



STAFF REPORT
Hillsborough Tourism Development
Authority
August 28, 2024

PRESENTER/INFORMATION CONTACT

Tourism Program Manager, Shannan Campbell

ITEM TO BE CONSIDERED

Subject: FY25 TDA Special Project/Sponsorship Funding Detailed Proposal/Budget Draft Template

Attachments:

1. Draft Template for those requesting funding

Background:

The TDA had requested a more formal proposal/budget template for those seeking special project/partnership funding starting in FY25 with an acknowledgement that the sponsorship by the TDA be recognized at the event/program. Staff worked up a draft and asked OCAC to use it for their requests to get an idea of how the TDA liked (or did not like) it and any questions or information the TDA felt was missing that would be helpful? Even though OCAC used it as a trial run- it is still a draft document that can still be tweaked by the TDA.

Staff recommendation and comments:

Staff recommends the TDA review the document and make any suggested edits/tweaks.