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COMPLETE

Collector:	
	Wednesday, January 28, 2026 11:05:39 AM
Last Modified:	Wednesday, January 28, 2026 11:09:18 AM
Time Spent:	00:03:30
IP Address:	142.184.94.171

Page 1: Welcome to the 2026-2027 Partnership Fund Application

Q1

Before you proceed, please confirm you have done at least two of the following:

Read the 2025-2026 Partnership Fund Program Guidelines

Attended a virtual information session for the Program

Page 2: Business Identity

Q2

Are you a.....

For-Profit Tourism Business that is Incorporated

Page 3: Applicant Information

Q3

Name of Business

Bad Example

Q4

Business Address

Street address

123 Bad Example Street

City/Town

Kingston

Province

Ontario

Postal Code

K7K 6Y1

Country

ca

Q5

Sub-region/Destination

Kingston

Q6

Business Website

www.BadExample.ca

Q7

Contact Person

First name	Jane
Last name	Bad
Title	CEO

Q8

Contact Person Telephone Number

Phone number	+1 1111111
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Q9

Contact Person E-mail Address

Email address	Jane@badexample.ca
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Q10

Please indicate any past projects your business has undertaken that have been supported through the RTO 9 Partnership Fund and the year of completion:

None

Q11

DMO/DMP/DMMO Letter of AcknowledgmentA letter from your DMO/DMP/DMMO is required to acknowledge that you have discussed your project with them and they are aware of your application.

[Example%20Letter%20of%20Support.docx \(13.3KB\)](#)

Q12

Proof of For-Profit Business StatusPlease provide one of the following: - Proof of Corporate Status with legal operating name- Ontario Business Registry Number- CRA Business Number (BN)- Certificate of Indian Status Registry Number- Métis Registry Number.

[Corporate%20Status_GreatExampleInc.pdf \(70KB\)](#)

Q13

I currently have \$2M Commercial General Liability Insurance for my business

Please note: while it is not required to be submitted at this time, you must provide proof of \$2M commercial general liability insurance coverage listing RTO 9 as additionally insured for the duration of your project if you are awarded funding.

Page 4: General Project Information

Q14

Digital Capacity Building

Please select the funding category you are applying for. You may only select one category.

Q15

Project Summary Provide a full description of the project. Be sure to specify the following:- How this project will assist your business with revenue creation.- Explain the rationale/demand for the project. Limit of 2,500 characters.

We want to update our website because it looks old. A new website will help us make more money. People want a website, and we think it's a good idea. We plan to hire someone to do it and it will be done soon.

Q16

Objectives & Expected Outcomes Be sure to specify the following:- The goals/objectives of your project.- How you will measure the success of the project to ensure these objectives will be met.- Detail S.M.A.R.T. performance measures (S=Specific, M=Measurable, A=Attainable, R=Relevant, T=Timely). Limit of 2,500 characters.

Our goal is to make the website better and get more bookings. We will know it's successful if more people visit our website. We want to finish it soon, and it will be better than before.

Page 5: Digital Capacity Building

Q17

Digital Capacity Needs Please describe the digital capacity needs of your business. Be sure to include:- What specifically your business is needing assistance with.- What gaps currently exist for your business Note: this funding is not intended for covering costs associated with social media or digital marketing campaigns.

We need help with our website because it doesn't look very modern. Our business isn't very good online and we don't know what to do. We also want someone to help with marketing.

Q18

Proposed Project Activities Please describe the activities that will be taking place to help your business address these digital capacity needs. Be sure to include:- What type of activity (ex. digital training, website enhancements, etc.).- When the activities will be taking place (note: all project activities must be completed before February 17, 2027).

Activity #1:

We will work on the website and get some training. The website will be better and will be done sometime next year. We also want to do some other stuff to improve the business.

Q19

Not Applicable

Preferred Vendor for Digital Training Please select your preferred vendor for the completion of your project.

