



DDA ACTION
Approved _____
Denied _____
Date _____

**Douglas Downtown Development Authority
Community Events Grant Program Application**

EVENT PRESENTER INFORMATION

Name: Saugatuck Douglas Convention & Visitors Bureau

Name of Organization(s): April Gundy 501 (c) (3) Yes No

Address: PO Box 28 Saugatuck MI 49453

Phone: [REDACTED] Email: [REDACTED]

How many years have you been in the Douglas Downtown Development Authority District? 20+

EVENT INFORMATION (use additional sheets if needed)

Event Name: Douglas Street Performer night

Event Date(s): 9/18/2026 Event Start & End Hours: 4:30-7:00 PM

Event Location: Center Street - Downtown Douglas

Describe your event in detail and how it will benefit the DDA District.

10-12 Street performers will line the downtown Douglas area

entertaining the spectators. Magic, music, balloons, face painting,

juggling, flame eater, artists to name a few.

The DDA - request will pay for 4 performers @ \$200.00 each.

Anticipated Number of Attendees: 150

Attendees Demographics (ages, special interests, where are they coming from, etc.) families, all

ages will enjoy this event: something for everyone.

Estimated Number of Volunteers: 4

Estimated Date/Time for Set-Up: 4:00 PM Estimated Date/Time for Clean-Up: 7:30 PM

List the local businesses involved and include how businesses are participating in the event: _____

All downtown business can sponsor a performer. This performer
will be placed in front of their business. Both the
business & CVB can promote

List your methods to advertise and promote the event as well as downtown and local businesses: _____

event will be promoted on social media, the CVB website,
fliers, & banner.

Funding amount requested: \$1200.00 (Include an itemized budget for the total costs of the event)

DDA FUNDING HISTORY

1. Is this the first time you have applied for DDA funding for an event? Yes No
2. If yes, how many times have you applied previously? _____
3. Have you requested funding from other community organizations, such as the Douglas/Saugatuck Area Convention and Visitors Bureau? Yes No This information will help the DDA equitably distribute available funds.
 - a. If yes, please provide a brief explanation of the outcome: the CVB will also be donating toward the performer @ this event.
4. Is this a reoccurring event? Yes No

NOTE: Organizations which received DDA event funding previously must make a final written report on the event including how DDA funds were used prior to consideration of a new application.

For certain events, you may be required to submit a Special Event Application to Douglas City Council for approval. These events would normally require the use of city staff, including DPW personnel, security or police, the addition or removal of parking, closure of city streets, purchase of insurance, etc. Please check with a city staff employee to determine the need for City Council review.

Have you submitted a Special Event Application to City Council for approval? Yes No N/A
If yes, was it approved? Yes No Not yet, to my knowledge.

Signature of Applicant

5-11-2026
Date

ALL DECISIONS CONCERNING THE COMMUNITY EVENTS FUNDING PROGRAM APPLICATION PROCESS, INCLUDING ELIGIBILITY AND/OR CONTAINING ELIGIBILITY FOR FUNDING, ARE WITHIN THE SOLE DISCRETION OF THE DDA BOARD AND ARE FINAL.

Please return application and supporting documentation to:

**City of Douglas
Downtown Development Authority
415 Wiley Road, PO Box 757
Douglas, Michigan 49406**