

# Lavaca-Navidad River Authority

## Community Services Program

### About the program

In 2011 the Lavaca-Navidad River Authority (LNRA) was authorized by the Texas legislature to sponsor and participate in an economic development program intended to strengthen the economic base within its territorial boundaries or water service area, and to further the economic development of the State of Texas (see Chapter 152, Texas Water Code).

The Community Services Program (CSP) is intended and expected to carry out the purposes of strengthening the community base in the LNRA service area. Requests for allocation of funds under the CSP will be by written application and will be divided into three funding categories: Small (\$500 or less), Medium (Not to exceed \$2,500) , and Large (Not to exceed \$5,000). The recipient of funds under one of the CSP categories is required to be located or domiciled within the LNRA's statutory district, Jackson County.

**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.

**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 business for exterior beautification projects such as replacing awning, signage, vegetation; or
- Assist a community with garbage removal.

**Large Application Category:** Expenses under the large category shall not exceed \$5,000 per occurrence. Examples of request that may fit the large 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 funding assistance for qualifying projects/programs initiated by communities, schools and non-profit organizations
- Beautification project such as abandoned building removal, county-wide beautification program

**Lavaca-Navidad River Authority**  
**Community Services Program**  
**Grant Request of \$500.00 or less**

Date: \_\_\_\_\_

Organization name: \_\_\_\_\_ Tax ID number: \_\_\_\_\_

Physical address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Primary contact name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Mail should be sent to:      Organization address                      Primary contact address

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Purpose of funds requested:

\_\_\_\_\_  
\_\_\_\_\_

Amount of CSP grant request: \$ \_\_\_\_\_

Please attach information such as event flyers, organization fund raising campaign, etc.

Return to: Lavaca-Navidad River Authority

P. O. Box 429  
4631 FM 3131  
Edna, TX 77957  
(361) 782-5229  
info@lnra.org

*To be completed by LNRA*

Organization Name: \_\_\_\_\_

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_

Amount Approved: \_\_\_\_\_

**Lavaca-Navidad River Authority**  
**Community Services Program**  
**Grant Request Greater than \$500, not to exceed \$5,000**

**Part A**

Date: \_\_\_\_\_

Organization name: \_\_\_\_\_ Tax ID number: \_\_\_\_\_

Physical address: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Primary contact name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Mail should be sent to:      Organization address                      Primary contact address

Project Details: \_\_\_\_\_

\_\_\_\_\_

Physical address of project: \_\_\_\_\_

**Total project cost:** \$ \_\_\_\_\_ **Amount of CSP grant request:** \$ \_\_\_\_\_

Please attach detailed information such as materials, equipment, supplies, labor cost, etc. and funding sources in addition to the CSP funds if applicable. See **Part B**.

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*To be completed by LNRA:*

Organization Name: _____	Approved by: _____
Date: _____	
Amount Approved: _____	_____

**PART B – Grant Project Planning Worksheet**

**B.1. Project /Applicant information**

Project Title: \_\_\_\_\_

Project Sponsor: \_\_\_\_\_

Project Start Date: \_\_\_\_\_ Target Completion Date: \_\_\_\_\_

**B.2. Project Narrative (Why, What, When, Where) (Attach additional sheets as needed)**


**Expected Results**


**B.3. Project Budget** (identify anticipated project costs and sources of funds, in-kind services)

Applicant may attach additional sheets as needed

<b>Project Item(s)/Category</b>	<b>Costs (Est. or Actual)</b>

<b>Funding Source/In-kind Service</b>	<b>Amount (Est. or Actual)</b>

## Project Completion Report Form

The Project Completion Report Form is to be completed by the grant recipient upon completion of the project and submitted to LNRA by mail or in person.

For questions please call (361) 782-5229

Grant Recipient:\_\_\_\_\_

Project Title:\_\_\_\_\_

Attach photographs, fund accounting report showing expenditure of grant dollars as well as any matching commitment. The grant recipient will clearly, permanently, and publicly acknowledge the sponsorship of LNRA at the site of the project prior to the completion of the project. The grant recipient will work with LNRA on the form and placement of the acknowledgement.

Upon receipt of the Completion Report Form, LNRA will schedule a site visit to the project location to verify the agreed upon project components/deliverables are in place. Once accepted LNRA will finalize the project.

In accordance with Terms and Conditions defined in the Letter of Agreement by and between the above stated Grant Recipient and the Lavaca-Navidad River Authority associated with the above stated grant project, I confirm that the grant project is complete.

\_\_\_\_\_  
Grant Recipient

\_\_\_\_\_  
Date