Page 6: Photography & Videography

Q20

Respondent skipped this question

Photography & Videography Needs Please describe the digital asset needs of your business. Be sure to include:- What gaps currently exist for your business in terms of photo & video assets.- How will these assets assist your business.

Q21

Respondent skipped this question

Proposed Project Activities Please describe the activities that will be taking place to help your business address these needs. Be sure to include:- What type of activity (ex. quoting, selecting a vendor, photo/video shoots, etc.).- When the activities will be taking place (note: all project activities must be completed before February 17, 2027).

Q22

Respondent skipped this question

Preferred Vendor for Photography and/or Videography Services Please select your preferred vendor for the completion of your project.

Page 7: Marquee & Wayfinding Signage

Q23

Respondent skipped this question

Signage Needs Please describe the signage needs of your business. Be sure to include:- What specifically your business is needing assistance with in regards to signage (ie. building signage, Tourism Oriented Directional Signage (TODS), wayfinding, etc.)- The location of the proposed signage.- The approval status or permit for your signage from your municipality, county or township (note: in the event of signage located off your business property, you must have approval from your local governmental body to install signage). Note: This funding is not intended to cover contract renewals for signs (ex. annual TODS renewal fees) or marketing specific signage (ex. ON Route digital signage or billboards).

Q24

Respondent skipped this question

Proposed Project Activities Please describe the activities that will be taking place to help your business address these needs. Be sure to include:- What type of activity (ex. requesting quotes, design phase, signage manufacturing, installation, etc.)- When the activities will be taking place (note: all project activities must be completed before February 17, 2027).

Page 8: Project Financials & Budgeting

Q25

Other Financial Contributions Please outline any other funding or grant contributions that you have either applied for (regardless of funding status at the time of application), or have been approved for in relation to this project. This includes government grants, community sponsors, private businesses, etc. If there are no other financial contributors to this project, please put "N/A" in line #1.

Source & Amount #1:

N/A

Q26

Project Budget Identify and substantiate a detailed project budget using the budget template here. RTO 9 reserves the right to contact other agencies funding the project as may be required. RTO 9 reserves the right to review estimates of costs and procurement practices for the project. Please detail which expenses you are asking RTO 9 to fund. Please ensure any expenses listed to be funded by the RTO 9 are eligible for funding through the Partnership Fund Program. Note: the minimum contribution is \$1,500 (some exceptions apply) and the maximum matching contribution is \$15,000 from RTO 9. Costs are inclusive of HST.

Budget.docx (56.5KB)

Q27

Project Economic Benefits Please highlight how your project will have a positive economic impact. Be sure to include:- How the project will benefit the local or regional economy in terms of tourism development in the region (i.e., direct impact on job creation, tourism growth, overnight stays, product development, business competitiveness, etc.).- The sustainability plan for the project (ie. any on-going plans for the project past the funding period).- List any partner businesses/organizations who will be contributing to the project, where applicable. Limit of 2,500 characters.

This project will help our business make more money and attract more visitors. We will continue using the website after the funding ends. We might work with some local partners. It will be good for the area.

Page 9: Declaration & Signature

Q28

Please ensure that you have read and agree to all of the following:

I will use RTO 9 vetted vendors where required.,

All costs will be incurred during the program period.,

I will provide Commercial general liability insurance of \$2M with the RTO 9 listed as additionally insured.

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I will use the RTO 9 and Ontario logos recognizing support, where applicable.

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My business is located within the region served by RTO 9.

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All invoices in relation to the project will be addressed to RTO 9 from third-party vendors.

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I will be expected to cover 50% of the project budget.

Q29

Authorized Signatory I certify that the information provided in this application is accurate and complete. I understand that my electronic signature has the same legal effect as a handwritten signature. By signing, I agree to comply with all eligibility requirements, terms, and conditions of the 2026-2027 Partnership Fund Program through RTO 9. I acknowledge that RTO 9 may verify any information submitted and that providing false or misleading information may result in the denial or revocation of funding.

Jane Bad

Q30

Date / Time

03/12/2026

Date of Signing Please provide the date & time of signing/submission of your application.