



**TENNESSEE DEPARTMENT OF TOURIST DEVELOPMENT
FY 2018-2019 Waterways Accessibility for Tennessee Recreation (WATR) Grant
Overview**

Applications Open: Monday, Dec. 3, 2018
Applications Due by: 4 p.m. CST, Friday, Jan. 25, 2019

General Eligibility Requirements:

Who is Eligible:

A marina is eligible to apply for the WATR Program if it is located in the state of Tennessee, is a business entity registered with the Tennessee Secretary of State and remits an annual payment in lieu of tax (PILOT) as well as a property tax assessment through the county which the marina is located. In order to prove eligibility, the marina must provide evidence of registration with the Tennessee Secretary of State, proof of payment of both PILOT and property tax assessment for the county the marina is located in the previous calendar year unless exempt (see below). Types of proof allowed are set out in Program Policy.

Amount of Award: Eligible Marinas with approved projects will be awarded up to one-third (1/3) of the total previous years' payment in lieu of tax ("PILOT") and property taxes assessed by the county the marina is located.

Proof of Payment Requirement: The marina must provide evidence of registration with the Tennessee Secretary of State, proof of payment of both PILOT and property tax assessment for the county the marina is located in the previous calendar year.

The Eligible Marina, shall utilize grant funds to reimburse the approved project submitted in connection with Grantee's application.

New: All supporting documents (vendor invoices and proof of payment to vendors for project, are due with application)

Proof of Payment Requirement Exception: If an otherwise Eligible Marina has not remitted the PILOT and local county tax on the basis of waiver due to low water levels or other exemption as deemed by the PILOT-enforcing agency, the Eligible Marina may still be considered as eligible, if proof of payment for the year prior to the waiver taking place is submitted.

Post Approval Reporting: Grantees must submit a report within six (6) months of the receipt of funding to the Department's Legislative Liaison and Program Development team member. The report shall include metrics to describe the Approved Project's visitor engagement, for example, revenue generated from an additional boat slip or repeat guests after a restaurant build.

- Grant award notifications will be made no later than Friday, Feb. 1, 2019.
- Once awarded, contracts should be returned by, Friday, Feb. 15, 2019.

***** IMPORTANT *****

**IF you are NOT registered to receive payment from the State of Tennessee
Please follow the instructions below:**

There is a separate process required to be registered in the state system for payment by the state. The following information must be submitted to the address below in order for TDTD to process grant payments:

- **Original**, completed and signed, forms (copies not accepted)
 - 2017 W-9 form for payment set-up.
 - ACH payment forms if electronic payment is preferred.
- **Both forms can be found on the following website as well.**
<https://www.tn.gov/generalservices/topic/vendor-information>
- Copy of canceled check of business entity.
- **The above items must be submitted separately from your grant application to the following address in an envelope as follows:**

CONFIDENTIAL
State of Tennessee
Attn: Supplier Maintenance
21st Floor WRS Tennessee Tower
312 Rosa L Parks Ave
Nashville, TN 37243

*Reminder, copies of W-9 and ACH forms will not be accepted by State of Tennessee Supplier Maintenance.

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WATR Grant FAQ

What marinas qualify for the grant?

Marinas that are not owned by or leased from the State of Tennessee or city/ county municipalities and remits an annual payment in lieu of tax (PILOT) as well as a property tax assessment through the county which the marina is located.

How much can I apply for?

Marinas can apply for up to 1/3 of the PILOT paid to TVA, the Army Corps of Engineers, or the US Forest Service in the prior year. Marinas applying must show proof of the amount paid per the agreement.

Note: Award amount will be determined based on the total number of applications received and total available funds.

What types of projects qualify?

Example: Marketing or infrastructure projects that enhanced the operation of the marina or experience for the visitor.

What projects do not qualify?

Projects that do not enhance the operation of the marina or experience for the visitor to the marina.

What proof is needed for projects? An explanation of how the funds were used to enhance the operation of the marina or experience for the visitor to the marina.

Copies of invoices from vendors and proof of payment either copy of cancelled checks or statement showing invoice of payment.

When will funds be dispersed?

Once contracts are executed. Different from previous years, all invoices and proof of payment is due with applications.

If I do not pay PILOT, am I eligible to apply?

No, this grant program is limited to reimbursement of up to 1/3 of the PILOT paid in prior year.

Do I have to submit a copy of my entire lease with the TVA, Corps of Engineers, US Forest Service?

The entire lease is not required; however the summary page which details the lease term, fee structure, and payment terms is required. Usually this is one of the first pages in the lease packet.

Who should I identify as the main contact for this application?

We suggest the person that will be responsible for managing the project.

Are these funds recurring?

Funds for this program are provided by TDTD through the 2018/19 budget and are not recurring. Applicants will be made aware in Fall of 2018 if this program will continue.

What if I have more questions?

For questions or additional information, please email: Melanie.Beauchamp@tn.gov, 615-571-5232.