

ELIGIBILITY REQUIREMENTS

Overview

Projects eligible for funding for reimbursement of approved expenses must be large-in-scale events or opportunities that promote collaboration amongst the existing technology start-up community, reinforce an internal and external image that Hillsborough County is a tech-friendly community, connect entrepreneurs to resources, offer opportunities for entrepreneurs to pitch to investors and/or market existing technology talent, successes and resources. Events not eligible for funding are those that are solely for networking, meet-ups, socials, mixers, educational programs not directly applicable to current or near-term entrepreneurs, and any other activities that do not meet the Program's purpose and objectives.

Project Requirements

All of the following requirements must be met for a project to be eligible for funding for reimbursement of approved expenses under the Program.

1. The project must be located in Hillsborough County (incorporated or unincorporated).
2. All projects must be open to the public, and may or may not be ticketed.
3. For-profit or non-profit entities may apply for funding support.
4. Funding for reimbursement of approved expenses for an approved project is limited to the period as proposed and budgeted in the applicant's application.
5. Applicant must notify staff about event program date and details at least one (1) month prior to event and provide event PDF flyer to share with staff, as well as notify the BOCC of the event.
6. Where applicable, the applicant will provide access to the event at no charge for a minimum of two (2) County staff.
7. All information regarding the project, including but not limited to publicity, promotions, advertisements, programs, and brochures, must include an acknowledgment that the project has received financial assistance from the BOCC and include the County logo on all event promotional material. Any news release or other type of publicity must identify the BOCC as a sponsor (including but not limited to banners, event website, flyers, online and social media and any other media medium including sponsor exposure). In written materials, the reference to the County must appear in the same size letters and font type as the name or logo of any other funding source.
8. The applicant is required to provide, as part of its request for payment, metrics, samples of marketing material used, a performance evaluation, and documentation supporting the type and amount of approved project expenses for which reimbursement is requested. The applicant is also required to provide a final budget evaluation following the project based on the information provided by the applicant in the application in order to determine future County support levels. The applicant will also provide any invoices, receipts, cancelled checks and other information required to verify reimbursements. ***If these requirements are not met, the applicant will be ineligible for funding in the future.***
9. The project must leverage private sector dollars in terms of financing, expertise and networking; demonstrating a collaborative and synergistic approach. Program Funds shall not be the sole source of funds.
10. The applicant must demonstrate that funding is necessary to complete the project. The applicant may not seek funding for a project that the applicant is able to fully fund from other sources.

11. Applications must demonstrate that the total Project budget will be covered by all projected funding sources.
12. The formal funding Award Agreement must be fully executed within one (1) month of award approval and the project must be completed within twelve (12) months of execution of the funding Award Agreement with the County.
13. The applicant is strongly advised to attend a pre-application meeting to review the application process, as well as attend an award orientation meeting to review the required funding Award Agreement and performance report requirements.
14. Applicant may not be a federal, state, or local government, or other public body, agency, department, instrumentality, political subdivision, municipality, or district thereof.