



PO BOX 8370
115 Merrimack Street
Lowell, Massachusetts 01854
(978) 459-6150 RevolutionarValley.org

RVRTC FY26 Mini-Grant Program

Frequently Asked Questions

1. Who can apply for a mini-grant?

Any organization that promotes tourism, events, or cultural experiences that attract visitors to the Greater Revolutionary Valley region may apply.

Eligible applicants include:

- Current RVRTC members or partners
- Nonprofit organizations, municipalities, or for-profit businesses located in or serving one of the 21 cities and towns of the Greater Revolutionary Valley including Acton, Bedford, Billerica, Boxborough, Burlington, Carlisle, Chelmsford, Concord, Dracut, Dunstable, Lexington, Lincoln, Littleton, Lowell, Maynard, Stow, Tewksbury, Tyngsborough, Westford, Wilmington, Woburn

If you are not currently a RVRTC member, you must join and pay your membership fee before submitting your application.

2. What are the chances of being awarded funding?

Funding availability depends on the total number of applications and the amount of funding available each year.

In the previous cycle, 100% of eligible applicants received funding. Applications are reviewed on a rolling basis and will remain open until all funds are awarded. Apply early for the best chance of receiving a grant.

3. What types of expenses ARE eligible?

Mini-grants are intended to help fund marketing promotional activities and events that attract visitors from outside your immediate area. Examples of eligible expenses include:

- Digital or print advertising promoting your event or destination
- Graphic design and printing of brochures or flyers targeting visitors
- Photography or video production for marketing purposes
- Participation in the RVRTC Co-op Advertising Program

4. What is the RVRTC Co-op Advertising Program, and how does it work?

The Co-op Advertising Program lets members join large-scale advertising campaigns coordinated by RVRTC at a fraction of the usual cost.

For example:

A full-page regional or national print ad may include 6–8 organizations, each paying a share of the total cost. This collaboration gives each participant greater exposure for a smaller investment.

Your mini-grant can cover 10–25% of your total co-op campaign cost. If your participation depends on receiving a mini grant, you may wait for your grant decision before signing your co-op agreement.



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5. Can I use my grant for other RVRTC advertising opportunities?

Yes. You can use your mini-grant for:

- Banner ads on the RVRTC website
- Ads in the RVRTC e-newsletter

6. What types of expenses are NOT eligible?

Mini-grants **cannot** be used for:

Staff wages, salaries, or administrative overhead

Agency commissions or consulting fees

Operational costs (rent, utilities, etc.)

Food, beverages, or hospitality expenses

Ads in the RVRTC print Visitors Guide are not eligible for grant funding.

7. When are applications due?

Applications open on November 1st, 2025, and close on January 1st, 2026 at 11:59 PM (midnight).

Award decisions are sent on a rolling basis, but no later than _____.

8. How is the grant paid — is it a reimbursement?

No. RVRTC pays your vendor(s) directly.

Here's how it works:

1. You or your vendor sends an invoice from the vendor to RVRTC for the total project cost.
2. Fill out a check request form for the full amount of the invoice and email to RVRTC
3. RVRTC sends payment directly to the vendor
4. RVRTC then invoices you for the balance if there is one (your share after the grant amount is applied).
5. All reimbursable vendor invoices must be received by RVRTC by June 1, 2026, or your grant may be forfeited.

9. Who should I contact with questions?

If you have questions about eligibility, your application, or the grant process, please contact:

Vanessa Hayward

Deputy Director

Revolutionary Valley Regional Tourism Council

vhayward@revolutionaryvalley.org

115 Merrimack St, Lowell Massachusetts 01854

978.770.2732

revolutionaryvalley.org

Before applying, please ensure your application clearly describes:

- Who you are and what your organization does
- Your project goals and how they will attract visitors to the region
- Your marketing plan and timeline
- Your budget and sources of matching funds