



COUNCIL REGULAR MEETING
AGENDA

February 4, 2026
4:00 PM

1. **Call to Order and Certification of a Quorum**
2. **Pledges**
3. **Moment Of Silence**
4. **Invitation to Address Council**

(State law prohibits the Mayor and members of the City Council from commenting on any statement or engaging in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Law. Comments should be directed at the entire Council, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign or slander any individual shall be cause for termination of speaking privileges and expulsion from Council Chambers. Your comments are limited to three (3) minutes. Adopted Resolution 2023-04-HB2840.)

5. **Proclamations, Presentations, Awards, and Community Spotlight**

**5.A. Proclamation Supporting the City of Kemah's Application for
Tourism Friendly Texas Certified Community Designation**

**Communications
and Tourism**

6. **Mayor's Comments and Announcements**

Announcements concerning items of community interest. No action will be taken.

7. **Council Members' Comments and Announcements**

Announcements concerning items of community interest. No action will be taken.

8. City Administrator Report

Announcements concerning items of community interest. No action will be taken.

8.A. Submission for HGAC Transportation Selection Process consideration City Administrator

8.B. Submission of Congressional Earmark Support City Administrator

9. Reports from Staff

9.A. Next Level- December Report Human Resources

10. Consent Agenda

10.A. To Approve the Minutes of the 01/21/26 City Council Regular Meeting City Secretary

11. Consideration and Possible Action Items

11.A. Bank Transfer and Amendment - Transfer money from the Police Dept Contraband Account to the General Fund and Amending the budget for the purchase of two R-Series Lidars. Finance

11.B. Consideration and Possible Action to Approve an Agreement for Galveston County Health District for Animal Services City Administrator

11.C. Consideration and Possible Action to approve grant application for AARP Community Challenge City Administrator

11.D. Consideration and Possible Action to apply for the BUILD Grant City Administrator

11.E. Consideration and Possible Action to restructure KCDC Bylaws and Appointment Policy & Procedures City Administrator

12. Public Hearing(s) and Action Items from Public Hearing(s)

12.A. Hold a Public Hearing on the Construction of Linear Park (Gateway Park) City Administrator

- Open Public Hearing
- Public Comments
- Mayor and Council Deliberation
- Close Public Hearing

- 12.B. Consideration and Possible Action: To approve Resolution 2026-05** **City Administrator**
- A Resolution of the City Council of the City of Kemah, Texas Authorizing a Project for Economic Development Located in Kemah as Described in Exhibit “A” Under Chapter 505 of the Texas Local Government Code for the Purpose of Economic Development Expenditures and Providing an Effective Date.
- 2 of 2 Readings

13. Executive (Closed) Session(s)

- 13.A. Texas Open Meetings Act, Section 551.074 Government Code - Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee** **City Administrator**
- Municipal Prosecutor
- 13.B. Texas Open Meetings Act, Section 551.074 Government Code - Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee** **City Administrator**
- Municipal Court Judge
- 13.C. Texas Open Meetings Act, Section 551.074 Government Code - Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee** **City Administrator**
- Associate Municipal Court Judge
- 13.D. Texas Open Meetings Act, Section 551.074 Government Code - Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee** **City Administrator**
- Legal Counsel

14. Action Item(s) From Executive Session(s)

- 14.A. Consideration and Possible Action on Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee, to-wit:** **City Administrator**
- Municipal Prosecutor
- 14.B. Consideration and Possible Action on Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee, to-wit:** **City Administrator**
- Municipal Court Judge

- 14.C. Consideration and Possible Action on Personnel Matters City Administrator
Discuss Employment, Appointment, or Evaluation of a Public
Officer or Employee, to-wit:

Associate Municipal Court Judge

- 14.D. Consideration and Possible Action on Personnel Matters City Administrator
Discuss Employment, Appointment, or Evaluation of a Public
Officer or Employee, to-wit:

Legal Counsel

15. Adjournment

Virtual Meeting Information

[Meeting Live Stream Link](#)

Certificate of Notice

In accordance with the Texas Open Meetings Act the agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located on the front exterior wall of the City Hall Building, except in case of emergency meetings or emergency items posted in accordance with law. This facility is wheelchair accessible and accessible parking spaces are available. Requests for other accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's Office at (281)334-1611 or Fax (281)334-6583 for further information.

Posting Date and Time 1-29-26 1:00 PM

Natasha Hinton

Natasha R. Hinton
City Secretary



The City Council of the City of Kemah, Texas reserves the right to meet in closed session on any of the items listed above should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551 of the Texas Government Code: 551.071 Consultations with Attorney, 551.072 Deliberations about Real Property, 551.073 Deliberations about Gifts and Donations, 551.074 Personnel Matters, 551.076 Deliberations about Security Devices, and 551.087 Deliberations Regarding Economic Development Negotiations.

Texas Criminal and Traffic Law Handbook Penal Code Sec. 38.13 Hindering Proceedings by Disorderly

Conduct. A person commits an offense if he intentionally hinders an official proceeding by noise or violent or tumultuous behavior or disturbance. Penal Code Section 42.05 Disrupting Meeting or Procession. A person commits an offense if, with intent to prevent or disrupt a lawful meeting, procession, or gathering, he obstructs or interferes with the meeting, procession, or gathering by physical action or verbal utterance.

NOTICE is hereby given that the presence of a quorum of the Members of Kemah Community Development Corporation (KCDC) at any time during the course of the above-referenced proceeding may constitute a meeting of KCDC pursuant to the Texas Open Meetings Act, Chapter 551 of the Texas Government Code, by this Notice, the public is hereby advised of said meeting not less than 72 hours in advance of the date, time and location noted above.



Item Number

5.A

Title

Proclamation Supporting the City of Kemah's Application for Tourism Friendly Texas Certified Community Designation

Submitting Department

Communications and Tourism

Background/Recommendation

The Tourism Friendly Texas Certified Community program is administered by Travel Texas through the Office of the Governor's Economic Development & Tourism Office. The program recognizes Texas communities that support tourism and pursue tourism development as an economic development strategy.

As part of the certification process, the City of Kemah must submit documentation demonstrating municipal support, including a proclamation approved by the Mayor and City Council. This proclamation expresses support for the City's efforts to become a Tourism Friendly Texas Certified Community.

Funding Source

Not Applicable

Attachments:

[Tourism Friendly Texas Community.pdf](#)



Proclamation

City of Kemah

Proclamation in Support of Kemah as a Tourism Friendly Texas Certified Community

WHEREAS, the Tourism Friendly Texas Certified Community program, administered by Travel Texas in the Office of the Governor's Economic Development & Tourism Office seeks to strengthen relationships with community partners, educate local leaders on the importance of tourism to economic growth and job creation, and encourage participation in state-supported programs for tourism development; and

WHEREAS, travel and tourism play a vital role in Kemah's economic prosperity, helping to create jobs, support local businesses, and showcase the state's rich history, culture, and true Texas hospitality; and

WHEREAS, the City of Kemah values our community's unique offerings — including historic character, waterfront attractions, local businesses, cultural events, and welcoming spirit — as assets that draw visitors from across the state, nation, and world; and

WHEREAS, the City Council of the City of Kemah recognizes that formal participation in the Tourism Friendly Texas Certified Community program will help guide strategic tourism initiatives and enhance Kemah's profile as a destination while fostering economic opportunity for residents and businesses alike; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Kemah, Texas hereby supports the City of Kemah's application to participate in the

Tourism Friendly Texas Certified Community Program

affirms its commitment to tourism as an economic development strategy and encourages community partners and citizens to join in this effort.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Kemah to be affixed this 4th of February, 2026.

Robin Collins, Mayor
City of Kemah, Texas





Item Number

8.A

Title

Submission for HGAC Transportation Selection Process consideration

Submitting Department

City Administrator

Background/Recommendation

We are submitting Kipp Road for consideration as a project to HGAC for consideration. Project scope would include resurfacing, drainage upgrades, and sidewalk connectivity through the entire corridor connecting Kipp to Cien and Cien to SH146.

Funding Source

Not Applicable

Attachments:

[Transportation Project Selection Process _ Houston-Galveston Area Council \(H-GAC\).pdf](#)

Transportation Project Selection Process

[HOME](#) **TRANSPORTATION PROJECT SELECTION PROCESS**

On This Page

About the Transportation Project Selection Process

Submit Your Project(s) for Consideration

How to Submit a Questionnaire for Your Project

Investment Categories

About the Transportation Project Selection Process

H-GAC conducts a **Project Selection Process** that assesses projects' proposed alignment with the goals from the 2045 RTP Update, federal requirements, and guidance from the H-GAC's Transportation Policy Council.

H-GAC has developed eight investment categories described below that translate the diverse goals, priorities, and requirements into discrete groupings of projects. H-GAC utilizes a combination of the investment category focused criteria, planning factors, and a cost-benefit analysis for project scoring.

[View the Draft H-GAC Transportation Project Selection Process Handbook](#) for more information.

Transportation Project Questionnaires Search

Submit Your Project(s) for Consideration

To have your project(s) participate in H-GAC's selection process, you'll need to first complete our [Statement of Project Interest form](#).

Eligible sponsors may submit potential projects for consideration by submitting basic project information as statements of projects interests on a rolling timeline. Project information that can be provided in a statement of project interest includes:

- Project Title
- Project Location (facility limits)
- Project Description
- Total Cost
- Desired Project Outcome
- Proposed Improvement Type
- Investment Category

Download the Statement of Project Interest Form

How to Submit Your Statement of Project Interest Form

Please submit your completed Statement of Project Interest form via email to sponsorsprioritylist@h-gac.com.

[Top](#)

How to Submit a Questionnaire for Your Project

Questionnaires for your submitted projects will be completed using our online Transportation Project Questionnaire form. To access this form, please follow these steps:

1. H-GAC staff will contact you once your Transportation Project Questionnaire account has been created.
2. Create a password for your Transportation Project Questionnaire account using our [Password Reset form](#). This will only need to be completed once.
3. [Log into the Transportation Project Questionnaire System](#).

Additional instructions on how to submit and view questionnaires are shown once logged into the Transportation Project Questionnaire System.

Investment Categories

Regional Goods Movement

Roadway projects that are located on highways classified as Urban Critical Freight Corridor (UCFC) or Rural Critical Freight Corridor (RCFC) or intermodal connectors, projects proposed on roadways that provide connectivity to large warehouses, big box stores etc., and projects located on facilities with high truck volumes.

[View the Draft H-GAC Transportation Project Selection Process Regional Goods Movement Evaluation Criteria.](#)

[View the Draft Regional Goods Movement Projects Total Score and Ranking.](#)

[View the Approved Regional Goods Movement Projects.](#)

Operational Improvements & Congestion Management

Projects that reduce congestion and reduce travel delay (including HOV expansions and BRT projects).

High-Growth Area Needs

Development of facilities that will avoid future congestion in high growth areas, projects that address safety, congestion, or multimodalism in high growth areas, and projects that promote coordinated planning in high growth areas and support continued economic development.

Active Transportation

On and off-road Bicycle & Pedestrian projects that facilitate essential trip taking including universal accessibility projects for transit.

[View the H-GAC TASA/Active Transportation Program Guide](#)

Transit

All Transit projects (except HOV expansions and BRT).

Major Projects

All projects with an estimated cost of \$100 million or more.

Resiliency & State of Good Repair

Projects focused on resiliency improvements and extending useful life of the facility (details TBD pending full PROTECT guidance).

[View the H-GAC Transportation Project Selection Process 5 Investment Categories Evaluation Criteria \(12/1/2023\).](#)

Safety

Projects focused solely on safety improvements in high crash areas (details TBD pending recommendations of Safety Task Force).

Contact Information

Would you like to contact us about this topic? Please contact:

Draft Project Rankings

- [All Major Projects](#)
 - [All High Growth](#)
 - [All Operations Imp](#)
 - [All Resiliency](#)
 - [Transit Ranking](#)
-

Draft Regional Goods Movement Projects

- [Top 20 Projects](#)
 - [Total Score and Ranking](#)
-

Project Recommendation

- [Approved Projects in Five Categories](#)
-

Documents

- [Next Steps Timeline](#)
 - [Draft H-GAC Transportation Project Selection Process Handbook](#)
-

Benefits Calculator Templates

(Update 7/29/2024)

- [Meeting Recording - Benefit Calculators Walkthrough](#)
 - [Active Transportation Emissions Benefits Template \(7/29/2024\)](#)
 - [Intersection Improvements Emissions Benefits Template \(7/29/2024\)](#)
 - [Roadway Crash Benefits Template \(7/22/2024\)](#)
 - [Roadway Emissions Benefits Template \(7/29/2024\)](#)
 - [Roadway Transit Delay Benefits Template \(7/22/2024\)](#)
-

Project Budget Templates

(Update 7/29/2024)

- [Project Budget Template \(7/29/2024\)](#)
-



Contact Us

 Phone: 713-627-3200

 **Houston-Galveston Area Council**
3555 Timmons Ln.
Houston, TX 77027

Explore

- About H-GAC
- Board of Directors
- Calendar
- Events
- News
- Whistleblower Hotline

Trending

- The Area Agency on Aging
- HGACBuy
- Regional Broadband Initiative
- Regional Directory

Stay Connected

- H-GAC Careers
- Legal Disclaimer
- Privacy and Security Policy
- Website Feedback
- Intranet
- Public Information Request

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Item Number

8.B

Title

Submission of Congressional Earmark Support

Submitting Department

City Administrator

Background/Recommendation

We are pursuing assistance from this Congressional Earmark through Congressman Weber's Office for assistance with drainage in the light house district which ranks as the highest present need in Kemah according to our Drainage Master Plan

Funding Source

Not Applicable

Attachments:

[Congressional Research Primer.pdf](#)

[Weber Ideas.docx](#)

Updated January 14, 2025

Water Resources Development Acts: Primer and Action in the 118th Congress

The U.S. Army Corps of Engineers (USACE) is a Department of Defense agency that, among other missions, develops water resource projects, principally to improve navigable channels, reduce flood and storm damage, and restore aquatic ecosystems. Congress often considers, on a biennial schedule, omnibus legislation to authorize USACE water resource activities. Congress regularly refers to this legislation as a Water Resources Development Act (WRDA). WRDAs are distinguished from each other by the year of enactment (e.g., WRDA 1986). WRDA provisions generally add to or amend existing USACE authorizations. Drivers for WRDA enactment often include congressional and nonfederal interest in authorizing new USACE studies and projects, adjusting existing USACE authorities, and providing policy direction. Authorization is generally a precondition for USACE activities' eligibility for federal appropriations. For more information on USACE civil works activities, particularly for water resource projects, see CRS Report R47946, *Process for U.S. Army Corps of Engineers (USACE) Projects*.

Consideration and Enactment of WRDAs

Congress typically consolidates USACE authorization proposals into a WRDA bill rather than deliberating on multiple bills of smaller scope. Historically, most WRDA provisions have focused on USACE's water resource activities; however, on some occasions, provisions have addressed the agency's other responsibilities (such as its regulatory responsibilities).

WRDAs have been enacted as stand-alone bills (e.g., in 2000, 2007, and 2014) and as part of broader bills (e.g., in 2016, 2018, 2020, and 2022). WRDA 2022 was enacted in December 2022 as Title LXXXI of Division H of the James M. Inhofe National Defense Authorization Act for Fiscal Year 2023 (FY2023 NDAA; P.L. 117-263). For more on WRDA 2022, see CRS Insight IN11965, *Water Resources Development Act of 2022 (WRDA 2022)*.

In the 118th Congress, Members in the Senate and the House introduced WRDA 2024 bills—S. 4367 and H.R. 8812, respectively. On July 22, 2024, the House voted to pass H.R. 8812 under suspension of the rules, and on August 1, 2024, the Senate passed S. 4367 by unanimous consent. On December 3, 2024, the leaders of the House Transportation and Infrastructure Committee and the Senate Environment and Public Works Committee announced agreement on new legislative text for S. 4367, the Thomas R. Carper Water Resources Development Act of 2024. The House passed S. 4376 under suspension of the rules on December 9, 2024, and the Senate passed the bill on December 18, 2024. The President signed S. 4367 into law on January 4, 2025 (P.L. 118-272).

Division A of the act is WRDA 2024, which authorized 17 new construction projects, four project modifications, over 200 studies, and over 250 new or amended environmental infrastructure assistance authorizations. WRDA 2024 also encouraged USACE to support water supply, water conservation, and drought resiliency at its projects; made adjustments to the process for identifying potential unconstructed projects for deauthorization; and called for various reviews of USACE by the Government Accountability Office (e.g., analyses of USACE emergency response activities), among other directives. The act also included other matters in Division B (e.g., adjustments to a Department of Transportation credit assistance program, economic development authorizations, and public building reforms).

USACE Activities and WRDA Authorizations

Although the three primary purposes of USACE studies and projects historically have been improving navigation, reducing flood risk, and restoring aquatic ecosystems, many USACE projects are multipurpose—that is, they might provide water supply storage, recreation, and hydropower, among other benefits, in addition to one or more of the three primary purposes. USACE is directly engaged in the planning and construction of water resource projects.

In WRDAs, Congress generally establishes a general framework and guidelines for implementing USACE water resource projects and activities (e.g., setting standard federal and nonfederal cost shares). WRDAs also authorize USACE to perform specific studies and projects. Most USACE water resource projects require two types of congressional authorization, which are provided at different points in time: (1) authority to study the feasibility of the project and (2) authority to construct (and operate and maintain, as applicable) the project. Authorizations for most USACE studies and projects are geographically specific (e.g., a flood risk reduction project for a specific community along a river or coast). WRDAs also may adjust the required cost sharing for specific projects or activities, or they may authorize USACE to provide specific financial assistance. For example, Congress has authorized USACE to assist with *environmental infrastructure* (e.g., design and construction assistance for drinking water and wastewater infrastructure) in designated communities, counties, and states. For more on this assistance, see CRS Report R47162, *Overview of U.S. Army Corps of Engineers Environmental Infrastructure (EI) Assistance*.

Authorization for a project or activity on its own is not sufficient for USACE to proceed; once Congress authorizes an activity in a WRDA, USACE must still receive funding for that activity (e.g., Investigation account funding to

complete an authorized study). Congress provides appropriations for USACE through the annual Energy and Water Development appropriations process and, at times, through supplemental appropriations. Most USACE appropriations are directed toward specific USACE studies and projects authorized by Congress.

Although most USACE authorizations do not expire, Congress has limited the duration of some WRDA provisions (e.g., a 10-year pilot program). WRDA provisions may extend or remove the time limitations on these authorities. WRDA provisions also may rescind authority for (i.e., deauthorize) unconstructed projects or projects no longer serving their authorized purposes.

WRDA Development and Process to Propose Activities for Authorization

To develop WRDAs, the authorizing committees for USACE—the House Committee on Transportation and Infrastructure and the Senate Committee on Environment and Public Works—typically hold hearings to receive testimony from stakeholders, review reports transmitted by the Administration, and solicit input from Members. In Section 7001 of the Water Resources Reform and Development Act of 2014 (WRRDA 2014; P.L. 113-121), Congress established a process that may assist congressional authorizing committees in identifying USACE studies, projects, and project modifications for authorization. In Section 7001, as amended, Congress requires the Administration to transmit an annual report to the authorizing committees on publicly submitted USACE study and project proposals, along with USACE-developed project decision documents that require congressional authorization. WRDAs since 2014 drew upon Section 7001 reports as a basis for authorizing various geographically specific USACE activities. For more on the process, see CRS Insight IN11118, *Army Corps of Engineers: Section 7001 Report on Future Studies and Projects*.

Nonfederal Responsibilities

Although USACE projects authorized in WRDAs are federal projects, they often require nonfederal sponsors to share costs and assume other responsibilities. Nonfederal sponsors generally are required to provide land and other real estate interests needed for a project and to share study and construction costs. Most studies are cost shared 50% federal and 50% nonfederal. For various USACE project purposes, Congress has set standard cost shares for construction and for the nonfederal responsibilities following construction. For instance, Congress set the construction cost sharing for restoration projects at a fixed 65% federal and 35% nonfederal, unless otherwise specified. For most USACE flood control and restoration projects, nonfederal sponsors are 100% responsible for operation, maintenance, and rehabilitation costs.

Investing in USACE Backlogged Projects

Numerous activities authorized for construction in previous WRDAs remain unfunded (i.e., there is a construction backlog). There also are numerous authorized but unfunded studies and operation and maintenance activities. Nonfederal sponsors often remain interested in pursuing these unfunded studies and construction activities. A

challenge for federal policymakers is whether, and if so how, to advance these projects. One way is to expand opportunities for greater nonfederal roles in development, construction, and financing of backlogged projects. In WRRDA 2014, WRDA 2016 (Title I of P.L. 114-322, Water Infrastructure Improvements for the Nation Act [WIIN Act]), and WRDA 2018 (Title I of P.L. 115-270, America's Water Infrastructure Act of 2018 [AWIA 2018]), Congress expanded the opportunities for interested nonfederal entities, including private entities, to advance authorized studies and projects. A limited number of private-public partnerships and multiple nonfederally led studies and projects have proceeded under these authorities.

Another option to facilitate project construction is to expand project financing opportunities. WRRDA 2014 authorized the Water Infrastructure Finance and Innovation Act (WIFIA). WIFIA includes authority for both USACE and the Environmental Protection Agency (EPA) to implement programs to provide credit assistance (i.e., direct loans or loan guarantees) for various types of water projects. For USACE, WIFIA authorizes the agency to financially assist a broad range of water resource projects, potentially including some projects in the USACE construction backlog. Since FY2021, when Congress created an account for USACE to initiate its WIFIA program—the Corps Water Infrastructure Financing Program (CWIFP)—Congress has limited CWIFP financial assistance to safety projects at nonfederally owned dams. The 118th Congress also provided that nonfederal levee projects are eligible for FY2024-funded CWIFP assistance. These dam and levee projects are not part of USACE's construction backlog. For more on CWIFP, see CRS Insight IN12021, *Corps Water Infrastructure Financing Program (CWIFP)*. Other approaches for Congress to address the project backlog include increasing federal funding for this infrastructure, deauthorizing unconstructed projects with older authorizations, and transferring some infrastructure to nonfederal entities.

USACE Oversight

After a WRDA is enacted, Congress may oversee its implementation or provide additional implementation direction through the appropriations process. Congress may be interested in the status of USACE guidance describing how the agency plans to implement WRDA 2024 and other prior WRDA provisions. For example, after WRDA 2022 enactment, USACE indicated the agency would develop implementation guidance for 12 WRDA 2022 provisions. To date, USACE has released implementation guidance for eight of these provisions. Congress also may seek information from USACE on previously authorized activities. This may include USACE's emergency response roles, use of forecast-informed reservoir operations, and CWIFP implementation. In addition, Congress may conduct oversight on project implementation challenges for previously authorized projects, such as cost increases and real estate requirements.

Nicole T. Carter, Specialist in Natural Resources Policy
Anna E. Normand, Specialist in Natural Resources Policy

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WRDA Priority Alignment – City of Kemah

Priority 1 – Flood Risk Reduction (Top WRDA Priority)

Kemah Project(s)

- **Citywide tidal/backwater-influenced drainage system**
(Bayfront drainage corridors, West Kemah systems, downstream tidal influence)

WRDA Treatment

- **Flood Risk Reduction Feasibility Study (Primary Request)**

Why It Aligns

- Watershed/system-scale flooding
- Direct tidal and backwater influence from Galveston Bay
- Repetitive flooding and public safety exposure
- Fits squarely within Corps flood risk reduction authority
- Lowest barrier to WRDA authorization

Status

- **Strongest and most defensible WRDA 2026 submission**

Priority 2 – Coastal Storm Risk Management

Kemah Project(s)

- Drainage systems impacted by **storm surge and tidal elevation**
- Bay-adjacent conveyance constraints affecting outfalls

WRDA Treatment

- Included as a **coastal/tidal component** of the flood risk reduction feasibility study

Why It Aligns

- Storm surge and tide amplify inland flooding
- Coastal risk framed through drainage system performance
- Enhances federal interest without requiring a separate request

Status

- **Embedded within Priority 1 study**

Priority 3 – Navigation & Harbor Infrastructure

Kemah Project(s)

- None proposed by the City at this time

WRDA Treatment

- Not applicable for Kemah in 2026

Status

- **No submission recommended**

Priority 4 – Aquatic Ecosystem Restoration (Flood-Linked)

Kemah Project(s)

- Potential bayou or outfall-adjacent improvements associated with drainage conveyance

WRDA Treatment

- Evaluated as **supporting elements** within the feasibility study

Why It Aligns

- Only competitive when tied to flood risk reduction
- Cannot stand alone as an environmental project

Status

- **Secondary, supportive only**

Priority 5 – Environmental Infrastructure Assistance

Kemah Project(s)

- Local storm sewer replacements and upgrades (7th & 8th, 7th & Carolyn)

WRDA Treatment

- **Not appropriate as standalone WRDA requests**

Why It Does Not Align

- Localized urban drainage
- No standalone Corps authority
- Better suited for state, FEMA, or local funding

Status

- **Exclude from WRDA submission**

Priority 6 – Operations & Maintenance of Existing Federal Projects

Kemah Project(s)

- None (no existing federal Corps flood project)

Status

- Not applicable

How Kemah's Individual Projects Fit Under WRDA

Kemah Project	WRDA Role	Outcome
Citywide tidal/backwater drainage	Primary feasibility study	Submit to WRDA 2026
7th & 8th Street drainage	Candidate construction corridor	Advance after study
7th & Carolyn Street drainage	Candidate construction corridor	Advance after study
Anders / South Kemah drainage	Study sub-area	Include in study
Local street-only drainage	Local funding	Do not submit to WRDA



Item Number

9.A

Title

Next Level- December Report

Submitting Department

Human Resources

Funding Source

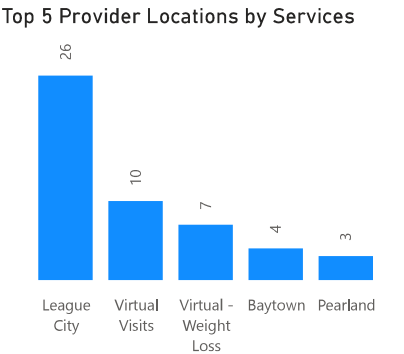
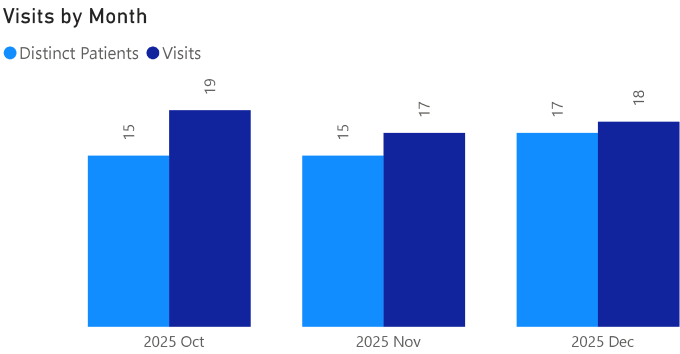
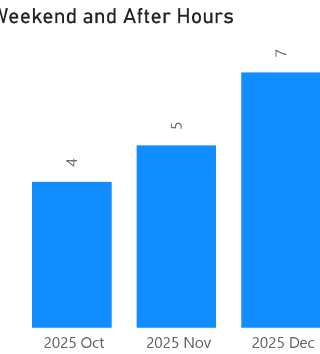
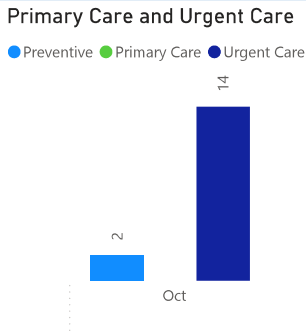
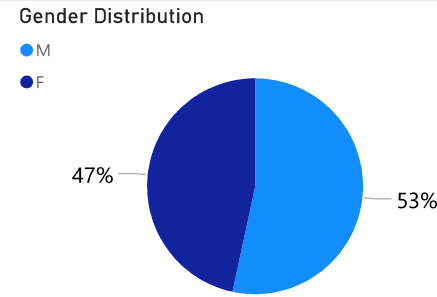
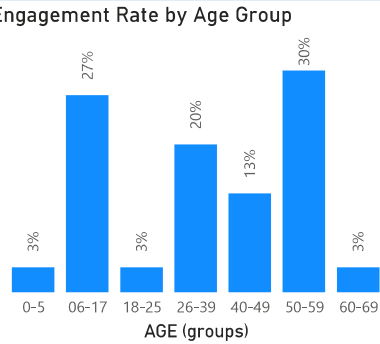
Not Applicable

Attachments:

[Next Level-October-December.pdf](#)

Utilization

Average Monthly Members	Total Claimants	Utilization	Net Promoter Score
108	31	29%	94





Service Value : 10/01/2025 - 12/31/2025

Total Employer Service Value

\$25,212

Total Cost of Prime

\$5,240

Total Savings

\$19,972

Savings vs Self Funded Plan

73.39%

Physician Office Service Value

Category	Services	Employer Cost	Employer Savings	Employee Cost	Employee Savings
Urgent Care	36	\$175	\$6,300	\$25	\$900
Radiology	3	\$75	\$225	\$25	\$85
Primary Care	8	\$125	\$1,000	\$25	\$200
Preventive	2	\$155	\$310	\$0	\$0
Asynchronous	1	\$75	\$75	\$25	\$85
Total	50		\$7,910		\$1,185

Without Your PRIME Membership, Where Would You Have Gone For Care?

7.79%	32.60%	26.27%	33.34%
ER	PCP	Nowhere	Urgent Care

Emergency Room Service Value

Visit Type	Visits Saved	ER_Cost	Employer Savings
ER Visit	3	\$2,750	\$8,250
Total	3	\$2,750	\$8,250

Prime Additional Services

Category	Services	Distinct Patients	Employer Cost	Employer Savings	Employee Cost	Employee Savings
Weight Loss	7	3	\$0	\$0	\$0	\$0
Total	7	3		\$0		\$0

Laboratory Service Value

Cost Group	Count	BenchmarkCost	Employer Savings
Chemistry	67	\$124	\$8,308
Hematology	6	\$124	\$744
Total	73		\$9,052

Vaccinations

Count	Employer Savings



Item Number

10.A

Title

To Approve the Minutes of the 01/21/26 City Council Regular Meeting

Submitting Department

City Secretary

Funding Source

Not Applicable

Attachments:

[MIN 01-21-26 City Council Meeting.pdf](#)



COUNCIL REGULAR MEETING
MINUTES

January 21, 2026
4:00 PM

Robin Collins - Mayor

Darren Broadus	Dustin Oliver	Doug Meisinger	Lee Wallace	Isaac Saldana
Council Position 1	Council Position 2	Council Position 3	Council Position 4	Council Position 5

1. Call to Order and Certification of a Quorum

Mayor Robin Collins called the Kemah Council Meeting/Kemah Public Facilities Corporation Meeting to order at 4:00 p.m. in the Council Chambers in Kemah City Hall. Present were City Councilmembers Lee Wallace, Darren Broadus, Dustin Oliver, Isaac Saldana, and Doug Meisinger. There was a quorum.

2. Pledges

Mayor Collins led the pledges of allegiance to the flags.

3. Moment Of Silence

Observed

4. Invitation to Address Council

(State law prohibits the Mayor and members of the City Council from commenting on any statement or engaging in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Law. Comments should be directed at the entire Council, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign or slander any individual shall be cause for termination of speaking privileges and expulsion from Council Chambers. Your comments are limited to three (3) minutes. Adopted Resolution 2023-04-HB2840.)

Name	Address	Topic
Shelia Thorne		Approve Ordinance

5. Proclamations, Presentations, Awards, and Community Spotlight

- 5.A. Proclamation Declaring January 2026 as Human Trafficking Awareness Month in the City of Kemah** **Communications and Tourism**

6. Mayor's Comments and Announcements

Announcements concerning items of community interest. No action will be taken.

- Meeting Time
- Welcome Dazja
- Events
- Weather Reminder
- Congratulations to Cesar
- Elections

7. Council Members' Comments and Announcements

Announcements concerning items of community interest. No action will be taken.

Council Member Darren Broadus

- Thanks for Coming
- Weather

Council Member Dustin Oliver

- None

Council Member Doug Meisinger

- Thanks for Coming

Council Member Lee Wallace

- Thanks for Coming

Council Member Isaac Saldana

- Prayer for Boones Family

8. City Administrator Report

Announcements concerning items of community interest. No action will be taken.

- 8.A. Report on Gulf Coast Transit District Ridership** **City Administrator**

9. Reports from Staff

9.A.	POLICE DEPARMENT MONTHLY UPDATE	Police Department
9.B.	Building Department Staff Report	Building
9.C.	SAFEbuilt November 2025 Report	Building
9.D.	MUNICIPAL COURT REPORT	Municipal Court
9.E.	Monthly Reports And Sales Tax Report	Finance
9.F.	Human Resources Monthly Report	Human Resources
9.G.	City Secretary Report	City Secretary
9.H.	LINEBARGER DECEMBER 2025 REPORT	Municipal Court

10. Consent Agenda

10.A.	To Approve the Minutes of the 01/07/26 City Council Workshop Meeting	City Secretary
10.B.	To Approve the Minutes of the 01/07/26 City Council Regular Meeting	City Secretary

Motion: To Approve Items 10A and 10B
Made By: Council Member Darren Broadus
Seconded By: Council Member Dustin Oliver
Vote: Motion Carried unanimously by all Councilmembers present.

11. Public Hearing(s) and Action Items from Public Hearing(s)

Mayor Collins adjourned the regular meeting to proceed with the Public Hearing at 4:14 PM.

11.A. Hold a Public Hearing on the Construction of Linear Park (Gateway City Administrator Park)

- Open Public Hearing
- Public Comments
- Mayor and Council Deliberation
- Close Public Hearing

Name	Address	Topic
Shelia Thorne		Maintenance

Mayor Collins closed the Public Hearing for Item 11A at 4:17 PM and opened the Regular City Council Meeting for Item 11B.

11.B. Consideration and Possible Action: To approve Resolution 2026-05 City Administrator

A Resolution of the City Council of the City of Kemah, Texas Authorizing a Project for Economic Development Located in Kemah as Described in Exhibit "A" Under Chapter 505 of the Texas Local Government Code for the Purpose of Economic Development Expenditures and Providing an Effective Date.

1 of 2 Readings

Motion: To Approve
Made By: Council Member Doug Meisinger
Seconded By: Council Member Lee Wallace
Vote: Motion Carried unanimously by all Councilmembers present.

12. Consideration and Possible Action Items

12.A. Consideration and Possible Action Final Replat of Part of Lot 1 Block 7 Jarboe Addition (Final) Building

Motion: To Approve
Made By: Council Member Darren Broadus
Seconded By: Council Member Dustin Oliver
Vote: Motion Carried unanimously by all Councilmembers present.

12.B. Consideration and Possible Action to Approve Resolution 2026-03

City Secretary

A RESOLUTION OF THE CITY OF KEMAH, TEXAS, PROVIDING THAT A GENERAL MUNICIPAL ELECTION BE HELD ON MAY 2, 2026, FOR THE PURPOSE OF ELECTING THREE (3) COUNCIL MEMBERS FOR TWO YEAR TERMS, SPECIFICALLY POSITION 1, POSITION 3, AND POSITION 5; AND AUTHORIZING THAT THE ELECTION SHALL BE HELD JOINTLY WITH GALVESTON COUNTY; AND RESOLVING OTHER MATTERS RELATING TO SAID ELECTION

Motion: To Approve
Made By: Council Member Darren Broadus
Seconded By: Council Member Doug Meisinger
Vote: Motion Carried unanimously by all Councilmembers present.

12.C. Consideration and possible action to approve Resolution 2026-06,

Police Department

New Body Worn Camera System

Authorization for the City Administrator to submit a grant application to the Texas Office of the Governor in support of Project Clear Vision.

Motion: To Approve Not to Exceed \$10,000.00
Made By: Council Member Darren Broadus
Seconded By: Council Member Doug Meisinger
Vote: Motion Carried Council Member Isaac Saldana, voting "No".

12.D. Consideration and possible action to approve Resolution 2026-07 for New Body Worn Cameras for the Police Department.

Police Department

Authorizing the city administrator to apply for and enter into a grant agreement with the Texas Office of the Governor for the FY 2027 Criminal Justice Grant Program.

Motion: To Approve with a Correction to the Item Name- for Radios for the Police Department
Made By: Council Member Doug Meisinger
Seconded By: Council Member Darren Broadus
Vote: Motion Carried unanimously by all Councilmembers present.

- 12.E. Consideration and possible action to approve Resolution 2026-08 for Project Safe Neighborhood to pursue new data and crime analysis software for the Police Department. Police Department**

Motion: To Approve
Made By: Council Member Darren Broadus
Seconded By: Council Member Lee Wallace
Vote: Motion Carried unanimously by all Councilmembers present.

- 12.F. Consideration and Possible Action to Approve Ordinance 2026-01 regarding parking in front of commercial signage City Administrator**

1 of 2 readings

Motion: To Table Indefinitely
Made By: Council Member Isaac Saldana
Seconded By:
Vote: Motion Failed for Lack of Second unanimously by all Councilmembers present.

Motion: To Table Until the first meeting in March and have a chance to Discuss with the City Attorney
Made By: Council Member Dustin Oliver
Seconded By: Council Member Darren Broadus
Vote: Motion Carried unanimously by all Councilmembers present.

- 12.G. Discussion regarding City's Food Truck Ordinance City Administrator**

No Action Taken

Staff Directive- Bring back final draft with input from Council Members Doug Meisinger and Dustin Oliver.

- 12.H. Discussion regarding Parking Ordinance City Administrator**

No Action Taken

- 12.I. Approval of a Partnership Agreement with TextMyGov for resident smart texting communication services. Communications and Tourism**

Motion: To Approve
Made By: Council Member Doug Meisinger
Seconded By: Council Member Darren Broadus
Vote: Motion Carried unanimously by all Councilmembers present.

