



# Jackson Chamber of Commerce Farm & Home Show Non-Profit Scholarship Application

## Application Outline / Registration Form

Date \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Name / Applicant \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ E-mail \_\_\_\_\_

Communities served by your Organization: \_\_\_\_\_

**Project Summary** - Please provide a description of the project(s) you would like to showcase at the Farm and Home Show by addressing the following questions:

1. What type of display/information will your organization be providing to the public?
  
2. What impact do you expect to have on people who attend the Farm and Home Show?
  
3. Who is the target audience? Is your project designed to reach the target audience?
  
4. What are the estimated volunteer hours and in-kind dollar values to prepare for your project?

Booth space, 10 x 10 foot, is available for non-profit organizations at a reduced rate. This application must be submitted with payment. The Farm & Home Show committee will review and approve booths for non-profit organizations. There is a cost this year for the booth space. The rate is \$45.00.

**\*\* Please indicate if electricity is needed:      Y      Additional cost of \$10.00 is required.**

**\*\* Please indicate if outside space required:      Y      (no additional cost)**

Electricity is VERY limited this year, and will be granted on a first come, first serve basis. However, we cannot guarantee that everyone who requests electricity will have access. It is recommended that if you don't absolutely require electricity that you allow another business the opportunity instead.

(Office Use)

Date received in the office \_\_\_\_\_ Date/method applicant notified \_\_\_\_\_

Payment Received \_\_\_\_\_ Check # \_\_\_\_\_

Return page 1; registration form, to the Jackson Chamber Office, 114 3rd St. Suite B, Jackson, MN 56143

### Eligibility Requirements

1. Eligible applicants must be generally recognized as a local civic organization in the community, being either: 1) a non-profit 501(c)(3) corporation, or 2) an established special project committee with a developed volunteer base. Independent businesses are not eligible to apply.
2. Projects that are eligible for consideration include but are not limited to: a community event or celebration; advertising the community with creative signage, displays, or brochures which promote the Jackson Area; advertising coordinated events directed at the growth of community awareness and/or the tourism market.
3. Awarded space reservation requests may not be shared with other organizations without the same / cooperative project focus.

### Application Process

1. Applicants will complete an application outline, which **must be received in to the Jackson Area Chamber of Commerce, Farm & Home Show Committee by February 22nd**. Mail applications to: Jackson Area Chamber of Commerce, 114 3<sup>rd</sup> Street, Suite B, Jackson, MN 56143 or fax applications to 507-847-3869.
2. The Farm & Home Show committee will review the application at an upcoming meeting to determine if the request meets the Non-Profit Scholarship Program criteria. Upon review of the application, the applicant may be contacted via a phone call from a Farm & Home Show committee member to validate the program eligibility requirements.
3. After review, the Jackson Area Chamber of Commerce, Farm & Home Show Committee may approve the space reservation request at their next meeting or place the final consideration on the following agenda. In any event, the Jackson Area Chamber of Commerce, Farm & Home Show Committee will make a decision on all Scholarship requests by March 6.

### Disclaimer

Receipt of this completed application at the Jackson Area Chamber of Commerce office, does not guarantee the submitter a space reservation at the Annual Farm & Home show. There are a limited number of scholarships awarded each year. The Farm & Home Show Committee tries to accommodate most requests.