



Greater Southeast Management District-Houston Southeast Business & Civic Association Partnership Grant

Purpose:

The Greater Southeast Management-Houston Southeast Business & Civic Association Partnership Grant is sponsored by Greater Southeast Management District (“the District”) and will support proposed projects and programs comprised of the joint efforts of businesses and civic associations located within Houston Southeast.

The mission of the Greater Southeast Management District-Houston Southeast is to establish and implement projects and programs to:

- (1) Enhance and promote the image of the District;
- (2) Create a desirable area to attract more businesses, investments, and residents to the District;
- (3) Provide services and information that will stimulate business growth in the District;
- (4) Provide for easy access to, from and through the District; and
- (5) Create a safe environment for businesses and residents in the District in order to increase the revitalization and spur the redevelopment of this mixed-use urban area for all property owners, residents, and tenants.

Understanding that both commercial and residential interests must co-exist; our goal is to foster and support organic partnerships of our stakeholders that align with the mission of the District and represent the evolving culture, rich history and heritage of one of the city’s most vibrant communities.

The District welcomes proposals of projects and programs that support the Districts’ mission.

Grant Amount:

Business & Civic Association Partnership Grants are a one-time, short-term grants ranging from \$500 - \$5,000.

Grant Guidelines:

To be considered for this grant, your proposal must meet the following guidelines:

- a. **Geographic:** Partnering business must **serve** stakeholders and physically operate within the boundaries of the District (See Exhibit A).
- b. Civic Club or Association **must** be listed on the City of Houston Civic Club List as maintained by the Department of Neighborhoods. (To see if your club or association is a confirmed by the COH, please visit <https://www.houstontx.gov/cao/civicclubs.pdf>)

Submission & Completion Timeline:

- Grants proposal submissions will be accepted on a rolling basis from February 15, 2019 to May 1, 2019.
- If awarded a grant, the major activities as outlined in your proposal must be completed within six (6) months of MOU execution and award.

Round 1: Due by March 1, 2019

Round 2: Due by April 1, 2019

Round 3: Due by May 1, 2019

Reporting and Documentation:

Applicants are required to provide a Project Summary Report to include a photo journal of the project (before and after photos), actual costs for project and be willing to present the outcomes of the project at one of the District's Planning Coordination Meetings or other engagement activities.

This report will be due ten (10) days after the activities have been completed to be submitted electronically.

Process to Apply:

Complete proposals must include:

- Completed application form signed by the business **and** civic association designated representatives.
- Description of program or project.
- Proposed timeline for completion.
- Detailed proposed budget.

Resources:

- City of Houston Civic Club List <https://www.houstontx.gov/cao/civicclubs.pdf>
- 2019-2018 Service & Assessment Plan <https://houstonse.org/wp-content/uploads/2018/07/2019-2028-Service-and-Assessment-Plan-for-uploading-to-website.pdf>

What kind of proposals qualify?

Proposals for projects and programs that have the potential to impact and support the following areas will be considered:

- Collaborative Public Safety or Emergency Preparedness
- Environmental, Urban Design & Visual Improvements/Beautification
- Innovation and Technology
- Retail Office and Industrial Development
- Placemaking and Public Art
- Multi-modal Transportation
- Planning Coordination and Fund Development

Examples of projects may include but are not limited to sponsoring a utility box art project, cleaning up dilapidated lots, planting trees and flowers and, building backyard gardens.

What types of proposals do not qualify?

These funds are not designed to support ongoing social service program expenses, sponsor annual events, or fund capital campaigns.

Examples of inappropriate funding requests include operating expenses, salaries, and consulting fees.

Individuals are NOT eligible to apply for the grant.

If you have questions please email: programs@houstonse.org or, call 713- 942-0500.

Exhibit A

Boundary Map