- 12.J. Consideration and Possible Action to Award the Contract for RFP, Sealed Bid Project 2025-01 - Professional Grant Administrative Services for Community Development Block Grant - Disaster Recovery (CDBG-DR) Local Communities Program (LCP) to Public Management, Inc. City Administrator

Motion: To Approve with a Correction to Vendor Name- IDS
Made By: Council Member Darren Broadus
Seconded By: Council Member Isaac Saldana
Vote: Motion Carried unanimously by all Councilmembers present.

13. Executive (Closed) Session(s)

Mayor Collins adjourned the regular meeting to proceed with the closed sessions at 4:56 PM

- 13.A. Texas Open Meetings Act, Section 551.074 Government Code - Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee Mayor

City Secretary

14. Action Item(s) From Executive Session(s)

Mayor Collins reconvened the regular meeting to proceed with the closed sessions at 5:25 PM

- 14.A. Consideration and Possible Action on Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee, to-wit: Mayor

City Secretary

No Action Taken

15. Adjournment

Mayor Collins-there being no further comments, the meeting is adjourned by 5:26 PM.

Meeting End Time: 5:26 PM

Date: _____

Approved: _____
Robin Collins, Mayor

Attest: _____
Natasha Hinton, City Secretary



Item Number

11.A

Title

Bank Transfer and Amendment - Transfer money from the Police Dept Contraband Account to the General Fund and Amending the budget for the purchase of two R-Series Lidars.

Submitting Department

Finance

Background/Recommendation

The Police department receives money from contraband involved in cases. The money awarded to the City in the cases are available for use by the Police department. 2 new LIDARs are \$5,550, current balance in the contraband account is \$7,748.62.

This will have a net effect on the General Fund of \$0, since the money is being transferred from the Contraband account.

01-4902 Revenue - \$5,550

01-540-5702 Exp - \$5,550

Funding Source

Funds are available from Account # 01-1008 Contraband Account

Attachments:

[Memo Lidar.pdf](#)

[PO PD-109.pdf](#)



City of Kemah Police Department
"In Pursuit of Professional and Academic Excellence"



January 28, 2026

Page 1 of 1

From: Chief Raymond Garivey, Jr.
Chief of Police
City of Kemah Police Department

To: Ryan McClellan
Finance Director
City of Kemah

Subject: Utilization of Asset Forfeiture/Contraband Funds

The purpose of this memorandum is to request authorization and utilization use of funds from the asset forfeiture / contraband funds account. The Kemah Police Department currently needs to replace two LIDAR units. The two previous units are older and are now unserviceable. Use of these funds will allow the department to purchase two replacement units for approximately \$5,550.00. The Texas Code of Criminal Procedure, Article 59.06, authorizes a law enforcement agencies use of the proceeds from forfeited property for official purposes, to include the purchase of equipment.

For any queries or concerns, please do not hesitate to contact the undersigned.

Raymond Garivey, Jr.
Chief of Police
City of Kemah Police Department



Kemah Police Department |



Kemah Police |



kemahpd |



Kemah Police Department



1401 Hwy 146
Kemah, TX 77565
Phone: 281-334-1611



DATE	11/10/2025
PO #	PO PD-109

Website: <http://www.kemahtx.gov>

VENDOR

Name: STALKER radar
Address: 855 e. Collins Blvd.
City, State, Zip: Richardson, TX 75081
Phone: 972-398-3781
Reg Sales Mgr: Christopher Decker 512-917-6800 chris.decker@stalkerradar.com
Inside Sales Person: Vanna Moore 972-801-4818 vanna.moore@a-concepts.com

SHIP TO

City of Kemah Police Department
Attn: Capt. T. Ruiz
1401 Hwy 146
Kemah, TX 77565
281-334-5414

[illegible]



Item Number

11.B

Title

Consideration and Possible Action to Approve an Agreement for Galveston County Health District for Animal Services

Submitting Department

City Administrator

Funding Source

Funds are available from Account #

Attachments:

[Animal Services Agreement 2025 FINAL.pdf](#)

**GALVESTON COUNTY
ANIMAL SERVICES AGREEMENT**

State of Texas	§
	§
County of Galveston	§

I. PREAMBLE

THIS AGREEMENT is entered into by and between the County of Galveston, Texas (the “County”), the Galveston County Health District (“GCHD”), the City of Bayou Vista (“Bayou Vista”), the City of Hitchcock (“Hitchcock”), the City of Kemah (“Kemah”), the City of La Marque (“La Marque”) City of Santa Fe (“Santa Fe”), City of Clear Lake Shores (“Clear Lake Shores”) and the City of Texas City (“Texas City”).

Bayou Vista, Hitchcock, Kemah, La Marque, Santa Fe, Clear Lake Shores, and Texas City, all of which are municipalities located within the County, are herein referred collectively to as the “Cities.”

GCHD, the County, and the Cities (collectively “Parties”) enter into this Interlocal Agreement under the authority of the Interlocal Cooperation Act (the “Act”), Chapter 791 of the Texas Government Code, as amended. The Parties wish to enter into an agreement for GCHD’s provision of animal shelter and/or field animal control services through the Galveston County Health District Animal Resource Center (the “ARC”).

The County and Cities understand that the ARC currently operates and maintains centralized animal sheltering services and animal field control services for the purpose of reducing general animal control problems in the County and Cities, and that these municipalities, acting individually, shall retain the right to elect whether they receive provisions to either one or both of the aforementioned services through the ARC, so long as notification of this choice is conveyed to GCHD in accordance with *Section III* of this Agreement. Sheltering procedures will include, but are not limited to, harboring and caring for stray and/or unwanted animals, promoting the adoption of animals, administering pet registrations and microchipping, promoting relevant community registration and volunteer services, reporting human exposure to rabies, quarantining and testing biting animals, maintaining population control through the humane administration of euthanasia in accordance with Animal Services’ Policy manual, facilitating crematory services, and carrying out all other services pertinent to animal shelters as prescribed by Chapters 821, 822, 823, 826, 828 and 829 of the Texas Health and Safety Code.

NOW THEREFORE, in consideration of the mutual covenants set forth hereinafter, GCHD, the County and the Cities agree as follows:

II. SCOPE OF SERVICES

- A. Preamble constitutes contractual provisions.** The Parties agree that the provisions set forth in the Preamble above are true and correct and constitute contractual provisions of this Agreement.

GALVESTON COUNTY ANIMAL SERVICES AGREEMENT

B. GCHD Responsibilities

In accordance with this Agreement, GCHD consents to:

1. Securing and maintaining valid certification with the Texas Department of State Health Services for all pertinent animal control and quarantine services.
2. Its designation as the local animal control authority by the Cities and the County.
3. Serving as the local rabies control authority on behalf of the Cities and the County, as authorized by Chapter 826 of the Texas Health and Safety Code.
4. Adhering to all Animal Services Advisory Committee (the “Committee”) authority regulations, as authorized by Chapter 823 of the Texas Health and Safety Code.
5. Overseeing daily operations of the ARC and associated field work.
6. Managing the ARC and governing the Committee in accordance with the procedures as set forth by the official Committee Bylaws and/or the Policy/Order.
7. Proactively and continuously seeking funding streams and partnerships with outside parties in an attempt to generate additional resources for the ARC.
8. Unless proper notice is provided in accordance with *Section III* of this Agreement, GCHD shall render sheltering services and field animal control services to all Parties hereto. The elements encompassed within the provisions of these services shall include, but not be limited to:
 - a. Sheltering services will include:
 - i. Sheltering and care of stray and unwanted animals;
 - ii. Quarantine services;
 - iii. Humane euthanasia of unwanted, sick, injured, and unadoptable animals;
 - iv. Administration of redemption of owned animals;
 - v. Administration of animal adoption;
 - vi. Administration of pet registration;
 - vii. Registration of rescue organizations;
 - viii. Administration of community education and volunteer services; and
 - ix. Cremation services.
 - b. Field animal control services shall include, but not be limited to:
 - i. Dispatching all calls for service to certified animal control officers;
 - ii. Investigating animal bites on both humans and other animals, and assuring the proper quarantining of biting animals;
 - iii. Investigating civil animal cruelty (improper sheltering, abuse, etc.);
 - iv. Assisting authorities in commencing court ordered seizures;
 - v. Filing civil complaints in the courts of proper jurisdiction; and
 - vi. Investigating, documenting and briefing the ARC’s Animal Services Manager on potential dangerous dog declarations.
9. Devising the Animal Services Funding Formula, with recommendations by all Parties to the Agreement, prior to its effectuation, and which shall be affixed to this Agreement as EXHIBIT A and incorporated herein for all purposes.

C. County and City Responsibilities

GALVESTON COUNTY ANIMAL SERVICES AGREEMENT

In accordance with this Agreement, the County and Cities consent to:

1. Appointing GCHD as the local animal control authority and local rabies control authority which shall render services on behalf of the County and Cities.
2. Permitting GCHD primary control, administration, and direction of policies and operations of the ARC, except as otherwise provided by this Agreement.
3. Complying with Committee membership responsibilities as set forth in the official Committee Bylaws and/or Policy/Order manual.
4. Remunerating GCHD in the amount determined by the Animal Services Funding Formula, which shall be devised by GCHD's Chief Executive Officer and/or designee, and presented to all Parties to the Agreement.
 - a. The Animal Services Funding Formula, once finalized, will become a binding part of this Agreement and shall be affixed to the Agreement as EXHIBIT A, which shall be incorporated herein for all purposes.

D. Additional Provisions

1. Shelter Capacity, Priority Call Procedures, and Holidays/After-Hours Procedures

During periods when the Galveston County Animal Resource Center is at or over capacity, the Director of Animal Services will issue a capacity order. At that time:

- All contracted municipalities shall comply with the directives issued by the Director of Animal Services
- These municipalities must limit their operations to priority calls only, which include but are not limited to public safety concerns, injured or aggressive animals, and law enforcement assistance.
- During inclement weather events, this same priority-call-only protocol will automatically be in effect until further notice from the Director of Animal Services.

During periods when the Galveston County Animal Resource Center is closed for holidays and after-hours, municipalities shall:

- Follow Priority Call Procedures (EXHIBIT C)

2. Seizures, Abandonment, and Writ of Possession Cases

In all cases involving animal seizure, abandonment, or writs of possession, the following procedures apply:

- All contracted municipalities shall comply with the directives issued by the Director of Animal Services for all potential impoundments before removing any animals.
- Explicit approval from the Director of Animal Services or designee is required prior to any impoundment.

This procedure ensures that shelter capacity is managed effectively and that adequate space is available for incoming animals, considering both the type and number of animals involved.

3. Pet Reunification and Field Microchip Scanning

To support efficient pet reunification efforts and reduce unnecessary impoundments:

- All contracted municipalities are required to scan animals in the field for microchips and research the microchip for information prior to impoundment.

GALVESTON COUNTY ANIMAL SERVICES AGREEMENT

- Municipalities must make reasonable efforts to reunify animals with their owners in the field before transporting animals to the shelter.
- Compliance with this reunification policy is mandatory under this interlocal agreement.

III. INDEMNITY

To the extent allowed under applicable law, the County and Cities agree to hold harmless, indemnify and defend GCHD and its employees, agents, officers and servants from any and all lawsuits, claims, demands and causes of action of any kind arising from the negligent or intentional acts, errors or omissions of the County or Cities, their officers, employees or agents with respect to services rendered under the scope this Agreement.

Respectively, to the extent allowed under applicable law, GCHD agrees to hold harmless, indemnify and defend the County and Cities and their employees, agents, officers and servants from any and all lawsuits, claims, demands and causes of action of any kind arising from the negligent or intentional acts, errors or omissions of GCHD, its officers, employees, or agents with respect to services rendered under the scope this Agreement.

IV. TERM, TERMINATION, AND AMENDMENT OF SERVICES

The terms of this Agreement shall commence on October 1, 2025, and end on September 30, 2026. Thereafter, the Agreement shall automatically renew on an annual basis.

Any Party shall retain the right to terminate or limit the services it receives through its participation in this Agreement solely to that of either field or shelter services by providing written notice of termination or amendment to GCHD's Chief Executive Officer at least six (6) months prior to the end of the Agreement's term, which parallels GCHD's fiscal year (October 1 – September 30). A Party may terminate or amend services prior to the end of the fiscal year so long as said Party provides at least six (6) month prior notice of the change; however, the Party is still mandated to fulfill its complete compensatory obligation through the conclusion of the Agreement's fiscal year and as defined in EXHIBIT A. Such termination or amendment notice must be authorized by the governing body of the terminating or amending party and signed by the party's authorized official. The terminating or amending party shall specify the effective date of termination or amendment within the notice. The termination or amendment shall not relieve the terminating or amending party of any obligation incurred by the Party prior to the effective date of termination or service change. GCHD shall provide a copy of the notice of termination or amendment terms to the authorized official of all Parties to the Agreement within thirty (30) days of receiving said notice. Withdrawal or amendment by, or removal of a party, shall not terminate this Agreement to non-terminating or non-amending Parties.

V. APPORTIONMENT OF COSTS UPON CHANGE OF PARTIES OR SERVICE PROVISIONS

A. Reduction of or Change in Service Provisions to Current Parties

GALVESTON COUNTY ANIMAL SERVICES AGREEMENT

Should there be a reduction of current Parties to the Agreement or a change in the provision of services rendered to a current Party to the Agreement, GCHD's Chief Executive Officer and/or designee shall be tasked with amending the Animal Services Funding Formula for the following fiscal year and presenting said formula to all remaining Parties for review and deliberation prior to its effectuation. Upon finalization, the revised Funding Formula shall replace the existing one, affixed to this Agreement as EXHIBIT A, which shall then become operative at the start of the new fiscal year.

B. Addition of New Municipalities

Should there be an addition of a municipality to the Agreement, GCHD's Chief Executive Officer and/or designee shall be tasked with amending the Animal Services Funding Formula to reflect the expense contribution of the joining municipality and presenting said formula to all Parties for review and deliberation prior to its effectuation. Upon finalization, the revised Funding Formula shall replace the existing one, affixed to this Agreement as EXHIBIT A, which shall become operative immediately at the time in which the amended Agreement is wholly executed.

VI. MISCELLANEOUS PROVISIONS

A. Interlocal Cooperation

GCHD, the County, and the Cities agree to cooperate with each other in good faith at all times during the term of this Agreement in order to achieve the purposes and intent of this Agreement. Each Party to this Agreement acknowledges and represents that this Agreement has been executed by its duly authorized representative.

B. Amendment/No assignment

This Agreement contains the entire agreement between the Parties and supersedes all prior understandings and agreements between the Parties regarding such matters. This Agreement may not be modified or amended except by written agreement executed by all Parties. No Party may assign this Agreement in whole or in part without the prior written consent of every other participant Party.

C. Interpretation

The Parties acknowledge and confirm that this Agreement has been entered into pursuant to the authority granted under the Interlocal Cooperation Act, and that all terms and conditions herein are to be construed and interpreted as intended by this Act.

D. Invalid Provisions

Should any provision of this Agreement be found or deemed to be invalid, this Agreement shall be construed as not containing the invalid provision, and all other provisions which are otherwise lawful will remain in full force and effect.

GALVESTON COUNTY ANIMAL SERVICES AGREEMENT

E. Applicable Law

This Agreement is governed by the law of the State of Texas. Exclusive venue for any dispute arising under this Agreement is in Galveston County, Texas.

F. Notice

Any notice required or permitted under this Agreement shall be in writing and shall be delivered in person, or mailed via certified mail, return receipt requested, with proper postage affixed, or may be transmitted electronically to the applicable party at the physical or electronic mailing address as provided within EXHIBIT B.

G. Public Information Act

The County and the Cities understand that GCHD is legally considered a special purpose district and thus governed by the Texas Public Information Act, Chapter 552 of the Texas Government Code. This Agreement and all written information generated under this Agreement is therefore subject to release under the Public Information Act.

H. Immunity Retained

No Party hereto waives or relinquishes any immunity or defense on behalf of itself, its trustees, officers, employees and agents as a result of its execution of this Agreement and performance of the covenants contained herein. Each Party to the Agreement specifically reserves any claim it may have to sovereign, qualified, or official immunity as a defense to any action arising from this Agreement.

I. Current Revenues

Pursuant to Section 791.011(d)(3) of the Texas Government Code, the Cities and County must make payments for services rendered through this Agreement from current revenues available to the paying party.

J. Billing Procedure

GCHD shall bill the County and each City at the beginning of each quarter of the fiscal year for its respective portion of the animal services' annual operating expense, and the County and Cities agree to submit payments to GCHD in accordance with the terms set forth under the Texas Prompt Payment Act.

K. Entire Agreement

This Agreement constitutes the entire agreement of the Parties. No oral or written statements, agreements, promises, conditions, assurances, covenants or other terms with respect to covenants, whether written or verbal, not expressly set forth in this Agreement or expressly

**GALVESTON COUNTY
ANIMAL SERVICES AGREEMENT**

incorporated herein shall be of any force or effect. The County and Cities shall rely solely upon the representation and terms contained in this Agreement.

L. Binding Effect

Each Party represents and warrants for itself that the Party is acting by and through its governing body and that the individual executing this Agreement on its behalf has the full power and authority to do so and to legally bind the Party to this Agreement. Each Party shall become bound to this Agreement when the Agreement is executed by all Parties hereto.

-----The rest of this page has intentionally been left blank-----

**GALVESTON COUNTY
ANIMAL SERVICES AGREEMENT**

Galveston County Health District:

Philip Keiser, MD
Chief Executive Officer

Date

**GALVESTON COUNTY
ANIMAL SERVICES AGREEMENT**

Galveston County, Texas:

Mark Henry
County Judge

Date

ATTEST:

Dwight D. Sullivan
County Clerk

Date

**GALVESTON COUNTY
ANIMAL SERVICES AGREEMENT**

City of Bayou Vista, Texas:

Danny Rambin
Mayor

Date

ATTEST:

Lillian Salinas
City Secretary

Date

**GALVESTON COUNTY
ANIMAL SERVICES AGREEMENT**

City of Clear Lake Shores, Texas:

Randy Chronister
Mayor

Date

ATTEST:

Christy Stroup
City Secretary

Date

**GALVESTON COUNTY
ANIMAL SERVICES AGREEMENT**

City of Hitchcock, Texas:

Chris Armacost
Mayor

Date

ATTEST:

Debbie Nesbitt
City Secretary

Date

**GALVESTON COUNTY
ANIMAL SERVICES AGREEMENT**

City of Kemah, Texas:

Robin Collins
Mayor

Date

ATTEST:

Natasha Hinton
City Secretary

Date

**GALVESTON COUNTY
ANIMAL SERVICES AGREEMENT**

City of La Marque, Texas:

Keith Bell
Mayor

Date

ATTEST:

Kierra Nance
City Clerk

Date

**GALVESTON COUNTY
ANIMAL SERVICES AGREEMENT**

City of Santa Fe, Texas:

Brandon Noto
Mayor

Date

ATTEST:

Natalie Arnett
City Secretary

Date

**GALVESTON COUNTY
ANIMAL SERVICES AGREEMENT**

City of Texas City, Texas:

Dedrick Johnson
Mayor

Date

ATTEST:

Rhomari Leigh
City Secretary

Date

GALVESTON COUNTY ANIMAL SERVICES AGREEMENT

EXHIBIT A

*The Advisory Committee shall review and make recommendations on any amendment(s) to the annual budget. All amendments to the annual budget must be approved by the United Board of Health. Any amendment(s) that increase the County's proportion must be approved by the Commissioners' Court of Galveston County, Texas. Any amendment(s) that increase a City's proportion must be approved by the governing body of the respective City.

FY26 Animal Services - Funding Allocation Contributions

	FIELD SERVICES					SHELTER SERVICES					ANIMAL SERVICES (combined)				
	Allocation		FY25 Field	Calculated FY26 Field	Prior Year Change	Allocation		FY25 Shelter	Calculated FY26 Shelter	Prior Year Change	FY25 Contribution	Calculated FY26 Contribution	FINAL FY26 Contribution	Net Change	
	Census 100%	Intake 0%				Census 100%	Intake 100%								
Bayou Vista	1.65%	0.00%	\$ 2,455	\$ 2,500	\$ 45	1.65%	0.28%	\$ 5,728	\$ 5,800	\$ 72	\$ 8,183	\$ 8,300	\$ 25,000	\$ 16,817	205.51%
Hitchcock	7.45%	0.00%	\$ 15,200	\$ 16,500	\$ 1,300	7.45%	4.32%	\$ 35,467	\$ 37,000	\$ 1,533	\$ 50,667	\$ 53,500	\$ 53,500	\$ 2,833	5.59%
Kemah	1.82%	0.00%	\$ 3,633	\$ 4,000	\$ 367	1.82%	0.84%	\$ 8,477	\$ 9,000	\$ 523	\$ 12,110	\$ 13,000	\$ 25,000	\$ 12,890	106.44%
La Marque	19.02%	0.00%	\$ 40,051	\$ 49,000	\$ 8,949	19.02%	8.41%	\$ 93,453	\$ 105,000	\$ 11,547	\$ 133,504	\$ 154,000	\$ 154,000	\$ 20,496	15.35%
Texas City	55.55%	0.00%	\$ -	\$ -	\$ -	55.55%	63.96%	\$ 473,352	\$ 780,000	\$ 306,648	\$ 473,352	\$ 780,000	\$ 780,000	\$ 306,648	64.78%
Tiki Island	1.04%	0.00%	\$ 1,572	\$ 1,700	\$ 128	1.04%	0.36%	\$ 3,669	\$ 4,000	\$ 331	\$ 5,241	\$ 5,700	\$ 25,000	\$ 19,759	377.01%
Santa Fe	12.26%	0.00%	\$ 29,400	\$ 32,000	\$ 2,600	12.26%	4.16%	\$ 68,600	\$ 66,000	\$ (2,600)	\$ 98,000	\$ 98,000	\$ 98,000	\$ -	0.00%
Clear Lake Shores	1.22%	0.00%	\$ 2,674	\$ 2,800	\$ 126	1.22%	0.04%	\$ 6,239	\$ 6,250	\$ 11	\$ 8,913	\$ 9,050	\$ 25,000	\$ 16,087	180.49%
County	0.00%	0.00%	\$ 218,974	\$ 160,000	\$ (58,974)	0.00%	17.63%	\$ 510,938	\$ 601,020	\$ 90,081	\$ 729,912	\$ 764,900	\$ 764,900	\$ 34,988	4.79%
Total	100.00%	0.00%	\$ 313,959	\$ 268,500	\$ (45,459)	100.00%	100.00%	\$ 1,205,923	\$ 1,614,070	\$ 408,147	\$ 1,519,882	\$ 1,886,450	\$ 1,950,400	\$ 430,518	28.33%

(A) Minimum Contribution = \$25,000 as of 10/01/25

	Field	Shelter	Total
	30%	70%	100%
County	\$ 229,470	\$ 535,430	\$ 764,900
Cities	\$ 355,650	\$ 829,850	\$ 1,185,500
Combined Budget Contributions	\$ 585,119	\$ 1,365,280	\$ 1,950,400

GALVESTON COUNTY ANIMAL SERVICES AGREEMENT
EXHIBIT B

Notice Information

Galveston County Health District (GCHD):

Galveston County Health District
Chief Executive Officer
PO Box 939
La Marque, TX 77568-0939
Facsimile Number: (409) 938-2321

With a copy to:

County of Galveston, Texas:

Galveston County Courthouse
County Judge
722 Moody, 2nd Floor
Galveston, Texas 77550
Facsimile Number: (409) 765-2653

With a copy to:

Galveston County
Attn: Legal Services Manager
722 Moody, 2nd Floor
Galveston, Texas 77550
Facsimile Number: (409) 770-5560

City of Bayou Vista, Texas:

Mayor of City of Bayou Vista, Texas
2929 Highway 6, Suite 100
Bayou Vista, Texas 77563
Facsimile Number: (409) 935-1205

With a copy to:

City of Clear Lake Shores, Texas:

Mayor of City of Clear Lakes Shores, Texas
Clear Lake Shores City Hall
1006 South Shore Drive
Clear Lake Shores, Texas 77565
Facsimile Number: (281) 334-2866

With a copy to:

City of Hitchcock, Texas:

Mayor of City of Hitchcock, Texas
Hitchcock City Hall
7423 Highway 6
Hitchcock, Texas 77563
Facsimile Number: (409) 986-6903

With a copy to:

City of Kemah, Texas:

Mayor of City of Kemah, Texas
Kemah City Hall
1401 State Highway 146
Kemah, Texas 77565-3002
Facsimile Number: (281) 334-6583

With a copy to:

City of La Marque, Texas:

Mayor of City of La Marque, Texas
La Marque City Hall
1111 Bayou Road
La Marque, Texas 77568
Facsimile Number (409) 938-9216

With a copy to:

City of Santa Fe, Texas:

Mayor of City of Santa Fe, Texas
Santa Fe City Hall
12002 Highway 6
Santa Fe, Texas 77510

With a copy to:

City of Texas City, Texas:

Mayor of City of Texas City, Texas
1801 9th Avenue North
Texas City, Texas 77590
Facsimile Number (409) 942-1073

With a copy to:

GALVESTON COUNTY HEALTH DISTRICT
Protecting and promoting the One Health of Galveston County.

EXHIBIT C

Philip Keiser, MD
Local Health Authority
Chief Executive Officer



Tyler Drummond
Chairperson, United Board of Health

Memorandum

To: Galveston County Law Enforcement Agencies
From: GCHD Animal Services Department
Date: 10/01/2025
Re: Priority Call Procedures for Observed Holidays and After-Hours Request for Animal Control

The on-call Animal Control Officer (ACO) assumes duty after completing a full work shift. Therefore, only **Priority Calls** should be dispatched to the on-call officer. The expected response time for priority calls is within 1 hour.

If assistance is no longer needed, please **cancel the after-hours service request** with the ACO.

Priority Calls are as follows:

- A) Animal Attacks or Bites on **Humans Only**
 - a. Animal Control Officers shall respond to all reports of animal attacks or bites involving humans.
- B) Suspected Rabies
 - a. Any report or observation of an animal suspected of having rabies shall be treated as a priority call.
- C) Injured Stray Animals
 - a. Officers shall respond to reports of only stray animals **injured**.
 - b. If the animal is owned, the owner is responsible for obtaining emergency veterinary care. Officers may provide guidance but are not responsible for transport or treatment of owned animals.
- D) Assistance to Law Enforcement
 - a. Managing animals belonging to individuals taken into custody.
 - b. Handling animals that may pose a threat to officer safety or interfere with law enforcement duties.
- E) Threats to Public Safety
 - a. Any situation in which an animal poses a potential or immediate threat to public safety shall be classified as a priority call and responded to accordingly.

Non-Priority Calls

- Non-priority calls are incidents that do not present an immediate threat to public safety, animal welfare, or law enforcement operations. These situations may be safely addressed during **regular business hours**.
- Non-priority calls should be reported to the Animal Resource Center on the next business day by calling 409-948-2485.

Non-priority calls may include, but are not limited to:

- A) Non-aggressive strays or running at large animals
- B) Nuisance animal complaints (e.g., barking, wildlife sightings)
- C) Deceased animals in non-hazardous locations
- D) Reports of dog fights not in progress
 - Example: follow-up reports or information received after the incident has occurred
 - Note: If a dog fight or animal attack is **actively occurring**, it shall be treated as a Priority Call due to the immediate threat to animals and public safety.
- E) Routine welfare checks (e.g., general living conditions inquiries with no immediate visible signs of distress, injury, or neglect).

The after-hours contact number for internal use is 409-370-5980. This line is operational daily from 5:00 PM to 8:00 AM, and all day on Sundays and observed holidays. This number is restricted to authorized personnel only and **must not be distributed to the public**.

If the Animal Control Officer does not respond to a priority call within a reasonable amount of time (1 hour or less), please contact the Director of Animal Services at 409-939-0881 or the Shelter Manager at 409-795-7164.



Item Number

11.C

Title

Consideration and Possible Action to approve grant application for AARP Community Challenge

Submitting Department

City Administrator

Background/Recommendation

These funds are intended to move a portion of 57 Acre Park and/or Gateway Park Projects forward as well as provide a walk-ability and bike-ability audits for Kemah.

Funding Source

Not Applicable

Attachments:

[AttachmentA-Application2026AARPCCommunityChallenge-010726.pdf](#)



AARP COMMUNITY CHALLENGE

Grants to make communities livable for people of all ages
aarp.org/CommunityChallenge

ATTACHMENT A: SAMPLE APPLICATION

2026 AARP Community Challenge

Grants to make communities more livable for people of all ages

AARP is now accepting applications for the 2026 AARP Community Challenge. All applications must be submitted through the online application portal at AARP.org/CommunityChallenge by March 4, 2026, at 5:00 p.m. ET / 2:00 p.m. PT.

Emailed or paper applications will not be accepted.

In 2026, the AARP Community Challenge offers three distinct grant opportunities. You can learn more about each at AARP.org/CommunityChallenge.

Click below to view the application that best fits your project:

[Flagship Grant Application](#).....Page 2-14

[Capacity-Building Microgrant Application](#) .Page 15-28

[Demonstration Grant Application](#)Page 29-41

Flagship Grant Application

BASIC INFORMATION

1. Common Name of Applicant Organization: *

(Max: 60 characters)

Legal Name of Applicant Organization: _____

(If different from the common name, or if the common name exceeds the character limit, please enter the full legal name here. No character limit.)

2. Organization Mailing Address: *

Address: _____

City: _____ State: _____ Zip Code: _____

3. Project Manager Contact Information: *

Name: _____ Title: _____

Phone: _____ Email: _____

4. Organization Tax Status. * Please select one.

Note: Ensure your organization's legal name, nonprofit status, and federal tax ID match [IRS records](#).

☐ 501(c)(3) nonprofit (Nonprofit organizations must be recognized by the IRS to receive funds.)

☐ 501(c)(4) nonprofit (Nonprofit organizations must be recognized by the IRS to receive funds.)

☐ 501(c)(6) nonprofit (Nonprofit organizations must be recognized by the IRS to receive funds.)

☐ Municipality

☐ Other unit of government

☐ Other (considered case-by-case; AARP cannot fund for-profit entities or individuals)

If Other, please describe: _____

5. Organization Federal Tax Identification Number: * _ _ - _ _ _ _ _

6. Organization Online Presence:

Website: * (If none, enter "n/a") [WWW](#). _____

X (formerly Twitter) Handle: * (If none, enter "n/a") @ _____

Facebook Page Name: * (If none, enter "n/a") @ _____

7. Has your organization previously applied for the AARP Community Challenge? *

☐ Yes – Selected more than once

☐ Yes – Selected once

Flagship Grant Application

- ☐ Yes – Not selected
- ☐ No – Did not apply

8. How did you hear about this grant opportunity? * Please select all that apply.

- ☐ The AARP State Office in my state
- ☐ The AARP Livable Communities e-newsletter
- ☐ An email from AARP Livable Communities
- ☐ A national organizational newsletter or conference
- ☐ Toyota Motor North America
- ☐ Microsoft
- ☐ A local event or newsletter
- ☐ Word of mouth in the community
- ☐ Social media
- ☐ A grant finder tool
- ☐ Internet search
- ☐ State or local government entity
- ☐ Other: _____

Flagship Grant Application

COMMUNITY DETAILS

9. Community Where This Project Will Be Delivered: *

(For internal analysis only; not used in award announcements)

City: _____ County: _____ State: _____ Zip Code: _____

10. How would you describe this community? * Please select one.

- ☐ Rural
- ☐ Suburban
- ☐ Urban

11. How many residents do you estimate will directly benefit from the project per year? * (e.g., how many people will visit the library annually, how many people will visit the plaza in downtown, how many people will use the transit system in that neighborhood, etc.)

Number of Residents Benefiting Annually: (numbers only) _____

Please describe: _____

Estimated Percentage Age 50 or Over: _____ %

12. This project will primarily reach residents living: * Please select the option that best describes your project's reach.

- ☐ Individual home(s) or housing complex(s)
- ☐ One neighborhood
- ☐ More than one neighborhood
- ☐ Neighborhood-level impact in a community-wide space (e.g., benches in a park)
- ☐ Whole community (e.g., city, county, unincorporated area)
- ☐ Regional
- ☐ Statewide
- ☐ Other – Please describe: _____

Flagship Grant Application

- 15. Project Timeline.** * AARP Community Challenge projects must be quick-action in nature and completed by December 15, 2026. Use the month-by-month fields below to outline your timeline. Include time for municipal approvals, permitting, procurement, weather delays, and supply chain considerations.

Note: Grantees will be notified in May 2026. Funds are expected to be distributed in June/July. Final reports are due by December 31, 2026.

June: _____

July: _____

August: _____

September: _____

October: _____

November: _____

December: Complete project and submit After-Action Report. _____

- 16. Land-Use Approvals.** * Do you currently have the necessary permissions or approvals required to begin your project? This may include landowner permission(s), municipal/state/federal permit(s), environmental impact studies, or other documentation.

- ☐ Yes
☐ In Progress
☐ Not Applicable

Please explain: _____

17. Optional Attachment Upload

You may upload one supporting document (e.g., design plans, maps, photos, letters of support, or other relevant materials).

Note: Only one file may be uploaded. If you have multiple items, please combine them into a single file.

Maximum file size: 25 MB

- 18. Project Type:** * Please select the option that best describes your project.

Note: Priority will be given to proposals that focus on physical improvements or demonstrations that lead to lasting change, rather than ongoing programming or events.

- ☐ **Permanent physical** improvements in the community
☐ **Temporary demonstrations** that lead to long-term change
☐ **New, innovative programming** or services

Flagship Grant Application

19. Project Category. * Please select the one category and corresponding sub-category that best describes your project.

Note: We recognize that some projects may span multiple categories. Please choose the one that most closely aligns with your project's primary goal.

☐ **Public Places**

- ☐ Activities, trainings, or programs that engage residents (especially 50+) in public spaces (e.g., plaza events, open streets, access trainings)
- ☐ Public space activation focused on 50+ needs (e.g., parklets, street trees, accessible seating, signage)
- ☐ Public art installations that promote multigenerational use and reduce social isolation (e.g., murals, sculptures)
- ☐ Park enhancements with emphasis on accessibility and 50+ use (e.g., equipment upgrades, dog parks)
- ☐ Community gardens for all residents, especially 50+ (e.g., raised beds, accessible layouts)
- ☐ Accessibility improvements to public amenities (e.g., accessible park equipment)
- ☐ Public safety interventions (e.g., lighting, landscaping, block revitalization)
- ☐ Other – Please describe: _____

☐ **Transportation**

- ☐ Activities or trainings to engage residents (especially 50+) in transportation options (e.g., open streets events)
- ☐ Bikeability improvements (e.g., bike share, temporary lanes)
- ☐ Transit access, safety, and accessibility (e.g., shelters, stop improvements, ADA features)
- ☐ Micro-mobility enhancements (e.g., scooter parking, e-bikes for older adults)
- ☐ Expansion/enhancement of transportation services (e.g., volunteer rides, on-demand transit)
- ☐ Improved wayfinding (e.g., signage visible to all ages)
- ☐ Trail development or improvements (e.g., connections, signage, accessibility)
- ☐ Other – Please describe: _____

☐ **Housing**

- ☐ Accessory dwelling units (ADUs), tiny homes, missing middle housing, and manufactured housing with accessibility features
- ☐ Innovative home maintenance, repair and support services to support residents' ability to live independently and age in place
- ☐ Lifelong housing and accessibility for older adults

Flagship Grant Application

- ☐ Legal/financial homeowner education (e.g. wills, estate planning, property taxes)
- ☐ Housing stability interventions (e.g., eviction prevention, homelessness support)
- ☐ Resources about housing options, safety, and services (especially for 50+)
- ☐ Other – Please describe: _____

☐ **Digital Connections**

- ☐ Digital skills training and device distribution (especially for 50+)
- ☐ Public place improvements that expand internet access (e.g., Wi-Fi benches, computer lab, public telehealth facilities)
- ☐ Digital preparedness for disasters (especially for 50+)
- ☐ Other – Please describe: _____

☐ **Disaster Resilience**

- ☐ Improvements to public places that enhance the community's ability to withstand extreme weather events (e.g., rain gardens to manage stormwater run-off, converting vacant spaces into community gathering spaces for older adults)
- ☐ Public space improvements that support community recovery following extreme weather events (with a focus on the needs of people 50+)
- ☐ Other – Please describe: _____

20. Project Deliverables. * Please list at least three (and up to ten) specific deliverables for your project. For each deliverable, provide a brief description (up to 300 characters, including spaces) and a quantified outcome. Include as much detail as possible – such as physical structures (e.g., benches, lighting, signage), events, dates, locations, communications, number of people reached, or volunteers involved.

Before completing this section, please review the examples provided and refer to Attachment C for guidance.

Deliverable 1: _____

Quantity: _____

Deliverable 2: _____

Quantity: _____

Deliverable 3: _____

Quantity: _____

Flagship Grant Application

Add additional deliverables as needed (up to 10 total). A minimum of 3 deliverables is required.

For example:

- I. Organization will purchase and install structures with LED lighting and custom side panels at (ADDRESS).
 - a. Quantity: 3
- II. Organization will install weatherproof ADA-compliant benches at (ADDRESS).
 - a. Quantity: 7
- III. Organization will install AARP-branded signage at (ADDRESS).
 - a. Quantity: 15
- IV. Organization will install weatherproof, accessible raised garden beds.
 - a. Quantity: 10
- V. Organization will host a community event (e.g., workshop, hackathon, training) on (DATE).
 - a. Quantity: 1
- VI. Organization aims to train community members on issues affecting people age 50+, with at least half of attendees being age 50 and older.
 - a. Quantity: 250
- VII. Organization will hold a public event (e.g., kick-off, ribbon cutting) on November 1, 2026.
 - a. Quantity: 1
- VIII. Organization expects attendees at the event, with at least half aged 50 or older.
 - a. Quantity: 400
- IX. Organization will engage volunteers throughout the project – including for painting benches, installation, and event support – with at least half being aged 50 or older.
 - a. Quantity: 70

PROJECT NARRATIVE

Responses must be 2,000 characters or fewer (including spaces) per section.

