



# Community Engagement Grant Application

Date of Approval: 11.30.2022

# Mission

*Our mission is to actively pursue opportunities to become a regional employment center in the areas of business retention, expansion and attraction as a means of promoting economic development within the City of Pflugerville, providing quality job opportunities for citizens to work locally and replace commuting time with family and community time.*

## **Contact Us**

**Pflugerville Community Development Corp.**  
3801 Helios Way, Suite 130  
Pflugerville, TX 78660.

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[www.pfdevelopment.com](http://www.pfdevelopment.com)

# COMMUNITY ENGAGEMENT GRANT

## Before You Begin

### WHAT IS THE PURPOSE OF THE PCDC COMMUNITY ENGAGEMENT GRANT PROGRAM?

Recognizing its public responsibility to enhance the quality of life for current and future residents of the City of Pflugerville, the Pflugerville Community Development Corporation (“PCDC”) developed the Community Engagement Grant Program (CEGP) that encourage partnerships with other responsible parties to fund annual grants for the expansion of community parks and recreational facilities, workforce training and to provide assistance to local businesses that create primary jobs through improved transportation facility and infrastructure projects in the City of Pflugerville and its Extra Territorial Jurisdiction (ETJ), and to provide assistance to local businesses that create primary jobs through improved transportation facilities and infrastructure projects.

The PCDC Board of Directors has authorized this Program and sets forth the following guidelines and criteria for awarding Grants that meet the requirements of a designated “project” under Section 505.151, Authorized Projects, and Section 505.152, Projects Related to Recreational or Community Facilities, Texas Local Government Code. Monies authorized for this Program are budgeted by the PCDC Board and authorized annually by the Pflugerville City Council. Grants are awarded following a pre-approval process and final action by the PCDC Board of Directors.

### WHO IS ELIGIBLE TO APPLY?

1. Projects must be in the City of Pflugerville or its extra-territorial jurisdiction.
2. Grant requests require a one-to-one cash or in-kind match unless waived by the Board of Directors.
3. Acceptable grant projects generally fall into one of the following categories and must be used in accordance with the requirements set out in Chapter 505, Texas Local Government Code:
  - Public parks and recreation improvements
  - Public infrastructure or utility improvements in public right-of-way
  - Workforce training equipment, curriculum, or third-party training
  - Transportation related expenditures

The PCDC grant awards will be issued to the applicant or organization in one of two ways:

1. Reimbursement for pre-determined qualified expenditures.
2. Paid directly to the vendor or supplier based on the terms and conditions specified by the PCDC Board of Directors.

The availability of funds and determining eligibility and requirements for additional terms and conditions for Grant awards is solely at the discretion of the PCDC Board of Directors. The Board reserves the right to amend this Program and provide designated funding as needed through resolutions or other actions during any fiscal year.

Acceptance of a Grant is evidence of the applicant’s agreement to use the Grant funds for the purposes stated in the Grant application and in accordance with this Program and state law. The PCDC Board of Directors considers allocation of funds each year for the CEGP. Approval is discretionary with the Board and must be approved by the City Council.

Final Evaluation and expenditure reports are required for every grant awarded.

# COMMUNITY ENGAGEMENT GRANT Application

PLEASE COMPLETE THE FOLLOWING APPLICATION WITH REQUIRED ATTACHMENTS AND FORWARD TO PCDC:

**Pflugerville Community Development Corporation**  
3801 Helios Way, Suite 130  
Pflugerville, TX 78660

Date of Application: \_\_\_\_\_

Legal Name of Organization: \_\_\_\_\_  
(Should be the same as on IRS determination letter and as supplied on IRS Form 990)

Applicant: \_\_\_\_\_ Email Address: \_\_\_\_\_

Contact Person/Title (If different from Applicant): \_\_\_\_\_

Address(principal/administrative office): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Mailing Address, if different from above: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Website: \_\_\_\_\_

Project Name: \_\_\_\_\_

Purpose: \_\_\_\_\_

Amount Requested: \$ \_\_\_\_\_ Total Project Cost: \$ \_\_\_\_\_

Beginning and Ending Dates of Project: \_\_\_\_\_

Brief description of the project:

## COMMUNITY ENGAGEMENT GRANT

# Application Continued

Outcomes you plan to achieve:

Who the project serves and why it is important:

Why your organization should receive the funds to implement the project and how the funds will be spent.

# COMMUNITY ENGAGEMENT GRANT Application Continued

*If you are collaborating with other organizations please include letters of support.*

Provide a detailed list of all equipment and/or anticipated costs for reimbursement or include attachment with application.

Provide expenses and a list of necessary equipment with purpose descriptions.

Please describe matching funds and/or in-kind contributions.

*Signatures:*

\_\_\_\_\_  
Applicant, Title Date:

\_\_\_\_\_  
Executive Director, PCDC Date:

*For information, call or visit:*

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