



Application Instructions

Do not include information that is not specifically requested. Use abbreviations if necessary. The application must be submitted electronically to lantanatx@lantantx.com. No revisions may be made to the application once it has been submitted. Additional documentation may be provided to the District Development Advisory Committee during the funding hearing presentation.

Section 1: General Information

Fill in each listed item.

Section 2: Project Information

Briefly describe project, including a statement regarding need

Describe the service area for the project (Recreational or Community facilities; Economic Development; Affordable Housing)

Estimate number of households or individuals that will benefit

Describe development area addressed (recreational or community facilities; economic development; affordable housing)

Section 3: Performance Measures

List at least one and up to three performance measures that will be used to assess whether the project or program is successful at . Examples of performance measures include:

Surveys of clients and neighborhood residents

Estimates on job creation and revenue generation

An increase in home ownership rates within the district

Other measurable impacts to Denton County

Section 4: Budget

Income/Revenue

State amount of funding requested for project

List additional funding sources and expected or confirmed amounts including any Federal, State or Local funding. If there is not sufficient room for all funding sources to be listed separately, please combine funding from similar sources and be prepared to provide additional information to the Committee.

Expenditures

List expenditures in each category

Please note Section 4 is a request for a project/program budget. An organizational budget is requested in Section 12.

Section 5: Personnel Budget

Provide salary ranges or amounts for each category of employees or each position. If there are more categories or positions than can be listed, please provide information on the highest salary levels.

Section 6: Program Income

Program Income is gross income received that is directly generated from the use of federal funds. State the amount of program income expected to be derived from this project. List the sources and amount of List the sources and amount of the income. Briefly describe how the program income will be used.



Section 7: National Objective Criteria

Indicate which of the three national objectives for community development programs (Benefit to low and moderate income households, Elimination of slum or blight, Meeting an urgent community need) this project will meet.

Briefly explain how the project will meet this objective. An example would be Emergency housing assistance after a natural disaster.

Section 8: Timeline

Fill in each listed item. Funds for all community development projects will be available by September 1, 2015. For infrastructure and other construction projects, include project planning and development, specification writing, bidding process, contractor selection council approval, project initiation, construction, project completion, project closeout. Non-construction should also include a timeline.

Section 9: Previous Grant Awards

Provide a list of previous District Development grants awarded by the City. Include the year and amount. If you have received more than six grant awards, list only the most recent.
If any funds are remaining, please state when they will be expended.

Section 10: State Program Match

If the project is eligible for HOME funding, provide the source and amount of any funds that could be considered "match" under the program guidelines.

Section 11: Project Narratives

Provide a brief narrative in response to each of the items listed below. Please use no more than 150 words per item.

Additional information regarding the need for the project or program including any citizen requests

How would the project or program be carried out if only partial funding was awarded? Please list proposed project expenditures in order of priority.

If the request includes personnel funds, explain the need for these funds. Could these costs be covered by alternative funding sources?

Describe the organizational efforts to involve residents in discussions regarding public facilities, services or programs that are needed in the neighborhood or community

How are your services marketed to the public?

Section 12 (applicable to all organizations **except** City departments)

Provide an electronic/scanned copy of each of the following with your application submission. These can be included in one file.

Articles of incorporation

Bylaws

State of Texas Corporation Certificate

Nonprofit tax status certification

Board of Directors roster, including home addresses

Organizational budget for the current or upcoming fiscal year

Financial information from the past three budget years including revenue, income and expense statements and balance sheets



LANTANA

District Development Funding Application

Monitoring reports from all agencies with oversight responsibilities for the past two fiscal years

Agencies or City departments with multiple requests should also provide information on project prioritization.

Section 1: General Information

Project name
Address or location description
Funding \$ requested
Organization name
Contact person
Email address
Address or City Department
Phone number

Section 2: Project Information

Project description
Service area description
Service population description
of households/persons helped



Section 3: Performance Measures

1
2
3

Section 4: Budget

Income/Revenue \$ amount requested
Additional funding (source/\$)
Additional funding (source/\$)
Additional funding (source/\$)
Additional funding (source/\$)
Total Project Funding

Section 5: Personnel Budget

Position/salary or range
Position/salary or range
Position/salary or range
Position/salary or range
Position/salary or range

Section 6: Program Income

Projected program income \$
Program income source(s)
Program income use



Section 7: District Objective Criteria

Which District Objective will the project meet?

Briefly explain how the project will meet the District Objective above.

Section 8: Timeline

Project planning/development

Project bid out

Project start

Project completion *

Section 9: Previous Grant Awards

Grant year/award \$

Grant year/award \$

Grant year/award \$

Grant year/award \$

Grant year/award \$

Grant year/award \$

Grant year/award \$

For any unexpended funds, state project completion information.