



**TENNESSEE DEPARTMENT OF TOURIST DEVELOPMENT  
FY 2017-2018 Waterways Accessibility for Tennessee Recreation  
(WATR) Grant Overview and Application**

**Applications Due by:** 4 p.m. CST, Friday, Feb. 2, 2018

**General Eligibility Requirements:**

- This grant program is not available to state/municipal owned marinas.
- Applicants must be current on all state and local taxes, and all fees due for water access rights pursuant to applicable agreements with the TVA, Army Corps of Engineers, and/or the US Forest Service.
- Marina must be an established business entity with the Tennessee Secretary of State.
- Award amounts cannot exceed one-third of the total fees paid in the prior calendar year for water access pursuant to applicable agreements with the TVA and/or Army Corps of Engineers, or US Forest Service.
- Grant award notifications will be made no later than Friday, February 23, 2018.
- Once awarded, reimbursement requests must be received no later than 4 p.m. CST, Friday, March 23, 2018.
- Applicant understands the fund is a reimbursable grant. Proof of expenditure for approved projects will be required prior to any state funds being provided.

**GENERAL INFORMATION *(all fields required)***

**Date:**

**Name of the requesting marina business:**

**Name of the marina (if different than above):**

**Name and title of the authorized applicant:**

(If other members of your organization should be copied on future correspondence, please note that here. Also, please note any special communication requests for future correspondence, including the award notification information on or before Friday, February 23, 2018.)

**Mailing address of the requesting marina business:**

**Physical address (if different than the mailing address):**

**Telephone number of the requesting marina business:**

**Email address of the authorized applicant(s):**

**Partner Website URL(s):**

**Partner social handle(s) and specific hashtag(s):**

(Please list the handle(s) with the corresponding social network, i.e. Facebook: @tnvacation.)

**Non-profit status:**

\_\_\_\_\_ **Yes, the organization has non-profit status.**

\_\_\_\_\_ **No, the organization does not have non-profit status. If no, please provide current State of Tennessee business license number.**

**OVERVIEW**

- **Total grant request:**

**Please give a summary description of the project including an explanation of how the funds were used to enhance the operation of the marina or experience for the visitor. (If needed, feel free to attach separate explanation.)**

- **Is the business current with all state and local tax obligations to date? If no, please explain.**
- **Is the business current with all payments due to the TVA, Corps of Engineers, and/or US Forest Service pursuant to applicable agreements? If no, please explain.**
- **Total property taxes paid in prior calendar 2017:**
- **Total water access fees paid in prior calendar 2017:**

- **Applicant understands the funds are for reimbursable grants. Proof of expenditure for approved purposes will be required prior to any state funds being provided.**
- **Funds for this program are provided by TDTD through the 2017/18 budget and are not recurring. Applicants will be made aware in fall of 2018 if this program will continue.**
- **Do you have a free partner page established on the tnvacation.com website to promote your business to visitors? If not, would you like one?**

**Start and completion dates for this project:**

(Reimbursement requests must be received by TDTD no later than Friday, March 23, 2018.)

Signature/Date of the Authorized Applicant:

X\_\_\_\_\_

**Mandatory deliverable checklist attached.**

## **MANDATORY REQUIREMENTS:**

In order to participate and be reimbursed for the 2017-18 WATR grants program, each partner will be required to adhere to mandatory deliverables. The requirements are listed below, and all requests for reimbursement must be received by **Friday March 23, 2018**.

Along with the completed application, all required assets or deliverables should be sent to the following:

**Email:** [Susan.McMahon@tn.gov](mailto:Susan.McMahon@tn.gov), CC: [Melanie.Beauchamp@tn.gov](mailto:Melanie.Beauchamp@tn.gov)  
Subject Line: 2017-18 WATR Grants –  
[Partner Name] Mandatory Requirements

**-or-**

**Mail:** Tennessee Department of Tourist Development  
Attention: Susan McMahon, WATR Grant Application  
William Snodgrass/Tennessee Tower  
312 Rosa L. Parks Avenue, 13th Floor  
Nashville, TN 37243

- Updated/current contact list of key personnel within the organization – please provide an excel spreadsheet with the individual’s name, title, phone number and email address.
- Proof of payment of applicable waterways access rent payments and local property tax payments for calendar 2017.
- Copy of evidence of enacted lease agreement with TVA, Corps of Engineers, and/or US Forest Service to include lease term, payment obligations, etc.
- See payment information on next page.

**\*\*\* Important Payment Info on Next Page \*\*\***

**\*\*\* IMPORTANT \*\*\***

**There is a separate process required to be registered in the state system for payment by the state. The following information must be submitted to the address below in order for TDTD to process grant payments:**

- **Original**, completed and signed, forms (copies not accepted)
  - W-9 form for payment set-up.
  - ACH payment forms if electronic payment is preferred.
- **Both forms can be found on the following website as well.**  
(<https://www.tn.gov/generalservices/topic/vendor-information>)
- Copy of canceled check of business entity.
- **The above items must be submitted separately from your grant application to the following address in an envelope as follows:**

**CONFIDENTIAL**  
State of Tennessee  
Attn: Supplier Maintenance  
21st Floor WRS Tennessee Tower  
312 Rosa L Parks Ave  
Nashville, TN 37243

\*Reminder, copies of W-9 and ACH forms will not be accepted by State of Tennessee Supplier Maintenance.