



**CITY OF TEXARKANA TEXAS**

**2026 COMMUNITY DEVELOPMENT FUNDING APPLICATION**

**(Funding Period: October 1, 2026 – September 30, 2027)**

**GENERAL INFORMATION PAGE**

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

Amount of funds requested: \_\_\_\_\_

Contact person/title: \_\_\_\_\_

Contact person email/phone: \_\_\_\_\_

Name of Agency/Depart: \_\_\_\_\_

Address of Agency or Depart: \_\_\_\_\_

Phone number or City Ext. \_\_\_\_\_

**FOR EXTERNAL APPLICANTS:**

BOARD APPROVAL
Application approved by Board of Directors on _____ (date)
Signed _____ Signature of Board President

**FOR CITY PROGRAMS ONLY:**

DEPARTMENT DIRECTOR APPROVAL
Signed _____ Department Director Signature / Date

FOR CITY INTERNAL USE ONLY
Activity Title: _____
Activity Description: _____
_____
_____



Program Year: _____	IDIS Project ID: _____	Project Title: _____
HEROS ERR ID: _____	DATE ERR COMPLETED: _____	

EXHIBIT A

CITY OF TEXARKANA TEXAS FUNDING CRITERIA

- **National Objective**-project must meet a National Objective
- **Consolidated Plan**-project must be a priority identified in the 2023-2027 Consolidated Plan (find a copy online at <https://www.texarkanatexas.gov/DocumentCenter/View/10301>)
- **Outcome Statements**-link an objective to an outcome that meets the goals of the project.
- **Project / Activity**-reasonable efficiency in project management and reasonable adequacy of resources, both in materials and personnel (voluntary and paid) to sustain a quality level of service.
- **Funding agreement**-organization must be willing to enter into an agreement that meets a public purpose based on the needs of low- and moderate-income persons and families.
- **Service Area**-provide services to the City of Texarkana low- and moderate-income residents on an annual basis.
- **Board**-an active, representative voluntary governing body, with regular meetings and with policy setting authority.
- **Purpose and Structure**-mission statement, specific organization goals, specific target population(s) and a focus on low- and moderate-income persons.
- **Procedures**-procedures and communications that present a positive community image in the conduct of project delivery, publicity, promotion, and solicitation of funds.
- **Ethics**-maintain a high standard of ethics.
- **Compliance with Federal Requirements**-agency will comply with all federal requirements associated with being a recipient of Community Development Block Grant funds, including but not limited to: Build America, Buy America (BABA); Davis Bacon Labor Standards (DBLS); Section 3.



**City of Texarkana Texas**

**2026 Community Development Block Grant Application Process**

The primary goal of the City of Texarkana’s Community Development Block Grant Program is the improvement of low- and moderate-income neighborhoods and housing. Other evaluation criteria are listed below. Please note that the criteria are not rank ordered. Listing the criteria is intended only to help applicants understand the decision-making process.

**Evaluation Criteria**

1. Meets one of the three national objectives for Community Development Block Grant programs:
  - A. Benefit low to moderate income households.
  - B. Elimination of slum and blight.
  - C. Meeting an urgent community need.
2. Comparison of cost per households benefitting.
3. Need for project. (As noted in public comments and needs assessment process)
4. Staff capacity to carry out project.
5. Availability of other funding for the project.
6. Leveraging of other funds.
7. Probability of continued or sufficient funding to complete the project.
8. Ability to expend funds in a timely manner.
9. Project viability.

**Eligible Activities can include:**

Public Facilities and Improvements	Program Administration Costs
Housing Repairs	Community Gardens
Home Ownership Assistance	Tree Planting
Code Enforcement	Parks
Historic Preservation	

**\*Organizations requesting funding for public services DO NOT complete this application! Please complete the City of Texarkana Public Service Funding Application.**

**Agencies or city departments requesting CDBG project funding for the first time must attend a workshop with the CDBG Coordinator. A mandatory workshop will be scheduled after the application period ends. All required participants will be notified of the scheduled workshop.**

If you need assistance in completing this application, please call the Office of Planning & Community Development at 903-798-3940.



