

## **COMMUNITY COOPERATION GRANT PROGRAM PROGRAM GUIDELINES**

### Applicable Project Types:

- Projects should benefit the entire neighborhood.
- Projects can consist of a number of categories, such as beautification, landscaping, safety/security, signage, electrical work for community amenities, recreational equipment, and lighting.
- Projects that do not fit into any of the above categories will be evaluated on a case-by-case basis.

### Applicant Responsibilities:

- Applicants shall provide City with initial scope and idea for project.
- Applicants should be prepared to cost share in the project at 50-50. Should applicant be unable to do so, staff will evaluate each project on a case-by-case basis to determine whether there are other types of non-monetary contributions that can be made.
- Applicants should provide quotes for the proposed work.
- Each applicant may receive a community cooperation grant once per fiscal year.
- Applicants should be prepared to assume on-going maintenance responsibilities for improvements unless improvements are located in City parks. Staff will make a determination of whether improvements can/should be maintained by the City.
- Applicant must provide proof of signatory authority for the association or group. Typically, this is satisfied with a copy of the articles of incorporation filed with the State for official HOAs.

### City Responsibilities:

- City will assist groups in developing scope and pricing for projects.
- City contribution to any individual project, excluding security cameras, will be capped at \$5,000. For security camera projects, City contributions will be capped at \$2,500 per installed camera with a maximum of \$5,000 contribution per HOA per fiscal year.
- City will discuss implementation of project with applicant to determine the role for each party.
- City will prepare projects for presentation to the Council.
- Projects may not proceed forward until the Memorandum of Agreement is approved by the Council and fully executed by both parties.

# La Porte Community Cooperation Grant Application

*Please print clearly. Please submit a completed application to:*

City Manager's Office  
604 W. Fairmont Parkway  
La Porte, TX 77571  
daeumerm@laportetx.gov

## APPLICANT INFORMATION:

APPLICATION DATE: \_\_\_\_\_

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Applicant Name

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Neighborhood/HOA Name

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Location for proposed Project

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Contact Phone

Email Address

## TYPE OF WORK *(check all that apply)*:

- |   |   |
|---|---|
| <input type="checkbox"/> Landscaping    | <input type="checkbox"/> Recreational Equipment |
| <input type="checkbox"/> Signage        | <input type="checkbox"/> Lighting               |
| <input type="checkbox"/> Beautification | <input type="checkbox"/> Safety/Security        |

## DETAILS OF PLANNED IMPROVEMENTS *(attach additional pages if necessary)*:

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**BUDGET DETAIL (Please attach quotes obtained for project)**

**Total estimated cost of proposed project:** \$ \_\_\_\_\_

**Amount requested from City:** \$ \_\_\_\_\_

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*Your signature on this application certifies that you understand and agree with the following statements:* I have met with the City and I fully understand the Community Cooperation Grant procedures and details established. I intend to use these grant funds for the eligible projects, as identified in the application. I have not received, nor will I receive insurance monies for this revitalization project, OR I have disclosed all pertinent insurance information. I understand that if I am awarded a Community Cooperation Grant, any deviation from the approved project may result in the partial or total withdrawal of the grant funds.

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APPLICANT SIGNATURE

DATE