfield**

Applicant Address: **250 River Circle, Alpine, WY 83128**

Applicant Phone and email: **307-654-7757**

Organization Contact Name: **Melody Leseberg**

Organization Contact Phone and Email: **307-654-7757 Ext. 3 – admin@alpinewy.gov**

Secondary Organization Contact name: **Andrea Burchard**

Secondary Organization Contact Phone and Email: **aburchard@alpinewy.gov**

List of organizations Board Members and positions: **Town Council Mayor - 4 elected councilman**

Organization Structure: Non-Profit, Individual, Municipality? **Municipality**

Organization EIN: **83-0291688**

Organization W-9 if applicable: **See Attached**

Organization board minutes approving grant Applications: **See attached**

Amount of funds requested? **\$ 8,000**

Proposed Cost of Project? **\$ 16,000**

List of other donors? **Town of Alpine 50%**

Describe Project/Event; Purpose, Objective:

**Due to upcoming potential budget cuts by the Town of Alpine the event committee is requesting additional funds through a travel & tourism grant to keep our fireworks display show to the same quality standards that has taken place the previous 2 years.**

Where will the project/event take place?

**July 4th, 2025 – Below American Legion Ball field on Town Property**

Give a timeline with project/event deadlines?

**We order and schedule our fireworks display with the licensed and insured vendor in spring of 2025.**

What is the expected impact of the project/event? How many tourists will it attract? How will it benefit overnight stays and local business impact? Will there be a benefit to our local population?

## 1. Community Engagement and Celebration

- **Public Enjoyment:** Fireworks are a popular form of entertainment that can bring a sense of joy, excitement, and wonder to people of all ages. The event creates a shared experience for the community, fostering unity and a sense of togetherness.
- **Cultural and National Significance:** Fireworks displays are often tied to important holidays or local festivals, such as Independence Day, New Year's Eve, or other civic celebrations, which helps reinforce community identity and pride.
- **Family-friendly Event:** Fireworks shows often cater to families, making them a great opportunity for parents to enjoy the event with children, contributing to the overall sense of community.

## 2. Economic Benefits for Local Businesses



- **Increased Foot Traffic:** Fireworks displays can attract large crowds to the area, leading to more visitors for local shops, restaurants, cafes, and bars. Businesses located near the event's venue can experience a surge in customers before, during, and after the show.
- **Boost in Sales:** Local retailers, food vendors, and service providers often experience a boost in sales due to the influx of attendees. This is especially true for businesses that sell food, drinks, or event-related products.
- **Promotion of Local Tourism:** Municipalities may advertise fireworks events to attract visitors from outside the immediate area, benefiting local tourism by bringing in people who may stay for extended periods and spend money on accommodations, transportation, and attractions.
- **New Opportunities for Vendors:** Food trucks, souvenir stands, and other vendors may have the chance to set up temporary booths around the event area, providing them with an opportunity to make sales and promote their businesses.

Have you applied for other sources? If so, where? **Town will be doing matching funds**

How will ToATT grant money be used? The funds will be used towards the purchase of Fireworks.

Will there be other funds available? If so, how much? **Town of Alpine will provide the additional funds for the project in the amount of \$7,0000 - \$ 12,000 Depending on costs for this years event**

How long will your Project/event benefit intended target market?  
**2 days**

Will there be a need for future funding? If so, explain?

Possibly – As the Town of Alpine we have a 4<sup>th</sup> of July fireworks display show each summer on the 4<sup>th</sup> of July. Depending on the general budget of the Town will dictate if we need to pursue grant funding for future years.

**Supporting Documentation:**

- Budget Worksheet or Financial Plan
- Marketing Plan – SVI Alpine – Facebook – Posters – Buckrail – Star Valley Independent Newspaper – Texting application
- IRS EIN
- Bids, Contracts, Estimates, etc
- W-9

**Post Project/Event Feedback Checklist:**

- Recap of Project/Event
- Number of Attendees
- Documentation (adds or pics) showing ToATT was listed and promoted as a sponsor
- Explain how your project/event created tourism.
- Explain how your project/event made a positive impact on the Alpine community.
- Was/is the objective of your project/event been met?
- Will you have the project/event again?
- What changes would you make, if any?
- Did you make new connections to future partners for your project/event?
- Show your Budget

Failure to file a final report and attend the Feedback meeting can result in ineligibility for future awards.

These grant dollars are generated with the lodging tax charge on overnight stays in the Town of Alpine. The board prioritizes dollars toward events that generate overnight stays and commerce amidst area businesses.

