



Dallas Park & Recreation



**2017 Bond Program – Land Acquisition and  
Partnership Match Funding Guidelines  
Park and Recreation Board  
June 20, 2019**

# Purpose

- Present background on the 2017 Bond Program allocation for:
  - Land Acquisition and Partnership Match funding
- Present proposed guidelines and procedures for the use of the allocation
- Receive feedback from the Board



# Bond Program Allocation

- The 2017 Bond Program included the following in System-Wide funding:
  - *Land Acquisition and Partnership Match Funding* - \$5M
- During the Bond Program planning process and prior to the City Council's vote to call the Bond Program Referendum, several Councilmembers agreed to include land acquisition funding for their Council Districts if the System-wide *Land Acquisition and Partnership Match Funding* allocation could be used as a match

# Bond Program Allocation

- Of the \$5M **Land Acquisition and Partnership Match Funding**, \$2.7M was utilized to leverage \$4.8M in Council District land acquisition funding

Item	Amount - Land Acquisition and Partnership Match Funding	Amount - Council District Funding
Original amount	\$ 5,000,000	N.A.
New park in the Cedars - CD 2	\$ ( 500,000)	\$ 500,000
New park in CD 10	\$(1,000,000)	\$1,000,000
New park in CD 5	<u>\$(1,200,000)</u>	<u>\$3,300,000</u>
Total for land	\$(2,700,000)	\$4,800,000
<b>Balance</b>	<b>\$ 2,300,000</b>	

# Bond Program Allocation

- Of the \$2.3M remaining, \$1M proposed to be used as a match for the Katy Trail soft surface trail, leaving a balance of \$1.3M
- \$1.3M is now available for ***Land Acquisition and Partnership Match Funding*** (less \$104,000 in required administrative fees at 8%, or \$1,196,000 balance)
  - Additional funding may become available if there are savings from land acquisition for the three Council Districts (2, 5, 10)
- No guidelines have been established for the use of the remainder of the funding

# Proposed Guidelines

1. Prioritize for neighborhood and community parks and trails
2. New projects:
  - Matches for groups who have raised a minimum of \$40K (\$80K total project budget)
  - Matches for projects in CDBG eligible service areas will have a minimum of \$10K private match
    - Friends/neighborhood groups to raise funds prior to bond funds being made available
    - Minimum of 50% match from private groups

# Proposed Guidelines - continued

3. Supplemental funding for existing Bond Program projects
  - Private funds to provide at least a 50% match to the *Partnership Match Funding* bond funds
  - No minimum funding limit for existing bond program projects
4. Grant applications requiring a match
5. Only bond-eligible items will be considered
6. Private funds must be raised for new projects within 6 months of Park and Recreation Board (Board) approval of the set aside, but no later than October 1, 2021 to meet completion of Bond Program by 2022, or as required to meet an existing project schedule

# Proposed Procedures

- Friends/Neighborhood groups would submit a form (Appendix A), with one of two options to choose:
  - Intent Form for 2017 Match Funding
    - For projects where all private funds are not raised yet
  - Match Funding Application Form
    - For projects where all private funds have been raised





# Proposed Procedures - continued

- Form would include:
  - Organization's name, date of establishment, applicant's name, and contact information
  - Name of the Park / description of the proposed project
  - Description of how project will benefit the community
  - Organization's prior accomplishments with park fundraising for park improvements and programs and volunteer activities
  - Project estimate
  - Amount being requested from bond funds
  - Match being provided by Organization
  - Amount raised, to date, with documentation
  - Date all funds will be raised
  - Proposed schedule



# Proposed Procedures - continued

- Form – continued:
  - Description of any in-kind services/donations being offered (i.e. design services, materials, playground equipment), including the value with documentation
  - How project is proposed to be implemented and how City's match would be utilized (procurement information)



# Proposed Procedures - continued

- Board to consider the requests
  - Time Limits: Project application and fundraising status shall be reviewed/assessed bi-annually (or as needed) by Board to confirm progress on fundraising
  - Board approves the “set-aside” of bond program funds for potential projects
    - Consider prioritizing requests where funds have been raised
  - Board to approve any proposed changes in allocation, based on lack of progress in raising funds
  - Board approves project, once all private funds are raised
- Enter into a Development or Beautification Agreement, as needed

# Marketing

- 2017 Partnership Match Funding allocation shall be marketed to the department's existing and potential friends groups and partnership organizations, including at our Annual Partnership Summit



# Next Steps

- Board approves guidelines and procedures
- Staff solicits interest from private groups
- Board to approve list of potential projects for “set-aside” of bond funds





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# Appendix A

# Intent Form for 2017 Match Funding / Match Funding Application Form



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**Check One:**

- Intent Form for 2017 Bond Program Match Funding** (for projects where all private funds are not yet raised)
- Match Funding Application Form** (for projects where all private funds have been raised)

Applicant's Name: \_\_\_\_\_

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

Year of Establishment of Organization: \_\_\_\_\_

Type of Organization (i.e. 501(c)3) \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Applicant's Contact Information: Phone(s): \_\_\_\_\_

E-mail: \_\_\_\_\_

Name of Park: \_\_\_\_\_

Description of Project: \_\_\_\_\_  
\_\_\_\_\_

Schedule for Project (start /completion dates): \_\_\_\_\_

Description of how Project will benefit the Community: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Organization's prior accomplishments with fundraising for park improvements, programs, and volunteer activities:

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

**Funding Summary:**

Total Project Estimate	\$
Amount requested from 2017 Bond Program	\$
Total amount of private match funds to be committed (must be a least 50% of project estimate) *	\$
Total amount of private match funds raised to date **	\$
Total value of in-kind donations / services	\$
Have all match funds been raised?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Amount of private match funds remaining to be raised	\$
Date that all funds will be raised for project	

- \* Minimum amount for non-CBDG eligible area is \$40,000 and for a CBDG eligible area is \$10,000
- \*\* Attach list of in-kind donations / services with value(s) and documentation to support value(s)

How do you propose that Private and City's funds to be used? (Note: City's funds must be used for public procurement of design and/or construction per Local and State laws.)  
Describe proposed procurement of project components:

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



# Intent Form for 2017 Match Funding / Match Funding Application Form - continued

**Attach Community Support Signatures / Letters that reflect the community's desire for the project, if applicable, and other documentation to verify the organization's ability to fundraise**

Applicant's Signature:

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Date:

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