21. Organizational Livable Communities Activities. * Please describe:

- How your organization has contributed to making the community more livable to date. (*Learn more at [What is a Livable Community?](#)*)
- How this proposed project will support or expand upon those efforts – particularly for residents age 50 and older.

Flagship Grant Application

22. Community Engagement. * Please describe:

- How residents and local organizations have been engaged in livable communities efforts to date. (*Learn more at [What is a Livable Community?](#)*)
- How you plan to involve them in the implementation of this project, with a focus on people age 50 and older.

23. Older Adults. * How will your project benefit residents age 50 and older? Describe the specific ways your project will improve quality of life, accessibility, or engagement for older adults in your community.

24. Role of Volunteers. * Will volunteers be involved in implementing the project?

- ☐ Yes
☐ No

If yes, please describe how volunteers will contribute to the project:

a. Will volunteers age 50 and older be involved?

- ☐ Yes
☐ No

Please explain:

25. Veterans and Military Families. * Will your project include a focus on veterans of all ages, including those age 50 and older, and their families?

- ☐ Yes
☐ No

Please describe: _____

Flagship Grant Application

PROJECT BUDGET

26. Liability insurance requirement. * If selected, your organization will be responsible for all grant activities performed under the AARP grant agreement. Grantees must maintain insurance coverage sufficient to cover the activities, risks, and potential omissions of the grant activities in accordance with generally accepted industry standards and as required by law. Grantees must also ensure contractors, agents, subcontractors, and providers of services maintain insurance coverage consistent with this section. **Do you acknowledge this requirement?**

☐ YES

☐ NO

27. Grant Amount and Budget. * Please enter the total amount requested and provide a breakdown of how the funds will be used.

Notes:

- AARP reserves the right to award less funding than the requested amount. Be prepared to scale your proposal if needed.
- Typically, only 0-15% of the grant may be allocated to indirect, overhead, and staff costs. If the application clearly demonstrates that such services are part of a broader, tangible project that engages residents, a larger percentage of consultant or facilitator costs may be considered.
- Include marketing and branding costs (e.g., banners, stickers) to meet AARP branding requirements.
- For more details, refer to the [Your Questions Answered](#) webpage.

Enter whole numbers only. Do not include dollar signs or cents.

TOTAL GRANT AMOUNT REQUESTED: * \$ _____ (maximum of \$15,000)

Contracted services costs, if any: \$ _____ **Additional Information:** _____

Materials & supplies, if any: \$ _____ **Additional Information:** _____

Marketing, branding, or outreach, if any: \$ _____ **Additional Information:** _____

Indirect, overhead, travel or staff costs, if any: \$ _____ **Additional Information:** _____

28. Matching/Supporting Funds and In-Kind Support. *Matching funds are NOT required*, but please list any additional financial or in-kind support your organization will contribute. Include volunteer time or donated services as in-kind support.

PRIVATE (INCLUDING NONPROFIT)

Matching Funds/Supporting Funds: \$ _____ **Describe In-Kind Support:** _____

PUBLIC

Matching Funds/Supporting Funds: \$ _____ **Describe In-Kind Support:** _____

Flagship Grant Application

29. Livable Newsletter Consent. * I consent to AARP sending an invitation to the email address I provided above, to subscribe to the free, weekly AARP Livable Communities e-Newsletter. I will receive an email to confirm my choice to receive the e-newsletter and can express that choice by clicking “Confirm” or, if I choose not to receive the e-newsletter, I do not need to respond. I understand that I may unsubscribe at any time. (If you are already a subscriber or want to subscribe right now by visiting AARP.org/Livable-Subscribe, select “Already a subscriber” below.)

- ☐ YES, I consent.
- ☐ NO, I do not consent.
- ☐ Already a subscriber.

30. Other Funding. * AARP might be contacted by other potential funders that could be interested in funding projects that were not funded through the AARP Community Challenge. The potential funders may have additional process steps and funding requirements than those of the AARP Community Challenge. If requested, AARP would like to send your business contact information, organization name and a short description of your proposal, including the community where the project would take place (“Project Information”). Please note that these projects will be subject to any potential funder’s own terms, conditions and review. Please indicate in your application whether or not you give permission to AARP to share your Project Information with other potential funders. If you select “yes,” you agree on behalf of yourself and your organization to release AARP and its affiliates and their respective officers, directors, employees, contractors, agents and representatives from all liability associated with sharing the Project Information with potential funders. We will alert you before this Project Information is given to potential funders. **Do you give AARP permission to share this Project Information with other organizations that might be interested in funding your project?**

- ☐ YES
- ☐ NO

An opportunity for other possible AARP funding. Please note that by submitting a proposal for the AARP Community Challenge initiative, you and your organization give AARP permission to reach out to you and others at your organization about other possible AARP funding opportunities that your proposal may be eligible for based on the AARP Community Challenge criteria. However, please note that AARP is not obligated in any way to consider your proposal for any additional AARP funding.

NOTIFICATION

Once you submit your application, you will receive a confirmation email within one hour.

Important: If you do not see the confirmation email, please check your spam or junk folder. If no confirmation is received, your application was NOT successfully submitted. Return to the application to ensure all required fields are completed and that no text boxes exceed the character limits.

Flagship Grant Application

All applicants will be notified of their selection via email in May 2026.

To receive funding, selected applicants must:

- Sign and return a binding Grant Agreement and,
- Complete eSupplier finance registration with the AARP National Office in a timely manner.

TERMS AND CONDITIONS

If you submit this application, you agree on behalf of yourself and your organization to release AARP and its affiliates and their respective officers, directors, employees, contractors, agents and representatives from all liability associated with submission and evaluation of your organization's application.

By submitting an application to AARP, the applicant affirms they are an authorized representative of the potential grantee, and by and on behalf of potential grantee agrees that:

- The decisions of AARP regarding the eligibility of applicants and the validity of entries shall be final and binding.
- All submissions will be judged by AARP, whose decisions and determinations as to the administration of the award and selection of award recipients are final.
- AARP has the right, in its sole discretion, to cancel, or suspend any grant award.
- All projects and applications will comply with applicable law and will not violate any third-party rights.
- Except where prohibited by law, participation in the AARP Community Challenge constitutes the Applicant's consent to AARP's use of the organization's name and corporate logo, street address, city, state, zip code, county, and names, likenesses, photographs, videos, images, and statements made or provided by the Applicant's representatives regarding the award for promotional purposes in any media without further permission, consent, payment or other consideration in perpetuity.
- Receipt of grant funding requires execution of a grant agreement with AARP and completion of eSupplier registration by June 10, 2026, and compliance with the promotional toolkits. Further,
 - Grantees will be responsible for all grant activities performed under the AARP grant agreement. Grantees must maintain insurance coverage sufficient to cover the activities, risks, and potential omissions of the grant activities in accordance with generally accepted industry standards and as required by law. Grantees must also ensure contractors, agents, subcontractors, and providers of services maintain insurance coverage consistent with this section.
 - All promotional materials (such as newsletters, press releases), events and signage related to the funded project will include a statement indicating that support was received from AARP in compliance with the AARP Community Challenge Promotional Toolkit to be provided to selected grantees.
 - Grantees are required to capture photos, videos and/or stories from the project. As Grantee captures photos,

Flagship Grant Application

videos and/or stories from the project, if an identifiable individual appears in the photos, videos and/or stories, grantee is responsible for having him/her sign the AARP General Release. (This document will be provided to grantees.) In addition, grantee agrees not to include any element in photos or videos or other materials provided to AARP that violates third party rights, such as artwork (including sculptures) and trademarks in text and logo used without permission. Grantee may be asked to send work-in-progress photos to AARP upon request. Following the grant period, grantees are required to respond to periodic requests for updates from AARP.

- The submission of the After-Action Report at the conclusion of the project is required by the deadline. Failure to submit the required report will result in the removal from the AARP website until the time of submission, and non-completion will disqualify a grantee from future AARP Community Challenge grant programs.
- AARP and its affiliated organizations, subsidiaries, agents and employees are not responsible for late, lost, illegible, incomplete, stolen, misdirected, illegitimate, or impermissible submissions or any other error whether human, mechanical or electronic.

☐ I, an authorized representative of my applicant organization, understand and agree to the Community Challenge application Terms and Conditions on behalf of my organization. *

Capacity-Building Microgrant Application

BASIC INFORMATION

1. **Common Name of Applicant Organization:** *

(Max: 60 characters)

Legal Name of Applicant Organization: _____

(If different from the common name, or if the common name exceeds the character limit, please enter the full legal name here. No character limit.)

2. **Organization Mailing Address:** *

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

3. **Project Manager Contact Information:** *

Name: _____ **Title:** _____

Phone: _____ **Email:** _____

4. **Organization Tax Status.** * Please select one.

Note: Ensure your organization's legal name, nonprofit status, and federal tax ID match [IRS records](#).

☐ 501(c)(3) nonprofit (Nonprofit organizations must be recognized by the IRS to receive funds.)

☐ 501(c)(4) nonprofit (Nonprofit organizations must be recognized by the IRS to receive funds.)

☐ 501(c)(6) nonprofit (Nonprofit organizations must be recognized by the IRS to receive funds.)

☐ Municipality

☐ Other unit of government

☐ Other (considered case-by-case; AARP cannot fund for-profit entities or individuals)

If Other, please describe: _____

5. **Organization Federal Tax Identification Number:** * _ _ - _ _ _ _ _

6. **Organization Online Presence:**

Website: * (If none, enter "n/a") [WWW](#) _____

X (formerly Twitter) Handle: * (If none, enter "n/a") @ _____

Facebook Page Name: * (If none, enter "n/a") @ _____

7. **Has your organization previously applied for the AARP Community Challenge?** *

☐ Yes – Selected more than once

☐ Yes – Selected once

Capacity-Building Microgrant Application

☐ Yes – Not selected

☐ No – Did not apply

8. How did you hear about this grant opportunity? * Please select all that apply.

- ☐ The AARP State Office in my state
- ☐ The AARP Livable Communities e-newsletter
- ☐ An email from AARP Livable Communities
- ☐ A national organizational newsletter or conference
- ☐ Toyota Motor North America
- ☐ Microsoft
- ☐ A local event or newsletter
- ☐ Word of mouth in the community
- ☐ Social media
- ☐ A grant finder tool
- ☐ Internet search
- ☐ State or local government entity
- ☐ Other: _____

COMMUNITY DETAILS

9. Community Where This Project Will Be Delivered: *

(For internal analysis only; not used in award announcements)

City: _____ **County:** _____ **State:** _____ **Zip Code:** _____

10. How would you describe this community? * Please select one.

- ☐ Rural
- ☐ Suburban
- ☐ Urban

11. How many residents do you estimate will directly benefit from the project per year? * (e.g., how many people will visit the library annually, how many people will visit the plaza in downtown, how many people will use the transit system in that neighborhood, etc.)

Number of Residents Benefiting Annually: (numbers only) _____

Capacity-Building Microgrant Application

Please describe: _____

Estimated Percentage Age 50 or Over: _____ %

12. This project will primarily reach residents living: * Please select the option that best describes your project's reach.

- ☐ Individual home(s) or housing complex(s)
- ☐ One neighborhood
- ☐ More than one neighborhood
- ☐ Neighborhood-level impact in a community-wide space (e.g., benches in a park)
- ☐ Whole community (e.g., city, county, unincorporated area)
- ☐ Regional
- ☐ Statewide
- ☐ Other – Please describe: _____

PROJECT DETAILS

13. Project Category. * Please select the category that best describes your project. Free copies of applicable [AARP publications](#) will be provided to grantees in the amounts noted below. (Additional copies may be requested at a later date.)

- ☐ **Walk Audits** – Conduct walkability assessments with support from [America Walks](#) and the [AARP Walk Audit Tool Kit](#).
 AARP Walk Audit Tool Kit (English) Quantity: 30
 AARP Walk Audit Tool Kit (Spanish) Quantity: 15
- ☐ **Bike Audits** – Conduct bikeability assessments with support from [League of American Bicyclists](#) and the [AARP Bike Audit Tool Kit](#).
 AARP Bike Audit Tool Kit (English) Quantity: 30
 AARP Bike Audit Tool Kit (Spanish) Quantity: 15
- ☐ **HomeFit® Guide Modifications** – Promote safe, accessible homes through education and/or simple modifications with support from [RL Mace Universal Design Institute and the AARP HomeFit® Guide](#).
 AARP HomeFit® Guide (English) Quantity: 30
 AARP HomeFit® Guide (Spanish) Quantity: 15
 How many copies of the printed HomeFit® Guide publication in the following languages do you

Capacity-Building Microgrant Application

anticipate needing? (Maximum of 15 each)

☐ AARP HomeFit® Guide (Chinese) Quantity: _____

☐ AARP HomeFit® Guide (Korean) Quantity: _____

☐ AARP HomeFit® Guide (Vietnamese) Quantity: _____

- ☐ **Disaster Preparedness Training** – Implement training programs with support from [SBP](#) and the [AARP Disaster Resilience Tool Kit](#).

The [AARP Disaster Resilience Tool Kit](#) is available for download on the AARP Livable Communities website.

- 14. Project Short Summary.** * Provide a two- to three-sentence summary of your project and its impact. This may be used in public communications such as a website or press release. Be sure to highlight benefits for older adults. (Max: 500 characters, including spaces)

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Example 1 (Walk Audit):

This project will conduct five walk audits throughout a busy commercial district to identify potential locations for sidewalk and crosswalk improvements. Older adult volunteers will be recruited through the community center to participate in the audits. The project will host at least two community meetings with walk audit participants, residents, business owners, and City representatives (including the Department of Public Works) to review the audit findings and explore how they can inform future planning efforts.

Example 2 (Bike Audit):

This project will conduct a minimum of three bike audits along the multi-use path between Downtown and Lake Park, scheduled on both weekdays and weekends. Older adult volunteers will be recruited through the senior center. The project will host at least two meetings with bike audit participants, residents, and City officials (including the Departments of Transportation and Parks and Recreation) to discuss audit results and how they can be incorporated into future planning.

Example 3 (HomeFit® Guide Modifications):

This project will offer five educational trainings for community members on how to make their homes safer and more comfortable for people of all ages. Outreach will focus on older adults and their families. A community display will showcase various home modification options, and participants will receive low-cost home safety and accessibility products they can use immediately in their own homes.

Example 4 (Disaster Preparedness Training):

This project will host three Train-the-Trainer sessions focused disaster preparedness. Sessions will be held at the Senior Center, a public housing complex, and the Town Library. Participants will receive sample disaster checklists in English and Spanish, along with a small supply of first aid and emergency preparedness items. The project will also include participation in a disaster resilience fair, primarily targeting older adults and emphasizing personal preparedness.

15. The Need. * Please describe the unique challenge your project aims to address through this grant.
(Max: 500 characters, including spaces)

16. Additional Project Activities. * Each \$2,500 grant includes added support, including webinars, cohort learning, AARP resources, and up to two hours of coaching from national nonprofit organizations supporting the AARP Community Challenge:

- [America Walks](#) (Walk Audit)
- [League of American Bicyclists](#) (Bike Audit)
- [RL Mace Universal Design Institute](#) (HomeFit® Guide Modifications)
- [SBP](#) (Disaster Preparedness Training)

Participation in these capacity-building activities is a critical component of this grant opportunity.

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Are you willing to participate in these additional activities?

- ☐ Yes
☐ No

17. Project Timeline. * AARP Community Challenge projects must be quick-action in nature and completed by December 15, 2026. Use the month-by-month fields below to outline your timeline. Include time for municipal approvals, permitting, procurement, weather delays, and supply chain considerations.

Note: Grantees will be notified in May 2026. Funds are expected to be distributed in June/July. Final reports are due by December 31, 2026.

June: _____

July: _____

August: _____

September: _____

October: _____

November: _____

December: Complete project and submit After-Action Report. _____

18. Project Deliverables. * Please select all deliverables that apply to your project and indicate the anticipated quantity for each.

Walk Audit

- ☐ Organization will host ## Walk Audit(s) in their community with the goal of informing the community about ways to make streets safer for older adults and all residents (with participation targeted to people 50-plus).

Quantity: _____

Walk Audits will be (select all that apply):

- ☐ Single location walk audit(s) (e.g. intersection, destination, etc.)
☐ Walking audit(s)
☐ Unknown

- ☐ Organization will host Walk Audits of ## blocks or intersections, especially in areas where older residents are at particular risk.

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Quantity: ____

- ☐ Organization will engage ## community members in the Walk Audit(s) to identify unsafe streets and document needed information and observations (with participation targeted to people 50-plus).

Quantity: ____

- ☐ Other

Quantity: ____

Please describe: _____

Bike Audit

- ☐ Organization will host ## Bike Audit(s) in their community with the goal of informing the community about ways to make streets, bike paths, or multi-use trails safer for older adults and all residents (with participation targeted to people 50-plus).

Quantity: ____

Bike Audits will be (select all that apply):

- ☐ On-bike route audit(s)
☐ Off-bike (walking) bike route audit(s)
☐ Single location bike audit(s) (e.g. intersection, destination, etc.)
☐ Unknown

- ☐ Organization will host Bike Audits of ## blocks, intersections, trails, or paths, especially in areas where older residents are at particular risk.

Quantity: ____ # of blocks

Quantity: ____ # of intersections

Quantity: ____ # of trails

Quantity: ____ # of paths

- ☐ Organization will engage ## community members in the Bike Audit(s) to identify unsafe streets and document needed information and observations (with participation targeted to people 50-plus).

Quantity: ____

- ☐ Other

Quantity: ____

Please describe: _____

HomeFit® Guide Modifications

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- ☐ Organization will host **##** educational trainings about how to make homes safer and more comfortable for people of all ages (with participation targeted to people 50-plus).
Quantity: ____
- ☐ Organization will conduct simple home modifications and/or easy home safety and accessibility solutions in **##** homes (with participation targeted to people 50-plus).
Note: Projects that demonstrate broader community impact – rather than benefiting only a single home or a small number of homes – will be considered more competitive.
Quantity: ____
- ☐ Organization will engage **##** community members to attend the trainings and/or participate in simple home modifications and easy home safety and accessibility solutions (with participation targeted to people 50-plus).
Quantity: ____
- ☐ Organization will document simple modifications and/or accessible safety solutions through **##** resources (e.g., displays, photos, videos, press releases, social media, etc.) for dissemination to community for increased awareness and adoption.
Quantity: ____
- ☐ Other
Quantity: ____
Please describe: _____

Disaster Preparedness Training

- ☐ Organization will host **##** disaster preparedness trainings to increase awareness of potential emergency events and pre-planning by older adults and all residents (with participation targeted to people 50-plus).
Quantity: ____
- ☐ Organization will engage **##** community members to attend disaster preparedness trainings (with participation targeted to people 50-plus).
Note: Projects that reach a broader audience – rather than serving only a small number of community members – will be viewed more competitively.
Quantity: ____
- ☐ Organization will develop **##** disaster preparedness resources (e.g., to-go kits, first aid kits, checklists, etc.) for dissemination to community for increased awareness and adoption.
Quantity: ____
- ☐ Other

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Quantity: ____

Please describe: _____

PROJECT NARRATIVE AND BUDGET

Responses must be 750 characters or fewer (including spaces) per section.

19. Community Engagement. * Please describe:

- How residents and local organizations have been engaged in livable communities efforts to date. (Learn more at [What is a Livable Community?](#))
- How you plan to involve them in the implementation of this project, with a focus on people age 50 and older.

20. Older Adults. * How will your project benefit residents age 50 and older? Describe the specific ways your project will improve quality of life, accessibility, or engagement for older adults in your community.

21. Role of Volunteers. * Will volunteers be involved in implementing the project?

- ☐ Yes
- ☐ No

If yes, please describe how volunteers will contribute to the project:

a. Will volunteers age 50 and older be involved?

- ☐ Yes
- ☐ No

Please explain:

22. Liability insurance requirement. * If selected, your organization will be responsible for all grant activities performed under the AARP grant agreement. Grantees will agree to maintain insurance

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coverage sufficient to cover the activities, risks, and potential omissions of the grant activities in accordance with generally accepted industry standards and as required by law. Grantees will also ensure contractors, agents, subcontractors, and providers of services maintain insurance coverage consistent with this section. **Do you acknowledge this requirement?**

☐ YES

☐ NO

23. Project Budget Breakdown. * The Capacity-Building Microgrant includes a \$2,500 grant. Please briefly explain how you plan to use these funds. Consider expenses such as contracted services, materials and supplies, staff costs (limited to 0-15%), travel, and other relevant costs.

Note: Copies of AARP publications will be provided at no cost and do not need to be included in your budget.

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Example 1 (Walk Audit):

Grant funds will be used for:

- Reflective safety vests for volunteers – \$50
- Traffic cones or temporary lane delineators – \$400
- Temporary traffic signs – \$350
- Crossing guard or off-duty police officer to assist with traffic – \$400
- Facility rental for two community meetings – \$600
- Meeting and walk facilitators – \$400
- Printing materials (flyers and final documents) – \$300

Example 2 (Bike Audits):

Grant funds will be used for:

- Translation services and event marketing materials – \$500
- Lightweight, portable chairs and umbrellas for audit use – \$300
- Sunscreen for volunteer protection – \$50
- Handheld speed radar device – \$200
- Water and snacks for audit day – \$150
- Catering for planning session and City meeting – \$600
- Childcare services during planning session and city meeting – \$300
- Print services for final report – \$400

Example 3 (HomeFit® Guide Modifications):

Grant funds will be used for:

- Facility rental and refreshments for trainings – \$500
- Materials for a community display showcasing home modification solutions and before/after photos – \$750
- Low-cost home safety and convenience products for participants (e.g., anti-slip carpet tape, motion-sensor night-lights, grab bars) – \$1,250

Example 4 (Disaster Preparedness Trainings):

Grant funds will be used for:

- First aid and go-bag supplies – \$1,000
- Facility rental and refreshments for three community meetings – \$800
- Printing materials (Spanish language emergency preparedness resources, bilingual flyers, and checklists) – \$400
- Bilingual facilitator – \$300

24. Livable Newsletter Consent. * I consent to AARP sending an invitation to the email address I provided above, to subscribe to the free, weekly AARP Livable Communities e-Newsletter. I will receive an email to confirm my choice to receive the e-newsletter and can express that choice by clicking “Confirm” or, if I choose not to receive the e-newsletter, I do not need to respond. I understand that I may unsubscribe at any time. (If you are already a subscriber or want to subscribe right now by visiting [AARP.org/Livable-Subscribe](https://www.aarp.org/Livable-Subscribe), select “Already a subscriber” below.)

☐ YES, I consent.

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☐ NO, I do not consent.

☐ Already a subscriber.

25. Other Funding. * AARP might be contacted by other potential funders that could be interested in funding projects that were not funded through the AARP Community Challenge. The potential funders may have additional process steps and funding requirements than those of the AARP Community Challenge. If requested, AARP would like to send your business contact information, organization name and a short description of your proposal, including the community where the project would take place ("Project Information"). Please note that these projects will be subject to any potential funder's own terms, conditions and review. Please indicate in your application whether or not you give permission to AARP to share your Project Information with other potential funders. If you select "yes," you agree on behalf of yourself and your organization to release AARP and its affiliates and their respective officers, directors, employees, contractors, agents and representatives from all liability associated with sharing the Project Information with potential funders. We will alert you before this Project Information is given to potential funders.

26. Do you give AARP permission to share this Project Information with other organizations that might be interested in funding your project?

☐ YES

☐ NO

An opportunity for other possible AARP funding. Please note that by submitting a proposal for the AARP Community Challenge initiative, you and your organization give AARP permission to reach out to you and others at your organization about other possible AARP funding opportunities that your proposal may be eligible for based on the AARP Community Challenge criteria. However, please note that AARP is not obligated in any way to consider your proposal for any additional AARP funding.

NOTIFICATION

Once you submit your application, you will receive a confirmation email within one hour.

Important: If you do not see the confirmation email, please check your spam or junk folder. If no confirmation is received, your application was NOT successfully submitted. Return to the application to ensure all required fields are completed and that no text boxes exceed the character limits.

All applicants will be notified of their selection via email in May 2026.

To receive funding, selected applicants must:

- Sign and return a binding Grant Agreement and,
- Complete eSupplier registration with the AARP National Office in a timely manner.

TERMS AND CONDITIONS

Learn more at [AARP.org/CommunityChallenge](https://www.aarp.org/CommunityChallenge)

Questions? Email CommunityChallenge@AARP.org

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If you submit this application, you agree on behalf of yourself and your organization to release AARP and its affiliates and their respective officers, directors, employees, contractors, agents and representatives from all liability associated with submission and evaluation of your organization's application.

By submitting an application to AARP, the applicant affirms they are an authorized representative of the potential grantee, and by and on behalf of potential grantee agrees that:

- The decisions of AARP regarding the eligibility of applicants and the validity of entries shall be final and binding.
- All submissions will be judged by AARP, whose decisions and determinations as to the administration of the award and selection of award recipients are final.
- AARP has the right, in its sole discretion, to cancel, or suspend any grant award.
- All projects and applications will comply with applicable law and will not violate any third-party rights.
- Except where prohibited by law, participation in the AARP Community Challenge constitutes the Applicant's consent to AARP's use of the organization's name and corporate logo, street address, city, state, zip code, county, and names, likenesses, photographs, videos, images, and statements made or provided by the Applicant's representatives regarding the award for promotional purposes in any media without further permission, consent, payment or other consideration in perpetuity.
- Receipt of grant funding requires execution of a grant agreement with AARP and completion of eSupplier registration by June 10, 2026, and compliance with the promotional toolkits. Further,
 - Grantees will be responsible for all grant activities performed under the AARP grant agreement. Grantees must maintain insurance coverage sufficient to cover the activities, risks, and potential omissions of the grant activities in accordance with generally accepted industry standards and as required by law. Grantees must also ensure contractors, agents, subcontractors, and providers of services maintain insurance coverage consistent with this section.
 - All promotional materials (such as newsletters, press releases), events and signage related to the funded project will include a statement indicating that support was received from AARP in compliance with the AARP Community Challenge Promotional Toolkit to be provided to selected grantees.
 - Grantees are required to capture photos, videos and/or stories from the project. As Grantee captures photos, videos and/or stories from the project, if an identifiable individual appears in the photos, videos and/or stories, grantee is responsible for having him/her sign the AARP General Release. (This document will be provided to grantees.) In addition, grantee agrees not to include any element in photos or videos or other materials provided to AARP that violates third party rights, such as artwork (including sculptures) and trademarks in text and logo used without permission. Grantee may be asked to send work-in-progress photos to AARP upon request. Following the grant period, grantees are required to respond to periodic requests for updates from AARP.
 - The submission of the After-Action Report at the conclusion of the project is required by the deadline. Failure to submit the required report will result in the removal from the AARP website until the time of submission,

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and non-completion will disqualify a grantee from future AARP Community Challenge grant programs.

- AARP and its affiliated organizations, subsidiaries, agents and employees are not responsible for late, lost, illegible, incomplete, stolen, misdirected, illegitimate, or impermissible submissions or any other error whether human, mechanical or electronic.

☐ I, an authorized representative of my applicant organization, understand and agree to the Community Challenge application Terms and Conditions on behalf of my organization. *

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BASIC INFORMATION

1. Common Name of Applicant Organization: * _____
(Max: 60 characters)

Legal Name of Applicant Organization: _____
(If different from the common name, or if the common name exceeds the character limit, please enter the full legal name here. No character limit.)

2. Organization Mailing Address: *

Address: _____
City: _____ **State:** _____ **Zip Code:** _____

3. Project Manager Contact Information: *

Name: _____ **Title:** _____
Phone: _____ **Email:** _____

4. Organization Tax Status. * Please select one.

Note: Ensure your organization's legal name, nonprofit status, and federal tax ID match [IRS records](#).

- ☐ 501(c)(3) nonprofit (Nonprofit organizations must be recognized by the IRS to receive funds.)
- ☐ 501(c)(4) nonprofit (Nonprofit organizations must be recognized by the IRS to receive funds.)
- ☐ 501(c)(6) nonprofit (Nonprofit organizations must be recognized by the IRS to receive funds.)
- ☐ Municipality
- ☐ Other unit of government
- ☐ Other (considered case-by-case; AARP cannot fund for-profit entities or individuals)

If Other, please describe: _____

5. Organization Federal Tax Identification Number: * ____ - ____

6. Organization Online Presence:

Website: * (If none, enter "n/a") [WWW](#). _____

X (formerly Twitter) Handle: * (If none, enter "n/a") @ _____

Facebook Page Name: * (If none, enter "n/a") @ _____

7. Has your organization previously applied for the AARP Community Challenge? *

- ☐ Yes – Selected more than once

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- ☐ Yes – Selected once
☐ Yes – Not selected
☐ No – Did not apply

8. How did you hear about this grant opportunity? * Please select all that apply.

- ☐ The AARP State Office in my state
☐ The AARP Livable Communities e-newsletter
☐ An email from AARP Livable Communities
☐ A national organizational newsletter or conference
☐ Toyota Motor North America
☐ Microsoft
☐ A local event or newsletter
☐ Word of mouth in the community
☐ Social media
☐ A grant finder tool
☐ Internet search
☐ State or local government entity
☐ Other: _____

COMMUNITY DETAILS

9. Community Where This Project Will Be Delivered: *

(For internal analysis only; not used in award announcements)

City: _____ County: _____ State: _____ Zip Code: _____

10. How would you describe this community? * Please select one.

- ☐ Rural
☐ Suburban
☐ Urban

11. How many residents do you estimate will directly benefit from the project per year? * (e.g., how many people will visit the library annually, how many people will visit the plaza in downtown, how many people will use the transit system in that neighborhood, etc.)

Number of Residents Benefiting Annually: (numbers only) _____

Estimated Percentage Age 50 or Over: _____ %

- ☐ Individual home(s) or housing complex(s)
- ☐ One neighborhood
- ☐ More than one neighborhood
- ☐ Neighborhood-level impact in a community-wide space (e.g., benches in a park)
- ☐ Whole community (e.g., city, county, unincorporated area)
- ☐ Regional
- ☐ Statewide
- ☐ Other – Please describe: _____

13. Project Description. * Please provide a clear and concise description of your project. Be sure to include how the project will benefit the community – especially residents age 50 and older. (Max: 2,000 characters, including spaces)

SAW

- Partisan, political, or election-related activities
- Planning activities, assessments, or surveys without tangible community engagement
- Studies with no follow-up action
- Publication of books or reports
- Acquisition of land or buildings
- Purchase of vehicles or mechanical equipment (e.g., cars, trucks, buses, snow mobiles, snow grooming machines, tractors)
- Sponsorships of other organizations' events or activities
- Research and development for nonprofit or for-profit ventures
- Promotion of for-profit entities or their products/services

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- 14. Project Short Summary.** * Provide a one- to two-sentence summary of your project and its impact. This may be used in public communications such as a website or press release. Be sure to highlight benefits for older adults. (Max: 250 characters, including spaces)

Example 1 (Pedestrian Safety):

This project will enhance safety at two high-traffic intersections by installing artistic crosswalks and pedestrian signal timing devices to improve visibility and walkability for all users.

Example 2 (High-Speed Internet):

This project will expand broadband access by installing wireless internet in apartments and common areas of a public housing building. College students will be recruited to lead computer skills classes in multiple languages to help residents confidently navigate digital tools and resources.

Example 3 (Housing Design Competition):

Organization will host an accessory dwelling unit (ADU) design competition focused on meeting the needs of adults age 50+. Community engagement activities will also be conducted to promote awareness and encourage the construction of ADUs as a strategy to support intergenerational living.

- 15. Project Timeline.** * AARP Community Challenge projects must be quick-action in nature and completed by December 15, 2026. Use the month-by-month fields below to outline your timeline. Include time for municipal approvals, permitting, procurement, weather delays, and supply chain considerations.

Note: Grantees will be notified in May 2026. Funds are expected to be distributed in June/July. Final reports are due by December 31, 2026.

June: _____

July: _____

August: _____

September: _____

October: _____

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November: _____

December: *Complete project and submit After-Action Report.* _____

- 16. Land-Use Approvals.** * Do you currently have the necessary permissions or approvals required to begin your project? This may include landowner permission(s), municipal/state/federal permit(s), environmental impact studies, or other documentation.

- ☐ Yes
☐ In Progress
☐ Not Applicable

Please explain: _____

17. Optional Attachment Upload

You may upload one supporting document (e.g., design plans, maps, photos, letters of support, or other relevant materials).

Note: *Only one file may be uploaded. If you have multiple items, please combine them into a single file.*

Maximum file size: 25 MB

- 18. Project Type:** * Please select the option that best describes your project.

Note: *Priority will be given to proposals that focus on physical improvements or demonstrations that lead to lasting change, rather than ongoing programming or events.*

- ☐ **Permanent physical** improvements in the community
☐ **Temporary demonstrations** that lead to long-term change
☐ **New, innovative programming** or services

- 19. Project Category.** * Please select the category below that best describes your project.

- ☐ **Pedestrian Safety:** Improve the safety of streets and sidewalks; funding support from Toyota Motor North America.
- ☐ **High-Speed Internet:** Increase broadband access and adoption; funding support from Microsoft.
- ☐ **Housing Design Competitions:** Promote understanding and implementation of housing policies that support a variety of community needs using the [AARP Housing Design Competition Tool Kit](#).

- 20. Project Deliverables.** * Please list at least three (and up to ten) specific deliverables for your project.

For each deliverable, provide a brief description (up to 300 characters, including spaces) and a quantified outcome. Include as much detail as possible – such as physical structures (e.g., benches,

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lighting, signage), events, dates, locations, communications, number of people reached, or volunteers involved.

Pedestrian Safety Category Deliverables:

- ☐ Organization will improve **##** streets and sidewalks to increase safety for pedestrians (with emphasis on the needs of people age 50-plus).
Quantity: _____
Please describe: _____
- ☐ Organization will install or improve **##** crosswalks (with emphasis on the needs of people age 50-plus) with enhancements such as pedestrian islands, curb cuts, crosswalk signals/beacons and artistic elements to beautify the intersection and improve visibility.
Quantity: _____
Please describe: _____
- ☐ Organization will install **##** pedestrian-friendly amenities along sidewalks, such as benches, bike racks, wayfinding signage and lighting (with emphasis on the needs of people age 50-plus).
Quantity: _____
Please describe: _____
- ☐ Organization will install **##** temporary traffic calming pop-ups on streets and at intersections (with emphasis on the safety needs of people age 50-plus).
Quantity: _____
Please describe: _____
- ☐ Organization will engage **##** community members (with emphasis on people age 50-plus) in pedestrian safety efforts and education.
Quantity: _____
Please describe: _____
- ☐ Other
Quantity: _____
Please describe: _____

Add additional deliverables as needed (up to 10 total).

High-Speed Internet Category Deliverables:

- ☐ Organization will support high-speed internet (broadband) access and adoption in **##** locations for people who are low-income and underserved (with a focus on people age 50-plus).

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Quantity: _____

Please describe: _____

- ☐ Organization will provide **##** digital devices (e.g. laptops, tablets, computer peripherals, software, etc.) to individuals (with a focus on people age 50-plus) to support increased access to the internet

Quantity: _____

Please describe: _____

- ☐ Organization will provide **##** digital skills trainings and resources to help people (especially those age 50-plus) confidently use technology and access online resources.

Quantity: _____

Please describe: _____

- ☐ Organization will support **##** community members (with a focus on people age 50-plus) in building digital confidence and expanding access to online tools and resources.

Quantity: _____

Please describe: _____

- ☐ Organization will recruit and engage **##** volunteers (with a focus on people age 50-plus) to support high-speed internet (broadband) access and adoption.

Quantity: _____

Please describe: _____

- ☐ Other

Quantity: _____

Please describe: _____

Add additional deliverables as needed (up to 10 total).

Housing Design Competitions Category Deliverables:

- ☐ Organization will host **##** design competition(s) to increase housing choices designed to accommodate aging in place in the community (particularly for people age 50-plus).

Quantity: _____

Please describe: _____

- ☐ Organization will invite **##** design students or professionals to participate in the design competition.

Quantity: _____

Please describe: _____

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- ☐ Organization will select **##** designs to enable greater choices in housing (particularly for people age 50-plus).
Quantity: _____
Please describe: _____
- ☐ Organization will create **##** resources or outreach opportunities to inform and educate community members and homeowners about housing choices designed to accommodate aging in place in the community (with a focus on people age 50-plus).
Quantity: _____
Please describe: _____
- ☐ Other
Quantity: _____
Please describe: _____

Add additional deliverables as needed (up to 10 total).

PROJECT NARRATIVE

Responses must be 2,000 characters or fewer (including spaces) per section.

21. Organizational Livable Communities Activities. * Please describe:

- How your organization has contributed to making the community more livable to date. (*Learn more at [What is a Livable Community?](#)*)
- How this proposed project will support or expand upon those efforts – particularly for residents age 50 and older.

22. Community Engagement. * Please describe:

- How residents and local organizations have been engaged in livable communities efforts to date. (*Learn more at [What is a Livable Community?](#)*)
- How you plan to involve them in the implementation of this project, with a focus on people age 50 and older.

23. Older Adults. * How will your project benefit residents age 50 and older? Describe the specific ways

Demonstration Grant Application

your project will improve quality of life, accessibility, or engagement for older adults in your community.

24. Role of Volunteers. * Will volunteers be involved in implementing the project?

☐ Yes

☐ No

If yes, please describe how volunteers will contribute to the project:

a. Will volunteers age 50 and older be involved?

☐ Yes

☐ No

Please explain:

25. Veterans and Military Families. * Will your project include a focus on veterans of all ages, including those age 50 and older, and their families?

a. Yes

b. No

Please describe:

PROJECT BUDGET

26. Liability insurance requirement. * If selected, your organization will be responsible for all grant activities performed under the AARP grant agreement. Grantees will agree to maintain insurance coverage sufficient to cover the activities, risks, and potential omissions of the grant activities in accordance with generally accepted industry standards and as required by law. Grantees will also ensure contractors, agents, subcontractors, and providers of services maintain insurance coverage consistent with this section. **Do you acknowledge this requirement?**

☐ YES

☐ NO

27. Grant Amount and Budget. * Please enter the total amount requested and provide a breakdown of

Demonstration Grant Application

how the funds will be used.