Signature Authorization to seek funds:





**TOWN OF ALPINE, WYOMING  
RESOLUTION 2025-006**

**A RESOLUTION COMMITTING SUPPORT ON BEHALF OF THE GOVERNING BODY OF THE TOWN OF ALPINE TO SUBMIT APPLICATIONS WITH THE ALPINE TRAVEL AND TOURISM BOARD ON BEHALF OF THE TOWN OF ALPINE**

---

**WHEREAS**, the Alpine Travel & Tourism Board was established to oversee, manage, and promote tourism-related activities and facilities for the benefit of the Town of Alpine; and

**WHEREAS**, the Governing Body of the Town of Alpine acknowledges the importance of supporting programs and initiatives that enhance tourism, community engagement, and local economic development; and

**WHEREAS**, the Governing Body of the Town of Alpine seeks to elevate key community events, invest in infrastructure improvements, and enhance visitor experiences through the following projects: supporting the Mountain Days Event, supporting the Winter Jubilee, funding the 4th of July fireworks, funding the Town of Alpine purchasing a trail groomer, and acquiring an interactive touch-screen kiosk;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Alpine, Wyoming, hereby authorizes the submission of five (5) funding applications to the Alpine Travel & Tourism Board for the following projects, to be completed within Fiscal Year 2026 (July 1, 2025 – June 30, 2026):

- **Town of Alpine Winter Jubilee**
  - **Total Cost:** \$10,000.00
  - **Town of Alpine Match:** \$2,000.00 (20%)
- **Town of Alpine Mountain Days**
  - **Total Cost:** \$14,000.00
  - **Town of Alpine Match:** \$2,800.00 (20%)
- **Town of Alpine 4th of July Fireworks**
  - **Total Cost:** \$16,000.00
  - **Town of Alpine Match:** \$8,000.00 (50%)
- **Town of Alpine Music in the Mountain**
  - **Total Cost:** \$20,000.00
- **Lease of Equipment: Trail Groomer**
  - **Annual Cost:** \$36,000.00 maximum per year for five years
  - **Town of Alpine Commitment:** Procuring additional funds to cover labor costs for groomer operation
- **Lease of Equipment: Interactive Touch Screen Kiosk**
  - **Annual Cost:** \$8,000.00 maximum per year for five years

**BE IT FURTHER RESOLVED** that the Town of Alpine will ensure the proper implementation and oversight of these projects, maximizing their impact on tourism and community engagement.

---

Form

**W-9**(Rev. October 2018)  
Department of the Treasury  
Internal Revenue Service**Request for Taxpayer  
Identification Number and Certification**► Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.**Give Form to the  
requester. Do not  
send to the IRS.**

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

**Town of Alpine**

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC☐ C Corporation☐ S Corporation☐ Partnership☐ Trust/estate☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ►

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☒ Other (see instructions) ►**Government**

5 Address (number, street, and apt. or suite no.) See instructions.

**PO Box 3070**

6 City, state, and ZIP code

**Alpine, WY 83128**

7 List account number(s) here (optional)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) \_\_\_\_\_

Exemption from FATCA reporting code (if any) \_\_\_\_\_

(Applies to accounts maintained outside the U.S.)

Requester's name and address (optional)

**Part I Taxpayer Identification Number (TIN)**Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

[ ] [ ] [ ] - [ ] [ ] - [ ] [ ] [ ] [ ]

or

Employer identification number

8 3 - 0 2 9 1 6 8 8

**Part II Certification**

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

**Sign  
Here**Signature of  
U.S. person ►

mel [signature]

Date ►

3/11/2025

**General Instructions**

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

**Purpose of Form**

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
  - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
  - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
  - Form 1099-S (proceeds from real estate transactions)
  - Form 1099-K (merchant card and third party network transactions)
  - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
  - Form 1099-C (canceled debt)
  - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

FIREWORKS WEST INTERNATIONALE  
1730 EAST 1550 NORTH  
LOGAN, UTAH 84341  
435 757 1552

Federal Explosives License / Permit  
9-UT-005-50-4G-00143

SALES AGREEMENT / INVOICE

INVOICE NUMBER 240619

SPONSOR Alpine Wyoming

DATE OF DISPLAY July 4, 2024

CONTACT Bob Hammond, Eli Kaufman

PHONE/ 307 690 1183

ADDRESS Alpine Wyoming

CONTRACT TERMS Payment of \$15,000.00 is due the day of the display. Please hand deliver payment to the display operator, ( Eli Kaufman)

Remit to...