**CITY OF TEXARKANA  
COMMUNITY DEVELOPMENT BLOCK GRANT  
FUNDING APPLICATION**

Applications should include the following information. Applications must be formatted to provide responses under the section numbers and letters listed below. **Please do not refer the other documents unless specifically requested in the application!** All information is to be provided in a single application form. **Applications are due by 5 pm April 20, 2026, and can be dropped off at city hall first floor reception desk at 220 Texas Boulevard to the attention of Megan Price.**

**Section I. General Information**

Please provide the following:

- a. Project name
- b. Project site (include site map)
- c. Amount of funds requested
- d. Contact person
- e. Address or Department
- f. Phone number or city extension

**Section II. Project Description**

Provide a **detailed** description of the project. Include the following:

- a. Technical description; plans & designs.
- b. Project Policies and Procedures (for non-profit agencies)
- c. Need for the improvement/activity (**Include any information on citizen requests for the project**)
- d. Description of the service or project area. An 8 ½ x 11 photograph of the site or proposed project may be included.
- e. Number of people that will benefit and the basis for your projection.
- f. Description of beneficiary households and how the project will affect them.
- g. Provide an additional vicinity map to identify the project site and service area if needed.
- h. Provide the name of the individual who is responsible for general project oversight. Also, provide a resume that includes length of employment or highlights specific training related to the type of project for which funds are requested.

**Section III. Performance Measures**

Provide a description of the performance measures that will be used to determine whether the project or program has been successful. Surveys of clients and neighborhood residents may be used to measure the success of a program/project. Other examples of performance measure are explained below:



- a. A decrease in crime in a neighborhood as a result of a neighborhood watch program.
- b. An increase in homeownership rates within the city as a result of homebuyer assistance and education programs.
- c. Fewer traffic accidents as a result of improved roadways and sidewalks.

#### **Section IV. Budget**

Complete *Attachment A, General Budget Form* and *Attachment B, Personnel Budget Form*. *All funds are reimbursements for expenses – NO advanced funding*. Funding requests and reports are due monthly.

Write a narrative for this section that includes the following:

- a. A description of the specific use of the funds in each expenditure category.
- b. Describe any additional fund-raising efforts undertaken or planned for this project/program. Include grants, foundation applications and other organizational fund-raising efforts. List the various sources of revenue for the project /program and explain their use.
- c. Indicate any funding that requires matching or supporting funds and describe what types are eligible as match.
- d. If this project is included in the City of Texarkana's Capital Improvement Program, explain why community development funds are being requested. What is the projected date of project/program initiation under the CIP?
- e. Discuss how the project/program would be completed if only a portion of the funding was received. Are there other funds available to complete the project? Could only certain aspects of the project be accomplished with CDBG funds, can it be divided into phases, will it be cancelled, etc.? If you are requesting CDBG funds to support personnel costs, could the project be completed without personnel funds-explain why or why not.
- f. Has the organization previously requested funding from the City of Texarkana CDBG Grant Program? When? How much was requested and for what project/program? Was the application funded?

Please note: Section IV is a request for a project/program budget. A request for an organizational budget is included in Section IX.

#### **Section V. National Objective Criteria**

Indicate which of the following community development objectives this project will meet. Explain how the project will meet the objective.

- a. Benefit low to moderate income persons.
- b. Elimination of slum and blight.
- c. Meeting an urgent need. (Example: Emergency housing assistance after a natural disaster.)

#### **Section VI. Public Participation**



Describe the organizational efforts to involve and/or notify residents in the project/program area about proposed and ongoing activities. Include both formal and informal methods of communication. If the organization has a written public participation policy, please attach to the application. However, attached policy **does not** serve as a response to this section unless it specifically describes all efforts taken by the organization to involve the public.