Notes:

- AARP reserves the right to award less funds than the requested amount. Be prepared to scale your proposal if needed.
- Typically, only 0-15% of the grant may be allocated to indirect, overhead, and staff costs. If the application clearly demonstrates that such services are part of a broader, tangible project that engages residents, a larger percentage of consultant or facilitator costs may be considered.
- Include marketing and branding costs (e.g., banners, stickers) to meet AARP branding requirements.
- For more details, refer to the [Your Questions Answered](#) webpage.

Enter whole numbers only. Do not include dollar signs or cents.

TOTAL GRANT AMOUNT REQUESTED: * \$ _____ (maximum of \$25,000)

Contracted services costs, if any: \$ _____ **Additional Information:** _____

Materials & supplies, if any: \$ _____ **Additional Information:** _____

Marketing, branding, or outreach, if any: \$ _____ **Additional Information:** _____

Indirect, overhead, travel or staff costs, if any: \$ _____ **Additional Information:** _____

28. Matching/Supporting Funds and In-Kind Support. *Matching funds are NOT required*, but please list any additional financial or in-kind support your organization will contribute. Include volunteer time or donated services as in-kind support.

PRIVATE (INCLUDING NONPROFIT)

Matching Funds/Supporting Funds: \$ _____ **Describe In-Kind Support:** _____

PUBLIC

Matching Funds/Supporting Funds: \$ _____ **Describe In-Kind Support:** _____

29. Livable Newsletter Consent. * I consent to AARP sending an invitation to the email address I provided above, to subscribe to the free, weekly AARP Livable Communities e-Newsletter. I will receive an email to confirm my choice to receive the e-newsletter and can express that choice by clicking "Confirm" or, if I choose not to receive the e-newsletter, I do not need to respond. I understand that I may unsubscribe at any time. (If you are already a subscriber or want to subscribe right now by visiting [AARP.org/Livable-Subscribe](https://www.aarp.org/Livable-Subscribe), select "Already a subscriber" below.)

- ☐ YES, I consent.
- ☐ NO, I do not consent.
- ☐ Already a subscriber.

30. Other Funding. * AARP might be contacted by other potential funders that could be interested in funding projects that were not funded through the AARP Community Challenge. The potential funders

Demonstration Grant Application

may have additional process steps and funding requirements than those of the AARP Community Challenge. If requested, AARP would like to send your business contact information, organization name and a short description of your proposal, including the community where the project would take place (“Project Information”). Please note that these projects will be subject to any potential funder’s own terms, conditions and review. Please indicate in your application whether or not you give permission to AARP to share your Project Information with other potential funders. If you select “yes,” you agree on behalf of yourself and your organization to release AARP and its affiliates and their respective officers, directors, employees, contractors, agents and representatives from all liability associated with sharing the Project Information with potential funders. We will alert you before this Project Information is given to potential funders. **Do you give AARP permission to share this Project Information with other organizations that might be interested in funding your project?**

☐ YES

☐ NO

An opportunity for other possible AARP funding. Please note that by submitting a proposal for the AARP Community Challenge initiative, you and your organization give AARP permission to reach out to you and others at your organization about other possible AARP funding opportunities that your proposal may be eligible for based on the AARP Community Challenge criteria. However, please note that AARP is not obligated in any way to consider your proposal for any additional AARP funding.

NOTIFICATION

Once you submit your application, you will receive a confirmation email within one hour.

Important: If you do not see the confirmation email, please check your spam or junk folder. If no confirmation is received, your application was NOT successfully submitted. Return to the application to ensure all required fields are completed and that no text boxes exceed the character limits.

All applicants will be notified of their selection via email in May 2026.

To receive funding, selected applicants must:

- Sign and return a binding Grant Agreement and,
- Complete eSupplier registration with the AARP National Office in a timely manner.

TERMS AND CONDITIONS

If you submit this application, you agree on behalf of yourself and your organization to release AARP and its affiliates and their respective officers, directors, employees, contractors, agents and representatives from all liability associated with submission and evaluation of your organization’s application.

By submitting an application to AARP, the applicant affirms they are an authorized representative of the potential grantee, and by and on behalf of potential grantee agrees that:

Demonstration Grant Application

- The decisions of AARP regarding the eligibility of applicants and the validity of entries shall be final and binding.
- All submissions will be judged by AARP, whose decisions and determinations as to the administration of the award and selection of award recipients are final.
- AARP has the right, in its sole discretion, to cancel, or suspend any grant award.
- All projects and applications will comply with applicable law and will not violate any third-party rights.
- Except where prohibited by law, participation in the AARP Community Challenge constitutes the Applicant's consent to AARP's use of the organization's name and corporate logo, street address, city, state, zip code, county, and names, likenesses, photographs, videos, images, and statements made or provided by the Applicant's representatives regarding the award for promotional purposes in any media without further permission, consent, payment or other consideration in perpetuity.
- Receipt of grant funding requires execution of a grant agreement with AARP and completion of eSupplier registration by June 10, 2026, and compliance with the promotional toolkits. Further,
 - Grantees will be responsible for all grant activities performed under the AARP grant agreement. Grantees must maintain insurance coverage sufficient to cover the activities, risks, and potential omissions of the grant activities in accordance with generally accepted industry standards and as required by law. Grantees must also ensure contractors, agents, subcontractors, and providers of services maintain insurance coverage consistent with this section.
 - All promotional materials (such as newsletters, press releases), events and signage related to the funded project will include a statement indicating that support was received from AARP in compliance with the AARP Community Challenge Promotional Toolkit to be provided to selected grantees.
 - Grantees are required to capture photos, videos and/or stories from the project. As Grantee captures photos, videos and/or stories from the project, if an identifiable individual appears in the photos, videos and/or stories, grantee is responsible for having him/her sign the AARP General Release. (This document will be provided to grantees.) In addition, grantee agrees not to include any element in photos or videos or other materials provided to AARP that violates third party rights, such as artwork (including sculptures) and trademarks in text and logo used without permission. Grantee may be asked to send work-in-progress photos to AARP upon request. Following the grant period, grantees are required to respond to periodic requests for updates from AARP.
 - The submission of the After-Action Report at the conclusion of the project is required by the deadline. Failure to submit the required report will result in the removal from the AARP website until the time of submission, and non-completion will disqualify a grantee from future AARP Community Challenge grant programs.
- AARP and its affiliated organizations, subsidiaries, agents and employees are not responsible for late, lost, illegible, incomplete, stolen, misdirected, illegitimate, or impermissible submissions or any other error whether human, mechanical or electronic.

☐ I, an authorized representative of my applicant organization, understand and agree to the Community

Demonstration Grant Application

Challenge application Terms and Conditions on behalf of my organization. *

SAMPLE



Item Number

11.D

Title

Consideration and Possible Action to apply for the BUILD Grant

Submitting Department

City Administrator

Background/Recommendation

This grant opportunity is being sought to cover design and partial construction funds towards Gateway Linear Park. The match will be 20% if considered an urban application and no match if we qualify for rural.

Funding Source

Not Applicable

Attachments:

[FY_2026_BUILD_NOFO_Final.pdf](#)

FY 2026 Notice of Funding Opportunity

Better Utilizing Investments to Leverage Development (BUILD) Grant Program

Office of the Secretary

U.S. Department of Transportation (DOT)

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A. BASIC INFORMATION

The Office of the Secretary (OST) announces the intention to hold one round of selections under the FY 2026 Better Utilizing Investments to Leverage Development (BUILD) Grant Notice of Funding Opportunity (NOFO).

Basic Information: Better Utilizing Investments to Leverage Development (BUILD)	
Announcement Type	Notice of Funding Opportunity
Funding Opportunity Title	FY 2026 National Infrastructure Investments
Funding Opportunity Number	DTOS59-26-RA-BUILD
Assistance Listing Number	20.933
Objective	The goal of the program is to fund projects that will have a significant local or regional impact and improve transportation infrastructure.
Program Overview	BUILD grants will be awarded on a competitive basis, per statute, for planning or constructing surface transportation infrastructure projects that will improve safety; environmental sustainability; quality of life; mobility and community connectivity; economic competitiveness and opportunity including tourism; state of good repair; partnership and collaboration; and innovation.
Funding	At least \$1.5 billion in FY 2026 IIJA funds
Minimum Award Size	<ul style="list-style-type: none"> • \$1 million for rural capital projects • \$5 million for urban capital projects • Planning projects do not have a minimum award size
Maximum Award Size	\$25 million
Eligible Applicants	<ul style="list-style-type: none"> • States and the District of Columbia • Any territory or possession of the United States • A unit of local government • A public agency or publicly chartered authority established by one or more States • A special purpose district or public authority with a transportation function, including a port authority • A Federally recognized Indian Tribe or a consortium of such Indian Tribes • A transit agency • A multi-State or multijurisdictional group of entities that are separately eligible

Eligible Project Types	<ul style="list-style-type: none"> • highway or bridge projects eligible under title 23; • public transportation projects eligible under chapter 53 title 49; • passenger and freight rail transportation projects; • port infrastructure investments including inland port infrastructure and land ports of entry; • the surface transportation components of an airport project eligible for assistance under part B of subtitle VII; • project investing in surface transportation facilities located on Tribal land, the title or maintenance responsibility of which is vested in the Federal Government; • projects to replace or rehabilitate a culvert or prevent stormwater runoff for the purpose of improving habitat for aquatic species that will advance the goal of the program; • intermodal projects whose components are otherwise an eligible project type; • any other surface transportation infrastructure project that the Secretary considers to be necessary to advance the goals of the program
Submission Requirements and Deadlines	<p>Applications must be submitted online via Valid Eval no later than 5:00 pm eastern on February 24, 2026.</p> <ul style="list-style-type: none"> • Complete instructions on how to apply can be found at grants.gov and the BUILD program website • Customer support for Valid Eval can be reached at support@valideval.com <p>Selections are expected to be announced no later than June 28, 2026</p>
Prior Awards	<ul style="list-style-type: none"> • For FY 2025 BUILD Round 2, the Department received 815 eligible applications requesting over \$10 billion • 30 projects were awarded a total of \$488 million • Awards were made to projects in 27 states <p>Awards ranged from \$239,000 to \$25 million</p>
Agency Contact Information	<p>Email: BUILDgrants@dot.gov Website: https://www.transportation.gov/BUILDgrants</p> <p>Due to the competitive nature of the program, during the application submittal phase, the Department is unable to accommodate individual meeting requests to discuss the opportunity or specific project ideas, and unable to provide individualized guidance or render opinions about the merit of a specific project.</p>

1. FY 2026 BUILD ROUND

Funding for FY 2026 BUILD Applications

The Department intends to make one round of selections under this NOFO using the \$1.5 billion provided by the Infrastructure Investments and Jobs Act (IIJA) for FY 2026 and will include any additional funding appropriated for National Infrastructure Investments in an Appropriations Act.

The Department may also make available through this NOFO funds from recently cancelled or withdrawn RAISE projects.

2. CHANGES FROM THE FY 2025 NOFO

The FY 2026 BUILD NOFO makes the following changes from the FY 2025 BUILD NOFO:

- There will be one round of project selections for the FY 2026 BUILD grant program.
- FY 2025 BUILD applications designated “Projects of Merit” will not be carried over into the FY 2026 BUILD competition. Applicants with an FY 2025 BUILD Project of Merit designation need to submit a new application to be considered under the FY 2026 competition.
- FY 2026 BUILD applications advanced by the Senior Review Team to the Highly Rated List, but that are not awarded, are automatically designated as “Projects of Merit.” Projects with this designation will be carried over into FY 2027 BUILD, subject to authorization and appropriations, and considered by the SRT for advancement to the Highly Rated List, along with other FY 2027 applications eligible for advancement to the Highly Rated List.
- Updates Areas of Persistent Poverty to account for the most recent annual Small Area Income Poverty Estimates as estimated by the Bureau of the Census.
- Project elements and benefits under the merit criteria rating rubric have been updated to align with Administration priorities and executive orders.
- Changes priority merit criteria to: safety, quality of life, mobility and community connectivity, and economic competitiveness.
- Changes “Technical Capacity Review” to “Applicant Capacity” and “Environmental Risk Review” to “Project Risk Review” under the Project Readiness review.
- Conforms to the Department’s Benefit-Cost Analysis ratings of “High,” “Medium-High,” “Medium,” “Medium-Low,” and “Low” instead of “Positive” and “Negative.”

Other selection considerations have been added including: increased cost share, project readiness, projects located in [Qualifying Opportunity Zones](#), and receiving a previous TIGER/RAISE/BUILD grant.

B. ELIGIBILITY

1. ELIGIBLE APPLICANTS

Eligible BUILD grant applicants are:

- States and the District of Columbia
- Any territory or possession of the United States
- A unit of local government
- A public agency or publicly chartered authority established by one or more States
- A special purpose district or public authority with a transportation function, including a port authority
- A Federally recognized Indian Tribe or a consortium of such Indian Tribes
- A transit agency
- A multi-State or multijurisdictional group of entities that are separately eligible

The following are **not** eligible BUILD grant applicants:

- Federal agencies
- Non-profits
- Private entities
- Individuals

Multiple states or jurisdictions may submit a joint application, designating a lead applicant as the primary contact and award recipient. The application should outline each applicant's roles and responsibilities.

DOT expects the applicant to manage and deliver the project. **If the applicant plans to transfer the award to another agency, this should be stated in the application, along with a supporting letter from the designated entity.**

2. MINIMUM FUNDING REQUEST FOR CAPITAL PROJECTS

Capital Grants	Minimum Request
Rural Areas	\$1 million
Urban Areas	\$5 million

Applicants submitting capital grant applications for projects located in rural areas must request at least \$1 million in BUILD funding. Applicants submitting capital grant applications for projects located in urban areas must request at least \$5 million in BUILD funding. **Failure to request the minimum funding amount for a capital grant application will result in the application being ineligible.**

There is **no minimum funding** request requirement for planning grant applications.

3. APPLICATION LIMIT

Each applicant can submit up to three applications. Unrelated project components should not be combined in one application to meet this limit. If an applicant submits more than three applications, only the first three will be considered.

4. COST SHARING

Cost sharing means the portion of the project's cost that is not paid by Federal funds. Cost share funds are typically stated as a percentage of the total project cost. The Department considers an application's Federal share to:

- confirm eligibility; and
- may consider it as a competitive selection factor

Project Location	Cost Share Requirement
Urban	Up to 80% Federal Funding
Rural	Up to 100% Federal Funding
Area of Persistent Poverty	
Historically Disadvantaged Community	

The Federal share for BUILD grant projects **shall not exceed 80 percent** unless the project receives one of the following location designations (see Location Designations for definitions):

- Rural
- Area of Persistent Poverty (APP) / Historically Disadvantaged Community (HDC)

Applicants with projects located in one of the designated areas above are eligible to fund the project up to 100 percent with Federal funding. Projects located in an **urban area**, that are not designated APP/HDC, that have **more than 80 percent federal funding will be ineligible**.

Applicants should use the following equation when determining the cost share for their project:

$$\frac{(\text{BUILD Grant Request} + \text{Other Federal Funds})}{\text{Total Project Cost}} = \text{Federal Cost Share}$$

Total Project Cost means the sum of future eligible Federal and non-Federal costs yet to be incurred.

Eligible sources of non-Federal funds include:

- State funds originating from programs funded by State revenue
- Local funds originating from State or local revenue-funded programs
- Private funds
- Tribal transportation program funds under section 202 of title 23
- Federal lands transportation program funds under section 203 of title 23

- TIFIA program funds (as defined in section 601(a) of title 23)
- Railroad Rehabilitation and Improvement Financing Program under chapter 224
- Federal credit assistance (if repaid from non-Federal sources)

Toll credits under [23 U.S.C. 120\(i\)](#) are considered a Federal source under the BUILD program.

Unless otherwise authorized by statute, funds used to satisfy the cost-share requirements of a different Federal program may **not** be counted as the cost-share for both the BUILD grant and another Federal grant program.

Non-Federal funds are subject to the same Federal requirements as BUILD grant funds.

For each project that receives a BUILD grant award, **the terms of the award will require the recipient to complete the project using at least the amount of non-Federal funding that was specified in the application.** If the actual costs of the project are greater than the costs estimated in the application, the recipient will be responsible for addressing the funding shortfall and maintaining the level of non-Federal funding stated in the application. If the actual costs of the project are less than the costs estimated in the application, the Department will generally reduce the Federal contribution to ensure federal cost share requirements are met.

5. PRE-AWARD AUTHORITY

Unless authorized by the Department in writing after announcement of FY 2026 BUILD awards, **any costs incurred prior to the Department's obligation of funds for a project ("pre-award costs") are ineligible for reimbursement and cost share requirements.**¹ In general, BUILD Program funds are administered on a reimbursement basis. Grant recipients will generally be required to pay project costs upfront using their own funds, and then request reimbursement for those costs. If a recipient cannot complete a project on reimbursement basis, DOT will—on a case-by-case basis—consider recipient requests to use alternate payment methods as described in 2 CFR 200.305(b), including advance payments.

6. LOCATION DESIGNATIONS

i. Urban or Rural

Urban and rural definitions differ across DOT programs. For the BUILD program:

- **Urban:** A project is designated as urban if it is located within (or on the boundary of) a Census-designated urban area that had a population greater than 200,000 in the 2020 Census.²

¹ Pre-award costs are costs incurred after award announcement, but directly pursuant to the negotiation of a grant agreement where such costs are necessary for efficient and timely performance of the scope of work, as determined by DOT. Costs incurred under an advance construction (23 U.S.C. 115) authorization before the DOT announces that a project is selected for a FY 2026 BUILD award cannot be charged to FY 2026 BUILD funds. Likewise, costs incurred under an FTA Letter of No Prejudice under Chapter 53 of title 49 U.S.C. before the DOT announces that a project is selected for a FY 2026 BUILD award, cannot be charged to FY 2026 BUILD funds.

² For the purpose of this NOFO, the definition of urban and rural is based on the 2020 Census-designated urbanized areas. The Department is required by IIJA to use the most recent decennial census information.

- **Rural:** A project is designated as rural if it is located outside a Census-designated urban area that had a population greater than 200,000 in the 2020 Census.

The Department provides an [interactive map](#) to show Census-designated urban areas with populations greater than 200,000 in the 2020 Census.

A project located in both an urban and a rural area will be designated as urban if the majority of the project's costs will be spent in urban areas. Conversely, a project located in both an urban area and a rural area will be designated as rural if the majority of the project's costs will be spent in rural areas. For BUILD planning grants, the location of the project being planned, prepared, or designed will be used for the urban or rural designation.

Urban and rural designations impact the following aspects of the BUILD program:

- Minimum BUILD funding requirements
- Fundings restrictions
- Cost share

ii. Areas of Persistent Poverty and Historically Disadvantaged Communities

The Department provides an [interactive map](#) to show Areas of Persistent Poverty and Historically Disadvantaged Communities.

Areas of Persistent Poverty (APP) are defined by BUILD statute:

- Any county that has consistently had greater than or equal to 20 percent of the population living in poverty during the 30-year period preceding November 15, 2021, as measured by the 1990 and 2000 decennial census and the most recent annual Small Area Income Poverty Estimates as estimated by the Bureau of the Census
 - The FY 2026 BUILD NOFO updated county APP designations to utilize the most recent annual Small Area Income Poverty Estimates as estimated by the Bureau of the census.
- Any census tract with a poverty rate of at least 20 percent as measured by the [2014-2018 5-year data series available from the American Community Survey](#) of the Bureau of the Census
- Any territory or possession of the United States

Historically Disadvantaged Communities (HDC) will use the same definition as APP for purposes of this NOFO.

iii. Qualified Opportunity Zones

The Department provides more information as well as an interactive map to show [Qualified Opportunity Zones](#). The Internal Revenue Service (IRS) designates Qualified Opportunity Zones and maintains a [list on the IRS website](#). The Department may consider prioritizing the selection of projects located in designated Qualified Opportunity Zones.

7. ELIGIBLE PROJECTS

i. Capital Projects

Eligible capital projects activities include:

- Highway or bridge projects eligible under title 23, United States Code
- Public transportation projects eligible under chapter 53 of title 49, United States Code
- Passenger and freight rail transportation projects
- Port infrastructure investments (including inland port infrastructure and land ports of entry)
- The surface transportation components of an airport project eligible for assistance under part B of subtitle VII of title 49, United States Code³
- Projects investing in surface transportation facilities that are located on Tribal land and for which title or maintenance responsibility is vested in the Federal Government
- Projects to replace or rehabilitate a culvert or prevent stormwater runoff for the purpose of improving habitat for aquatic species while advancing the goals of the BUILD program
- Intermodal projects whose component parts are otherwise an eligible project type
- Any other surface transportation infrastructure project that the Secretary considers to be necessary to advance the goals of the program⁴
 - Public road and non-motorized projects that are not otherwise eligible under title 23, United States Code
 - Surface transportation components of transit-oriented development projects
 - Surface transportation components of mobility on-demand projects that expand access and reduce transportation cost burden

Ineligible projects are:

- Purchasing school buses
- Deploying broadband as a standalone project
- Improving stormwater management as a standalone project
- Creating dedicated facilities for nursing mothers as a standalone project
- Installing accessible changing tables as a standalone project
- Planning or constructing housing and parks
- Improvements to Federally owned facilities
 - Unless the project is investing in surface transportation facilities that are located on Tribal land and for which title or maintenance responsibility is vested in the Federal Government

³ Eligible surface transportation components of eligible airport projects are those projects listed in “Appendix P: Road and Surface Transportation Projects” of the Airport Improvement Program (AIP) [handbook](#). For more details on airport project eligibility, please see the Frequently Asked Questions on the [BUILD website](#).

⁴ DOT may award a BUILD grant to pay for the surface transportation components of a broader project that has non-surface transportation components, and applicants are encouraged to apply for BUILD grants to pay for the surface transportation components of these projects. However, costs for non-surface transportation components are not eligible to count as matching funds for the BUILD grant.

If a project type isn't explicitly listed as eligible or ineligible, applicants should explain its necessity for advancing the BUILD program goals in their application. The Department will then determine eligibility individually.

Research, demonstration, or pilot projects are only eligible if they lead to long-term, permanent surface transportation infrastructure with independent utility as defined in the Project Components section.

ii. Planning Projects

Eligible planning projects activities include:

- Planning, preparation, design, or engineering of eligible surface transportation capital projects described in the Capital Projects section that will not result in construction with FY 2026 BUILD funding.
 - Examples include: feasibility studies, benefit-cost analysis, environmental analysis, permitting, and other pre-construction activities
- Development of master plans, comprehensive plans, transportation corridor plans, and integrated economic development, land use, housing, and transportation plans
- Planning activities related to the development of a multimodal freight corridor
- Development of port and regional port planning, including State-wide or multi-port planning within a single jurisdiction or region
- Risk assessments and planning to identify vulnerabilities and address the transportation system's ability to withstand probable occurrence or recurrence of an emergency or major disaster

If an application includes right-of-way acquisition, the project will be considered a capital project.

8. PROJECT COMPONENTS

An application for a BUILD grant can include multiple components, which may be executed by different parties. The Department requires all components, whether or not they receive Federal funding, to be delivered as part of the BUILD project.

Components may be funded individually if they meet the following criteria:

- Independently satisfy minimum award amounts and eligibility requirements.
- Independently align with selection criteria
- Meets National Environmental Policy Act (NEPA) requirements for independent utility – meaning the component must be a usable improvement on its own and ready for use upon completion.

Components in a single application must be related. Each component's status should be clearly outlined, for example, in the project schedule. Applicants should also detail independent components and their costs separately, showing how each one meets selection criteria and benefits on its own, in addition to how the full proposal does. Federal funding for some components might subject others to additional Federal requirements.

9. REDUCED AWARDS

If selected for award, the Department may decrease the BUILD funding amount from the applicant's request if some elements of the project are ineligible or to comply with statutory set asides such as awarding funding evenly between projects located in rural and urban areas.

10. PREVIOUS BUILD/RAISE/TIGER RECIPIENTS

Previous recipients of a BUILD grant may apply for funding to support additional phases of their project.⁵ The application should demonstrate the extent to which the previously funded project has met estimated project schedules and budget, as well as the ability to realize the benefits expected for the project. **Receiving a previous BUILD/RAISE/TIGER award may impact the competitiveness of an application under the FY 2026 BUILD competition.**

C. PROGRAM DESCRIPTION

1. PROGRAM HISTORY AND AUTHORIZATION

The Better Utilizing Investments to Leverage Development (BUILD) program, previously known as the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) and Transportation Investment Generating Economic Recovery (TIGER) discretionary grants, was established under the American Recovery and Reinvestment Act of 2009 to create jobs and spur economic recovery through transportation infrastructure investments. The Infrastructure Investment and Jobs Act (Pub. L. 117-58, November 15, 2021), authorized and appropriated \$1.5 billion annually to be awarded by the Department of Transportation ("DOT") 2022 – FY 2026 for Local and Regional Project Assistance Program Grants under National Infrastructure Investments to fund eligible surface transportation projects with significant local or regional impact. As of July 2025, the program has awarded more than \$18 billion in 18 rounds to local governments, Tribes, transit and port authorities, states, and other entities. The program is codified at [49 U.S.C. 6702](#).

2. PROGRAM GOALS AND OBJECTIVES

The goal of the BUILD program is to fund eligible surface transportation projects that will have a significant local or regional impact. The Department seeks to fund projects that advance the priorities of this Administration as described in DOT's mission statement, and across executive orders.

Note, the **BUILD program can only fund the surface transportation infrastructure** elements of a project that may also include housing, parks, economic development strategies, etc.

3. RESTRICTIONS ON FUNDING

The Department must comply with the following funding restrictions:

Funding Restriction	Amount
---------------------	--------

⁵ Includes recipients of grants under former names of the program (*Rebuilding American Infrastructure with Sustainability and Equity* (RAISE) and *Transportation Investment Generating Economic Recovery* (TIGER)).

Per State	No more than 15% which is \$225 million
Rural Projects	No more than 50% which is \$750 million
Urban Projects	No more than 50% which is \$750 million
Planning Projects	At least 5% which is \$75 million
Projects Located in Areas of Persistent Poverty and/or History Disadvantaged Communities	At least 1% which is \$15 million

The Department may retain up to \$30 million for oversight and administration of grants. Additionally, the Department may use up to 20 percent of available funds (or \$300 million) to pay the subsidy and administrative costs of a project receiving credit assistance under the [Transportation Infrastructure Finance and Innovation Act of 1998](#) (TIFIA) or [Railroad Rehabilitation and Improvement Financing](#) (RRIF) programs. Note, applicants must apply to both the BUILD program and TIFIA or RRIF loan program to be eligible for the Department to pay for subsidy and administrative costs associated with credit assistance.

Federal funds awarded under this program may not be used to support or oppose union organizing, whether directly or as an offset for other funds.

4. AVAILABILITY OF FUNDS

The table below outlines the obligation and expenditure deadlines for FY 2026 IJA funding.

Fiscal Year	Obligation Deadline	Expenditure Deadline
FY 2026	September 30, 2030	September 30, 2035

FY 2026 BUILD grant funds must be obligated by September 30, 2030.

- Obligation occurs when a grant recipient and the Department enter into a written grant agreement after the recipient has satisfied applicable local, State and Federal requirements.

FY 2026 BUILD funds must be expended by September 30, 2035.

- Expenditure occurs when a recipient is reimbursed for eligible project costs.
- After this date, unexpended funds are no longer available to the project.

5. PERFORMANCE GOALS

BUILD program performance measures can be found on the [BUILD website](#).

6. PREVIOUS AWARDS

Previous program awards can be seen in [Fact Sheets](#) on the BUILD website.

D. APPLICATION CONTENT AND FORMAT

The Department requires the application to include the following files, in this order and with these specific names:

Information	File Name	NOFO Section	Page Limit
SF-424	SF-424	D.1	N/A
SF-LLL	SF-LLL	D.1	N/A
Key Information Questions	N/A	D.2	N/A
Project Description	Project Description	D.3	5 pages
Project Location File	Project Location File	D.4	N/A
Project Budget	Project Budget	D.5	5 pages
Funding Commitment Documentation	Funding Commitments	D.5	N/A
Merit Criteria	Merit Criteria Narrative	D.6	15 pages
Project Readiness	Project Readiness	D.7	5 pages
Benefit-Cost Analysis Narrative (capital projects only)	BCA Narrative	D.8	N/A
Benefit-Cost Analysis Calculations (capital projects only)	BCA Calculations	D.8	N/A
Letters of Support (Optional)	Letters Of Support	D.7	N/A

The Department requires application files to be formatted as follows:

- Single-spaced, 12-point standard font with 1-inch margins.
- PDF unless otherwise specified (e.g., project information form in Excel; location files as Shapefile or KML/KMZ; and BCA calculations in Excel).

Applications should include all necessary information to demonstrate compliance with the Eligibility section and to meet selection criteria in the Criteria section. Applications must be complete at submission; the Department may request additional data, but applicants are not obligated to provide it.

Title page and table of contents are **not** required, but if included, these parts of the document do not count against the page limits.

Supporting documents may be included but are not required to be reviewed by evaluators.

Different evaluation teams review the merit criteria, the benefit-cost analysis, budget, and project readiness files.

The Department expects application files to include the following detailed information:

1. STANDARD FORMS

All applicants must submit the following standard forms:

- SF-424 Application for Federal Assistance
- SF-LLL Disclosure of Lobbying Activities

If the funding amounts differ between the SF-424 and other application materials, the amount in the SF-424 will be used as the project budget. Funding amounts must be in whole numbers (no cents).

2. KEY INFORMATION QUESTIONS

The following questions must be answered in the FY 2026 BUILD application in Valid Eval.

Field	Instructions
Unique Entity Identifier	Enter the Unique Entity Identifier (UEI). This should be the same UEI entered on the SF-424. See Section F.2 for how to obtain a UEI from sam.gov
Project Name	Enter a concise descriptive title. This should be the same title used on the SF-424 and throughout the application.
Project Description	Describe the project to be planned or constructed in no more than 100 words.
BUILD Funding Request	Enter the amount of BUILD funds requested. The maximum request amount is \$25 million. The minimum amount for capital projects in rural areas is \$1 million and \$5 million in urban areas.
Other Federal Funding	Enter the total amount of other Federal funds committed to the project.
Non-Federal Funding	Enter the total amount of non-Federal funding committed to the project.
Total Project Cost	Enter the total BUILD funding request, other Federal funding, and non-Federal funding. The Total Project Cost means total future eligible project costs. Do not include previously incurred costs.
Project Type	Enter the project primary and secondary type.
Construction Start Date	Enter the estimated construction start date for the capital project.
Planning Project Start Date	Enter the estimated start date for the planning project.
2020 Census-Designated Urban Area	Select the Urban Area the project is located or “not located in an Urban Area” if the project is outside of an Urban Area
Urban or Rural	Identify whether the project is located in a rural or urban area. A project is designated as Urban if it is located in a 2020 Census-designated Urban Area with a population greater than 200,000. If a project is located outside a 2020 Census-designated Urban Area with a population greater than 200,000, it is designated Rural.

Project Zip Code	Enter the 5-digit zip code for the project location. If the project is located in multiple zip codes, identify the zip code in which most of project costs will occur. Please leave blank if the project is located in a territory that does not have zip codes.
County	Select the county (or equivalent jurisdiction) where the project is located. If the project is located in multiple counties, identify the county in which most of project costs will occur.
Additional Counties	Identify additional counties or equivalent jurisdictions.
2020 Census Tract(s)	Identify the 2020 Census tract(s) the project is located.
Area of Persistent Poverty and Historically Disadvantaged Community	Select if the project is located in an Area of Persistent Poverty/Historically Disadvantaged Community as defined by statute.
Project Location Latitude	Enter the project's latitudinal coordinate using decimal degrees (e.g., 38.87586 , -77.00365). Note, that latitude is the first number in the example coordinates.
Project Location Longitude	Enter the project's longitudinal coordinate using decimal degrees (e.g., 38.87586, -77.00365). Note, that longitudinal is the second number in the example coordinates.
Qualified Opportunity Zones	Select if the project is located in a Qualified Opportunity Zone (26 U.S. Code § 1400Z-1)
Previous Submission to BUILD/RAISE/TIGER	If this exact project was submitted in a previous BUILD, RAISE, or TIGER round, please list the name of the round (e.g., BUILD 2025, RAISE 2024, etc.)
Private Corporation Involvement	Does this project involve a private entity or entities that will receive a direct and predictable financial benefit if the project is selected for award? This includes, but is not limited to, private owners of infrastructure facilities being improved and private freight shippers or carriers directly benefitting from completion of the proposed project.
Private Corporation Name(s)	If this project directly involves or benefits a private corporation, please list the corporation(s) separated by a comma.
TIFIA or RRIF	Is the applicant currently or anticipating applying for Transportation Infrastructure Finance and Innovation Act (TIFIA) or Railroad Rehabilitation & Improvement Financing (RRIF) loans to fund the project?

This form is used to determine applicant and project eligibility.

3. PROJECT DESCRIPTION FILE

This file **should** include:

- description of the project to be planned or constructed
- scope of work covering technical and engineering aspects
- current design level
- description of the project location
- map
- “before” and “after” renderings of the project, as appropriate
- transportation challenges project will solve

This file may also include:

- project’s history
- how project fits within the applicant's broader transportation infrastructure investments

4. PROJECT LOCATION FILE

Applicants should submit one of the following file types that detail the project’s location so the Department can verify location designations: Shapefile (.zip with .shp, .shx, .dbf, and .prj) or KML/KMZ. Google Earth can be used to create KML/KMZ files. The files should only include the project's direct physical location, not a broad service area or area of impact.

Accurate location data is crucial as it affects eligibility for the FY 2026 BUILD grants program.

5. PROJECT BUDGET FILES

This file should describe the budget for the BUILD project using the below table and also include a narrative section. **The budget table should show only future eligible project costs and should not include previously incurred expenses.**

Funding Source	[Component 1]	[Component 2]	Total Funding
BUILD Funds	[\$XXX]	[\$XXX]	[\$XXX]
Other Federal Funds	[\$XXX]	[\$XXX]	[\$XXX]
Non-Federal Funds	[\$XXX]	[\$XXX]	[\$XXX]
Total Project Cost	[\$XXX]	[\$XXX]	[\$XXX]

Note: If there is only a single component, remove “Component 2” column. If there are more than 2 components, add columns.

Cost Classification	BUILD Funds	Other Federal Funds	Non-Federal Funds	Total Project Cost
Preliminary Engineering	[\$XXX]	[\$XXX]	[\$XXX]	[\$XXX]
Design	[\$XXX]	[\$XXX]	[\$XXX]	[\$XXX]
Environmental	[\$XXX]	[\$XXX]	[\$XXX]	[\$XXX]
Construction	[\$XXX]	[\$XXX]	[\$XXX]	[\$XXX]
Contingency	[\$XXX]	[\$XXX]	[\$XXX]	[\$XXX]
Total Funding	[\$XXX]	[\$XXX]	[\$XXX]	[\$XXX]

Note: The cost classifications listed above are for example only. Include Cost Classifications relevant for the project described in the application.

At a minimum, the budget table must show the **total project cost** by project component and the following funding sources:

- BUILD funding request
- Other Federal funds
- Non-Federal Funds

Ideally, project budget table(s) will show project components by cost classification, and funding source. The budget table and narrative must identify the amount, type (e.g., grant, loan, bond, etc.), and source of all other Federal funds and non-Federal funds included in the budget. The budget table should demonstrate compliance with the statutory cost share requirements.

Applicants must also include the three tables listed below in their project budget file. The Department will use these tables to determine where the majority of project costs occur for the purposes of making APP/HDC, and Urban designations. The total project cost listed in each table should match the total project cost listed in the budget table above, in the SF-424 and in Key Information Form. Applicants should reference the BUILD Grant Project [Location Verification mapping tool](#) when filling out the below tables.

2020 Census Tract(s)	Project Costs per Census Tract
[XX.XX]	\$
[XX.XX]	\$
[XX.XX]	\$
[XX.XX]	\$
	Total Project Cost: \$

Note: Please reference the Census Tracts (2020 Census) layer in the BUILD Grant Project [Location Verification mapping tool](#). Additional rows may be added if necessary.

Urban and Rural	Project Costs
Urban (2020 Census-designated urban area with a population greater than 200,000)	\$
Rural (Located outside of a 2020 Census-designated urban area with a population greater than 200,000)	\$
	Total Project Cost: \$

Note: Please reference the Census Designated Urban Areas with Population Greater Than 200,000 (2020 Census) layer in the BUILD Grant Project [Location Verification mapping tool](#).

The budget narrative should include:

- **Sources, Uses, and Availability:** Provide complete information on how all capital or planning project funds may be used, their availability, and documented funding commitments. For example, if a source of funds is available only after a condition is satisfied, the application should identify that condition and describe the applicant's control over whether it is satisfied. Similarly, if a source of funds is available for

expenditure only during a fixed period, the application should describe that restriction. Examples of documentation include, but are not limited to, a letter signed by a governing official or chief financial officer confirming the amount and source of funding, a page or pages from the Statewide Improvement Program (STIP) or Transportation Improvement Program (TIP) (please do not include a link to the entire STIP/TIP), a signed city ordinance, or a county administrator committing previously approved general obligation bonds.

- Contingency Amount and Plan: Indicate the specific contingency amount included in the budget to demonstrate there is sufficient funding to cover unanticipated cost increases and describe a plan to address potential cost overruns.
- Level of Design: Indicate the degree of design completion (e.g., no design, 30, 60, 90 percent design) for which the cost was estimated in the case of a capital project;
- Cost Estimates: Indicate how, when, and by whom project costs were estimated. Cost estimates should be no older than a year from the application deadline and include an inflation factor.
- Cost Share: Explain how the project budget satisfies the statutory cost share or non-federal funds matching requirements shown in the project budget table, if applicable.