Fireworks West Internationale 1730 E 1550 N Logan, Utah 84341

DESCRIPTION 2.5" - 3" shells...386, 4" shells - 108, 5" shells - 36

SHOW VALUE AND TOTAL COST OF THE DISPLAY, LABOR,  
AND INSURANCE \$15,000.00

BUYER SIGNATURE



DATE

6-21-2024

FIREWORKS WEST INTERNATIONALE

DATE

Sponsor agrees to procure and furnish a suitable place to display the said fireworks, and to secure all police, fire, local and state permits, and to arrange for any security bonds as required by law in their community when necessary, and agrees to furnish necessary police, fire and sponsor's protection, for proper crowd control, auto parking and proper supervision in clearing debris after the display. Buyer agrees to comply with NFPA standards. This order is subject to acceptance by Fireworks West Internationale. This merchandise is sold upon the condition that the buyer indemnify the seller from any civil action occasioned from the handling, storage, use or sale of the merchandise, including court costs and attorney fees. Late fees of 2% per month carrying charge, \$50 minimum, will be assessed on all past due accounts, buyer agrees to pay all collection costs. In the event of inclement weather that prevents to the display to be shot on the planned date, and if the Buyer does not reschedule the display within the agreed upon date by the Buyer and the Seller within the contracted month, the Buyer will pay full price for the contracted show. In the event the show is rescheduled on an agreed upon date by the Buyer and Seller, the Buyer will pay the Seller's labor cost associated with all the set up and take down of the display on the original date contracted.

Fireworks West Internationale 1730 East 1550 North Logan, Utah 84341  
Phone 435 757 1552  
email alburns57@msn.com

## Town of Alpine Travel and Tourism Grant Application



**Mission.** Town of Alpine Travel and Tourism Board's mission is to help create positive experiences for visitors and residents by funding Lodging tax dollars for projects and/or events in Town of Alpine.

**Purpose.** The purpose of Town of Alpine Travel and Tourism Board is to provide for the promotion of travel and tourism within Town of Alpine and to administer the distribution of lodging tax revenue, ideally for the benefit to local businesses and residents of Town of Alpine.

Applicant Organization Name: ALPINE FIRE DEPARTMENT

Event or Project Name:

Event or Project Location and Date:

Applicant Address: 220 US HIGHWAY 89

Applicant Phone and email: 307 654 7581 Alpinefire.vogt@gmail.com

Organization Contact Name: MIKE VOGT

Organization Contact Phone and Email: 307 654 7581 Alpinefire.vogt@gmail.com

Secondary Organization Contact name: Christine Wagner

Secondary Organization Contact Phone and Email:

List of organizations Board Members and positions: Tim Cline - Chairman  
John Jorgensen - BOARD

Organization Structure: Non-Profit, Individual, Municipality?

Organization EIN: 83-0294404

Organization W-9 if applicable:

Organization board minutes approving grant Applications:

Amount of funds requested? FIRE Blanket - 1,085.00 2 RADIOS - 16,381.00

Proposed Cost of Project? 17,466

List of other donors?

Describe Project/Event; Purpose, Objective:

SEE LETTER

Where will the project/event take place?

Give a timeline with project/event deadlines?

What is the expected impact of the project/event? How many tourists will it attract? How will it benefit overnight stays and local business impact? Will there be a benefit to our local population?

How long will your Project/event benefit intended target market?

How will ToATT grant money be used?

Have you applied for other sources? If so, where?



Town of Alpine Travel and Tourism  
250 River Circle Drive  
Alpine, WY 83128

March 6, 2025

Thank you for the opportunity to apply for your Grant. The Alpine Fire Department would appreciate the consideration of funding a Fire Blanket and two Portable Radios. The AFD has responded to the most calls of any Fire Department in Lincoln County. A vast majority of the calls are motor vehicle accidents. Alpine experiences an increase in Travelers either staying in Alpine or passing through, which increases the volume of accidents. Normal accidents scene times take about two hours of the volunteer's time. After caring for the victims and vehicles, time is spent controlling traffic and cleaning debris, keeping drivers moving safely and in a timely manner. Communication is the most important action in any fire scene safety. AFD provides members on each side of the accident with stop signs and must communicate with the member at the other end of the accident to provide for safe traffic flow. A few AFD members do not have a compatible radio to communicate.

The Alpine Fire Department is asking for two new programmed portable radios to provide a safe service to both the Drivers and the Firefighters. The AFD is also asking for a Fire Blanket to help mitigate an electric vehicle fire. If an electric vehicle catches fire, it will take at least 20,000 gallons of water to attempt to cool the batteries down. Providing that much water would cause long traffic congestion, a water shuttle evolution, and toxic water runoff. A Fire Blanket is a product to cover the vehicle and smother out the fire and intermittently cool down with minimal water. Eliminating smoke and toxic water runoff while keeping the roadway open and traffic flowing.

Thank you for your consideration and steady support.

