



Northampton County 2019 Hotel Tax Semi-Annual/Final Performance & Evaluation Report

GRANT AWARD PROFILE

Name of Organization	
Project Title	
Grant Amount Awarded	
Preparer's Name & Title	
Street Address	
City, State ZIP Code	
Phone Number	
E-Mail Address	
Date Filed	

INSTRUCTIONS

Please complete this form in its entirety. Indicate the amount of grant funds spent and the remaining amount of grant funds to date for project costs in each awarded category. **Please be sure that funds are spent in accordance with the budget/revised budget included in your grant agreement.** Submit all copies of invoices, cancelled checks (front & back), receipts, brochures, news articles, advertisements, etc. relating to the project along with this report. You may attach an itemized budget worksheet depicting how funds were spent in addition to completion of the budget section below.

Category	Detail	Amount Requested	Grant Funds Spent	Remaining Grant Funds
Employee Wages/Benefits				
Operating Expenses				

Category	Detail	Amount Requested	Grant Funds Spent	Remaining Grant Funds
Supplies & Equipment				
Acquisition Costs				
Development Costs				
Consultants/ Contracts				
Other				
TOTAL				

If you did not incur any costs to date under this grant, please indicate date/timeframe when activities are scheduled to occur.

If costs have not been incurred as of Semi-Annual Report submission date, with the exception of completing the signature section below, you do not need to complete any additional sections of this report, but you must submit this form by the deadline of July 31, 2019. All sections on this form must be completed with Final Report submissions. Final Reports are due on or before March 31, 2020.

Project Information

Please indicate the number of visitors or attendees served through this grant?	
Of these visitors or attendees, how many were Northampton County residents?	
Percentage of increase in visitors/attendees from previous year due to this grant?	

Project Objective(s) as per Application Submission

	Expanded economic opportunities
	Improves public health
	Increases tourism in Northampton County
	Other:

Concisely describe, and attach as a separate document (two page maximum), the project activity(ies) funded and how it increased or promoted tourism to Northampton County.

Highlight any partnerships and/or innovative elements of the project.

Form Submission

Completed form along with documentation can be submitted electronically, via E-mail to Karen Collis at kcollis@northamptoncounty.org, by fax at 610-559-3775, or by mail to Northampton County Department of Community & Economic Development, Attn: Karen Collis, Community & Economic Development Specialist, 2801 Emrick Blvd, 1st floor, Bethlehem, PA 18020. **Deadline for Semi-Annual Report submission is July 31, 2019. Deadline for Final Report is March 31, 2020.** Questions? 610-829-6314

I hereby certify that all parts of this report submission are accurate to the best of my knowledge.

Printed Name		Title	
Signature		Date	