



## City of DeSoto

### Neighborhood Grant Program Fiscal Year 2020-2021 **Round Two – Spring 2021**

The City of DeSoto Neighborhood Grant Program provides matching grant funds to neighborhood and homeowner associations (HOAs) in DeSoto. Grant recipients must match the awarded grant amount dollar for dollar and they must provide evidence of their ability to do so prior to the disbursement of funds by the City. *For the purpose of this program, HOA shall refer to Homeowners' Association and/or Neighborhood Association.*

#### **PRIMARY OBJECTIVES**

- 1) Strengthen and improve neighborhood associations
- 2) Improve the appearance of City neighborhoods
- 3) Establish relationships between the HOA and the City government
- 4) Stimulate inter-neighborhood coordination/cooperation, encourage new communities to develop their own neighborhood associations, and stimulate interaction between all DeSoto HOAs

Grant funds will be available to HOAs annually, depending on the amount of funds appropriated by the City Council.

***For Fiscal Year 2020-2021, the City Council has designated a total of \$40,000 for the City of DeSoto Neighborhood Grant Program.***

#### **GUIDELINES**

All HOAs that apply for grants and meet the eligibility requirements are guaranteed funding, not to exceed \$1000, in the first distribution of funds. The eligibility requirement for the second distribution of funds will be a competitive process.

Eligibility Requirements Include:

- HOAs must be **registered with the City by October 31<sup>st</sup> of the current fiscal year** to be eligible to apply for the grant;
- Application project must meet at least one of the primary objectives for Round One distribution;
- Associations are distinguished as official HOAs by showing evidence of Articles of Incorporation;
- Registration with the Secretary of State; and in good standing with State and Federal entities;
- HOAs must have an official bank account;

- HOAs must provide a timeline for the project and show evidence that the funds were used by the set deadline;
- **All previous grant funds from the previous year must be spent and reported to the City of DeSoto no later than September 30<sup>th</sup>, 2020.**

It is the intent that all funds be expended by September 30<sup>th</sup> of the fiscal year, regardless of issue date. If funds are NOT spent by September 30<sup>th</sup> of that fiscal year, the HOA will not be eligible for additional grant money until documentation of funds is provided to the City. The HOA must show evidence that grant funds (grant money + matching funds) were spent on the approved project.

## **ROUND TWO - DISTRIBUTION**

Any remaining grant funds after the first distribution will be made available to HOAs for Round Two. The criteria for Round Two are the same as Round One, with the exception that the application for Round Two must be submitted to the City of DeSoto by **March 31, 2021**. A committee made of up to 7 individuals who are members of active HOAs (committee selection is described in the following paragraph) will review the applications and make a recommendation to the City Council. Approved grants will be awarded by the City Council in May 2021.

The name of one representative from each HOA not involved in the Round Two process will be entered onto a random list, which will be divided geographically by the four (4) City quadrants (defined by Pleasant Run Road and Hampton Road). Individuals will be randomly selected from each of the quadrants to serve on the Round Two Selection Committee. Two (2) alternates will also be randomly selected.

## **AREAS OF INTEREST**

The following are examples of **eligible** projects, but are not limited to:

- Landscaping Projects
- Cooperative Neighborhood Work
- Seasonal Decorations
- Creative Neighborhood Beautification Projects
- Safety-related Equipment

The following are **ineligible** projects, but are not limited to:

- Purchase of alcoholic beverages or other illegal substances
- Contributions to political campaigns
- Projects that benefit a single individual, family, or property owner (requests from individual property owners on their own behalf will not be accepted)

## **APPLICATION PROCEDURES**

HOA representatives may receive an application for a grant by contacting the City of DeSoto City Manager's Office at (972) 230-9643.

The application must be completed, including the following information:

- ◆ The amount of grant funding that is being requested by the HOA, not to exceed \$1000 in Round One;
- ◆ Explanation of how the applicant will match or exceed the grant funding, through volunteer labor, donated materials and/or funding from other sources;
- ◆ Financial resources of the association;
- ◆ Geographic area that the project will benefit;
- ◆ Outline of the project, including method of operation, goals, and anticipated results of the project;
- ◆ Contact names of those persons who will maintain the project and report estimated volunteer hours;
- ◆ A detailed list of costs of materials to be purchased with grant funds.

## **ATTACHMENTS THAT MAY BE INCLUDED**

- ◆ Letter-size landscaping plan (hand-drawn is sufficient);
- ◆ Photographs of the area;
- ◆ Letters of approval from property owners or person(s) responsible for the area (if located on private property);
- ◆ Description of the soil type, measurements of the area to be landscaped, and any special reasons for choosing specific plants for that area (i.e. freeze resistant plants, drought tolerant, etc.);
- ◆ All pertinent documentation sufficient to describe project;
- ◆ If your project requires a Permit for construction, contact the City's Building Inspections at (972) 230-9610.