  
Mike Vogt Fire Chief  
Alpine Fire Department





# Quote

Section 4, Itemn.

Quote #	QT1861222
Date	09/26/2024
Expires	10/11/2024
Sales Rep	Renouard, Jake
PO #	Bridgehill Fire Blankets
Shipping Method	FedEx Ground
Customer	ALPINE FIRE DEPARTMENT (WY)
Customer #	C45540

**Bill To**  
 Mike Vogt  
 ALPINE FIRE DEPARTMENT  
 PO BOX 3785  
 Alpine WY 83128  
 United States

**Ship To**  
 Mike Vogt  
 ALPINE FIRE DEPARTMENT  
 220 US Highway 89  
 Alpine WY 83128  
 United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
103251			Car Pro X	1	\$2,769.06	\$2,769.06
101251			Car Standard	1	\$1,085.74	\$1,085.74

Shipping cost is not included in this quote.

<b>Subtotal</b>	\$3,854.80
<b>Shipping Cost</b>	\$0.00
<b>Tax Total</b>	\$0.00
<b>Total</b>	\$3,854.80

MES APPRECIATES YOUR BUSINESS!

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.





QUOTE-3029726  
2 APX8000

Billing Address:  
ALPINE FIRE DEPT  
220 MAIN ST  
ALPINE, WY 83128  
US

Shipping Address:  
ALPINE FIRE DEPT  
220 MAIN ST  
ALPINE, WY 83128  
US

Quote Date:03/04/2025  
Expiration Date:05/03/2025  
Quote Created By:  
Dan Argyle  
Government Area Sales Manager  
dargyle@daywireless.com  
208-809-0566

End Customer:  
ALPINE FIRE DEPT  
Mike Vogt  
alpinefire.vogt@gmail.com  
307-654-7581

Contract: 39014 - WYOLINK

Freight Terms:FREIGHT PREPAID  
Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 8000 Series	APX8000XE				
1	H91TGD9PW7AN	APX 8000 ALL BAND PORTABLE MODEL 3.5	2	\$8,085.00	\$5,255.25	\$10,510.50
1a	Q806CB	ADD: ASTRO DIGITAL CAI OPERATION	2	\$567.00	\$368.55	\$737.10
1b	Q361AN	ADD: P25 9600 BAUD TRUNKING	2	\$330.00	\$214.50	\$429.00
1c	QA02006AC	ENH: APX8000XE RUGGED RADIO	2	\$880.00	\$572.00	\$1,144.00
1d	Q58AL	ADD: 3Y ESSENTIAL SERVICE	2	\$184.00	\$184.00	\$368.00
1e	QA05509AA	DEL: DELETE UHF BAND	2	-\$800.00	-\$520.00	-\$1,040.00
1f	QA09001AB	ADD: WIFI CAPABILITY	2	\$330.00	\$214.50	\$429.00
1g	H38BS	ADD: SMARTZONE OPERATION	2	\$1,650.00	\$1,072.50	\$2,145.00
1h	QA05751AA	ADD: NO ENCRYPTION, CLEAR RADIO (NO ADP) (US ONLY)	2	\$0.00	\$0.00	\$0.00
1i	QA07682AA	ADD: SMARTCONNECT	2	\$0.00	\$0.00	\$0.00
1j	QA01427AG	ALT: APX8000/XE HOUSING GREEN	2	\$28.00	\$18.20	\$36.40



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.  
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800



QUOTE-3029726  
2 APX8000

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1k	QA01648AA	ADD: HW KEY SUPPLEMENTAL DATA	2	\$6.00	\$3.90	\$7.80
2	NNTN8860B	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	2	\$186.50	\$121.23	\$242.46
3	PMMN4154A	XVE500 DIV 1 REMOTE SPEAKER MIC, HIGH IMPACT GREEN WITH KNOB, UL	2	\$748.00	\$486.20	\$972.40
4	LSV00Q00202A	DEVICE PROGRAMMING	2	\$200.00	\$200.00	\$400.00

Grand Total

\$16,381.66(USD)

### Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.  
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800



Applicant Organization Name:

**Town of Alpine - Special Events Committee**

Event or Project Name: **Alpine Music in the Mountains Summer Series**

Event or Project Location and Date: **Marge Grover Park - July/August 2025**

Applicant Address: **Alpine Town Hall**

Applicant Phone and email: **307.690.3310, shayscaffide@gmail.com**

Organization Contact Name: **Shay Scaffide, Town Council**

Organization Contact Phone and Email: **Same as Above**

Secondary Organization Contact name: **Not applicable**

Secondary Organization Contact Phone and Email: **Not applicable**

List of organizations Board Members and positions:

**Special Events, Town of Alpine - please confirm with Town Councilwoman, Andrea Burchard**

Organization Structure: Non-Profit, Individual, Municipality? **Municipality**

Organization EIN: **Town of Alpine**

Organization W-9 if applicable: **Not applicable**

Organization board minutes approving grant Applications: **Confirm with Special Events Committee**

Amount of funds requested? **\$20,000 per year for annual music summer series**

Proposed Cost of Project? **\$20,000 per year for annual music summer series**

List of other donors? **Donations will be solicited from our Community and will work to get \$5000-7500 in company sponsorship so that the full \$20,000 is not taken. Just requesting that much to be safe.**

Describe Project/Event; Purpose, Objective: **Summer Alpine Music Series with 6 music acts, every Thursday coinciding with Alpine's Farmer's Market. Main goal, as noted below, is to create a sense of community and inclusion with our growing population.**

Where will the project/event take place? **See Above, Marge Grover Park**

Give a timeline with project/event deadlines? **March 2025 begin booking music acts, confirm sound technician schedule and music equipment rental dates - Actual musical events will be July 3, 10, 17, 24, 31, August 7.**

What is the expected impact of the project/event? **After the last Summer Series 2024, we are at a minimum of 125-175 community attendees upwards of 200 on some evenings. The projected impact would be monumental for our town.**

How many tourists will it attract? **There were many tourists that ended up at the Alpine Farmer's Market and then stayed for music. We can make permanent posters for the hotels and restaurants in town to attract even more visitors. Many tourists on to Jackson saw the music advertised in town and stopped to enjoy the event.**

How will it benefit overnight stays and local business impact? The more time we get tourists to spend time within the town, the more our local businesses will benefit. **If the tourists are here, it will keep them buying local, staying local. Food Trucks and local restaurants like Melvin and the Greys River Tavern highly benefited as well. The Alpine Farmer's Market vendors noted it was their best and most attended summer on record! We may bump up music to 630pm to get locals/tourists there earlier to shop/dine.**

Will there be a benefit to our local population? Please see above. **ABSOLUTELY, we got more than 50/60 comments that this was how to create community as Alpine grows. Events like this foster connections between established and new community members. Alpine residents actively sought me out during and after the events to thank the Town for committing funding to these events as this allowed for friends to gather and commune.**

How long will your Project/event benefit intended target market? **As long as the music series continues residents and local businesses will continue to reap the benefit. A Survey to ask the town how they received the event would be a great measuring tool.**

How will ToATT grant money be used? **Please see above, Funding would be used to book the bands, pay the sound technician and for music equipment rental. All other hours of planning have and will be volunteer!**

Have you applied for other sources? If so, where? **We will reach out to our community to see if any businesses or individuals care to donate.**

## BYLAWS

### Alpine Travel and Tourism Board

#### ARTICLE I

1. **Organization.** The Alpine Travel and Tourism Board, hereinafter referred to as the Board, is organized as board pursuant to Wyoming Statute §16-1-106 and 39-15-211(a)(ii)(B)(1); and is governed by the Town of Alpine Mayor and Council.
2. **Membership.** The Board shall consist of three (3) members who shall be qualified electors or business owners within the Town of Alpine, Wyoming. Appointment, vacancies, length of terms, and removal shall be governed by the Mayor and Alpine Town Council.

#### ARTICLE II

1. **Mission.** Alpine Travel and Tourism Board's mission is to help create positive experiences for visitors and residents by funding Lodging tax dollars to projects in Alpine.
2. **Purpose.** The purpose of Alpine Travel and Tourism Board is to provide for the promotion of travel and tourism within Alpine and to administer the distribution of lodging tax revenue, ideally for the benefit to local businesses and residents of Alpine.

#### ARTICLE III

1. **Term of Office.** Following the initial appointment of board, the term of office of members of the Board shall be three (3) years ending on June 30. In June of each year, the Mayor of Alpine with approval from Alpine Town Council will fill any vacancy created by expiration of a member's term. The mayor, with approval from the Council, shall also appoint a new member when necessary to fill a vacancy created by removal or resignation. Board members may be removed by the Mayor with Town Council approval, without notice and without cause.
2. **Election of Officers.** The Board shall elect from its members a Chairperson, Vice-Chairperson, said officers to serve a term of one (1) year. Election of officers shall take place at the July meeting of each year and as otherwise required to fill vacancies. The initial officers shall serve until June 30, 2024.