6. MERIT CRITERIA FILE

This file should demonstrate how the project aligns with each of the 8 statutory merit criteria described in the Merit Criteria section by:

- Organizing the narrative in the order the merit criteria are described in the Merit Criteria section
- Addressing each merit criteria separately by:
 - Identifying the bullet(s) from the rubric the project addresses
 - Identifying the element(s) of the project that address the bullet(s) from the rubric
 - Providing supporting justification using data or descriptive details. Unsupported claims may harm the application's competitiveness.

Insufficient information to assess any criterion will negatively impact the project rating.

Merit reviewers will focus on this file and will not be required to reference links or the other files in the application package.

7. PROJECT READINESS FILE

Project readiness describes an applicant's preparedness to move a proposed project forward once it receives a BUILD grant. The Project Readiness file should include information that, when considered with the project budget information, is sufficient for the Department to evaluate whether the project is reasonably expected to begin the project timely and **well in advance the obligation deadline**. For most projects awarded under this NOFO, the obligation deadline will be September 30, 2030; a smaller subset of funds awarded under this NOFO may have an earlier obligation deadline, depending on the specific source of funds. To assist the Department's Project Readiness Review team, the applicant should provide the information requested on project schedule, required approvals and permits, NEPA class of action and status, public involvement,

right-of-way acquisition plans, risk assessment, and risk mitigation strategies. Applicants can see a general [Project Readiness checklist](#) on the Department's website. The Project Readiness file should include the sections outlined below. Supporting material that exceeds page limits may be provided as hyperlinks, attachments, or appendices.

i. Planning and Constructability

Applicants should demonstrate that a project that is required to be included in the relevant State, metropolitan, and local planning documents has been or will be included in such documents.

- STIP / TIP / TTIP / TAM Plan: Is the project already listed in the STIP, TIP, Tribal Transportation Improvement Program (TTIP), and/or Transit Asset Management (TAM) Plan, if applicable? If so, provide links or attachments that show the project listing in the applicable plans/programs. If the project is not yet listed, describe any coordination that has/will occur to facilitate listing in the applicable plans/programs and the anticipated date when listing will occur.
- Consistency with Other Plans: Is your proposal listed in and/or consistent with any other plans (e.g., the Long-Range Statewide Transportation Plan and/or Metropolitan Long-Range Plan)? If so, please summarize and provide a link to appropriate project listing.
- Freight Plans: To the extent possible, freight projects should be included in a State Freight Plan and supported by a State Freight Advisory Committee (49 U.S.C. 70201, 70202), if these exist. Applicants should provide links or other documentation supporting this consideration such as letters of support from the State DOT if the project is intended to be included in the State Freight Plan, or results from application of the [FHWA Freight Mobility Trends Tool](#).
- Property Acquisition / Right-of-Way (ROW): Who is the owner of the existing facility? Will any new ROW acquisition be required, and if so, from whom? If acquisition will be required, describe the status and anticipated schedule for the acquisition. Will any special ROW permits or approvals be needed? If so, please describe.
- Construction Techniques and Phasing: Will the proposed improvements require unique construction techniques, non-standard project delivery methods (e.g., approaches other than design-bid-build), and/or phasing? If so, please describe.

ii. Proposed Schedule

- List the completed and/or anticipated dates (calendar month and year, not fiscal year or quarter) for the following key milestones. Dates provided should reflect a realistic amount of time to complete each milestone. Ensure that dates provided here are consistent with dates provided elsewhere in the application.
 - Start and end of preliminary design
 - Start and end of the NEPA process
 - Start and end of obtaining permits/approvals (if required)
 - Project listed in STIP, TIP, TTIP, and/or TAM Plan (as applicable)
 - Start and end of final design
 - Start and end of ROW acquisition (if required)
 - Anticipated finalization of BUILD grant agreement (if awarded)

- Start and end of construction
- Project Development Phases to be Funded with BUILD: Describe the project development phase(s) proposed to be funded with BUILD funds (if awarded), and whether BUILD funds are proposed to be used for phases other than ROW acquisition and construction (e.g., for design, NEPA, etc.). Typically, milestones for establishing the grant agreement and obligation of funds should be scheduled before any activities/phases that will use BUILD funds.

iii. NEPA and Permitting

- NEPA Class of Action: List the class of action/type of document that has already been or will be prepared to comply with the National Environmental Policy Act (NEPA) of 1969, as amended (e.g., a categorical exclusion, an environmental assessment, an environmental impact statement, or class of action not yet determined/or anticipated). If multiple NEPA documents are being prepared for this proposal, briefly explain why, and complete the prompts below for each document.
- NEPA Status and Milestones: Briefly describe the status of NEPA compliance (e.g., not started, underway, or complete), the anticipated project impacts, and proposed mitigation measures. If the NEPA process has been completed, provide the final approval date for the NEPA document. If the NEPA process has not yet been completed, list the key remaining milestones for the NEPA process, their status, and their anticipated completion dates. Identify any anticipated challenges to timely completing the NEPA process.
- Link to NEPA Documentation: If draft or final NEPA documentation is available, provide a hyperlink, attach it, or append it.
- Reevaluation and Post-Approval Changes: Describe any planned and/or completed efforts to reevaluate the NEPA documentation between the final NEPA approval and beginning of construction. Reevaluation may be warranted based on the passage of time and/or changes in the project scope, setting, impacts, or applicable requirements since the final NEPA approval.
- Permits and Approvals: List any federal, state, or local permits and approvals anticipated to be needed for the project (e.g., Clean Water Act Section 404 permit, Endangered Species Act Section 7 consultation, etc.) and how the need for those permits and approvals was determined. Provide the status of each permit or approval and the date that the permit or approval was obtained or is anticipated to be obtained. Summarize and attach relevant correspondence or documentation of consultation with permitting agencies.
- Coordination with DOT: Identify the federal lead agency for the NEPA process and any joint-lead agencies. Describe any coordination that has occurred with an agency or operating administration of USDOT regarding the project proposal and/or NEPA analysis. Describe any coordination with state, county, or local transportation agencies regarding preliminary design and the NEPA process.

iv. Project Support

- Public and Agency Involvement Process: Summarize the key events and techniques used to engage the public and other stakeholders during the NEPA process. Highlight efforts to engage communities likely to be affected by the project, including details on access for persons with disabilities. These efforts may include public meetings, a public website, presentations to community groups, newsletters, online outreach, etc.
- Public and Agency Involvement Results: Summarize the support, opposition, and/or other notable feedback related to the project from the following groups and describe how stakeholder feedback has been integrated into project development and design:
 - The public, including members of communities affected by the proposal,
 - Elected officials and/or bodies (e.g., federal and state legislators, city and county councils and boards, etc.),
 - Other entities (e.g., members of business or industry, community organizations, advocacy groups, etc.), and
 - Federal, state, or local agencies (reference any relevant information provided in the NEPA and Permitting section above).
- Attach and reference documentation of support as applicable (e.g., letters of support, letters of commitment, resolutions, summaries of public comments, etc.)

v. Risks and Mitigation

Project risks, such as procurement delays, environmental uncertainties, increases in real estate acquisition costs, uncommitted local match (non-federal funding), lack of support from stakeholders or impacted communities, or lack of legislative approval affect the likelihood of successful project start and completion. Project risks can also include the unavailability of vehicles that either comply with Federal Motor Vehicle Safety Standards or are exempt from Federal Motor Vehicle Safety Standards in a manner that allows for their legal acquisition and deployment, and unavailability of domestically manufactured equipment.

- The applicant should identify all material risks and harms to the project and the strategies that the lead applicant and any project partners have undertaken or will undertake to mitigate those risks and describe the potential effects of each risk on meeting the key project delivery schedule milestones presented in the Proposed Schedule. The applicant should assess the greatest risks to the project and identify how the project parties will mitigate those risks.
- If an applicant anticipates pursuing a waiver for relevant domestic preference laws, the applicant should describe steps that have been or will be taken to maximize the use of domestic goods, products, and materials in constructing its project. To the extent the applicant is unfamiliar with the Federal program, the applicant should contact the appropriate DOT operating administration field or headquarters offices, as found in contact information on the [BUILD website](#), for information on the prerequisite steps to obligate Federal funds in order to ensure that their project schedule is reasonable and that there are no risks of delays in satisfying Federal requirements.

vi. Applicant Capacity Review

All applications should include a section in the Project Readiness file that demonstrates their capacity, knowledge, and experience to successfully deliver the project in compliance with applicable Federal requirements including, but not limited to, compliance with Buy America provisions. The applicant should address the following in the applicant capacity section of the Project Readiness file:

- Roles and Responsibilities: provide clear responsibilities and roles within the project, especially to administer the grant and deliver/implement the project.
- Federal Funding: demonstrate experience implementing federally funded transportation projects.
- Federal Regulations: understanding of federal contract and procurement requirements, and other federal requirements including Buy America, Americans with Disabilities Act, Uniform Relocation Assistance and Real Property Acquisition Act, Davis Bacon Act, etc.
- Project Planning: practice incorporating projects into long-range development plans or adding projects to the TIP/STIP through the MPO planning process, if relevant.
- Project Delivery: provide detailed description of successfully delivered projects of similar size, scope, and complexity.

8. COST EFFECTIVENESS REVIEW: BENEFIT-COST ANALYSIS

The purpose of the Benefit-Cost Analysis (BCA) is to enable the Department to evaluate the cost-effectiveness of the proposed project by comparing its expected benefits to its expected costs. These expected benefits and costs are estimated by comparing the world with the proposed project, the “build scenario” with a “baseline” or “no-build alternative” representing the world without the proposed project.

Any benefits claimed for the proposed project, both quantified and unquantified, should be clearly tied to the expected outcomes of the proposed project. While benefits should be quantified wherever possible, applicants may also describe other categories of benefits in the BCA that are more difficult to quantify and/or value in economic terms.

There should be two BCA files included in the application: (1) a narrative description of the BCA; and (2) an unlocked spreadsheet revealing the underlying calculations:

- Narrative Description of Analysis: The BCA narrative should describe the current baseline, the sources of data used to estimate the benefits of the project, explain all assumptions, and the values of key input parameters. Applicants may also provide a table similar to the one shown below summarizing the impacts of the project and how those impacts would translate into expected benefits.

This is shown as an example only:

Baseline / Current Status and Problem to be Addressed	Change to Baseline / Proposed Project to Address Problem	Example Impacts
A bridge has deteriorated to the point where trucks are forced to detour to a nearby bridge	The existing bridge will be rehabilitated to remove restrictions on trucks	Reduced travel time and vehicle operating costs due to a reduction in average truck trip length by X miles
An intersection has a high number of fatal and injury crashes stemming from a deficient design	The existing intersection will be replaced with a roundabout	Reduced fatalities, injuries, and property damage-only crashes by X, Y, and Z per year

- Spreadsheet Revealing Underlying Calculations: The BCA spreadsheet file should be unlocked and present calculations in sufficient detail and transparency to allow evaluators to reproduce the analysis. DOT does not have a prescribed format for the BCA spreadsheet, but the Department has a [BCA spreadsheet template](#) that is available to assist applicants in structuring their analysis.

Applicants should review the [Department's detailed guidance on how to conduct a BCA](#). Both the guidance document and spreadsheet template will be available on the [BUILD website](#).

E. SUBMISSION REQUIREMENTS AND DEADLINE

1. ADDRESS TO REQUEST APPLICATION PACKAGE

All application materials may be found on [grants.gov](#) and the [BUILD website](#).

2. UNIQUE ENTITY IDENTIFIER (UEI) AND SYSTEM FOR AWARD MANAGEMENT (SAM)

Each applicant must:

- Be registered in [SAM.gov](#) before submitting its application;
- Provide a valid unique entity identifier in its application; and
- Continue to maintain an active registration in SAM.gov with current information at all times during which it has an active Federal award or an application under consideration by a Federal agency.

Please note that the SAM registration process takes **several weeks to complete, if not longer**.

i. Submission Instructions

All applications must be submitted electronically through Valid Eval at:

- Capital Project - https://usg.valideval.com/teams/usdot_build_2026_capital/signup

- Planning Projects - https://usg.valideval.com/teams/usdot_build_2026_planning/signup

Capital and Planning projects have different application submission requirements and must be submitted using the appropriate link.

The Department does **not** accept applications via mail, fax machine, email, or other means.

ii. Submission Issues

Email Valid Eval at support@valideval.com for technical assistance with the application portals.

3. SUBMISSION DEADLINE

Applications must be submitted through Valid Eval by 5:00 PM eastern on February 24, 2026.

The Valid Eval application portals will **not** accept late applications.

i. Consideration of Applications

Only applicants who comply with all submission deadlines described in this notice and electronically submit valid, on-time applications through Valid Eval will be eligible for evaluation and possible selection for award.

ii. Late Applications

The Department does **not** accept late BUILD grant applications. Applicants are strongly encouraged to complete submissions days, if not weeks, in advance of the deadline. Applicants facing technical issues are advised to email Valid Eval at support@valideval.com well in advance of the deadline.

4. INTERGOVERNMENTAL REVIEW

This program is not subject to EO 12372, Intergovernmental Review of Federal Programs.

5. COMPLIANCE WITH SECTION 508 OF THE REHABILITATION ACT OF 1973

The Department encourages applicants to submit documents that are compliant with Section 508 of the Rehabilitation Act of 1973 (see [Section 508 guidelines](#)).

F. APPLICATION REVIEW INFORMATION

1. CRITERIA

This section describes the statutory merit criteria, cost effectiveness test, and project readiness review the Department will use to evaluate applications.

TIER 1 All Eligible Applications	
Merit Criteria Review	
TIER 2 All applications rated “Highly Recommended” under the merit criteria review automatically advance for second tier analysis. The Senior Review Team (SRT) can advance applications rated “Recommended” for second-tier analysis.	
Project Readiness Review	
Project Risk Review (capital projects only)	
Applicant Capacity Review	
Financial Completeness Review	
Benefit-Cost Analysis (capital projects only)	

The Department will review the statutory merit criteria for all applications. Highly Recommended capital applications will automatically advance to receive second-tier analysis consisting of three Project Readiness reviews: (1) Project Risk Review; (2) Applicant Capacity Review; and (3) Financial Completeness Review, as well as a Benefit-Cost Analysis (BCA). Highly Recommended planning applications will automatically advance to receive second-tier analysis consisting of an: (a) Applicant Capacity Review; and (2) Financial Completeness Review. The SRT can advance select Recommended capital and planning applications for second-tier analysis under the circumstances described in the Review and Selection Process section.

i. Merit Criteria

The Department will evaluate whether the application uses data-driven and evidence-based methods to demonstrate that the project will provide the anticipated benefits for each statutory merit criterion and will assign individual ratings of: **High, Medium, Low, or Non-Responsive**.

Individual Merit Criteria Ratings	
High	<p>The criterion must be addressed as a primary project purpose (not an ancillary or incidental consideration), must include clear, direct, data-driven (capital projects only), and significant benefits, and must align with at least one of the benefits described in the high column of the merit criteria rubric.</p> <p>For the Partnership and Innovation criteria, the project has, or demonstrates plans to, support one or more of the activities in the merit criteria rubric.</p>
Medium	The criterion may not be a primary project purpose, or the project benefits do not meet at least one of the requirements for a High rating, as described in the merit criteria rubric.
Low	The application contains insufficient information to assess that criterion's benefits.
Non-Responsive	The proposed project negatively affects the criterion, or the application does not address the criterion.

Planning grant applications will be evaluated against the same merit criteria as capital grants. Planning grant applications should include data on the problem intended to be addressed, but information does not need to be as driven by data as a capital project when estimating benefits of the implemented project since data is often an outcome of the project to be planned. The Department will consider how the plan, once implemented, will ultimately further the merit criteria.

Merit Criteria	Non-Responsive	Low	Medium	High
Safety	<p>Application did not address the Safety criterion</p> <p>OR</p> <p>Project negatively affects safety</p>	<p>Application contains insufficient information to assess safety benefit</p>	<p>The project has one or more of the following safety benefits, but safety may not be a primary project purpose or does not meet the description(s) of a High rating:</p> <ul style="list-style-type: none"> • Reduce any number of fatalities and/or serious injuries 	<p>Safety is a primary project purpose AND the project has clear, direct, data-driven (for capital projects only), and significant benefits that targets a known, documented safety problem, by doing one or more of the following:</p> <ul style="list-style-type: none"> • Implement autonomous systems designed to improve safety outcomes • Prevent fatalities and serious injuries by: <ul style="list-style-type: none"> ○ Eliminating at-grade crossings; or ○ Facilitating the separation of freight and passenger traffic • Protect motorized and non-motorized travelers from safety risks; or • Reduce fatalities and/or serious injuries in the project area to bring them below the state-wide average; or • Incorporate and cite specific actions and activities identified in FTA's Safety Advisory 23-1: Bus-to-Person Collisions; or • Incorporate specific safety improvements that are part of a documented safety risk mitigation strategy and that have, for example, corridor, port-wide, or transit system impact.

Merit Criteria	Non-Responsive	Low	Medium	High
Environmental Sustainability	<p>Application did not address the Environmental Sustainability criterion</p> <p>OR</p> <p>Project negatively affects environmental sustainability</p>	<p>Application contains insufficient information to assess environmental sustainability benefits</p>	<p>Project has one or more of the following environmental sustainability benefits, but environmental sustainability may not be a primary project purpose or does not meet the description(s) of a High rating:</p> <ul style="list-style-type: none"> • Make basic stormwater improvements; or • Remove, replace, or restore culverts for the purpose of improving habitat for aquatic species 	<p>Environmental sustainability is a primary project purpose AND the project has clear, direct, data-driven (for capital projects only), and significant by doing one or more of the following:</p> <ul style="list-style-type: none"> • Improve the resilience of at-risk infrastructure to be resilient to extreme weather events and natural disasters including the construction of parallel or redundant alternatives if appropriate; or • Include project in a resilience improvement plan that considers risk across transportation modes, regions, and critical interdependent sectors or similar plan; or • Incorporate permeable pavements, bioswales, vegetated swales and berms, urban tree canopies, stone breakwaters, etc., as appropriate.
Quality of Life	<p>Application did not address the Quality of Life criterion</p> <p>OR</p> <p>Project negatively affects quality of life</p>	<p>Application contains insufficient information to assess quality of life benefits</p>	<p>Project has one or more of the following quality of life benefits but quality of life may not be a primary project purpose or does not meet the description(s) of a High rating:</p> <ul style="list-style-type: none"> • Reduce transportation and housing cost burdens by integrating mixed-use development and 	<p>Quality of life is a primary project purpose AND the project has clear, direct, data-driven (for capital projects only) and significant benefits, by doing one or more of the following:</p> <ul style="list-style-type: none"> • Beautify transportation infrastructure (e.g. engaging landscape, shade trees) with context-appropriate design that enhance user experience while maintaining safety and operational efficiency; or

Merit Criteria	Non-Responsive	Low	Medium	High
			<p>a variety of housing types, including affordable housing, with multimodal transportation infrastructure; or</p> <ul style="list-style-type: none"> • Coordinate and integrate land use, affordable housing, and transportation planning in order to create more livable communities; or • Implement transit-oriented development. 	<ul style="list-style-type: none"> • Improve the travel experience for families (e.g., dedicated facilities for mothers such as nursing/pumping spaces, improved accommodations for strollers, accessible changing tables, intuitive design elements, small parks, playground-inspired edging); or • Improves wayfinding and user experience (clear signage, intuitive layouts, and predictable operations for caregivers); or • Makes transportation more affordable.
Mobility and Community Connectivity	<p>Application did not address the Mobility and Community Connectivity criterion</p> <p>OR</p> <p>Project negatively affects mobility and community connectivity</p>	<p>Application contains insufficient information to assess mobility and community connectivity benefits</p>	<p>Project has one or more of the following mobility and community connectivity benefits, but mobility and community connectivity may not be a primary project purpose or does not meet the description(s) of a High rating:</p> <ul style="list-style-type: none"> • Decrease roadway traffic congestion and does not propose limits on roadway capacity for motor 	<p>Mobility and community connectivity is a primary project purpose AND the project has clear, direct, data-driven (for capital projects only) and significant benefits, by doing one or more of the following:</p> <ul style="list-style-type: none"> • Improve vehicular roadway capacity; or • Enhance the accessibility of the transportation system for families and Americans with disabilities using Universal Design; or • Remove physical barriers for individuals by reconnecting

Merit Criteria	Non-Responsive	Low	Medium	High
			<p>vehicles or create artificial chokepoints for motor vehicles; or</p> <ul style="list-style-type: none"> • Incorporate Americans with Disabilities Act improvements 	<p>communities to direct, affordable transportation options; or</p> <ul style="list-style-type: none"> • Include transportation features that increase the accessibility for non-motorized travelers in underserved communities; or • Provides additional options for intermodal and multimodal freight shippers; or • Consider last-mile freight plans in a multimodal approach.
Economic Competitiveness and Opportunity	<p>Application did not address the Economic Competitiveness and Opportunity criterion</p> <p>OR</p> <p>Project negatively affects economic competitiveness and opportunity</p>	<p>Application contains insufficient information to assess economic competitiveness and opportunity benefits</p>	<p>Project has one or more of the following economic competitiveness and opportunity benefits, but economic competitiveness and opportunity may not be a primary project purpose or does not meet the description(s) of a High rating:</p> <ul style="list-style-type: none"> • Reduce travel time or improve travel time reliability; or • Improve the safety, security, or efficiency of the movement of goods; or 	<p>Economic competitiveness is a primary project purpose AND the project has clear, direct, data-driven (for capital projects only), and significant benefits, by doing one or more of the following:</p> <ul style="list-style-type: none"> • Advance the nation's domestic energy sector, in accordance with Executive Order 14154 Unleashing American Energy; or • Revitalize and restore domestic maritime industries, in accordance with Executive Order 14269 Restoring America's Maritime Dominance; or • Promote economic growth, and other broader economic and fiscal benefits; or • Promote or reshore industries of national interest, including the

Merit Criteria	Non-Responsive	Low	Medium	High
			<ul style="list-style-type: none"> Create jobs related to the project's delivery and on-going operations 	<p>critical minerals, steel, the defense industrial base, and pharmaceutical manufacturing; or</p> <ul style="list-style-type: none"> Includes union participation or project labor agreements which promote cost-effectiveness and open competition; or Improve intermodal and/or multimodal freight mobility; or Address a freight bottleneck, as identified in the National Freight Strategic Plan, a State Freight Plan, or as measured by relevant freight industry associations (ATRI, e.g.); or Support growth and expansion of American exports; or Expand access to safe truck parking; or Facilitate tourism opportunities.

Merit Criteria	Non-Responsive	Low	Medium	High
State of Good Repair	<p>Application did not address the State of Good Repair criterion</p> <p>OR</p> <p>Project negatively affects state of good repair</p>	<p>Application contains insufficient information to assess state of good repair benefits</p>	<p>Project has one or more of the following state of good repair benefits but state of good repair may not be a primary project purpose or does not meet the description(s) of a High rating:</p> <ul style="list-style-type: none"> • Routine or deferred maintenance; or • Identify the party responsible for maintenance and describe how the new or improved asset(s) will be maintained in a state of good repair. 	<p>State of good repair is a primary project purpose AND the project has clear, direct, data-driven (for capital projects only) and significant benefits, by doing one or more of the following:</p> <ul style="list-style-type: none"> • Restore and modernize the existing core infrastructure assets that have met their useful life; or • Prioritize improvement of the condition and safety of existing transportation infrastructure, particularly infrastructure with high cost of failure, such as bridges with lengthy detours; or • Reduce construction and maintenance burdens through efficient and well-integrated design; or • Create new infrastructure in remote communities that will be maintained in a state of good repair; or • Address current or projected transportation system vulnerabilities.
Partnership and Collaboration	<p>Application did not address the Partnership and Collaboration criterion</p> <p>OR</p>	<p>Application contains insufficient information to assess the partnership and collaboration benefits</p>	<p>Project has one or more of the following partnership and collaboration benefits but partnership and collaboration may not be a primary project purpose or does not meet the description(s) of a High rating:</p>	<p>Project has, or demonstrates plans to, support one or more of the following:</p> <ul style="list-style-type: none"> • Engage residents and community-based organizations to ensure those who live and work in the project area are meaningfully engaged throughout the lifecycle of the project; or

Merit Criteria	Non-Responsive	Low	Medium	High
	Project negatively affects partners or community members (e.g., negative impacts from ROW acquisition, lack of support for the project, etc.)		<ul style="list-style-type: none"> Collaborate with public and/or private entities; or Document support from local, regional, or national levels 	<ul style="list-style-type: none"> Establish formal public-private partnerships or joint ventures to restore, expand, or create new infrastructure; or Coordinate with other types of projects such as economic development, commercial or residential development, power/electric infrastructure projects, or broadband deployment; or Partner with high-quality workforce development programs to help train, place, and retain people in good-paying jobs or registered apprenticeships.
Innovation	<p>Application did not address the Innovation criterion.</p> <p>OR</p> <p>Includes non-innovative practices or components</p>	Application contains insufficient information to assess innovation benefits	<p>Project has one or more of the following innovation benefits but does not meet the description(s) of a High rating:</p> <ul style="list-style-type: none"> Deploy technologies, project delivery, or financing methods that are <u>new or innovative to the applicant or community</u> 	<p>Project has, or demonstrates plans for, one or more of the following innovative benefits.</p> <p>Innovative Technologies</p> <ul style="list-style-type: none"> Advance the development and deployment of autonomous vehicles Enhance the environment for connected or automated vehicles to improve the detection and mitigation of safety risks; or Deploy innovative and emerging transportation technologies; or Improve safety using Advanced Driver Assistance Systems on public transit vehicles, including functions

Merit Criteria	Non-Responsive	Low	Medium	High
				<p>such as precision docking; lane keeping or lane centering; or</p> <ul style="list-style-type: none"> • Use sensors or small unmanned aerial vehicles to enhance infrastructure inspection and asset management processes; or • Use sensors to monitor real-time conditions of pavement quality, signage, crosswalks, transit headways, or other public infrastructure; or • Use caps, land bridges, or underdecks; or • Use active grade crossing detection systems to enable responsive traffic management; or • Use detection systems on railroads to target and deter trespassing; or • Deploy technology to: <ul style="list-style-type: none"> ○ digitize curb management to optimize use across purposes and modes, including freight, pick-up/drop-off, and transit usage; or ○ support more efficient freight operating practices; or ○ help combat cargo theft through enhanced prevention and recovery; or <p>Innovative Project Delivery</p> <ul style="list-style-type: none"> • Use practices that facilitate accelerated project delivery such as

Merit Criteria	Non-Responsive	Low	Medium	High
				<p>single contractor design-build arrangements, Advanced Digital Construction Management, Accelerated Bridge Construction, Digital as-builts, or an up-to-date programmatic agreement between an environmental resource agency and a state DOT, or other NEPA lead agency, that establishes a streamlined process for environmental consultations and permits for commonly encountered project types.</p> <p>Innovative Financing</p> <ul style="list-style-type: none"> • Secure TIFIA, RRIF, or private activity bond financing; or • Use congestion pricing or other demand management strategies

Safety

The Department will evaluate whether and how the project demonstrates safety benefits. For this assessment, the Department will consider, for example, the extent to which the project improves safety outcomes by implementing autonomous systems; prevents fatalities and serious injuries by eliminating at-grade crossings or facilitating the separation of freight and passenger traffic; protects motorized and non-motorized travelers from safety risks; reduces fatalities and/or serious injuries in the project area to bring them below the state-wide average; incorporates specific actions and activities identified in [FTA's Safety Advisory 23-1: Bus-to-Person Collisions](#); or incorporate specific safety improvements that are part of a documented safety risk mitigation strategy and that have, for example, corridor, port-wide, or transit system impact.

Environmental Sustainability

The Department will evaluate whether and how the project demonstrates environmental sustainability benefits. For this assessment, the Department will consider, for example, to the extent to which the project improves the resilience of at-risk infrastructure to be resilient to extreme weather events and natural disasters including the construction of parallel or redundant alternatives if appropriate; includes the project in a resilience improvement plan that considers risk across transportation modes, regions, and critical interdependent sectors or similar plan; or incorporates permeable pavements, bioswales, vegetated swales and berms, urban tree canopies, or stone breakwaters, etc., as appropriate. If applicable, applicants are encouraged to make floodplain upgrades consistent with the Federal Flood Risk Management Standard, to the extent consistent with current law.

Quality of Life

The Department will consider the extent to which the project beautifies transportation infrastructure (e.g. engaging landscape, shade trees) with context-appropriate design that enhance user experience while maintaining safety and operational efficiency; improves the travel experience for families (e.g., dedicated facilities for mothers such as nursing/pumping spaces, improved accommodations for strollers, accessible changing tables, intuitive design elements, small parks, playground-inspired edging, improves wayfinding and user experience (clear signage, intuitive layouts, and predictable operations for caregivers); or makes transportation more affordable. The inclusion of dedicated facilities for mothers such as nursing/pumping spaces, accessible changing tables, and improved accommodations for strollers are **not** eligible as standalone projects and need to be included as elements within an eligible surface transportation infrastructure project. **Note: Parks and housing are not eligible project costs under the BUILD grant program.** They **cannot** be included in the total project cost.

Mobility and Community Connectivity

The Department will assess whether and how the project will improve mobility and community connectivity. For this assessment, the Department will consider how the project will improve vehicular roadway capacity; enhance the accessibility of the transportation system for families

and Americans with disabilities using [Universal Design](#); ⁶ remove physical barriers for individuals by reconnecting communities to direct, affordable transportation options; include transportation features that increase the accessibility for non-motorized travelers in underserved communities; provides additional options for intermodal and multimodal freight shippers; or consider last-mile freight plans in a multimodal approach.

Economic Competitiveness and Opportunity

The Department will assess whether and how the project will improve economic competitiveness and opportunity. For this assessment, DOT will consider the extent to which the project will advance the nation's domestic energy sector, in accordance with [Executive Order 14154 Unleashing American Energy](#); revitalize and restore domestic maritime industries, in accordance with [Executive Order 14269 Restoring America's Maritime Dominance](#); promote economic growth, and other broader economic and fiscal benefits; promote or reshore industries of national interest, including the critical minerals, steel, the defense industrial base, and pharmaceutical manufacturing; includes union participation or project labor agreements which promote cost-effectiveness and open competition; improve intermodal and/or multimodal freight mobility; address a freight bottleneck, as identified in the National Freight Strategic Plan, a State Freight Plan, or as measured by relevant freight industry associations (ATRI, e.g.); support growth and expansion of American exports; expand access to safe truck parking; or facilitate tourism opportunities.

State of Good Repair

The Department will assess whether and to what extent the project improves state of good repair. For this assessment, DOT will consider the extent to which the project will restore and modernize the existing core infrastructure assets that have met their useful life; or prioritize improvement of the condition and safety of existing transportation infrastructure; or reduce construction and maintenance burdens through efficient and well-integrated design; or create new infrastructure in remote communities that will be maintained in a state of good repair; or address current or projected transportation system vulnerabilities.

Partnership and Collaboration

The Department will consider the extent to which the project has or will support and engage people and communities. For this assessment, DOT will consider how the project has or will engage residents and community-based organizations to ensure those who live and work in the project area are meaningfully engaged throughout the lifecycle of the project; establish formal public-private partnerships or joint ventures to restore, expand, or create new infrastructure; coordinate with other types of projects such as economic development, commercial or residential development, power/electric infrastructure projects, or broadband deployment; or partner with high-quality workforce development programs to help train, place, and retain people in good-paying jobs or registered apprenticeships.

⁶ Definition for "Universal Design" found on the General Services Administration's Section508.gov website and states, "Universal design is a concept in which products and environments are designed to be usable by all people, to the greatest extent possible, without the need for adaption or specialized design."

DOT will assess the level of detail and description provided about the partnerships listed above. **Applications that provide more details and descriptions about the project partnership will be rated higher than those that do not, in alignment with the merit rating rubric.**

Innovation

The Department will assess the extent to which the applicant uses innovative: (1) technologies; (2) project delivery; or (3) financing. If this project is the first time the applicant or community will deploy specific innovations, the Department will consider them innovative, to the extent applicants provide enough detail to determine whether the innovations being deployed are new or innovative to the applicant or community regardless of whether other applicants or communities have implemented these innovations.

- **Innovative Technologies:** The Department will consider how the project advances the development and deployment of autonomous vehicles; enhances the environment for connected or automated vehicles to improve the detection and mitigation of safety risks; deploys innovative and emerging transportation technologies; improves safety using Advanced Driver Assistance Systems on public transit vehicles, including functions such as precision docking; lane keeping or lane centering; uses sensors or small unmanned aerial vehicles to enhance infrastructure inspection and asset management processes; uses sensors to monitor real-time conditions of pavement quality, signage, crosswalks, transit headways, or other public infrastructure; or uses caps, land bridges, or underdecks; uses active grade crossing detection systems to enable responsive traffic management; uses detection systems on railroads to target and deter trespassing; or digitalizes curb management to optimize use across purposes and modes, including freight, pick-up drop-off, and transit usage.
- Please note that all innovative technology must follow 2 CFR § 200.216. If an applicant is proposing to deploy autonomous vehicles or other innovative motor vehicle technology, the Department will consider whether and how the applicant demonstrates that all vehicles will comply with applicable safety requirements, including those administered by the National Highway Traffic Safety Administration (NHTSA) and Federal Motor Carrier Safety Administration (FMCSA). Specifically, the Department will consider whether the vehicles acquired for the proposed project will comply with applicable Federal Motor Vehicle Safety Standards (FMVSS) and Federal Motor Carrier Safety Regulations (FMCSR). If the vehicles may not comply, the Department will consider applications that do one of the following more competitive than applications that do not: either (1) show that the vehicles and their proposed operations are within the scope of an exemption or waiver that has already been granted by NHTSA, FMCSA, or both agencies or (2) directly address whether the project will require exemptions or waivers from the FMVSS, FMCSR, or any other regulation and, if the project will require exemptions or waivers, present a plan for obtaining them.

- **Innovative Project Delivery:** The Department will consider the extent to which the project uses practices that facilitate accelerated project delivery such as single contractor design-build arrangements, project bundling, [Advanced Digital Construction Management](#), [Accelerated Bridge Construction](#), [Digital as-builts](#), or an up-to-date programmatic agreement between an environmental resource agency and a state DOT, or other NEPA lead agency, establishing a streamlined process for environmental consultations and permits for commonly encountered project types.
- **Innovative Financing:** The Department will assess the extent to which the project incorporates innovations in transportation funding and finance, for example through private sector funding or financing, using congestion pricing or other demand management strategies to address congestion, securing a TIFIA or RRIF loan, or receiving an allocation for private activity bonds through DOT's Build America Bureau.

DOT will assess the level of detail and description provided about the Innovative elements listed above. **Applications that provide more details and descriptions about the innovative technology, project delivery, or financing will be rated higher than those that do not, in alignment with the merit rating rubric.**

ii. Project Readiness

Capital project applications that receive second-tier analysis will be reviewed for Project Readiness and assigned three evaluation ratings:

- Project Risk Review
- Applicant Capacity Review
- Financial Completeness Review

Planning project applications that receive second-tier analysis will be reviewed for Project Readiness and assigned two evaluation ratings:

- Applicant Capacity Review
- Financial Completeness Review

Low ratings in any of these readiness areas do not disqualify projects from award, but competitive applications clearly and directly describe achievable risk mitigation strategies.

Project Risk Review

The Project Risk Review evaluates information provided in the Project Readiness file. The review analyzes the likelihood of the project to meet major milestones including the timely obligation and expenditure of grant funds given the constructability of the project, the current level of design, the extent to which the applicant has secured necessary environmental permits and approvals, whether acquiring right-of-way and/or a railway agreement is needed, if there is support for the project, and other considerations outlined in Section F.2.v. The review considers all elements relevant to the project and assigns a risk rating of: **High Risk, Moderate Risk, or Low Risk.**

Applicant Capacity Review

The Applicant Capacity Review evaluates only the information provided in the Project Readiness file. The review evaluates the extent to which the applicant has the knowledge, experience, and capacity to successfully deliver the project in compliance with applicable Federal requirements as well as the recipient's experience working with Federal funds, civil rights compliance, and previous experience delivering infrastructure projects. Applicant Capacity ratings will be one of the following: **Certain, Somewhat Certain, or Uncertain.**

DOT will assign the highest rating of Certain, if the application demonstrates that the applicant has:

- experience managing Federal funds;
- extensive experience completing projects with similar scope;
- resources to deliver the project; and
- knowledge of all applicable Federal requirements including, but not limited to, Buy America provisions, ADA regulations, Civil Rights requirements, Federal Motor Vehicle Safety Standards, and/or the Federal Motor Carrier Safety Regulations.

If an applicant is proposing to adopt innovative technology or other innovative practices, DOT will assess whether the applicant's capacity to implement those innovations, the applicant's understanding of applicable Federal requirements and whether the innovations may require extraordinary permitting, approvals, exemptions, waivers, or other procedural actions, and the effects of those innovations on the project delivery timeline.

Financial Completeness Review

The Financial Completeness Review reviews the project budget to confirm the availability of funding for the project and whether the applicant presented a complete funding package based on reasonable cost estimates. Financial Completeness ratings are: **Complete, Partially Complete, or Incomplete.**

DOT will assign the highest rating of Complete if the application:

- identifies all funding sources for the project budget;
- documents all funding is available and committed to the project;
- includes contingency amount and source in the project budget;
- describes a plan to address potential cost overruns;
- provides cost estimates prepared according to industry standards and/or DOT guidance; and
- includes an inflation factor.

Projects with funding gaps, estimates that are based on early stages of design (e.g., less than 30 percent design), or outdated cost estimates without specified budget contingencies will receive a lower rating. **All applicants, including those requesting 100 percent grant funding, should describe a plan to address potential cost overruns.**

iii. Benefit-Cost Analysis

For capital projects that receive second-tier analysis, the Department will consider the costs and benefits of projects seeking BUILD grant funding in determining the extent to which a project is cost effective. To the extent possible, the Department will rely on quantitative, evidenced-based and data-supported analysis to assess how well a project addresses this criterion, including an assessment of the project's estimated benefit-cost ratio (BCR) based on the applicant-supplied BCA described in the Cost effectiveness review: Benefit-Cost Analysis section.

