



COUNTY OF LEHIGH  
Office of Community & Economic Development

Virginia M. Haas  
Community Revitalization  
and Development Manager

April 8, 2021

Dear Tourism Development Grant Applicant:

Although we are not aware of the level of funding that will be available, the County of Lehigh is currently requesting applications for its 2022 Tourism Development Grant Program. The main goals of this grant are to assist organizations who are promoting tourism on a regional level and who encourage visitors to plan overnight stays in our local hotels.

Regional tourism venues that are non-profit 501(c)3 organizations or government entities are eligible for Tourism Development Grants.

Tourism Development Grants may be awarded for projects occurring in Lehigh County that encourage substantially large events or improve facilities, are regional in nature, and have the potential to draw a significant amount of people. Capital projects (but not general maintenance) which will promote tourism, events or conventions are also acceptable.

Organizations that receive this funding are not eligible to receive any other grant funds from Lehigh County in the same year for the same project. If the project spans Lehigh and Northampton Counties, a one-to-one funding match will be required. All awarded grant projects must be completed within two years and are paid on a reimbursement basis.

Applications and program guidelines are available on the Department of Community and Economic Development's webpage on Lehigh County's website:  
<http://www.lehighcounty.org/Departments/Community-Economic-Development/Grant-Programs>.

The application is a form fillable PDF that must be downloaded, completed and saved on your computer as a fillable form. Applicants must save the application as a fillable PDF form and not a Word document or any format other than the original format. Once the application is completed, it can be uploaded to Lehigh County, inclusive of all required supplemental documentation.

The application is due by 4:00 p.m., Monday, May 10, 2021. Applications may be uploaded via the Lehigh County website or emailed to me at [virginiahaas@lehighcounty.org](mailto:virginiahaas@lehighcounty.org).

Applicants who choose to mail their submissions may send to me at Virginia Haas, Community and Revitalization Manager, Lehigh County Government Center, Room 519, 17 S. 7<sup>th</sup> St., Allentown, PA 18101. Please do not use binders (three-ring or plastic binding) or staples. Applications must arrive in the office no later than 4:00p.m. on the due date.

17 South Seventh Street, Rm 519  
Allentown, Pennsylvania 18101-2401  
Phone: 610-782-3809

[virginiahaas@lehighcounty.org](mailto:virginiahaas@lehighcounty.org)

The review committee's recommendations for awards will be included in the County of Lehigh 2022 budget that will be presented to the Board of Commissioners by August 31, 2021. Grantees will be notified of their awards in December 2021.

Lehigh County has continuously shown a strong commitment to the civic, cultural and recreational well-being of our communities. We are proud of the support we provide to organizations in the County. We look forward to your participation in this program. Please feel free to contact me if you have any questions or if you would like additional information.

Sincerely,

A handwritten signature in cursive script that reads "Virginia M. Haas". The signature is written in black ink and is positioned below the word "Sincerely,".

Virginia Haas