#### ARTICLE IV

1. Meetings. Meetings of the Board shall be open to the public and shall be conducted in accordance with Wyoming Statutes §§ 16-4-402 et seq. Meetings of the Board shall be held in October, April, May and June. Meeting time and day shall be determined closer to month being held but will be publicly posted in accordance with Wyoming open meeting laws. Meetings will take place at Town of Alpine Council Chambers located at 250 River Cir, Alpine, Wyoming. The chairperson of the Board or a majority of Board members may call special or emergency meetings.
2. Notice. Notice of regular, special, or emergency meetings of the Board shall be provided in accordance with Wyoming Statutes §16-4-404, specifically the notice accompanied by the proposed agenda to those that request in writing notice of future meetings and who have renewed such written request on an annual basis. Notice of regular meetings shall be sent to each member of the Board by giving verbal, electronic or written notice accompanied by the proposed agenda. Notice of special meetings shall be sent at least eight (8) hours prior to the commencement of the meeting to each member of the Board and each newspaper of general circulation, radio or television station requesting the notice by giving verbal, electronic or written notice, accompanied by a statement of special business to come before the Board. No other business shall be considered at a special meeting other than those items noticed. Notice of emergency meetings shall be provided to each member of the Board by any of the above means or by telephone. A reasonable effort shall be made to offer public notice of emergency meetings.
3. Record of Proceedings. The secretary of the Board or his/her designee shall record minutes of each regular, special, and emergency meetings of the Board, shall transcribe and distribute the minutes to the members of the Board, and shall distribute the minutes to members of the public pursuant to the Wyoming Public Records Act.
4. Attendance. Members are required to regularly attend all Board meetings. In the event that a Board member must be unavoidably absent, he/she shall notify the chairperson or other designated officer as soon as possible prior to the meeting. A member of the Board may attend a Board meeting remotely after notifying the Chair, so long as the member is able to participate in the full discussion of the agenda items. If a member misses three (3) regularly scheduled meetings during a fiscal year, that member may be removed from his/her post. After a member has been absent from three (3) of the regular meetings during a fiscal year, the Chair of the Board may submit a written request to the Alpine Town Council requesting a replacement Board member to fill the unexpired term of the member.
5. Voting and Quorum. Votes may not be taken without a quorum of voting members present. Two (2) members shall constitute a quorum. If participating remotely, a Board member may only vote on those items which he/she is fully able to participate in the discussion of the item or issue.
6. Compensation. Members of the Board shall serve without compensation but shall be reimbursed for travel and per diem expenses at the same rate as provided to state employees.

7. Conflicts of Interest. Any Board member who has a pecuniary interest in a matter pending before the Board, or who is likely to derive direct and tangible personal or professional benefit from particular resolution of the matter, shall declare a conflict of interest and shall not vote on any issue connected with the matter, and his/her presence at the meeting shall be disregarded for the purposes of obtaining a quorum for voting. The board member that declares a conflict shall remove themselves from the meeting room in order to not influence the vote with his or her presence.
8. Fiscal Calendar. The Fiscal Calendar for the Board will coincide with Town of Alpine's, July 1 - June 30.
9. Application Schedule and Awards. All event, project, program, or general applications should follow the intent of Wyoming Statute (SS)39-15-211 (a)(ii)(I). See Exhibit A

## ARTICLE V

1. Amendments. These bylaws may be amended by the Board, upon a majority vote of the board. By-law changes must be presented at a regular meeting and may not be acted upon until at least thirty (30) days have passed since the initial presentation.

IN WITNESS WHEREOF, the undersigned have executed this agreement on the day and year indicated, but to be effective as of the day and year written above.

## Exhibit A

Application, Schedule, and Award.

Until time there is a formal application, please make sure your application contains the following:

Introduction- Who you are? What is your project? How will your project improve Alpine and tourism within? When will your project begin and end? What do expect for a tourism impact? ..etc.

Marketing/Operations Breakdown- Who is your target market? How will you reach them for success? What will the benefit be to the Town of Alpine after you complete your project? Will you partner with Alpine businesses? ..etc.

Financials- Cost breakdown of expenses and other donors, sponsors, or current cash on hand. Where will the money go for what you are applying?

After Project Report- Summary of how it went. P and L breakdown with receipts. If possible, demographics of who attended/used/participated in your project? Did they stay in Alpine?



Hotel? Airbnb? RV? Did you partner with area businesses for your project? If requirements are not met, the funding awarded may need to be refunded to the Board.

Event, project, or general application window will be from Jan 1 - Mar15. No applications will be accepted after March 15 drop off at Alpine Town Hall and/or email to [travelandtourism@alpinewy.gov](mailto:travelandtourism@alpinewy.gov). Application Pitch will be at the April Board meeting. Follow up questions and/or application award announcement at the April, May, or June Board meeting. Application feedback and follow-through will be presented at the October Board meeting.