Based on the Department's assessment, the Department will assign BCA rating of: **High, Medium-High, Medium, Medium-Low, or Low**

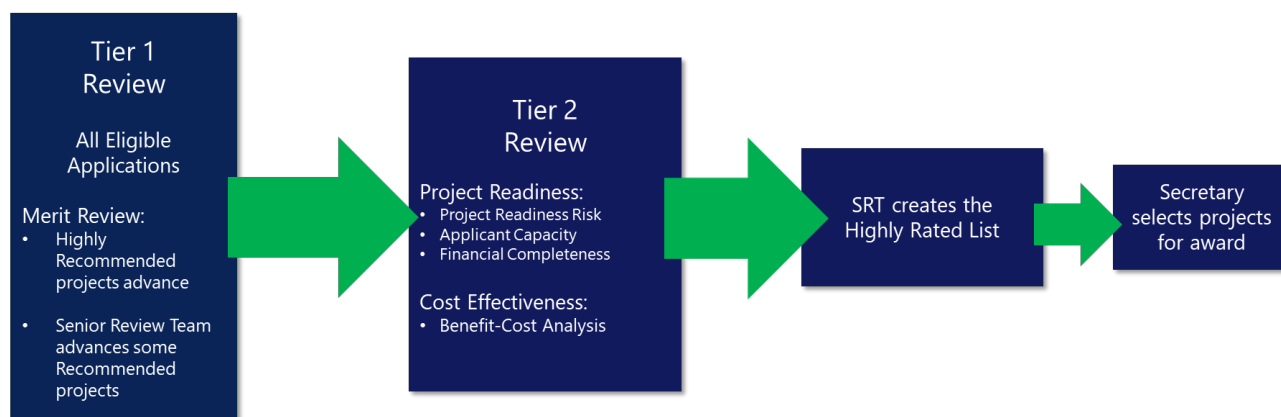
BCA Ratings	
High	The project's benefits will exceed its costs, with a benefit-cost ratio of at least 2.0
Medium-High	The project's benefits will exceed its costs
Medium	The project's benefits are likely to exceed its costs
Medium-Low	The project's costs are likely to exceed its benefits
Low	The project's costs will exceed its benefits

2. REVIEW AND SELECTION PROCESS

This section addresses the IJA requirement to describe the methodology for evaluation in the NOFO, including how applications advance through the evaluation process and the other considerations made during selection. The BUILD grant application review and selection process consist of eligibility reviews, merit criteria review, second-tier analysis, Senior Review, and selection by the Secretary.

i. Eligibility Review

DOT staff will review all applications to determine eligibility based on requirements outlined in Section C. This process confirms the applicant is an eligible entity, the project type is eligible, and the requested non-Federal cost share is eligible. DOT staff will also verify the project location to verify eligibility to request up to 100 percent federal funding. Applicants may only submit up to three applications. Any applications submitted above the limit will be marked as ineligible.



ii. First-Tier: Merit Criteria Review

All eligible BUILD grant applications receive a Merit Criteria Review to see how well the project described in the application aligns with the eight statutorily required merit criteria listed in Section F.1. Merit Review teams will evaluate the significance of the benefits and the extent to which the project is likely to achieve the benefits described in the application.

Each criterion is assigned an individual rating: **High, Medium, Low, and Non-Responsive**. The individual ratings are tallied to calculate an overall merit rating of: **Highly Recommended, Recommended, Not Recommended**.

Overall Merit Rating	
Highly Recommended	six or more of the eight merit criteria ratings are “high” none of the merit criteria ratings are “non-responsive”
Recommended	one to five of the merit criteria ratings are “high” no more than three of the merit criteria ratings are “low” none are “non-responsive”
Not Recommended	Ratings that do not fit within the definitions of Highly Recommended or Recommended

- **Highly Recommended** - Automatically advance for second-tier analysis.
- **Recommended** - The Senior Review Team (SRT) reviews all Recommended projects to determine if the benefits of a particular criterion are so significant that the project merits advancing for second-tier analysis. The SRT can advance a Recommended project if:
 - The project received a High in one or more of the priority criteria of **safety, quality of life, mobility and community connectivity, and economic competitiveness** and the benefits in that criterion are exceptional; or
 - The SRT provides additional information to demonstrate that a criterion has benefits that are aligned with a High rating for one or more of the priority merit criteria listed

above (whether the Merit Review Team assigned a High rating) and the benefits in that criterion would be exceptional.

- **Not Recommended** - Do **not** advance and are not considered for selection.

iii. **Second-Tier: Project Cost Effectiveness and Readiness Review**

Second-tier analysis consists of:

- **Capital Projects**
 - Cost Effectiveness Review in the form of a Benefit-Cost Analysis (BCA)
 - Project Readiness Review evaluates:
 - risk of project not meeting obligation and construction timeline;
 - applicant capacity and experience to deliver the project; and
 - financial completeness of project funding.
- **Planning Projects**
 - Project Readiness Review evaluates:
 - applicant capacity and experience to deliver the project; and
 - financial completeness of project funding

iv. **Senior Review**

The SRT reviews the outcomes of second-tier analysis to determine which projects are designated as Highly Rated. SRT will prioritize projects that can be delivered quickly and efficiently.

- **Capital Projects with the following ratings can be designated Highly Rated:**
 - Medium to High BCA Rating
 - Favorable Project Readiness Ratings
 - Begin construction within 18 months of selection
- **Planning Projects with the following ratings can be designated Highly Rated:**
 - Favorable Project Readiness Ratings
 - Begin project within 6 months of selection

The SRT can justify rating projects as Highly Rated that do not meet all items listed above if the project proposes exceptional benefits in priority merit criteria. The SRT advances all Highly Rated projects to the Highly Rated List given to the Secretary.

v. **Selections**

Using the discretionary authority provided in statute, the Secretary selects projects from the Highly Rated List for award consistent with the selection criteria and statutory set asides that require:

- 50 percent of funds be awarded to projects located in rural areas and 50 percent of funds be awarded to projects located in urban area;
- At least 5 percent of funds be awarded to planning projects; and
- At least 1 percent of funds be awarded to projects located in Areas of Persistent Poverty/Historically Disadvantaged Communities.

Statute also requires the Secretary to consider geographic and modal diversity in making selections. The Secretary may, depending on the pool of qualified applications, seek to award at least one project per state or territory. Per statute, “not more than 15 percent of the funds available to carry out the program for a fiscal year may be awarded to eligible projects in a single state during that fiscal year.”

The Secretary may prioritize the selection of projects that:

- can begin construction within 18 months of selection; or
- are located in a designated [Qualified Opportunity Zone](#) (26 U.S. Code § 1400Z-1); or
- have a higher percent of non-federal funding committed to the project; or
- have not received a BUILD/RAISE/TIGER grant previously.

Projects for which an FY 2026 BUILD application is advanced by the Senior Review Team to the Highly Rated List, but that are not awarded, are automatically designated as “Projects of Merit.” Projects with this designation will be carried over into FY 2027 BUILD, subject to authorization and appropriation, and considered by the SRT for advancement to the Highly Rated List, along with other FY 2027 applications eligible for advancement to the Highly Rated List.

Due to overwhelming demand, the Department is unable to provide a BUILD award to every competitive project that applies. Consistent with past practice and statute, the Department offers debriefs to applicants not selected for award to receive information about the BUILD project’s evaluation.

G. AWARD NOTICES

1. HOW PROJECT SELECTIONS ARE ANNOUNCED

The Department emails each successful applicant and posts all selections in Fact Sheets as well as an excel file on the [BUILD website](#).

- Notice of selection is **not** authorization to begin or to incur costs for the proposed project.
- Following that announcement, the BUILD program Office and relevant Operating Administration will contact the point of contact listed on the SF-424 to initiate development of the grant agreement.

2. ANNOUNCEMENT DATES

- Selections will be announced no later than June 28, 2026, per statute.

3. PRE-AWARD COSTS

Unless authorized by the Department in writing after announcement of FY 2026 BUILD selections, any costs incurred prior to the Department's obligation of funds for a project are ineligible for reimbursement and are ineligible cost share requirements.⁷

- Project costs incurred before project selections are announced cannot be paid for with funds from this competition.
- Funds must be used only for the specific purposes as outlined in the award letter and/or authorized by the Department.

4. REIMBURSABLE PROGRAM

Recipients of BUILD Grant awards will not receive lump-sum cash disbursements at the time of award announcement or obligation of funds.

In general, BUILD Program funds are administered on a reimbursement basis. Grant recipients will generally be required to pay project costs upfront using their own funds, and then request reimbursement for those costs.

- BUILD funds will reimburse recipients only after a grant agreement has been executed, allowable expenses are incurred, and valid requests for reimbursement are submitted.
- Obligation occurs when a selected applicant and the Department enter into a written grant agreement after the applicant has satisfied applicable local, State and Federal requirements.

If a recipient cannot complete a project on reimbursement basis, DOT will—on a case-by-case basis—consider recipient requests to use alternate payment methods as described in [2 CFR 200.305\(b\)](#), including advance payments.

H. POST-AWARD REQUIREMENTS AND ADMINISTRATION

1. ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

i. Administrative Requirements

Please visit the [BUILD website](#) for the General Terms and Conditions for FY 2025 BUILD awards. The FY 2026 BUILD Terms and Conditions will be similar to the FY 2025 BUILD Terms and Conditions, but it will include relevant updates consistent with this notice.

All awards will be administered pursuant to the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards found in 2 C.F.R part 200, as adopted by

⁷ Pre-award costs are costs incurred after award announcement, but directly pursuant to the development of a grant agreement where such costs are necessary for efficient and timely performance of the scope of work, as determined by DOT. Costs incurred under an advance construction (23 U.S.C. 115) authorization before the DOT announces that a project is selected for a FY 2026 BUILD award cannot be charged to FY 2026 BUILD funds. Likewise, costs incurred under an FTA Letter of No Prejudice under Chapter 53 of title 49 U.S.C. before the DOT announces that a project is selected for a FY 2026 BUILD award, cannot be charged to FY 2026 BUILD funds.

DOT at 2 C.F.R part 1201. Federal wage rate requirements included in subchapter IV of chapter 31 of title 40, U.S.C., apply to all projects receiving funds under this program, and apply to all parts of the project, whether funded with BUILD Grant funds, other Federal funds, or non-Federal funds.

In connection with any program or activity conducted with or benefiting from funds awarded under this notice, recipients of funds must comply with all applicable requirements of Federal law, including, without limitation, the Constitution of the United States; the conditions of performance, non-discrimination requirements, and other assurances made applicable to the award of funds in accordance with regulations of the Department of Transportation; and applicable Federal financial assistance and contracting principles promulgated by the Office of Management and Budget. In complying with these requirements, recipients, in particular, must ensure that no concession agreements are denied or other contracting decisions made on the basis of speech or other activities protected by the First Amendment. If DOT determines that a recipient has failed to comply with applicable Federal requirements, DOT may terminate the award of funds and disallow previously incurred costs, requiring the recipient to reimburse any expended award funds.

Additionally, applicable Federal laws, rules and regulations of the relevant operating administration administering the project will apply to the projects that receive BUILD grant awards, including planning requirements, Service Outcome Agreements, Stakeholder Agreements, Buy America compliance, and other requirements under DOT's other highway, transit, rail, and port grant programs. For projects that are eligible under BUILD but are not eligible under DOT's other programs or projects that are eligible under multiple DOT programs, the BUILD program will determine the appropriate requirements to ensure the project is delivered consistent with program and Department goals. In particular, Executive Order 14005 directs the Executive Branch Departments and agencies to maximize the use of goods, products, and materials produced in, and services offered in, the United States through the terms and conditions of Federal financial assistance awards. If selected for an award, grant recipients must be prepared to demonstrate how they will maximize the use of domestic goods, products, and materials in constructing their project. BUILD grant projects involving vehicle acquisition must involve only vehicles that comply with applicable Federal Motor Vehicle Safety Standards and Federal Motor Carriers Safety Regulations, or vehicles that are exempt from Federal Motor Vehicle Safety Standards or Federal Motor Carrier Safety Regulations in a manner that allows for the legal acquisition and deployment of the vehicle or vehicles.

For projects administered by FHWA, applicable Federal laws, rules, and regulations set forth in Title 23 U.S.C. and Title 23 C.F.R generally apply, including the 23 U.S.C. 129 restrictions on the use of toll revenues, and Section 4(f) preservation of parklands and historic properties requirements under 23 U.S.C. 138. For an illustrative list of the other applicable laws, rules, regulations, executive orders, policies, guidelines, and requirements as they relate to a BUILD grant project administered by the FHWA, please see the [BUILD website](#).

For BUILD projects administered by the Federal Transit Administration and partially funded with Federal transit assistance, all relevant requirements under chapter 53 of title 49 U.S.C.

apply. For transit projects funded exclusively with BUILD grant funds, some requirements of chapter 53 of title 49 U.S.C. and chapter VI of title 49 CFR apply.

For projects administered by the Federal Railroad Administration, all relevant requirements under 49 U.S.C. § 22905 apply.

ii. Program Requirements

Critical Infrastructure Security, Cybersecurity and Resilience

It is the policy of the United States to strengthen the security and resilience of its critical infrastructure against all hazards, including physical and cyber risks, consistent with National Security Memorandum (NSM-22) on Critical Infrastructure Security and Resilience, and the National Security Memorandum on Improving Cybersecurity for Critical Infrastructure Control Systems. Each applicant selected for Federal funding must demonstrate, prior to the signing of the grant agreement, effort to consider and address physical and cyber security risks relevant to the transportation mode and type and scale of the project. Projects that have not appropriately considered and addressed physical and cyber security and resilience in their planning, design, and project oversight, as determined by the Department and the Department of Homeland Security, will be required to do so before receiving funds.

Domestic Preference Requirements

As expressed in Executive Order 14005, ‘Ensuring the Future Is Made in All of America by All of America’s Workers’ (86 FR 7475), the executive branch should maximize, consistent with law, the use of goods, products, and materials produced in, and services offered in, the United States. Funds made available under this notice are subject to domestic preference requirements based on the Operating Administration that administers the project, including 23 U.S.C. 313 (FHWA projects); 49 U.S.C. 5323(j) (FTA projects); 49 U.S.C. 22905(a) (FRA projects); and section 70914(a) of the Build America, Buy America Act (all projects). The Department expects all applicants to comply with that requirement.

Compliance with Federal Law and Policies

Except where prohibited by court order “the applicant assures and certifies, with respect to any application and awarded Project under this NOFO, that it will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds.”

Federal Anti-Discrimination

- Except where prohibited by court order, pursuant to Executive Order 14173, Ending Illegal Discrimination and Restoring Merit-Based Opportunity, as a condition of grant award, each Recipient must agree that its compliance in all respects with all applicable Federal anti-discrimination laws is material to the government’s payment decisions for purposes of section 3729(b)(4) of title 31, United States Code
- Except where prohibited by court order, pursuant to Executive Order 14173, Ending Illegal Discrimination and Restoring Merit-Based Opportunity, as a condition of grant award, each

Recipient must certify that it does not operate any programs promoting diversity, equity, and inclusion (DEI) initiatives that violate any applicable Federal anti-discrimination laws.

To the extent a court order bars the implementation or enforcement of one or more of the provisions with respect to a particular applicant or recipient, the Department will not implement or enforce the relevant provision(s) against that applicant or recipient for as long as the order remains in place.

Civil Rights and Title VI

As a condition of a grant award, grant recipients should demonstrate that the recipient has a plan for compliance with civil rights obligations and nondiscrimination laws, including Title VI of the Civil Rights Act of 1964 and implementing regulations (49 CFR § 21), the Americans with Disabilities Act of 1990 (ADA), and Section 504 of the Rehabilitation Act, all other civil rights requirements, and accompanying regulations. This should include a current Title VI plan, completed Community Participation Plan, and a plan to address any legacy infrastructure or facilities that are not compliant with ADA standards. DOT's and the applicable Operating Administrations' Office of Civil Rights may work with awarded grant recipients to ensure full compliance with Federal civil rights requirements.

2. REPORTING

i. Progress Reporting on Grant Activities

Each applicant selected for BUILD grant funding must submit quarterly progress reports and Federal Financial Reports (SF-425) to monitor project progress and ensure accountability and financial transparency in the BUILD grant program.

ii. Performance Reporting

Each applicant selected for BUILD grant funding must collect and report to the DOT information on the project's performance based on performance indicators DOT identifies related to program goals (e.g., travel time savings, greenhouse gas emissions, passenger counts, level of service, etc.) and other information as requested by DOT. Performance indicators should include measurable goals or targets that DOT will use internally to determine whether the project meets program goals, and grant funds achieve the intended long-term outcomes of the BUILD Grant Program. To the extent possible, performance indicators used in the reporting should align with the measures included in the application and should relate to at least one of the selection criteria defined in the Criteria section. Performance reporting continues for several years after project construction is completed, and DOT does not provide BUILD grant funding specifically for performance reporting. BUILD grant performance measures are posted on the BUILD website.

iii. Program Evaluation

As a condition of grant award, BUILD grant recipients may be required to participate in an evaluation undertaken by DOT, or another agency or partner. The evaluation may take different forms such as an implementation assessment across grant recipients, an impact and/or outcomes

analysis of all or selected sites within or across grant recipients, or a benefit/cost analysis or assessment of return on investment. The Department may require applicants to collect data elements to aid the evaluation. As a part of the evaluation, as a condition of award, grant recipients must agree to: (1) make records available to the evaluation contractor; (2) provide access to program records, and any other relevant documents to calculate costs and benefits; (3) in the case of an impact analysis, facilitate the access to relevant information as requested; and (4) follow evaluation procedures as specified by the evaluation contractor or DOT staff.

Recipients and sub-recipients are also encouraged to incorporate program evaluation including associated data collection activities from the outset of their program design and implementation to meaningfully document and measure the effectiveness of their projects and strategies. Title I of the Foundations for Evidence-Based Policymaking Act of 2018 (Evidence Act), Pub. L. No. 115–435 (2019) urges Federal awarding agencies and Federal assistance recipients and subrecipients to use program evaluation as a critical tool to learn, to improve equitable delivery, and to elevate program service and delivery across the program lifecycle. Evaluation means “an assessment using systematic data collection and analysis of one or more programs, policies, and organizations intended to assess their effectiveness and efficiency” (codified at 5 U.S.C. § 311). For grant recipients, evaluation expenses are allowable costs (either as direct or indirect), unless prohibited by statute or regulation, and such expenses may include the personnel and equipment needed for data infrastructure and expertise in data analysis, performance, and evaluation (2 CFR § 200). Credible program evaluation activities are implemented with relevance and utility, rigor, independence and objectivity, transparency, and ethics (OMB Circular A-11, Part 6 Section 290).

iv. Reporting of Matters Related to Recipient Integrity and Performance

If the total value of a selected applicant’s currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the applicant during that period of time must maintain the currency of information reported to the SAM that is made available in FAPIIS about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition. This is a statutory requirement under section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by section 3010 of Public Law 111-212, all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.

I. FEDERAL AWARDING AGENCY CONTACT(S)

For further information concerning this notice please contact the BUILD grant program staff via e-mail at BUILDgrants@dot.gov. In addition, DOT will post answers to questions and requests for clarifications on the [BUILD website](#). To ensure applicants receive accurate information about eligibility or the program, the applicant is encouraged to contact DOT directly, rather than through intermediaries or third parties, with questions. DOT staff may also conduct briefings on the BUILD grant selection and award process upon request.

J. OTHER INFORMATION

1. PROTECTION OF CONFIDENTIAL BUSINESS INFORMATION

All information submitted as part of or in support of any application shall use publicly available data or data that can be made public and methodologies that are accepted by industry practice and standards, to the extent possible. If the applicant submits information that the applicant considers to be a trade secret or confidential commercial or financial information, the applicant must provide that information in a separate document, which the applicant may cross-reference from the application narrative or other portions of the application. For the separate document containing confidential information, the applicant must do the following: (1) state on the cover of that document that it “Contains Confidential Business Information (CBI);” (2) mark each page that contains confidential information with “CBI;” (3) highlight or otherwise denote the confidential content on each page; and (4) at the end of the document, explain how disclosure of the confidential information would cause substantial competitive harm. DOT will protect confidential information complying with these requirements to the extent required under applicable law. If DOT receives a Freedom of Information Act (FOIA) request for the information that the applicant has marked in accordance with this section, DOT will follow the procedures described in its FOIA regulations at 49 CFR § 7.29. Only information that is in the separate document, marked in accordance with this section, and ultimately determined to be confidential under § 7.29 will be exempt from disclosure under FOIA.

2. PUBLICATION AND SHARING OF APPLICATION INFORMATION

Following the completion of the selection process and announcement of awards, the Department intends to publish a list of all applications received along with the names of the applicant organizations and funding amounts requested. Except for the information properly marked as described in the Protection of Confidential Business Information section. The Department may make application narratives publicly available or share application information within the Department or with other Federal agencies if the Department determines that sharing is relevant to the respective program’s objectives.



Sean P. Duffy

Issued in Washington D.C. on December 15, 2025



Item Number

11.E

Title

Consideration and Possible Action to restructure KCDC Bylaws and Appointment Policy & Procedures

Submitting Department

City Administrator

Background/Recommendation

Summary of the Proposed Approach

1. Clear Board Eligibility Standards

Board members must have a meaningful connection to Kemah, as residents, Kemah business owners, or residents of adjoining cities, ensuring both local accountability and a viable volunteer pool.

2. Defined Term Limits and Partial-Term Clarification

Clear definitions around full terms, partial terms, and required breaks remove long-standing confusion and prevent unintended entrenchment.

3. City Council Representation Parameters

A cap on simultaneous council members serving on the board (with a narrow exception if needed) preserves independence while maintaining strong council involvement.

4. Structured, Merit-Based Appointment Process

- Public call for candidates
- **First-round interviews conducted by the KCDC board**, focused on fit, preparedness, and work ethic
- **Second-round interviews by City Council**, using board notes and recommendations
- Final appointment authority remains solely with City Council

This removes the “popularity contest” dynamic and ensures candidates are evaluated by those they will actually work alongside.

5. Knowledge & Contribution Expectations

Candidates are evaluated not just on résumé strength, but on:

- Understanding how a Type 4B board operates
- Awareness of KCDC’s role, authority, and limits
- How their background complements and strengthens the current board

This board should remain a **working board** and, ideally, a training ground for future civic leadership.

Added Step: Board-Defined “Wish List” Before Recruitment

One additional step I recommend, and which aligns with best practices, is that **before initiating an application cycle**, the KCDC board formally identifies the skills, experience, or perspectives it is seeking to add.

Think of this as advertising for a job opening:

- Are we lacking financial expertise?
- Development or construction experience?
- Tourism or small-business perspective?
- Project management or policy background?

This “wish list” would be included in the call for candidates and used during interviews to evaluate board composition holistically, not just individuals in isolation.

Bottom Line

This framework:

- Clarifies expectations for everyone involved
- Protects City Council while improving decision quality
- Encourages serious, prepared candidates to apply
- Helps ensure KCDC remains effective, credible, and forward-looking

Funding Source

Not Applicable

Attachments:

[KCDC Bylaws 10-10-11 \(2\).pdf](#)

FILED
In the Office of the
Secretary of State of Texas

OCT 10 2011

ARTICLES OF AMENDMENT TO
KEMAH COMMUNITY DEVELOPMENT CORPORATION
ARTICLES OF INCORPORATION

Corporations Section

Pursuant to the provisions of Article 4.04 of the Texas Business Corporation Act, an undersigned person, being an officer of KEMAH COMMUNITY DEVELOPMENT CORPORATION, a Texas corporation, certifies that the corporation has adopted the following Articles of Amendment to its Articles of Incorporation of KEMAH COMMUNITY DEVELOPMENT CORPORATION.

- (1) The name of the corporation is KEMAH COMMUNITY DEVELOPMENT CORPORATION.
- (2) Amendments:

Article Eight
Directors

Article EIGHT shall be amended to read as follows:

The affairs of the corporation shall be managed by a board of directors, which shall be composed of seven persons appointed by the City Council of the City for two year terms of office. Unless otherwise provided herein, no person shall be appointed director more than three consecutive times. Unless otherwise provided in the chart below, an initial appointment to an unexpired term shall not be counted as a "time" for purposes of counting consecutive appointments but shall be counted if there have been three consecutive appointments to a full two year term. At least one director shall be a person who is a member of the City Council of the City. A director may be removed by the City Council at any time without cause. Henceforth the directors shall be named by City Council and shall serve by numbered positions. The expiration date of the current term of those incumbents shall be and is below adjusted to expire at the end of the month of February of the calendar year of the second year of each respective term. The terms of directors shall be staggered so that all terms do not expire at the same time.

For clarification, the names and addresses of the persons who are currently serving as directors are as follows and their respective terms of office including prior consecutive terms are reflected by position:

<u>POSITION</u>	<u>NAME</u>	<u>ADDRESS</u>	<u>CURRENT TERM ENDS</u>	<u>THIRD*FULL TERM ENDS</u>
ONE	Matt Wiggins	P.O. Box 139, Kemah, Texas 77576	Last day of February, 2013	Last day of February, 2019
TWO	David Mowry	1207 Deloras, Kemah, Texas 77565	Last day of February, 2013	Last day of February, 2013
THREE	Isaac Saldana	611 Oak Glen, Kemah, Texas 77565	Last day of February, 2013	Last day of February, 2015
FOUR	Kelley Dawson	1404 Leeward Circle, Kemah, Texas 77565	Last day of February, 2014	Last day of February, 2017
FIVE	Brenton Spry	1730 Oak Valley, Kemah, Texas 77565	Last day of February, 2014	Last day of February, 2017

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Fax: 512-478-0001

BlumbergExec|sior

SIX	Dan Cook	606 Oak Glen Dr., Kemah, Texas 77565	Last day of February, 2014	Last day of February, 2017
SEVEN	Mark Kano	1727 Kemah Village Dr. Kemah, Texas 77565	Last day of February, 2012	Last day of February, 2018

*consecutive

The termination dates reflected in the chart above establishes staggered terms and controls over the language of the section for the current board and the one vacancy at this time, soon to be filled.

The board shall provide for two regular meetings per month and any special meetings deemed necessary by the board.

- (3) The date of the adoption of the amendment by the board of directors of the corporation was the 8th day of September, 2011 and was approved by resolution of the City of Kemah City Council on the 1st day of September, 2011.
- (4) This Amendment was approved in the manner required by the Texas Business Corporation Act and the governing documents of the corporation. Once approved and adopted, the By-laws of the KCDC shall be modified to conform to these Articles.

The recitations herein are certified true and correct pursuant to §501.305 of the Texas Local Government Code.

KEMAH COMMUNITY
DEVELOPMENT CORPORATION

By: Matthew D. Wiggins, Jr.

MATTHEW D. WIGGINS, JR.

Printed Name

THE STATE OF TEXAS §

COUNTY OF GALVESTON §

Before me, a notary public, on this day personally appeared MATTHEW D. WIGGINS, JR., known to me to be the person whose name is subscribed to the foregoing document and, being by me first duly sworn, declared that the statements therein contained are true and correct.



BARBARA ROBERTS
NOTARY PUBLIC
STATE OF TEXAS
MY COMMISSION EXPIRES
JULY 21, 2014

Barbara Roberts
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

Kathy Pierce
KATHY PIERCE, Secretary

kcdc/corporate documents/the actual amendment final - 09262011

ARTICLES OF INCORPORATION
OF
KEMAH COMMUNITY DEVELOPMENT CORPORATION

WE, THE UNDERSIGNED natural persons, not less than three in number, each of whom is at least 18 years of age, and each of whom is a qualified elector of the City of Kemah, Texas (the "City"), acting as incorporators of a public instrumentality and non-profit economic development corporation (the "Corporation") under the provisions of Section 4B of the Development Corporation Act of 1979, Article 5190.6, Tex. Rev. Civ. Stat. Ann., as amended, with the approval of the City Council of the City, do hereby adopt the following Articles of Incorporation for the Corporation:

ARTICLE ONE
NAME

The name of the corporation is KEMAH COMMUNITY DEVELOPMENT CORPORATION.

ARTICLE TWO
NON-PROFIT CORPORATION

The Corporation is a non-profit corporation specifically governed by Section 4B of the Development Corporation Act of 1979, Article 5190.6, Tex. Rev. Civ. Stat.

ARTICLE THREE
DURATION

The period of duration of the Corporation is perpetual.

ARTICLE FOUR
PURPOSE

(a) The purpose of the Corporation is the promotion and development of new and expanded business enterprises in the City of Kemah to promote and encourage employment and the public welfare of, for and on behalf of the City as provided by the Development Corporation Act of 1979, as amended.

(b) The Corporation shall have and exercise all of the rights, powers, privileges, authority, and functions given by the general laws of Texas to non-profit corporations by the Texas Non-Profit Corporation Act, Tex. Rev. Civ. Stat. Ann. Art. 1396-1.01 et. seq., and the additional powers as provided in Section 4B & 23 of the Development Corporation Act of 1979, including, without limitation, the power to issue bonds as provided in such Act. The Corporation shall be subject to any limitations imposed by such Section 4B. If any conflict should arise between these statutes regarding the Corporation's powers, the Development Corporation Act shall control and govern the Corporation. To the extent of a conflict between Section 4B of the Development Corporation Act and Section 23 or any other section of the Development Corporation Act, the provisions of such Section 4B shall prevail.

ARTICLE FIVE
MEMBERSHIP/STOCK

The Corporation has no members and is a non-stock corporation.

ARTICLE SIX
AMENDMENTS

These Articles of Incorporation may be amended in either one of the methods prescribed in this Article.

(a) Pursuant to the powers of the City contained in Section 17(b) of the Development Corporation Act of 1979, the City Council of the City, by resolution, may amend these Articles of Incorporation by filing amendments hereto with the Secretary of State as provided by the Act.

(b) The board of directors of the Corporation pursuant to Section 17(a) of the Development Corporation Act of 1979, may file a written application with the City Council of the City requesting approval of proposed amendments to these Articles of Incorporation, specifying in such application the proposed amendments. If the City Council, by appropriate resolution, finds and determines that it is advisable that the proposed amendments be made, authorizes the same to be made, and approves the form of the proposed amendments, the board of directors of the Corporation may proceed to amend these Articles of Incorporation in the manner provided by the Act.

ARTICLE SEVEN
INITIAL REGISTERED OFFICE AND AGENT

The street address of the initial registered office of the Corporation is 1401 Hwy 146, Kemah, Texas 77565, and the name of its initial registered agent at such address is Kathy Pierce.

ARTICLE EIGHT
DIRECTORS

The affairs of the Corporation shall be managed by a board of directors, which shall be composed of seven persons appointed by the City Council of the City for two-year terms of office. No person shall be appointed director more than three (3) consecutive times. Each director shall be a resident of the City. At least two directors shall be persons who are members of the City Council of the City. A director may be removed by the City Council at any time without cause. The names and street addresses of the persons who are to serve as the initial directors and the dates of expiration of their initial terms as directors, are as follows:

<u>NAMES</u>	<u>ADDRESSES</u>	<u>DATE OF EXPIRATION OF TERM</u>
Jim Breeding (Resident)	<u>705 Bay Ave.</u> Kemah, Texas 77565	September 10, 2000
Greg Collins (Position 2)	<u>1441 Bayshore</u> Kemah, Texas 77565	September 10, 2000
Bill Kerber (Position 4)	<u>914 Delesandri</u> Kemah, Texas 77565	September 10, 2002
Bryan Sawyer (Resident)	<u>711 Bay Ave.</u> Kemah, Texas 77565	September 10, 2002
Sylvia Streater (Resident)	<u>1605 Kipp</u> Kemah, Texas 77565	September 10, 2002
Terry Van Allen (Resident)	<u>510 Oak Briar</u> Kemah, Texas 77565	September 10, 2000
Dr. Winnette V. Wimberly (Resident)	<u>708 Courtesy Ln.</u> Kemah, Texas 77565	September 10, 2002

Each director shall hold office for a two-year term unless sooner removed or assigned. The directors shall serve as such without compensation except that they shall be reimbursed for their actual expenses incurred in the performance of their duties as directors. Any vacancy occurring on the board of directors through death, resignation or otherwise shall be filled by appointment by the City Council of the City to hold office until the expiration of the term.

ARTICLE NINE INCORPORATORS

The names and street addresses of the incorporators are:

<u>Name</u>	<u>Address</u>
Richard A. Diehl	901 Kipp, Kemah, Texas 77565
Greg Collins	<u>1441 Bayshore</u> , Kemah, Texas 77565
Sylvia Streater	<u>1605 Kipp</u> , Kemah, Texas 77565

ARTICLE TEN
BYLAWS

(a) The initial bylaws of the Corporation shall be in the form and substance approved by the City Council of the City in its resolution approving these Articles of Incorporation. Such bylaws shall be adopted by the Corporation's board of directors and shall, together with these Articles of Incorporation, govern the internal affairs of the corporation until and unless amended in accordance with this Article.

(b) Neither the initial bylaws nor any subsequently effective bylaws of the Corporation may be amended without the consent and approval of the City Council of the City. The board of directors of the Corporation shall make application to the City Council for the approval of any proposed amendments, but the same shall not become effective until or unless the same shall be approved by resolution adopted by the City Council.

ARTICLE ELEVEN
DISSOLUTION

(a) The City Council of the City may, at its sole discretion, terminate or dissolve the Corporation, subject to the provisions of the Development Corporation Act of 1979 and subject to the limitation that no such action shall be taken in any manner or at any time that would impair any contract or right theretofore executed or granted by the Corporation.

(b) If the Corporation ever should be dissolved when it has, or is entitled to, any interest in any funds or property of any kind, real, personal or mixed, such funds or property or rights thereto shall not be transferred to private ownership, but shall be transferred and delivered to the City after satisfaction or provision for satisfaction of all debts and claims.

ARTICLE TWELVE
DIVIDENDS


No dividends shall ever be paid by the Corporation and no part of its net earnings remaining after payment of its expenses and other obligations shall be distributed to or inure to the benefit of its directors or officers, or any individual, private firm, or private corporation or association. If the board of directors shall determine that sufficient provision has been made for the full payment of the expenses, bonds, notes, and other obligations of the Corporation, any net earnings there after accruing shall be paid to the City.

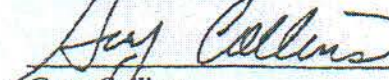
ARTICLE THIRTEEN
PROHIBITED ACTIVITIES

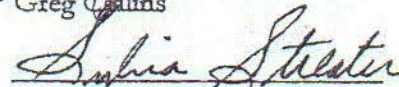
No part of the Corporation's activities shall consist of the carrying on of propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in any political campaign of or in opposition to any candidate for public office.

ARTICLE FOURTEEN
AUTHORIZATION

The City has specifically authorized the Corporation by Resolution to act on its behalf to further the public purposes stated in said Resolution and in these Articles of Incorporation, and the City has by said Resolution approved these Articles of Incorporation. A copy of said Resolution is on file among the permanent public records of the City and Corporation.


Richard A. Diehl


Greg Collins


Sylvia Streater

INCORPORATORS

**RESOLUTION APPROVING AMENDMENTS TO
ARTICLES OF INCORPORATION OF THE KEMAH
COMMUNITY DEVELOPMENT CORPORATION BY
KEMAH CITY COUNCIL**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF KEMAH, TEXAS:**

THAT Article VIII of the Articles of Incorporation of the Kemah Community Development Corporation shall be amended as follows:

1. Article VIII currently reads as follows: The affairs of the Corporation shall be managed by a board of directors, which shall be composed of seven persons appointed by the City Council of the City for two-year terms of office. No person shall be appointed director more than three (3) consecutive times. Each director shall be a resident of the City. At least two directors shall be persons who are members of the City Council of the City. A director may be removed by the City Council at any time without cause. The names and street addresses of the persons who are to serve as the initial directors and the dates of expiration of their initial terms as directors, are as follows: (followed by the names of the original board and another paragraph unchanged by this amendment).
2. This amendment deletes the following language from the current Article: "At least two directors shall be persons who are members of the City Council of the City".
3. The rest of the Article is unchanged.

AND IT IS SO ORDERED.

PASSED AND APPROVED THIS THE _ day of _____, 2001



Item Number

12.A

Title

Hold a Public Hearing on the Construction of Linear Park (Gateway Park)

- Open Public Hearing
- Public Comments
- Mayor and Council Deliberation
- Close Public Hearing

Submitting Department

City Administrator

Background/Recommendation

A Public Hearing will be held and consideration of a resolution authorizing the use of Type B sales tax funds for the construction of Linear Park (Gateway Park) is scheduled for Wednesday, January 21st , 2026 at 6 p.m. at the City Council meeting and Wednesday, February 4th , 2026, at 6 p.m. at the City Council meeting; both will be held at Kemah City Hall, 1401 Hwy 146, Kemah, TX 77565.

Funding Source

Not Applicable

Attachments:

[Linear Gateway Park 60 Day Notice.docx](#)

NOTICE OF 60-DAY COMMENT PERIOD ON THE USE OF TYPE B FUNDS FOR THE CONSTRUCTION OF LINEAR PARK (GATEWAY PARK)

The Kemah Community Development Cooperation (KCDC) hereby gives notice, pursuant to Texas Local Government Code, Sec. 505.158, that it will conduct a sixty (60) day comment period that will open on November 9th, 2025, and will close on January 9th, 2026, for the consideration to use Type B sales tax funds for the construction of Linear Park (Gateway Park).

A Public Hearing will be held and consideration of a resolution authorizing the use of Type B sales tax funds for the construction of Linear Park (Gateway Park) is scheduled for **Wednesday, January 21st, 2026** at 6 p.m. at the City Council meeting and **Wednesday, February 4th, 2026**, at 6 p.m. at the City Council meeting; both will be held at Kemah City Hall, 1401 Hwy 146, Kemah, TX 77565.

