



City of DeSoto

Neighborhood Grant Program Fiscal Year 2021-2022

The City of DeSoto Neighborhood Grant Program provides matching grant funds to neighborhood and homeowner associations (HOAs) in DeSoto. “Matching grant funds” means that the City will provide a given amount of funds and the Homeowners’ Association must show evidence that the grant funds are equally matched. *For the purpose of this program, HOA shall refer to Homeowners’ Association and/or Neighborhood Association.*

PRIMARY OBJECTIVES

- 1) To strengthen and improve neighborhood associations
- 2) Improve the appearance of City neighborhoods
- 3) Cement the relationship 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.

GUIDELINES

All HOAs that apply for grants and meet the eligibility requirements will be **guaranteed** funding, not to exceed \$500, 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 31st of each calendar 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;

- Registered with the Secretary of State and be in good standing with State and Federal entities;
- Have an official bank account;
- HOAs must give timeline for the project and show evidence that the funds were used by the set deadline.
- **All previous grant funds must be spent and reported to the City of DeSoto no later than September 30th, 2021.**

PROCESS TIMELINE

1. HOA must be **registered** with the City by **October 31st** of the current calendar year.
2. Applications shall be submitted to the City of DeSoto **by Monday, November 1, 2021.**
3. It is the intent that all funds be expended by September 30th of the current fiscal year, regardless of issue date. If funds are NOT spent by September 30th of that fiscal year, the HOA will not be eligible for any additional grant money until documentation of funds is given to the City. The HOA must show evidence that grant funds (grant money + matching funds) were spent on the approved project(s).

ROUND ONE - DISTRIBUTION

All HOAs that apply and meet the following criteria will be guaranteed funding.

Criteria for Round One Distribution:

- **Application submitted by Monday, November 1, 2021**
- All eligibility requirements are met
- Project meets program objectives
- HOA matches grant funds.

You must direct all submissions by the deadline to the City of DeSoto by US Postal Mail, drop off at the Action Center, or email to blewist@desototexas.gov.

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**Neighborhood Grant Application
Fiscal Year 2021-2022**

Name of Association: _____

Mailing Address: _____ City: _____ Zip: _____

Contact Person: _____ Position: _____

E-mail Address: _____

Home Phone: _____ Alt Phone: _____

Secondary Contact: _____ Position: _____

E-mail Address: _____

Home Phone: _____ Alt Phone: _____

Grant Funds Requested: \$ _____

Description of how the association will match funds: _____

Geographic Area to be focused on: _____

OUTLINE OF PROJECT

Detailed description of the project:

How will you complete the Project?

Anticipated Results: _____

Names of the people who will maintain the project:

Estimated number of volunteer hours per month: _____

Detailed cost breakdown for materials to be purchased with grant funds:

In addition to the above information, please submit the following where applicable:

- ◆ Letter-size landscaping plan (hand-drawn is sufficient)
- ◆ Photograph(s) of the area described for the project
- ◆ Letters of approval from property owners or person(s) responsible for the area (if 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 (e.g.: freeze resistant plants, drought tolerant, etc.)
- ◆ Any other information or materials that would further explain/illustrate the planned project.

Please keep all receipts pertaining to the project, to be submitted with the grant report, when project is completed. All projects are subject to audit.

Please provide a recent bank statement or treasurer's report with application.

All information provided above is true and correct, and has been authorized by the membership of the HOA.

Signature of HOA President or Designated Representative

Date