## Town of Alpine Travel and Tourism Grant Guidelines



**Mission.** Town of Alpine Travel and Tourism Board's mission is to help create positive experiences for visitors and residents by funding Lodging tax dollars for projects and/or events in Town of Alpine.

**Purpose.** The purpose of Town of Alpine Travel and Tourism Board is to provide for the promotion of travel and tourism within Town of Alpine and to administer the distribution of lodging tax revenue, ideally for the benefit to local businesses and residents of Alpine.

### BASIC REQUIREMENTS

- Pursuant to Alpine Lodging Tax Ordinance Section\_\_\_\_\_, grants may only fund projects provided they meet State Statute SS39-15-204(a)(ii):
  - (I) Except as provided by subdivision (III) of this subparagraph, at least ninety percent (90%) of the amount distributed shall be used to promote travel and tourism within the county, city or town imposing the tax. Expenditures for travel and tourism promotion shall be limited to promotional materials, television and radio advertising, printed advertising, digital content, social media, promotion of tours, staging of events, educational materials, and other specific tourism related objectives, provided that none of these funds shall be spent for capital construction or improvements....;
  - (II) Except as provided by subdivision (III) of this subparagraph, the amount remaining not to exceed ten percent (10%) of the total amount distributed shall be used for general revenue within the governmental entity imposing the tax....;
  - (III) If any of the conditions specified in subparagraph (H) of this paragraph are met, the amount collected less the cost of collection as provided by subparagraph (a)(ii)(A) of this section shall be distributed as follows:
    - (1) Sixty percent (60%) shall be used to promote travel and tourism within the county, city or town imposing the tax in accordance with subdivision (I) of this subparagraph;

(2) Ten percent (10%) shall be deposited in the general fund of the county. If the amount is collected under a tax imposed countywide, the joint powers board established under subdivision (a)(ii)(B)(I) of this section shall distribute the amount to the county for deposit in its general fund in the proportion that the amount collected outside the corporate limits of its cities and towns bears to the total amount collected within the county, and to incorporated cities and towns within the county for deposit into their treasuries in the proportion that the amount collected within the corporate limits of each city and town bears to the total amount collected within the county;

(3) Thirty percent (30%) shall be used for the provision of visitor impact services within the governmental entity imposing the tax....As used in this section, "visitor impact services" includes, but is not limited to, provision of vehicle parking, public transportation, public restrooms, pedestrian and bicycle pathways, museums and other displays.

- 5% of the funding budget will be allocated to Art Project(s). An Art Project will attract visitors and enhance the culture of Alpine. (Culture = Western, Mountain, Environment, Wildlife, Recreation, etc.)
- Eligible events occur July 1 through June 30 of the calendar year to be qualified.
- Eligible events are intended to take place within the Town of Alpine since the source of funds comes from lodging businesses within the municipality. The Commission reserves the right to allow for exceptions if it is deemed that event will still positively affect the Town of Alpine.
- At the close of the event, grant recipients are required to provide a report to the Commission at their October meeting for events April 1 through Sept 30 and at the Committees April meeting for events Oct 1 through March 30 unless otherwise approved by the Commission.

## ELIGIBLE APPLICANTS

The Committee will only consider applications from qualified organizations (501(c)3's, municipalities, non-profits, etc.) with a demonstrated capacity to accomplish the proposed activity or project. For Art Projects, Artist needs to show a portfolio of previous work.

## EVALUATION CRITERIA

The Committee will evaluate applications according to the following criteria. Notwithstanding these criteria, the Committee reserves the right to approve or deny any application.

1. **Application Package:** Is the application package complete with an Executive Summary, Application, Marketing Plan (If needed) and Budget?
2. **Eligibility:** Is the project presented eligible? If not, can it be easily adjusted to qualify or are there individual eligible elements that could be funded?

3. **Tourism:** Will the project efficiently and effectively increase overnight stays, benefit local restaurants, stimulate retail sales, and promote visitor intent to return?
4. **Balance:** How well does it contribute to a balancing of annual calendar of events, both regarding dates and types of events? Is this or can this be coordinated with other events?
5. **Community Benefit:** Does this enhance the lives of local residents as well as visitor experience and does it allow for a meaningful interaction?
6. **Mission:** How well does it meet the ToATT's mission and vision to "help create positive experiences for visitors and residents" to the Town of Alpine?
7. **Growth Potential:** Is the event financially sustainable? Is this a viable event with potential to grow?
8. **Leveraging Value:** How great is the potential to attract sponsorships and media exposure, thereby increasing the impact of the ToATT funds?
9. **Cost Effectiveness:** Does the project propose an efficient, economical use of the ToATT funds?
10. **Cooperative Nature:** What kind and degree of inter-organizational or partnerships does the project exhibit?
11. **Community Support:** Does the project have broad based community support? Or, what is the opposition?
12. **Cultural Heritage:** For Art Project(s): is the project an expression of Alpine's culture, including traditions, history and distinctive character?
13. **Marketing:** How will the proposed project be marketed out of the area and how will their marketing coordinate with current ToATT marketing efforts? Are they currently utilizing wyomingtourism.org to advertise their event?
14. **Recognition:** How will the project recognize the support provided by the Lodging Tax Grant? Advertising must include a credit line wherever appropriate that reads "Support provided by Town of Alpine Travel and Tourism."