The proposal constitutes an economic development "Project," as defined by Texas Local Govt. Code Chapter 505 *Type B Corporations*.

For additional information, the public may contact Cesar Garcia, City Administrator, via email at cgarcia@kemah.tx.gov or via phone at (281) 334-1611.

Notice has been published in the Galveston Daily News and will be posted at the Kemah City Hall Municipal Building Bulletin Board and City of Kemah website for the duration of the public comment period, which will end on January 9th, 2026.

Posted in Galveston Daily News 11-9-25



Item Number

12.B

Title

Consideration and Possible Action: To approve Resolution 2026-05

A Resolution of the City Council of the City of Kemah, Texas Authorizing a Project for Economic Development Located in Kemah as Described in Exhibit "A" Under Chapter 505 of the Texas Local Government Code for the Purpose of Economic Development Expenditures and Providing an Effective Date.

2 of 2 Readings

Submitting Department

City Administrator

Background/Recommendation

Approval of the Construction of Linear Park (Gateway Park).

10/21/25 KCDC Meeting- Declared Project

11/09/25 60 Day Notice Posting in Galveston Daily News

11/09/25 Opening of Comment Period

01/09/26 Closing of Comment Period - No comments reported

Ordinance Approvals and Notice Posting

November 9, 2025 Notice Posting Date

January 21, 2026 First Reading Date

February 4, 2026 Second Reading Date

Funding Source

Funds are available from Account #

Attachments:

[Exhibit A- Linear Park Plan](#)

[Exhibit B- Minutes](#)

[Linear Gateway Park 60 Day Notice.docx](#)

[RES 2026-05.docx](#)

HWY 146 LINEAR PARK

CONCEPT DESIGN

LJA PLANNING &
LANDSCAPE
ARCHITECTURE

Kemah: *Facing the wind*

Kemah — meaning “facing the wind” in the language of the Karankawa people — is a vibrant coastal city known for its fishing, boating, and the beloved Kemah Boardwalk. It’s a place where the water shapes both lifestyle and identity.

With the construction of Highway 146, a barrier now separates the community — dividing the Boardwalk from the newly built 57-acre nature facility.

This project aims to reconnect Kemah by transforming the space beneath the highway into a safe, artful, and welcoming pathway. With lighting, murals, and pedestrian-friendly design, it will become a new icon — inviting travelers to stop, explore, and experience the spirit of Kemah. It also has the potential to host future community events and celebrations.





HWY 146 / VICINITY MAP

LOCATION: KEMAH, TEXAS CLIENT: CITY OF KEMAH DATE: OCTOBER, 2025

NORTH
NOT TO SCALE

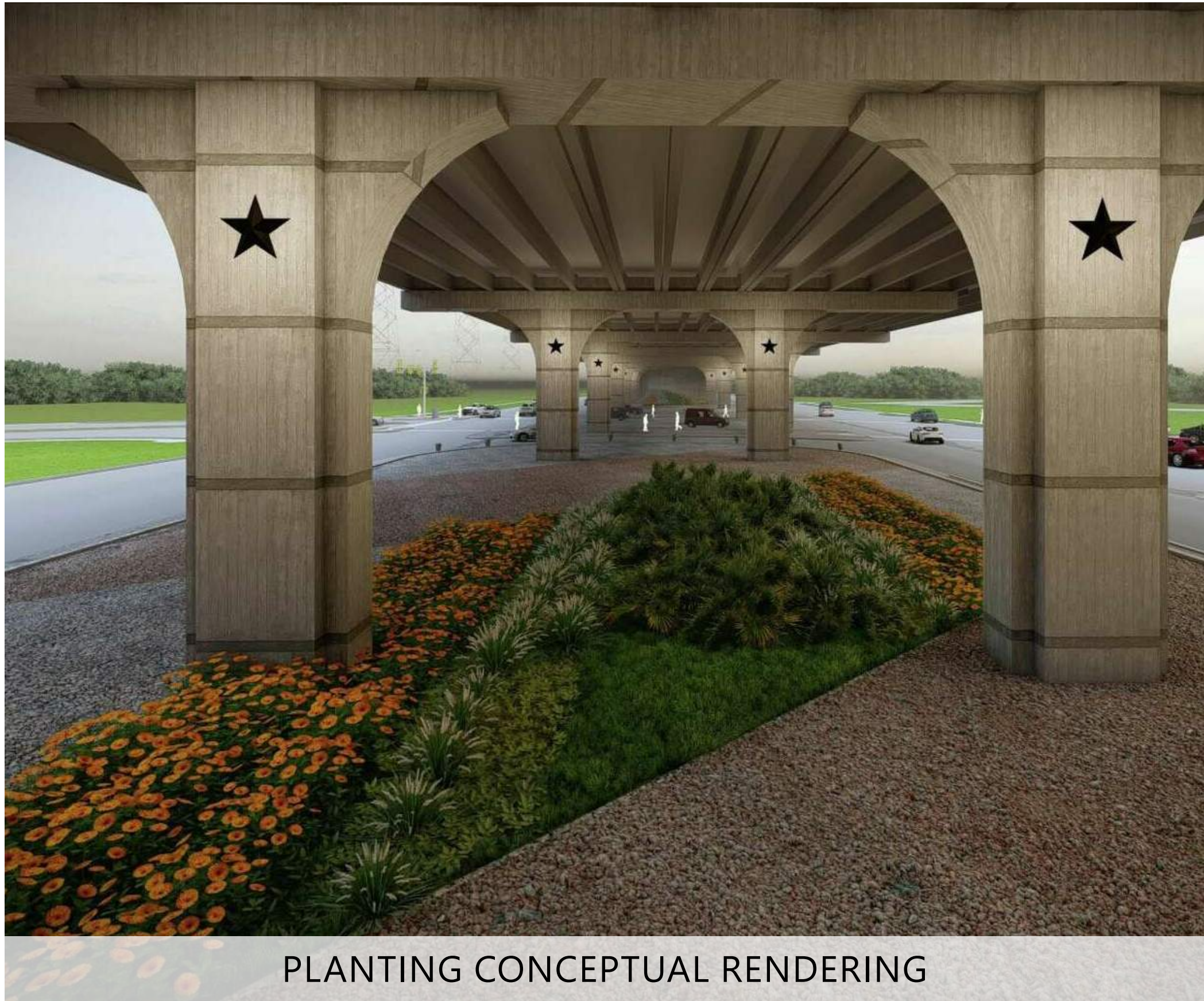
SEABROOK SH146 IMPROVEMENTS
Seabrook, TX

INTRODUCTION:

This project is funded through a Texas Department of Transportation landscaping grant called a “Green Ribbon” grant, which is used to improve the aesthetic characteristics of highway corridors and reduce the negative impacts of air pollution by planting greenery.

Key Takeaways:

- Large gravel areas help reduce maintenance, though some weeds are emerging
- Weed barrier fabric is visible where gravel has moved
- Median planting pockets face sun/shade challenges that impact plant health
- Current design offers limited placemaking or attraction for visitors



PLANTING CONCEPTUAL RENDERING



VISIBLE WEED BARRIER



SHADE PLANTING EXISTING CONDITION



GRAVEL AREA EXISTING CONDITION

PRESTON LEVEL CROSSING REMOVAL PROJECT

Ontario, Canada

INTRODUCTION:

The Preston Level Crossing Removal Project highlights the positive outcomes that innovative design can bring to state infrastructure projects, rejecting a 'business as usual' approach to create unforgettable urban community spaces.

Key Takeaways:

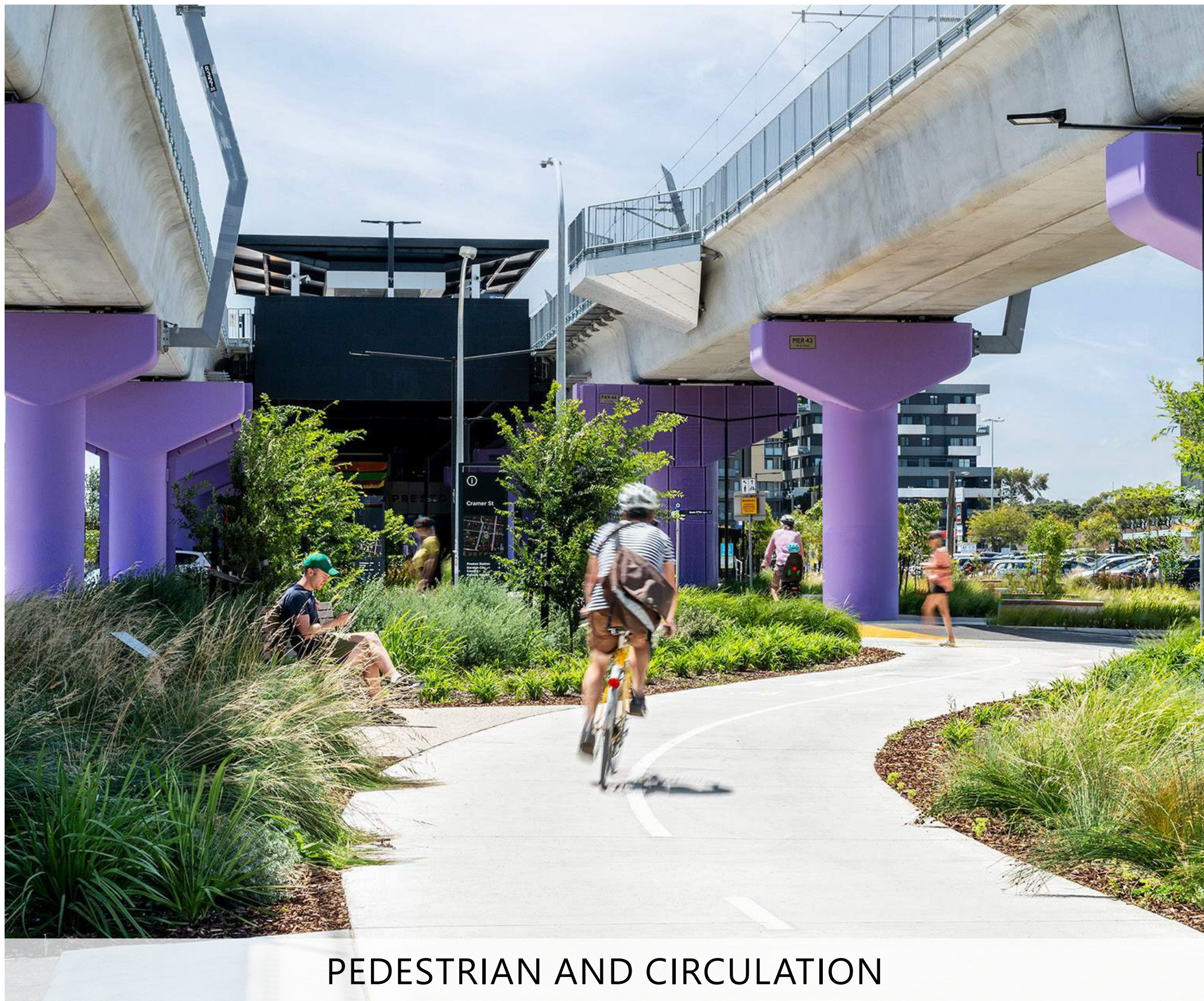
- Features a thoughtfully designed green space with beautiful plantings and a natural dry creek
- A simple, inviting trail winds through the landscape, encouraging exploration
- Split bridge design allows more natural light to brighten the space
- Bright yellow pedestrian crossing improves visibility and safety for both walkers and drivers
- Colorful murals and painted columns bring vibrancy and energy to the underpass



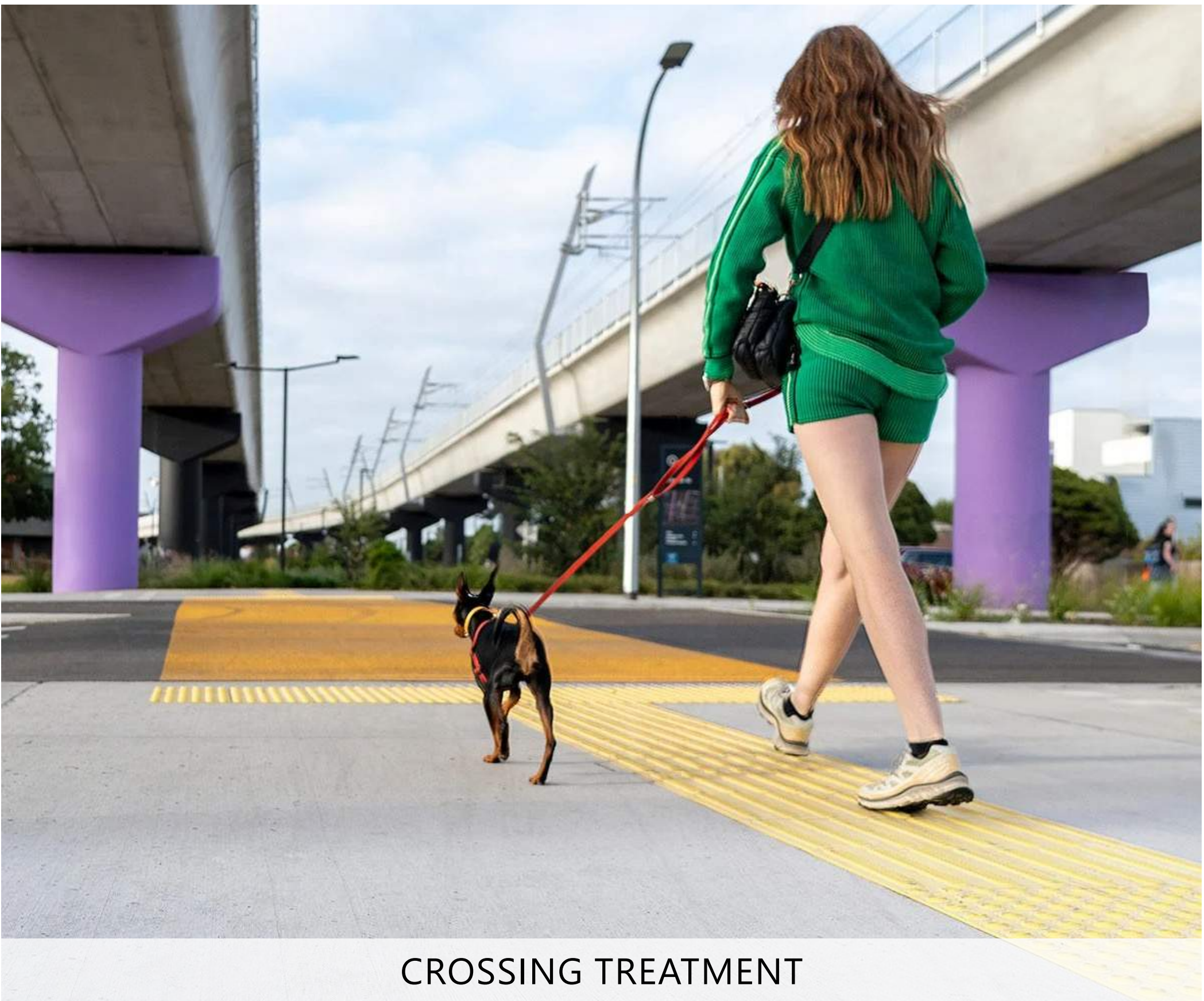
PAINTED COLUMNS AND DRY CREEK



PAINTED COLUMNS AND LANDSCAPING



PEDESTRIAN AND CIRCULATION



CROSSING TREATMENT

THE BENTWAY
Toronto, Canada

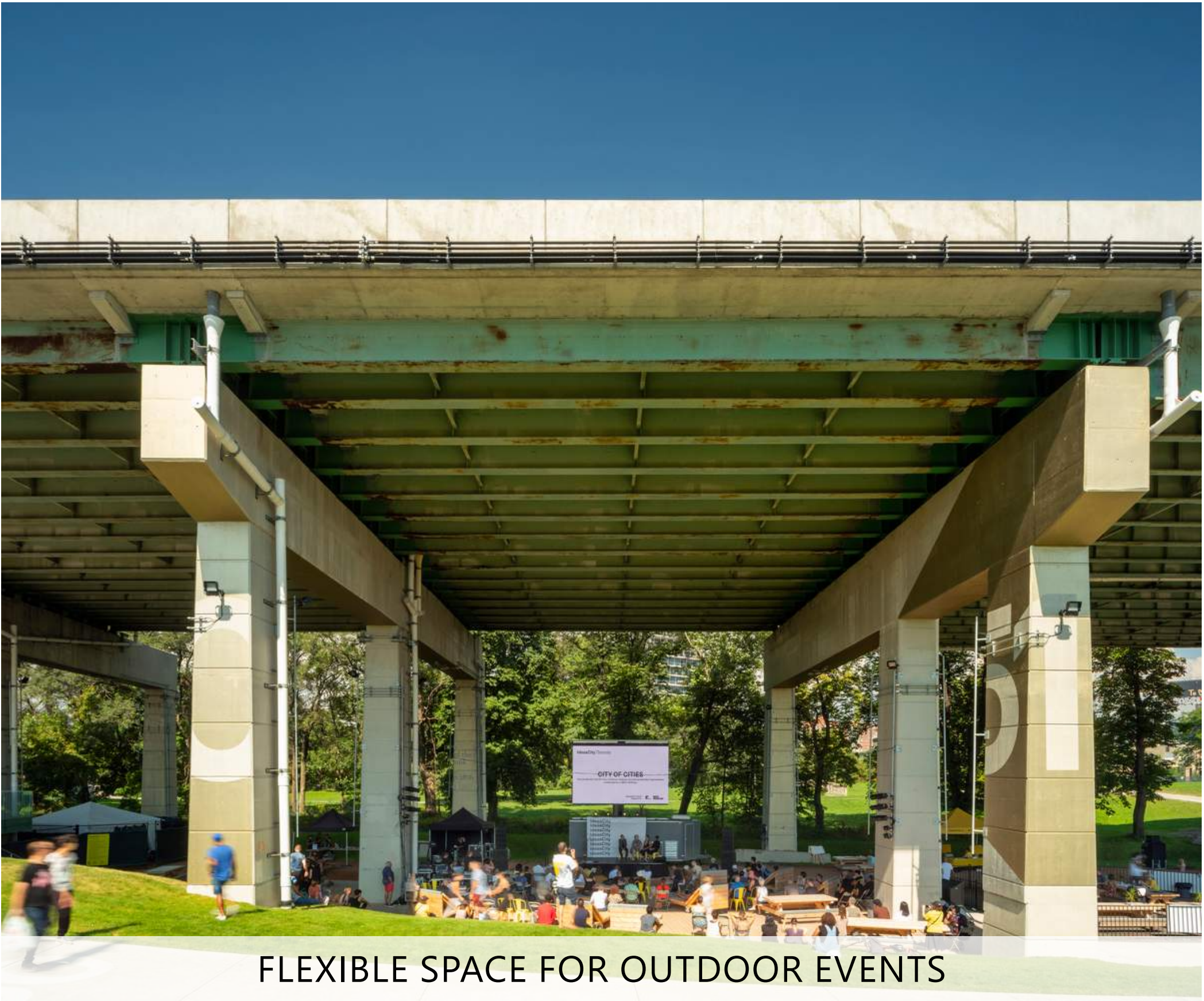
INTRODUCTION:
The Bentway transformed the least liked space into a model of shared public space. The Columns helped create series of “rooms” for public event and activities.

Key Takeaways:

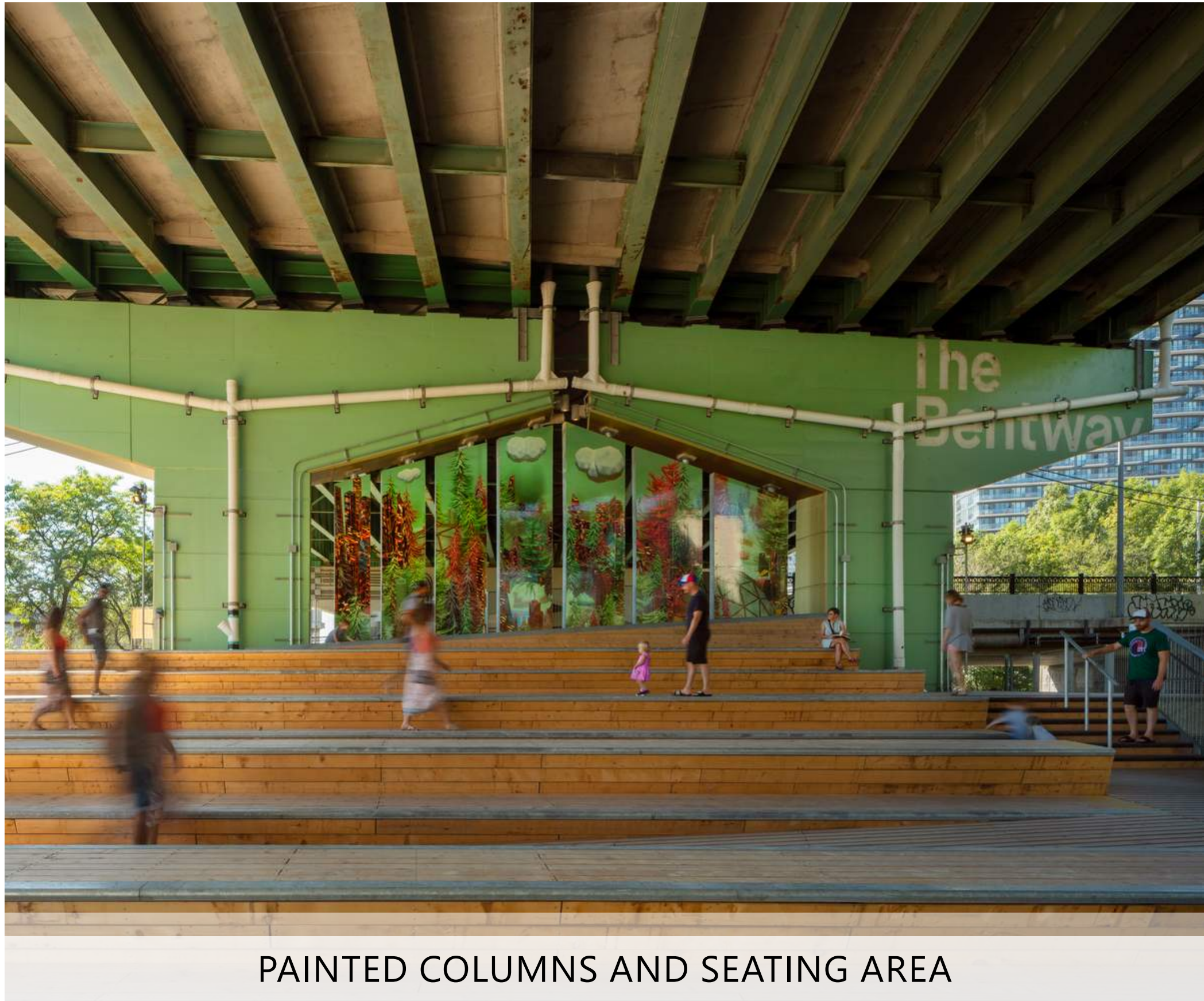
- Columns are transformed into iconic features, with numbered markings that support wayfinding and spatial organization
- Integrated lighting enhances nighttime visibility and makes the space more inviting after dark



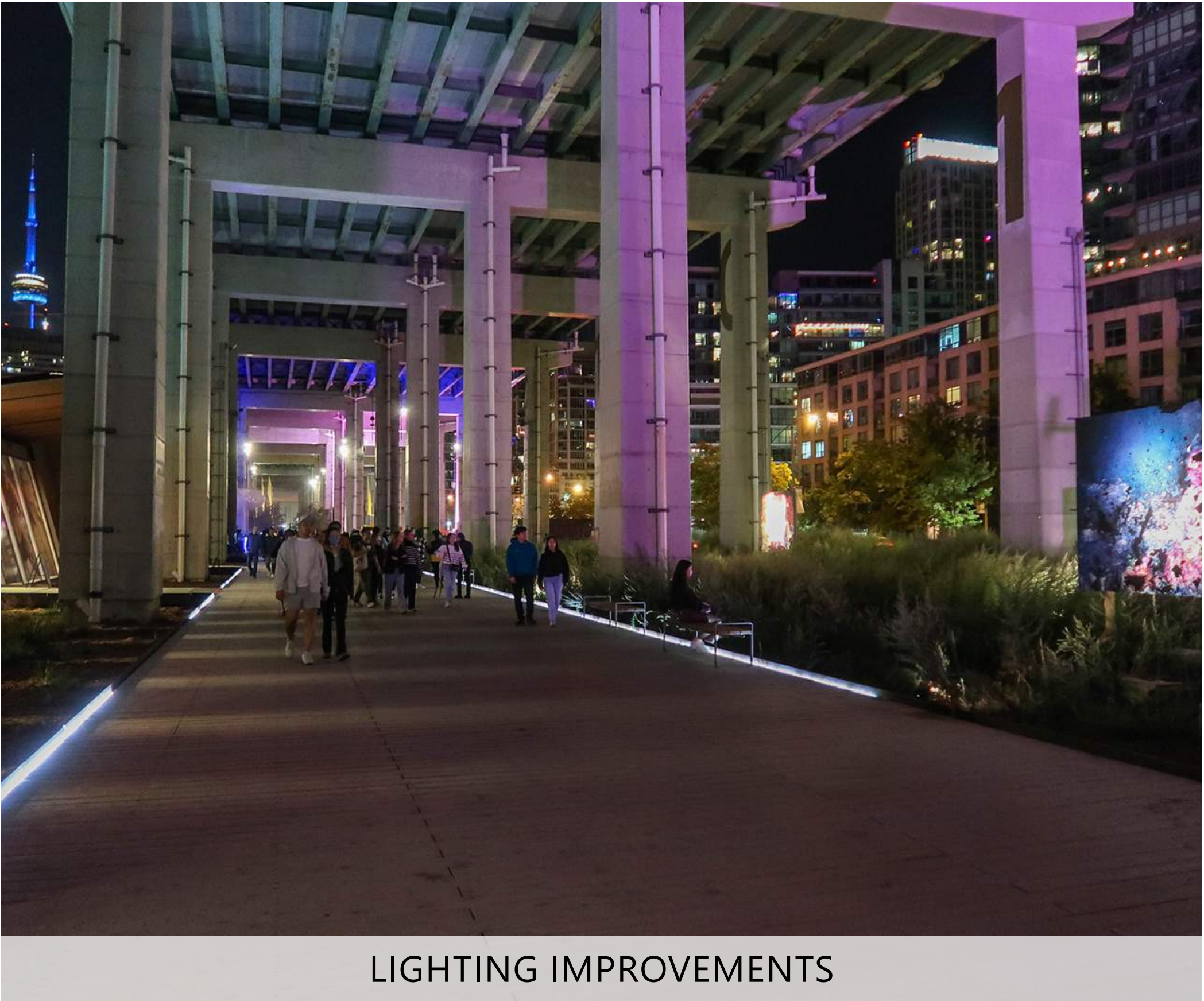
PEDESTRIAN CIRCULATION



FLEXIBLE SPACE FOR OUTDOOR EVENTS



PAINTED COLUMNS AND SEATING AREA



LIGHTING IMPROVEMENTS



SAFETY & COMFORT

Provide a safe and comfortable experience for trail user through a more prominent pathway



ENVIRONMENT & STORMWATER

Incorporate rain gardens to help manage and mitigate problems that result from standing water and sediment from runoff. These "GREEN" improvements will help improve the visual aesthetic of the SH146 corridor



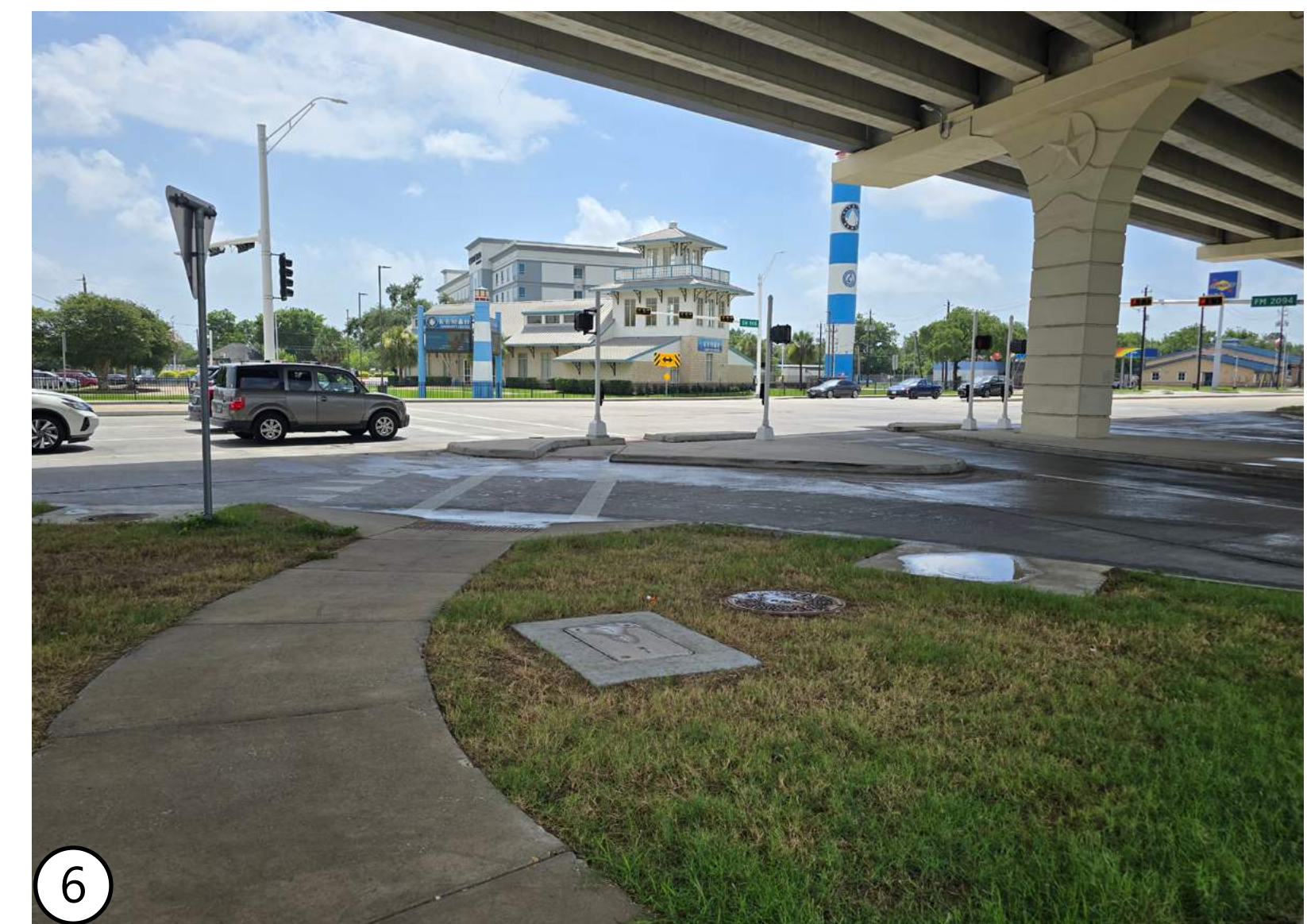
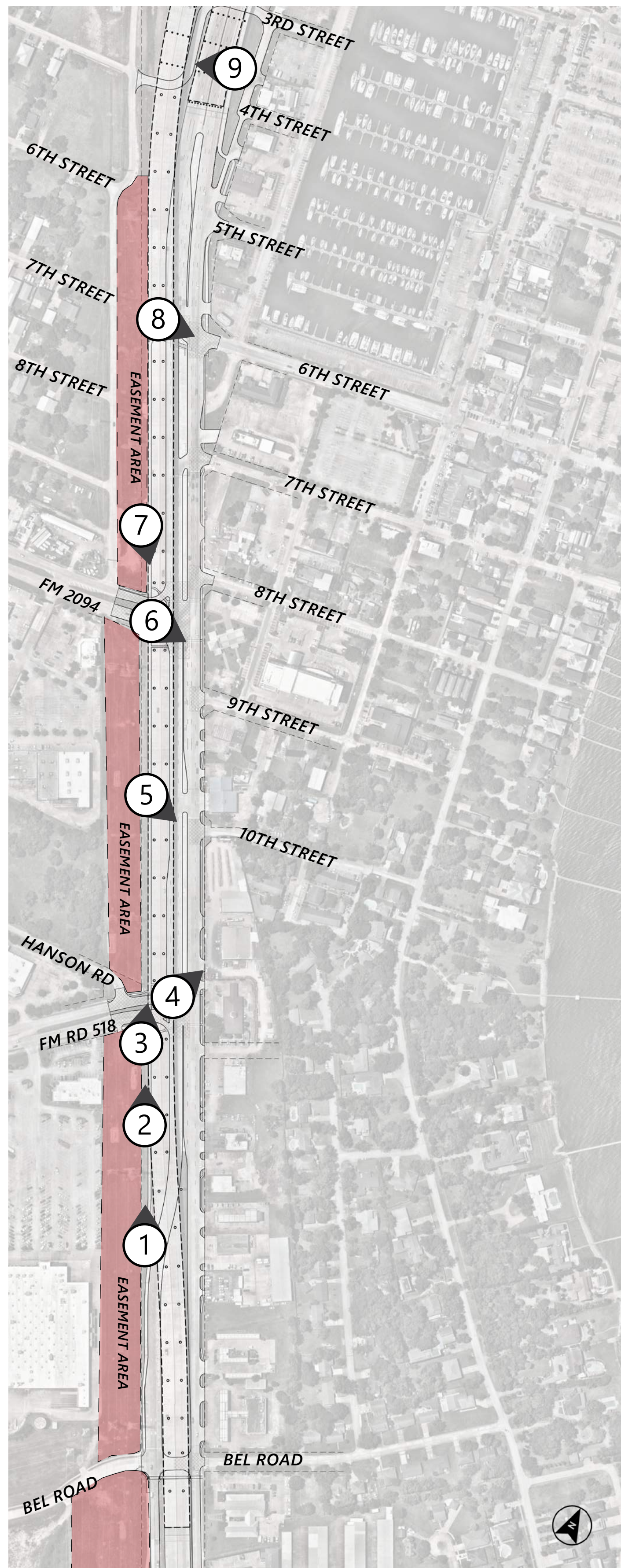
COMMUNITY & PLACE MAKING

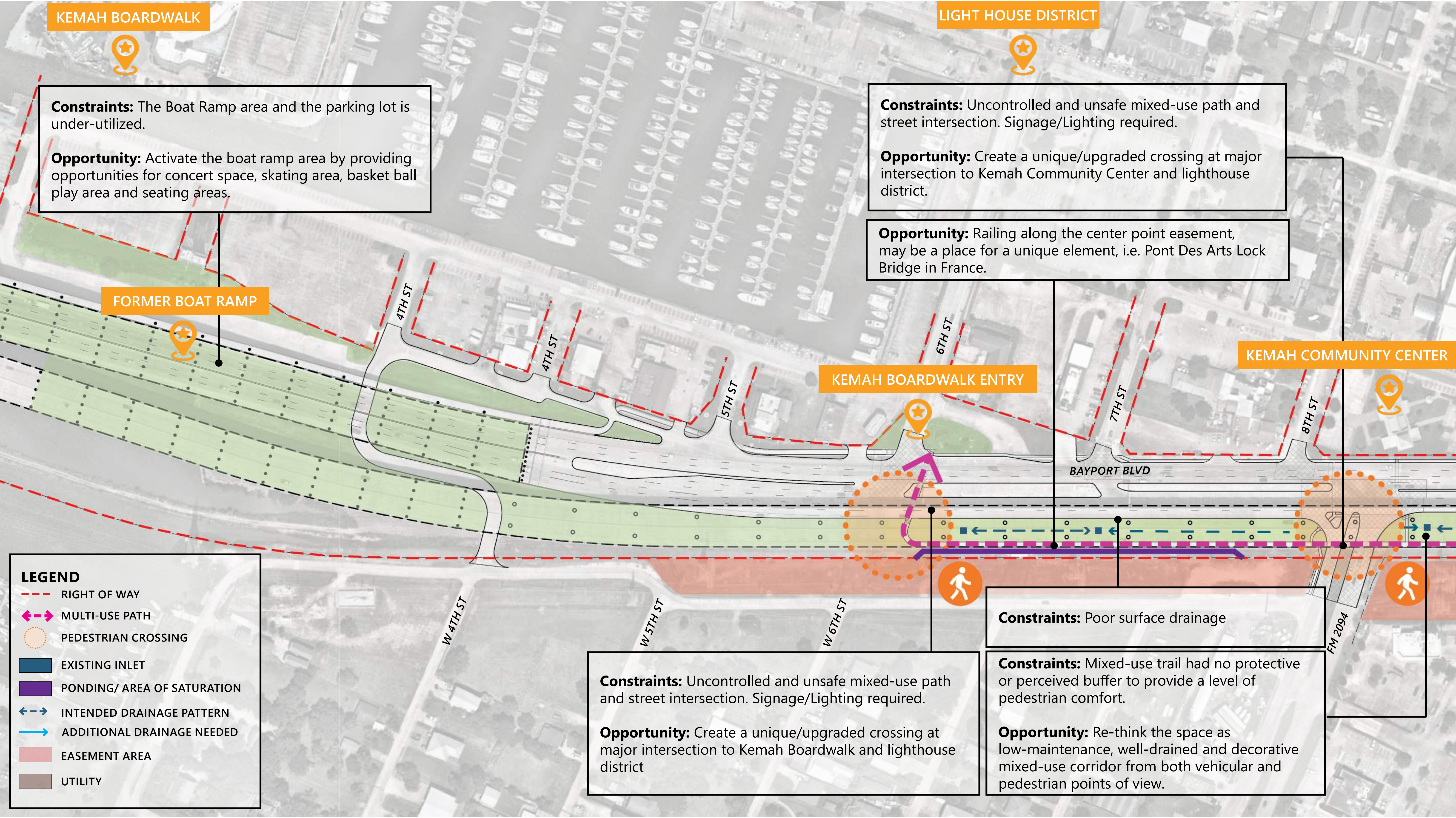
Make the trail become a window to show Kemah character, to attract travelers stop by. Provide space for community event. Make kemah become a fun place to live, work, and play.

