

## **LNRA BOARD POLICY**

### **701 - ECONOMIC DEVELOPMENT AND COMMUNITY SERVICES**

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#### **701.10 PURPOSE**

The purpose of this policy is to establish the framework under which LNRA is to develop and carry out an Economic Development and Community Services program.

#### **701.20 POLICY**

It is hereby declared to be the policy of LNRA to sponsor and participate in appropriate economic and community development activities within LNRA's statutory district and water service area that are intended to strengthen the economic base and further the economic development of the State including LNRA's statutory district and water service area. Consistent with LNRA's Enabling Act, as amended, any expenditure of funds by LNRA in furtherance of this policy shall meet one or more of the following criteria:

- Encourage economic diversification; or
- Contribute to the health and development of a community to improve the attractiveness of the community to public and private enterprises; or
- Improve the quality or quantity of services essential for the development of viable communities and economic growth, including services related to education, transportation, public safety, recreation, health care, training, community planning, or employment.

#### **701.30 DEFINITIONS**

701.301 LNRA Statutory District is defined as being Jackson County.

701.302 Program Year is defined as being consistent with LNRA's fiscal year which begins October 1 and ends September 30.

#### **701.40 COMMUNITY DEVELOPMENT FUND**

LNRA shall establish a Community Development Fund (CDF) to provide funding for LNRA's Community Services Program (CSP) and Community Development Partnership Program (CDPP). The CDF is a permanent fund and shall be a function (category) of the General Fund Reserve Fund. Annually, in conjunction with LNRA budget process, the LNRA Board or Directors (Board) shall approve the amount and fiduciary designation, being either "assigned" or "committed", of funding to be placed in the CDF to meet program objectives.

Funding of the CDF may be comprised of General Fund, fund balance funds or from funds derived from gifts and donations directed to LNRA from public and/or private interest for the specific purpose of supporting economic and community development within LNRA's Statutory District.

## **701.50 COMMUNITY SERVICES PROGRAM**

The Community Service Program (CSP) is intended and expected to carry out the purposes of strengthening the community base in the LNRA service area. Requests for an allocation of funds under the CSP will be by written application which is to be developed by LNRA. The CSP will be divided into three funding categories: Small, Medium, and Large. The recipient of funds under one of the CSP categories is required to be located or domiciled within LNRA's statutory district, Jackson County.

**701.501 Small Application Category:** Expenses under the Small Application category shall not exceed \$500 per occurrence. Examples of request that may fit the Small category are those activities that may involve any of, but not limited to, the following:

- Providing materials, equipment and/or in-kind services to communities, schools and non-profit organizations;
- Providing funding of a non-profit or civic group's community-based project/program;
- Participating in and/or sponsoring attendance to non-profit regional economic development coalitions and/or private and public organizations intended to promote viable communities and economic growth within LNRA's statutory district and service area;
- Providing training and strategic planning for communities, schools, and non-profit organizations; or
- Assist communities and non-profits promotion of tourism.

**701.502 Medium Application Category:** Expenses under the medium category shall not exceed \$2,500 per occurrence. Examples of request that may fit the Medium category are those activities that may involve any of, but not limited to, the following:

- Providing materials, equipment and/or in-kind services to communities, schools and non-profit organizations;
- Provide funds for a community project such as a park or playground improvement project, public access improvement project such as sidewalks, ramps, signage lighting;
- Provide funding assistance for studies aimed at attracting business, improving services or employment;

- Provide funding assistance for workforce education, education programs designed to increase learning especially in the areas of science and mathematics;
- Provide funding assistance to private businesses for exterior beautification projects such as replacing awning, signage, vegetation; or
- Assist a community with garbage removal.

**701.503 Large Application Category:** Expenses under the large category shall not exceed \$5,000 per occurrence. Examples of requests that may fit the large category are those activities that may involve any of, but not limited to, the following:

- Provide funding assistance to private businesses for exterior beautification projects such as replacing awning, signage, vegetation;
- Providing materials, equipment and/or in-kind services to communities, schools and non-profit organizations;
- Provide funding assistance for qualifying projects/programs initiated by communities, schools, and non-profit organizations that meet one or more of the objectives set out in 701.20;
- Beautification project such as abandoned building removal, city/community-wide beautification program.

**701.504 Funding:** Funding for the CSP will be limited to \$15,000 per program year and will come from the “assigned” category within the CDF.

**701.505 Applications and Award.** All requests for funding under the CSP will be made to LNRA in writing using application forms developed by LNRA. The award of individual requests will be based on the availability of funds in the CDF. The LNRA General Manager, or his designee, shall have the discretion to award CSP grants without the LNRA Board approval, not to exceed the established program-year limit.