### Reimbursement:

Awards will be reimbursed from eligible receipts.

1. Grant recipients must maintain all receipts/invoices and collect cancelled or certified copies of checks of expenses related to the grant.
2. Copies of contracts or other documentation may be requested in exceptional circumstances.
3. Copies of contracts or other documentation may be requested in exceptional circumstances.
4. Any rental space, product, brochure, speaker, or any other item contracted prior to approval of the grant does not qualify for grant funds.
5. Any rental space, product, brochure, speaker, or any other item contracted prior to approval of the grant does not qualify for grant funds.
6. Incurred expenses are the responsibility of the sponsoring organizations. Only paid and approved expenses will be reimbursed by ToATT.

7. Any organization that is approved for event funds, runs advertising for said, and cancels the event prior to its schedule date, will be solely responsible for the cost of all ads for that cancelled event.

**Request for payment must include:**

1. Sponsorship Grant Final Report: A brief description/overview of the event or project. Make sure to include financial data, social media metrics, event/project accomplishments, event/project challenges, summary of event/project, and local and visitor impact.
2. Attendance tracking: Give numbers of local and visitor attendees.
3. An expenditure list with vendor name, purpose/reason for expenditure and amount.
4. Paid invoices with cancelled checks (or certified copies), cash and/or credit card receipts.
  - a. Examples of all printed and promotional materials.
  - b. Speaker evaluation data from attendees.

**Non-Eligible Uses:**

1. Phone expenses
2. Administration or overhead of the organization
3. Items sold for profit
4. Alcoholic Beverages
5. Sales Tax
6. Postage

## Town of Alpine Travel and Tourism Grant Application



**Mission.** Town of Alpine Travel and Tourism Board's mission is to help create positive experiences for visitors and residents by funding Lodging tax dollars for projects and/or events in Town of Alpine.

**Purpose.** The purpose of Town of Alpine Travel and Tourism Board is to provide for the promotion of travel and tourism within Town of Alpine and to administer the distribution of lodging tax revenue, ideally for the benefit to local businesses and residents of Town of Alpine.

Applicant Organization Name:

Event or Project Name:

Event or Project Location and Date:

Applicant Address:

Applicant Phone and email:

Organization Contact Name:

Organization Contact Phone and Email:

Secondary Organization Contact name:

Secondary Organization Contact Phone and Email:

List of organizations Board Members and positions:

Organization Structure: Non-Profit, Individual, Municipality?

Organization EIN:

Organization W-9 if applicable:

Organization board minutes approving grant Applications:

Amount of funds requested?

Proposed Cost of Project?

List of other donors?

Describe Project/Event; Purpose, Objective:

Where will the project/event take place?

Give a timeline with project/event deadlines?

What is the expected impact of the project/event? How many tourists will it attract? How will it benefit overnight stays and local business impact? Will there be a benefit to our local population?

How long will your Project/event benefit intended target market?

How will ToATT grant money be used?

Have you applied for other sources? If so, where?

Will there be other funds available? If so, how much?

Will there be a need for future funding? If so, explain?

**Supporting Documentation:**

- Budget Worksheet or Financial Plan
- Marketing Plan
- IRS EIN
- Bids, Contracts, Estimates, etc
- W-9

**Post Project/Event Feedback Checklist:**

- Recap of Project/Event
- Number of Attendees
- Documentation (adds or pics) showing ToATT was listed and promoted as a sponsor
- Explain how your project/event created tourism.
- Explain how your project/event made a positive impact on the Alpine community.
- Was/is the objective of your project/event been met?
- Will you have the project/event again?
- What changes would you make, if any?
- Did you make new connections to future partners for your project/event?
- Show your Budget

Failure to file a final report and attend the Feedback meeting can result in ineligibility for future awards.

These grant dollars are generated with the lodging tax charge on overnight stays in the Town of Alpine. The board prioritizes dollars toward events that generate overnight stays and commerce amidst area businesses.

Signature Authorization to seek funds: