

Pinellas County Tourist Development Council Elite Event Funding Program Program Process Flow Chart & Timeline FY 2022

As of 3-22-21

Pre-Event Application & Review Process

1. Materials Posted on VSPC Partners Website

Date: Monday, March 22, 2021

2. Commence Application Process

Date: Thursday, April 1, 2021

3. Application Deadline

Date: Friday, April 30, 2021

Time: 4:00 pm

* VSPC Administrative & Agency and Pinellas County Legal Review

4. TDC Committee Review Meeting

Date: **Friday, June 11, 2021** Time: 9:00 am - 1:00 pm

Location: Pinellas County Extension Office (Magnolia Room), 12520 Ulmerton Road,

Largo, FL 33774

Committee Members: TBA

5. TDC Meeting to review and approve Committee funding recommendations

Date: Wednesday, June 16, 2021 (to be confirmed)

Time: 9:00 am Location:

6. BCC Meeting to review and approve TDC funding recommendations

Date: Tuesday, July 13, 2021 (to be confirmed)

Time: 2:00 pm Location:

Post-Event Report & Invoice Processing

1. Post-Event Report & Invoice

Due: Fully completed and signed report due within $\underline{\textbf{45 days}}$ following conclusion of event.

Payment: Funding will be paid in a lump sum on a post-event basis only.