LNRA, at its discretion, and dependent on the nature of the grantees’ request, may provide goods and services to meet a grantees’ needs in lieu of providing a monetary grant.

**701.506 Reporting.** CSP grant fund recipients of medium, or large CSP funding categories will submit a final project completion report clearly identifying use of funds for the stated project goals.

## **701.60 COMMUNITY DEVELOPMENT PARTNERSHIP PROGRAM**

**701.601 Community Development Partnership Program.** Under the authority granted LNRA, at the sole discretion of the LNRA Board, LNRA shall fund and operate a Community Development Partnership Program (CDPP) to provide grants to governmental and qualifying

501(c)3 nonprofit entities for capital improvement and/or community enhancement projects within LNRA's statutory district.

All communities, governmental entities and qualifying 501(c)3 nonprofits in LNRA's statutory district are eligible for grants under this program. Examples of requests that may fit the CDPP are those projects that may involve any of, but not limited to, the following: Public health and safety projects such as water and wastewater improvements or service extensions to serve new customers, acquisition of properties for business development or redevelopment, improvements to public communications, main street improvement projects, creation of public parks, improvements to schools, improvements to healthcare facilities, etc.

**701.602 CDPP Review Committee.** The LNRA Board shall create a thirteen (13)-member Review Committee to review, score, and make recommendations for grant awards. The 13-member Review Committee shall be made up of the LNRA General Manager who shall serve continuously; three (3) LNRA Board members appointed by the LNRA Board Chair for one calendar year term; two (2) representatives serving a two calendar year term from Jackson County Commissioners Court and one (1) representative serving a two calendar year term from each of the following; Jackson County Hospital District, Edna ISD, Industrial ISD, Ganado ISD, City of Edna, City of Ganado, and City of La Ward. All committee members shall continue to serve until their successors are selected by the respective entity. Any member unable to attend a committee meeting may appoint a proxy representing the member's interest group on the committee. Review Committee members, LNRA staff, and LNRA Board members having potential conflicts of interest shall recuse themselves from the scoring of applications, discussing recommendations, or voting to approve the award of grant funds.

**701.603 Grant Application Process.** The Review Committee will develop and implement a grant application, review, and project selection process in compliance with this policy.

**701.604 Grant Documentation.** Each CDPP grant application will include sections that allow for the clear definition of the goal(s), terms of conditions of the award, and use of CDPP grant funds, and the measure of performances by which an application will be assessed.

**701.605 Funding.** All funds for the CDPP shall come from the Community Development Fund Committed Category. The number and amount of grants shall be determined annually and will be based on the availability of funds in the CDF.

A 20 percent cash match shall be required of applicants for grants of more than \$5,000. A participating entity may only receive one grant in any 24-month period. Grant funds awarded by the grant Review Committee shall only be utilized for capital improvement projects and not for planning grants, hiring of consultants, project administration and/or project operations costs, or for training or workshops.

Capital improvements/community enhancement projects are defined herein as, but not limited to, construction projects related to the physical improvement, additions to and the betterment of facilities that directly contribute to the health and development of a community in order to improve the attractiveness of the community and/or improve the quality or quantity of services

essential for the development of viable communities and economic growth, including services related to education, transportation, public safety, recreation, and health care.

LNRA and the Review Committee may use rules adopted by the Texas Commission on Fire Protection as general guidelines in determining eligibility for and types of assistance to public fire-fighting organizations.

**701.606 Project Monitoring.** LNRA staff shall monitor the progress of a grantee's project. Staff may make on-site visits as well as a final inspection upon completion. Grantee will provide a project completion report to LNRA and the Review Committee upon request.

**701.607 Reporting.** All CDPP grant recipients shall complete and submit a final project completion report to LNRA. Upon receipt, LNRA will schedule and perform a final walk-through with the recipient confirming all funded project components are satisfied. The grant recipient will not be allowed to participate in future grant cycles until the project completion report has been filed and finalized by LNRA. LNRA may provide the final inspection report to the Review Committee upon request.

#### **701.70 APPLICABILITY AND LIMITS**

This policy is not intended to address or limit in any way any LNRA activity for which LNRA has statutory authority although such activities may produce incidental economic benefits. Additionally, this policy does not preclude LNRA from entering into separate agreements or contracts with any governmental entity, community, qualifying 501(c)3 nonprofit or other public or private group from inside or outside LNRA's statutory district for any purposes that may be deemed necessary and beneficial to LNRA.

#### **701.80 RESPONSIBILITIES**

**701.801 General Manager.** The General Manager shall be responsible for the administration and coordination of this policy.

**EFFECTIVE:** July 18, 2012, February 21, 2018, April 19, 2023.