

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 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**

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or**Employer identification number**

8	3	-	0	2	9	1	6	8	8
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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.**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.



POST OFFICE BOX 188 • AFTON, WYOMING 83110
Powerful Local Solutions

STATEMENT: 28094

Statement Date: 04/29/2022

TOWN OF ALPINE
PO BOX 3070
ALPINE WY 83128-3070

Total Due:	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	
					Total Due:	200.00

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 and select Make a One-Time Payment.

RETURN BOTTOM PORTION WITH PAYMENT



POST OFFICE BOX 188 • AFTON, WYOMING 83110
Powerful Local Solutions

Statement Date: 04/29/2022	Total Due:	200.00
Statement: 28094	Amount	<input type="text"/>
Account: 92040	Enclosed:	<input type="text"/>

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 & Amount: _____

Member Name(s): Town of Alpine

Mailing Address: P.O. Box 3070, Alpine, WY 83128

Member Email(s): _____

Member Phone#(s): 307-880-2869

Physical Service Address: 121 U.S. Hwy 89

Lot#/Parcel#: 600 Building Square Footage: _____

Description of Project: upgrade power at civic center for Mountain Days
Type of Heating System (Elec, Gas, Prop): _____ to install H-Floor

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 & 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

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

Date	Invoice #
5/25/2022	3879

Phone # 307-774-0116

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

RECEIVED
JUL - 5 2022
Town of Alpine

P.O. No.	Terms	Project/Job
		TOA.H PANEL

Quantity	Description	Rate	Serviced	Amount
	BID JOBS - H Panel	9,500.00		9,500.00
	civic center			

Total	\$9,500.00
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E-mail	ceastman53@gmail.com
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