**Section VII. Reporting History**

Organizations are required to provide monthly activity reports, financial reports/funding requests and/or monitoring responses to the Office of Community Development. Please be aware that as a part of the application review process, staff will provide the City Council with information on your reporting history. This section gives you an opportunity to provide information regarding the reasons for late or delinquent reports. You may also provide information regarding how you plan to revise your procedures to ensure that reporting is complete and submitted in a timely manner. Also, if your organization was awarded funding in a previous year and that funding has not yet been expended in whole or in part, please provide an explanation of the status of the project(s) and any reason for delays in initiation or completion.

**Section VIII. Timeline**

Attach a project timeline. Funds for all projects are scheduled to be available by October 1, 2026. For infrastructure and other construction projects include: Project planning & development; specification writing; bidding process; project closeout. Non-construction activities should also include a timeline.

*The following section must be completed by all organizations **Except City Departments.***

**Section IX. Organizational Goals**

Describe the purpose and goals of your organization. Include information describing how this request for funding fits your purpose and goals.

Provide a copy of the following with your application submission:

1. Articles of incorporation
2. By laws
3. Proof of Insurance
4. 501 C3 and 990
5. A list of Board of Directors including addresses and phone numbers.
6. Copy of organizational budget for the current or upcoming fiscal year (if available)
7. UEI #
8. Latest audit

All applications should be signed and dated by the agency director or City department director. Agencies or City departments with multiple requests should provide information on project prioritization with the applications.



**ATTACHMENT A  
2026 FUNDING APPLICATION  
GENERAL BUDGET FORM**

<b>EXPENDITURES</b>	
	<b>Proposed Project/Program Budget</b>
Personnel expense *(detail)	
Supplies (description)	
Telephone	
Utilities	
Rent/Lease	
Misc. (postage, printing, etc.)	
Travel/Transportation	
Construction costs**	
Construction costs**	
Professional Fees *(detail)	
Project Fees (specify):	
Materials	
Other (specify):	
<b>TOTAL</b>	
Income / Revenue	
	<b>Proposed Project/Program Budget</b>
City of Texarkana (CDBG)	
Federal grants	
State grants	
Other local funding	
Other City of Texarkana funding (specify)	
Contributions/gifts	
Special events	
Other (specify)	
<b>TOTAL</b>	

\*Provide additional sheets with detailed information if it is not included in organizational budget.  
 \*\*If construction projects include more than one activity (example: request for funds is to renovate parking lot and kitchen facility) provide amount requested for each.





**ATTACHMENT C  
2026 CDBG FUNDING APPLICATION  
OBJECTIVES AND OUTCOMES**

Link an Objective with an Outcome. Select only 1 of the 3 objectives and then choose one outcome linked to the objective. To determine the most appropriate outcome for an activity, ask “What type of change or result and I seeking?”

Objective 1: Suitable Living Environment	<input type="checkbox"/> Accessibility for the purpose of creating a Suitable Living Environment	<input type="checkbox"/> Affordability for the purpose of creating a Suitable Living Environment	<input type="checkbox"/> Sustainability for the purpose of creating a Suitable Living Environment
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-Or-

Objective 2: Decent Housing	<input type="checkbox"/> Accessibility for the purpose of providing Decent Housing	<input type="checkbox"/> Affordability for the purpose of providing Decent Housing	<input type="checkbox"/> Sustainability for the purpose of providing Decent Housing
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-Or-

Objective 3: Economic Opportunity	<input type="checkbox"/> Accessibility for the purpose of creating Economic Opportunity	<input type="checkbox"/> Affordability for the purpose of creating Economic Opportunity	<input type="checkbox"/> Sustainability for the purpose of creating Economic Development
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Indicate the method your agency will use for reporting:

Number of persons assisted with new access to service (or continued if re-funding)

