

COMMUNITY IMPROVEMENT GRANT PROGRAM

GUIDELINES & CRITERIA

Section 1 Sponsor

Development Corporation of Needville (Corporation)

Section 2 Purpose

To enhance the quality of life, contribute to the economic vitality, or improve the aesthetic appearance of the City of Needville through grants to organizations whose projects will help fulfill those goals.

Section 3 Grant Description

- A. Grants are Cash Match Grants: Such grants being a cash match for funds raised and provided by the applicant toward the project.
- B. Evidence of an organization's cash match must be provided prior to receiving any grant funds.
- C. Applicant's cash match must have occurred no sooner than thirty (30) days prior to application.

Section 4 Eligibility

Needville based non-profit organizations are eligible to apply for grant funding.

Section 5 Funding cycle

A funding cycle shall be from October 1st to September 30th. For each funding cycle the Corporation shall designate an amount of funding for that cycle. Upon depletion of those funds the Corporation will be under no obligation to fund additional grants. Likewise, the Corporation is under no obligation to establish future funding cycles.

Section 6 Guidelines

- A. **Projects may not have commenced prior to having received approval for a grant.**
- B. An organization's current year budget along with a statement of its assets and liabilities will be required. A most-current bank statement may be provided in lieu of a statement of assets and liabilities.
- C. Evidence of non-profit status may be required.
- D. Verbal applications will not be accepted. However, in addition to submitting an application, a verbal presentation providing additional information related to a project is encouraged.
- E. Projects must be completed in accordance with project drawings, specifications, and/or information provided in the application. Failure to do so will render the grant recipient liable for return of all grant funds provided. Or, render grant approval null and void if grant funds have not yet been provided.
- F. Improvements must be completed in their entirety. Incomplete improvements will render the grant recipient liable for return of any and all grant funds provided. In the case of grant funds not having been previously provided, incomplete projects will render grant approval null and void.

- G. Applicant is obligated to obtain all applicable permits related to a project.
- H. Upon approval of a grant by the Corporation, and during the implementation of the improvements, a representative(s) of the Corporation shall have the right of access to inspect the work in progress.
- I. Projects must be commenced within four (4) months of receiving grant approval from the Corporation. Failure to do so will render the application approval null and void and applicant will no longer be eligible for grant funding if not previously provided, or return of grant funding if provided prior to project commencement.

Section 7 Application and Approval

- A. Grant applications must be made on a form provided by the Corporation, and may be obtained at the Needville City Hall, 9022 Main Street, Needville, Texas 77461, or online at www.cityofneedville.com .
- B. One (1) original and one (1) copy of an application must be submitted.
- C. Grant applications will begin being considering upon the commencement of the Funding Cycle, that being the month October.
- D. The Corporation reserves the right to utilize whatever outside resources it deems necessary for assistance in its decision-making process.
- E. The Corporation may award applicant a grant with certain provisions, conditions, or other requirements, as it may from time to time deem appropriate.
- F. The Corporation may on a case-by-case basis alter or waive certain requirement(s) contained in its Guidelines and Criteria and Grant Application form.
- G. The Corporation reserves the right to allow itself a minimum of thirty (30) days after receipt of a grant application to render a decision concerning approval or disapproval.

Section 8 Standards

The following factors, among such others as the Corporation may deem necessary, shall be considered in determining whether or not to award a grant:

- A. The extent to which a project will contribute to the Purposes of the Grant Program
- B. The amount of grant funding being requested
- C. The amount of additional funding being provided by the applicant beyond the required cash match
- D. The amount of current deterioration or blight the project will alleviate
- E. Health and safety issues which may be mitigated by the project
- F. Thoroughness of information provided in the application

G. Productive life of the project

Section 9 Funding

The Corporation reserves unto itself, on a case-by-case basis, the right to fund projects prior to, or upon completion.

Section 10 Amendment

The Corporation reserves unto itself the right to amend these Guidelines and Criteria as it may from time to time find desirable and/or necessary.

Section 11 Severability

The laws of the State of Texas shall govern the interpretation, validity, performance, and enforcement of this Community Improvement Grant Program. If any provision of this program shall be held invalid or unenforceable, the validity and enforceability of the remaining provisions of this Program shall not be affected thereby.

Section 12 Notice

- A. **The adoption and provision or delivery of these Guidelines and Criteria does not create any property, contract, or other legal right in any person or entity to have the Corporation provide grant funding.**
- B. **The adoption of these Guidelines and Criteria does not limit the discretion of the Corporation to decide whether to provide or not provide grant funding, nor the amount of grant funding to be provided, which absolute right of discretion the Corporation reserves unto itself, whether or not such discretion may be deemed arbitrary or without basis in fact.**
- C. **The Corporation, its employees, agents, representatives, contractors, or designees do not testify to the quality and safety of a project receiving grant funding, both during project planning, implementation, and thereafter. Therefore, the Applicant Organization, by signature of its representative affixed to a grant application, attests to holding harmless the Corporation, its employees, agents, representatives, contractors, and designees for any and all claims for personal and/or property damages to themselves or others as a result of the planning, implementation, and subsequent existence of any project for which grant funding is, or will be provided.**
- D. **By signature of Applicant Organization's representative to a grant application, Applicant Organization acknowledges sole responsibility for payment of all contractors, sub-contractors, and vendors, and shall hold harmless the Corporation, its employees, agents, representatives, contractors, or designees for payment for any such claims for payment in the event grant funding is provided, or will be provided.**

**GRANT APPLICATIONS MAY BE SUBMITTED AT
NEEDVILLE CITY HALL, Att: Bill Knesek
Or by mail to:
Bill Knesek
3602 Glenmeadow Dr
Rosenberg, Texas 77471**