Number of persons assisted with improved access to service (or continued if re-funding)

Numbers of persons that no longer have access to a substandard service



**EXHIBIT B  
National Objectives and Code Descriptions**

<b>Code</b>	<b>Description</b>	<b>24 CFR Citation</b>
LMA	Low/mod area benefit: the service area identified for activities is primarily low/mod income	<b>570.208 (a) (1)</b>
LMAFI	Low/mod area benefit, Community Development Financial Institution (CDFI): activities that are carried out by a CDFI for the purpose of creating or retaining jobs which the grantee may elect to consider as meeting the low/mod area benefit criteria	<b>570.208 (d) (6) (i)</b>
LMASA	Low/mod area benefit, Neighborhood Revitalization Strategy Area: activities that are carried out for the purpose of creating or retaining jobs pursuant to a HUD approved Neighborhood Revitalization Strategy which the grantee may elect to consider as meeting the low/mod area benefit criteria	<b>570.208 (d) (5) (i)</b>
LMC	Low/mod limited clientele benefit: activities that benefit a limited clientele, at least 51% of which are low/mod income	<b>570.208 (a) (2)</b>
LMCMC	Low/mod limited clientele, Microenterprise; microenterprise activities that are carried out under 24 CFR 570.201 (o) and the owner(s) developer(s) are low/mod income	<b>570.208 (a) (2) (ii)</b>
LMCSV	Low/mod limited clientele, job service benefit; activities designed to provide only job training, placement and/or support in which the percentage of low/mod persons assisted is less than 51% but the proportion of the total cost paid by CDBG does not exceed the proportion of the total number of persons assisted who are low/mod	<b>570.208 (a) (2) (iv)</b>
LMH	Low/mod housing benefit: activities that are carried out for the purpose of providing or improving permanent residential structures that will be occupied by low/mod income households	<b>570.208 (a) (3)</b>
LMHSP	Low/mod housing benefit, CDFI or Neighborhood Revitalization Strategy Area: activities that are carried out for the purpose of providing or improving permanent residential structures by a CDFI or pursuant to a HUD approved Neighborhood Revitalization Strategy (NRS) which the grantee elects to aggregate and consider a single structure for purposes of determining national objective compliance. For example, if two single family homes were rehabilitated in an NRS, they may be considered a single structure and at least one must be occupied by a low/mod household; if ten single family homes were assisted, at least 6 (51%) must be occupied by low/mod households	<b>570.208 (d) (5) (ii) and (d) (6) (ii)</b>



LMJ	Low/mod job creation/retention, activities designed to create or retain permanent jobs, at least 51% of which will involve the employment of low/mod persons	<b>570.208 (a) (4)</b>
LMJFI	Low/mod job creation, public facility improvement benefit; activities where a public facility/improvement is undertaken principally for the benefit of one or more businesses that will result in the creation/retention of jobs	<b>570.208 (a) (4) (vi) (F)</b>
LMJP	Low/mod job creation, location based; activities where a job is held by or made available to a low/mod person based on the location of the person's residence or the location of the assisted business	<b>570.208 (a) (4) (iv)</b>
SBA	Slum/blight area benefit: activities that address prevention or elimination of slums or blight in a designated area	<b>570.208 (b) (1)</b>
SBR	Slum/blight in an urban renewal area: activities that address prevention or elimination of slums or blights in an urban renewal area in which activities were authorized under an Urban Renewal Loan and Grant Agreement and are necessary to complete the urban renewal plan	<b>570.208 (b) (3)</b>
SBS	Slum/blight spot basis: activities that address conditions of blight or physical decay on a spot basis not located in a slum/blight area	<b>570.208 (b) (2)</b>
URG	Urgent need: activities that are designed to alleviate existing conditions of recent origin that pose a serious/ immediate threat to the health/welfare of the community, and the grantee is unable to finance the activity on its own nor are other funds available	<b>570.208 (c)</b>