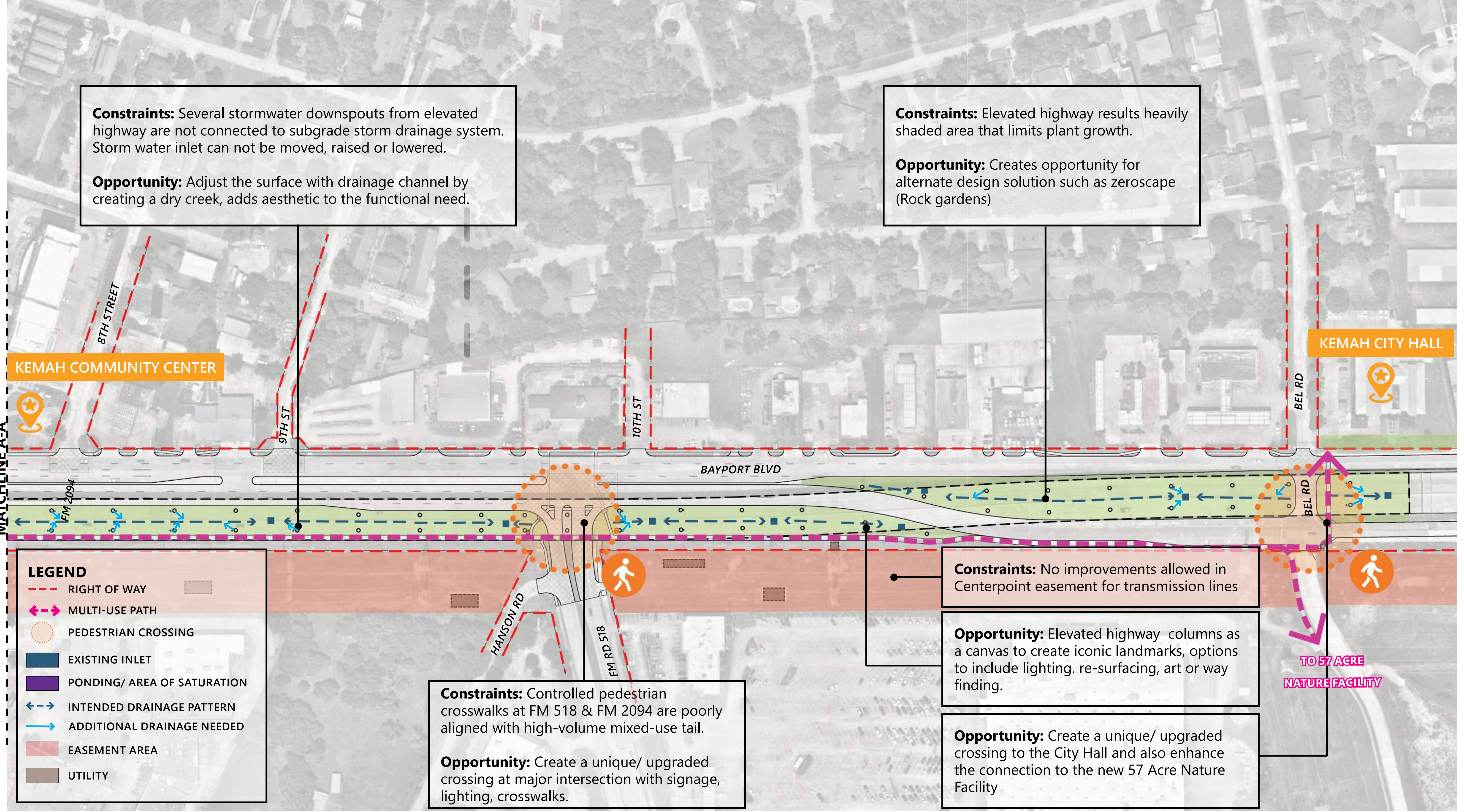


MAINTENANCE

Strategically select plant species, location of gravel, type of hardscape to avoid extra maintenance efforts.

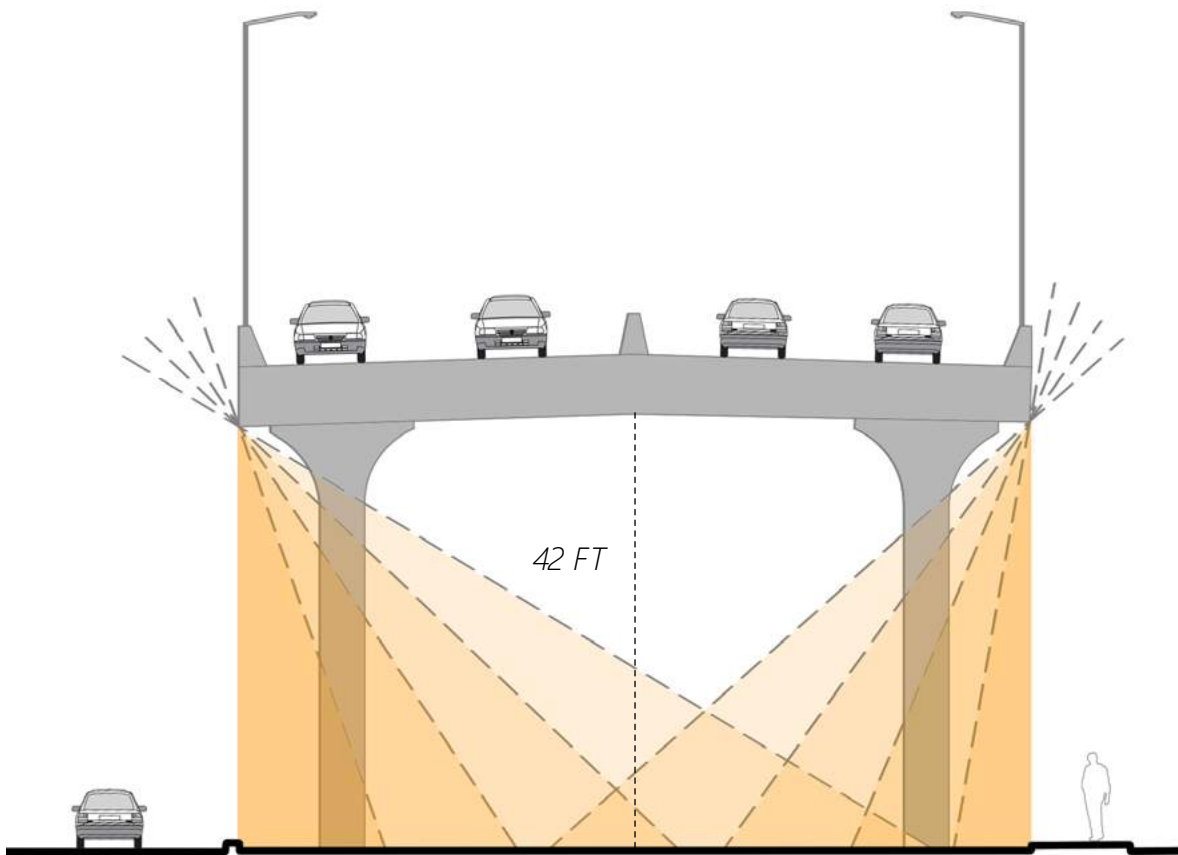




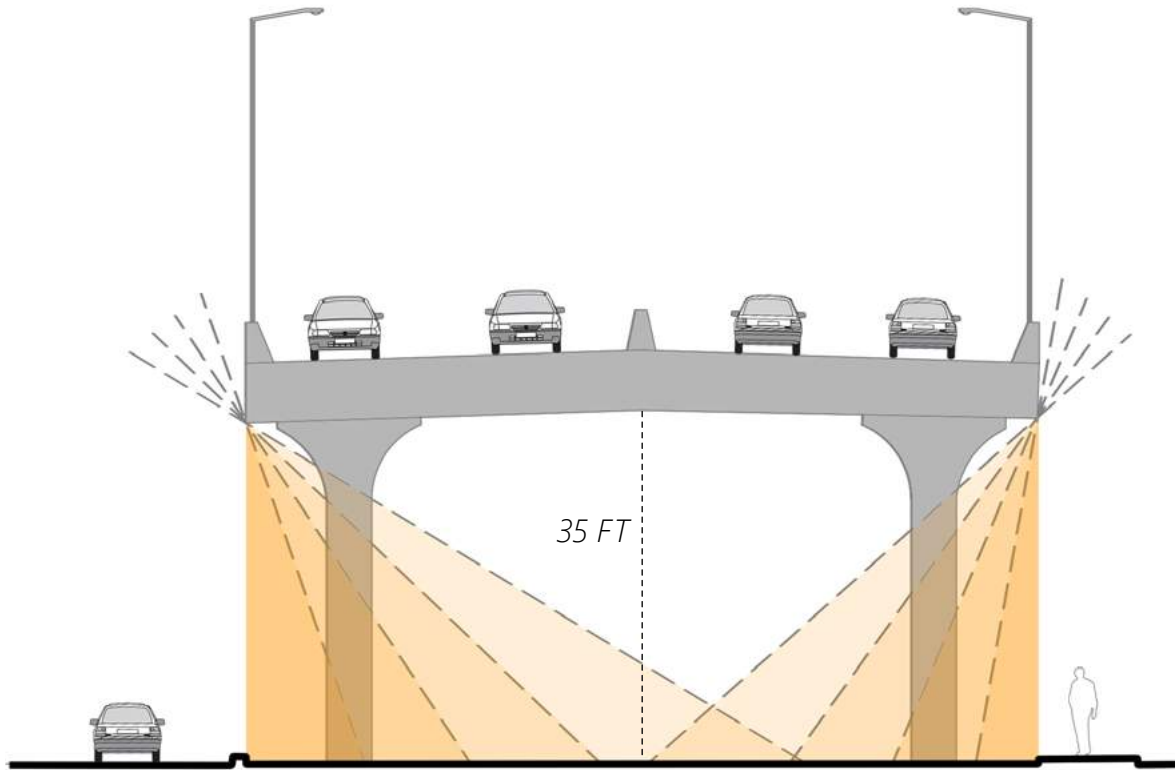




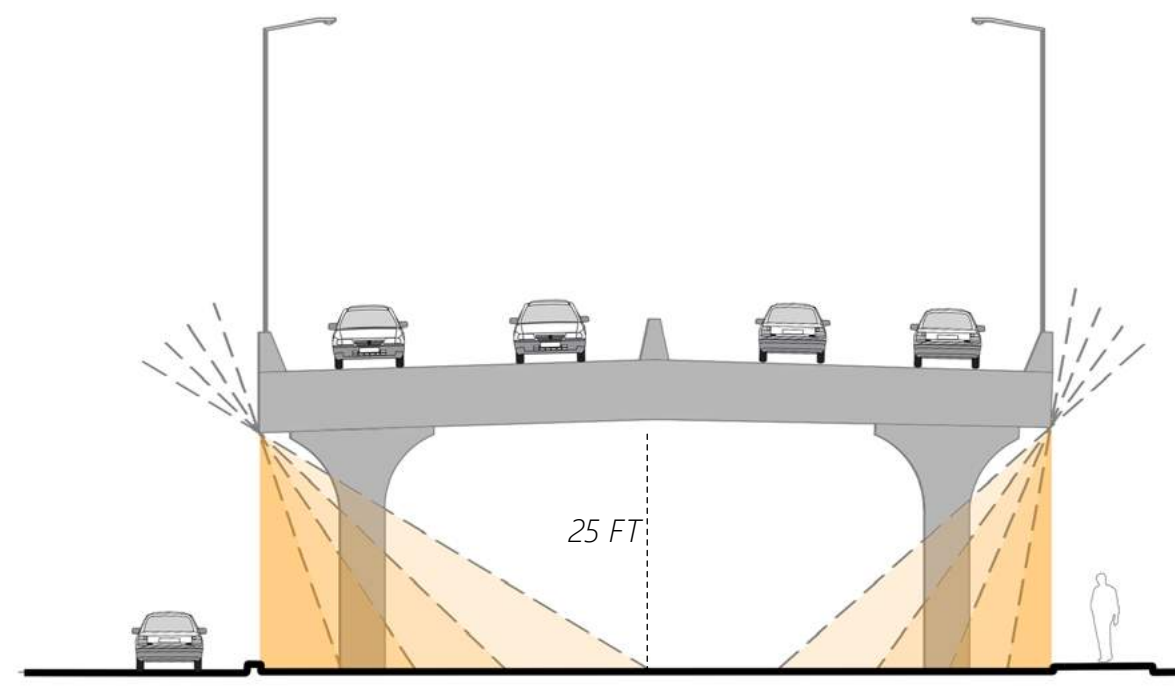
SHADE ANALYSIS: PLAN VIEW



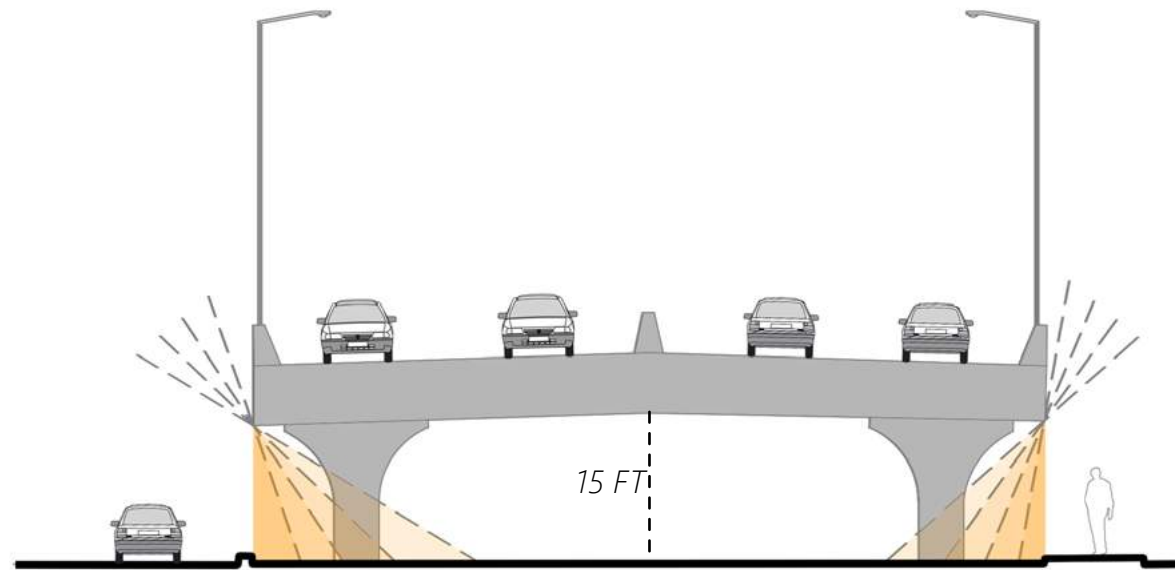
SECTION A-A



SECTION B-B

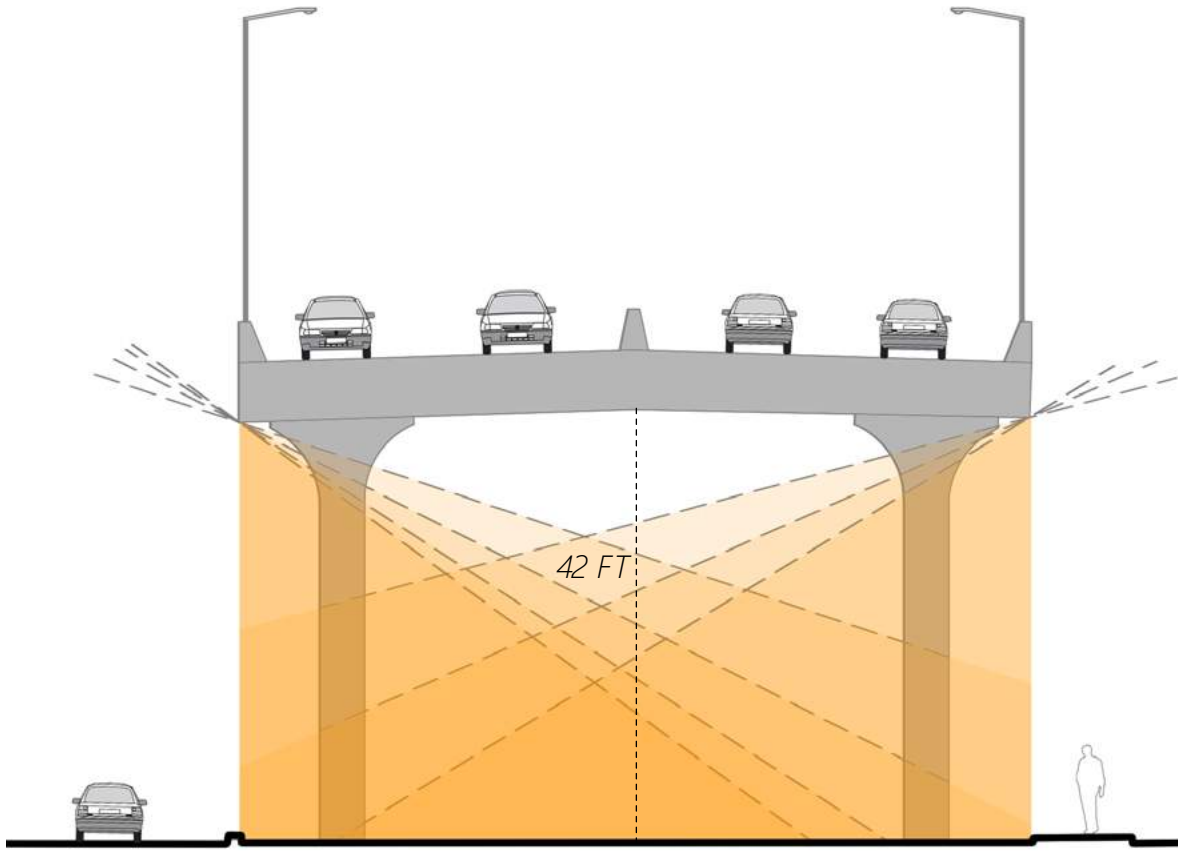


SECTION C-C

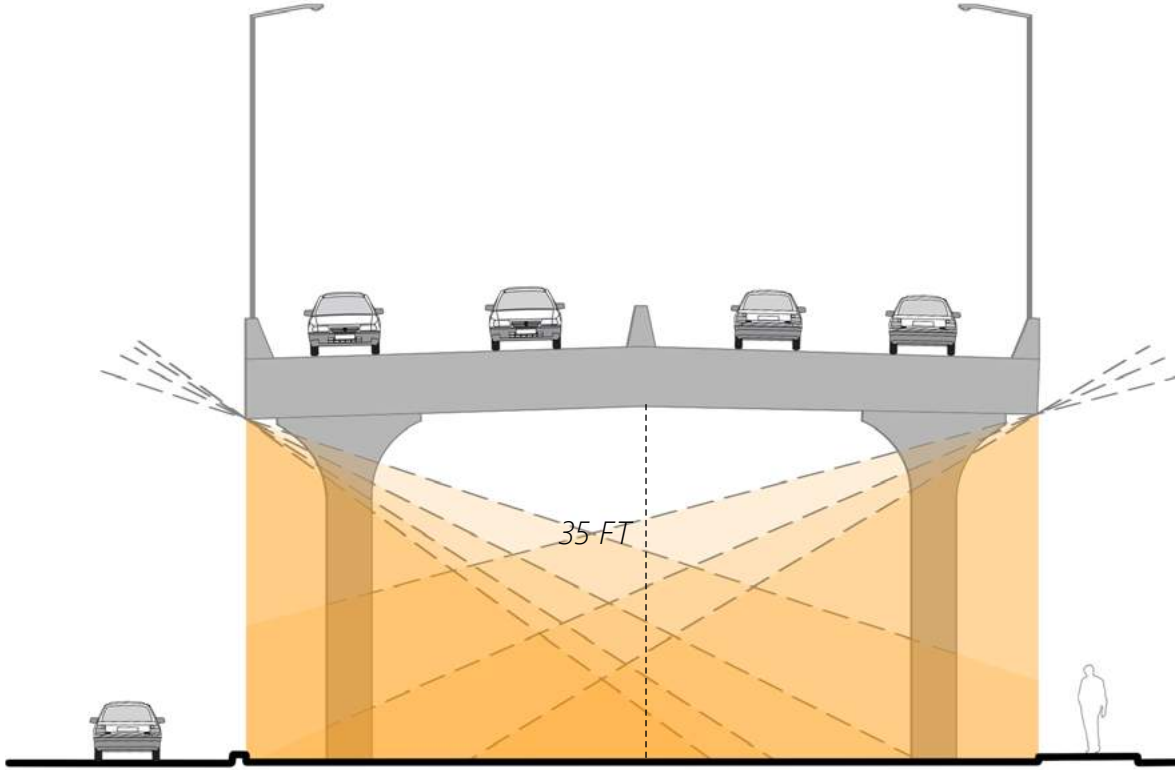


SECTION D-D

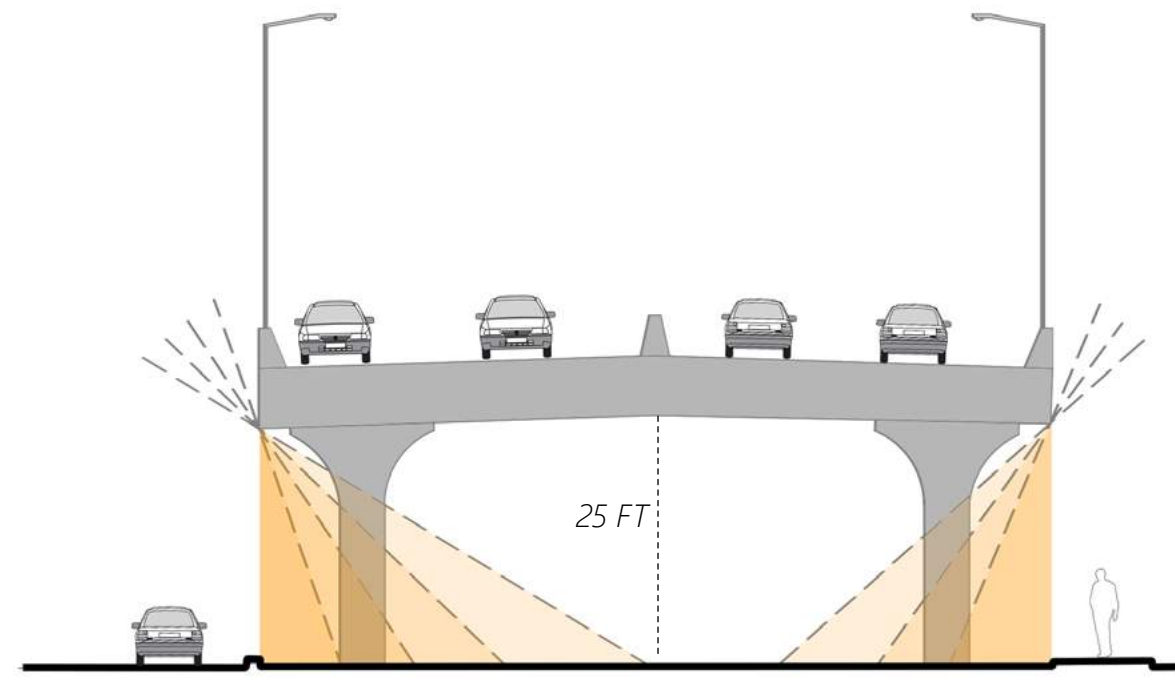
SUMMER SOLSTICE



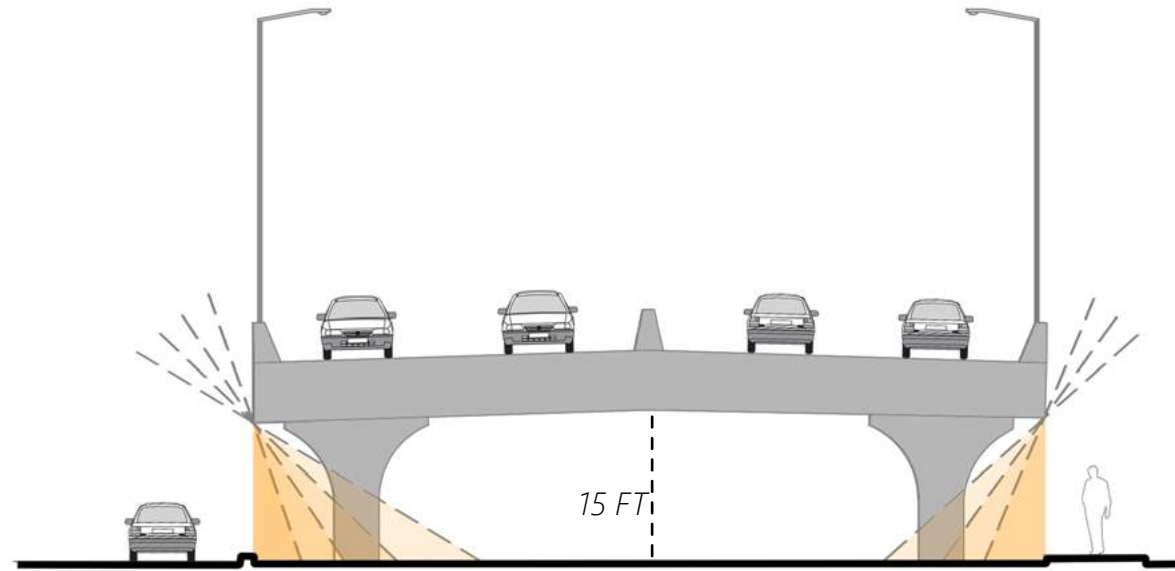
SECTION A-A



SECTION B-B



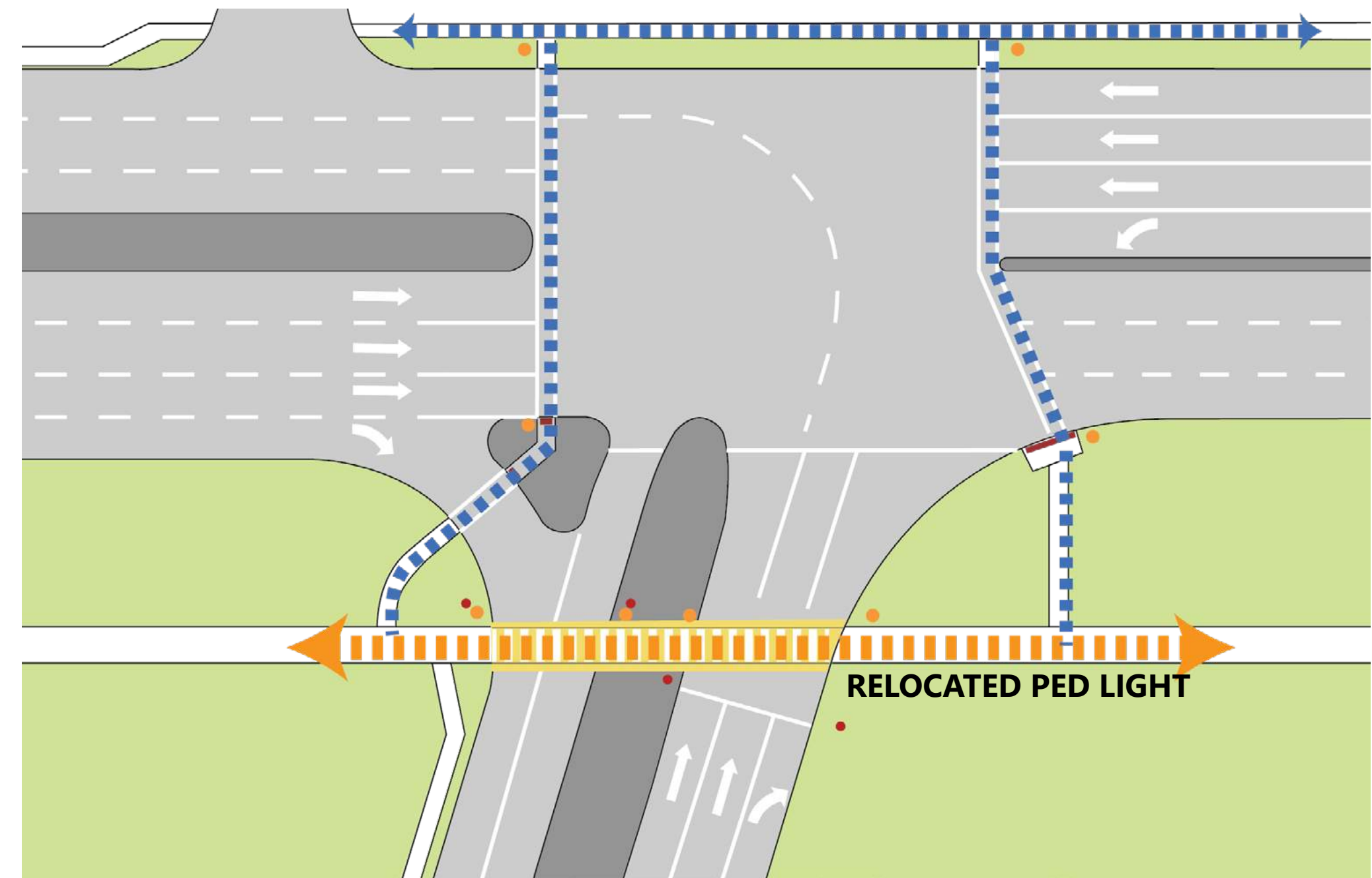
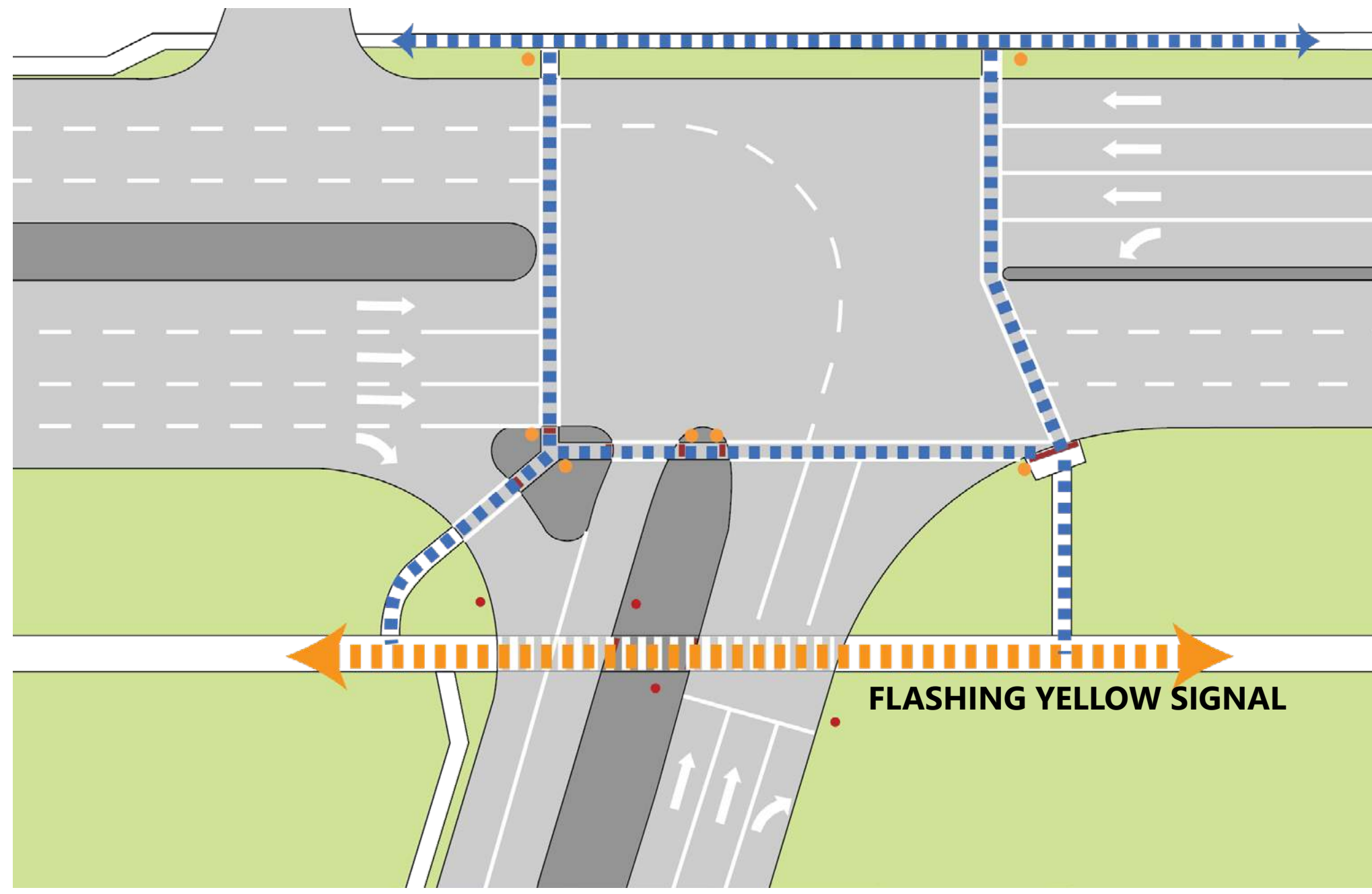
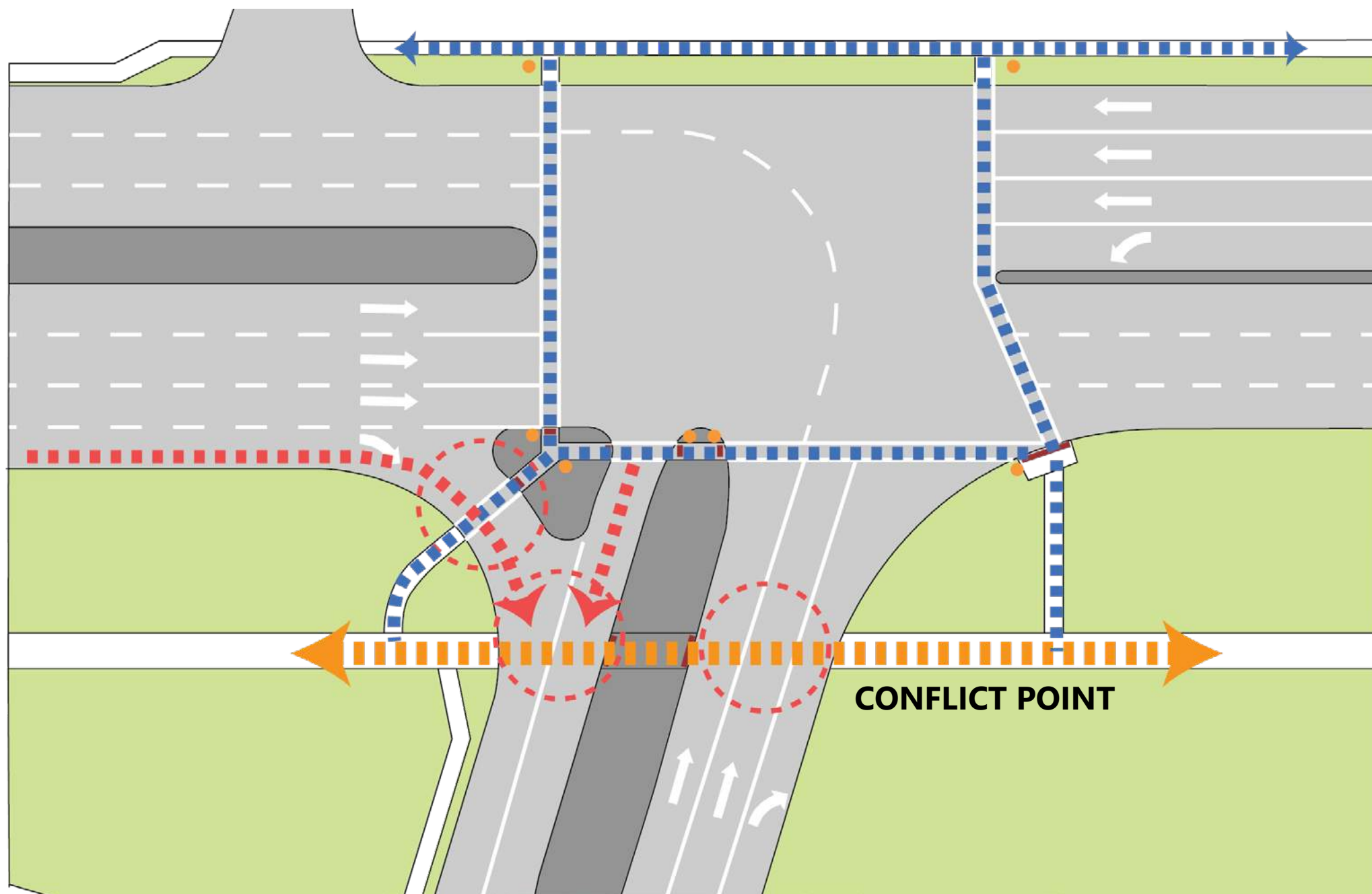
SECTION C-C



SECTION D-D

WINTER SOLSTICE

PARTIAL SHADE TOLERANT PLANTS	SHADE TOLERANT PLANTS	DECOMPOSED GRANITE/ RIPRAP	DECOMPOSED GRANITE/ RIPRAP
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EXISTING CROSSING

The trail's major crossing point currently lacks clear signage, a traffic signal, and pavement markings to guide pedestrians and alert drivers. In addition, having two same-direction crossings in close proximity creates confusion and disrupts traffic flow.



OPTION 1: CROSSWALK STRIPE + PEDESTRIAN SIGNALIZATION

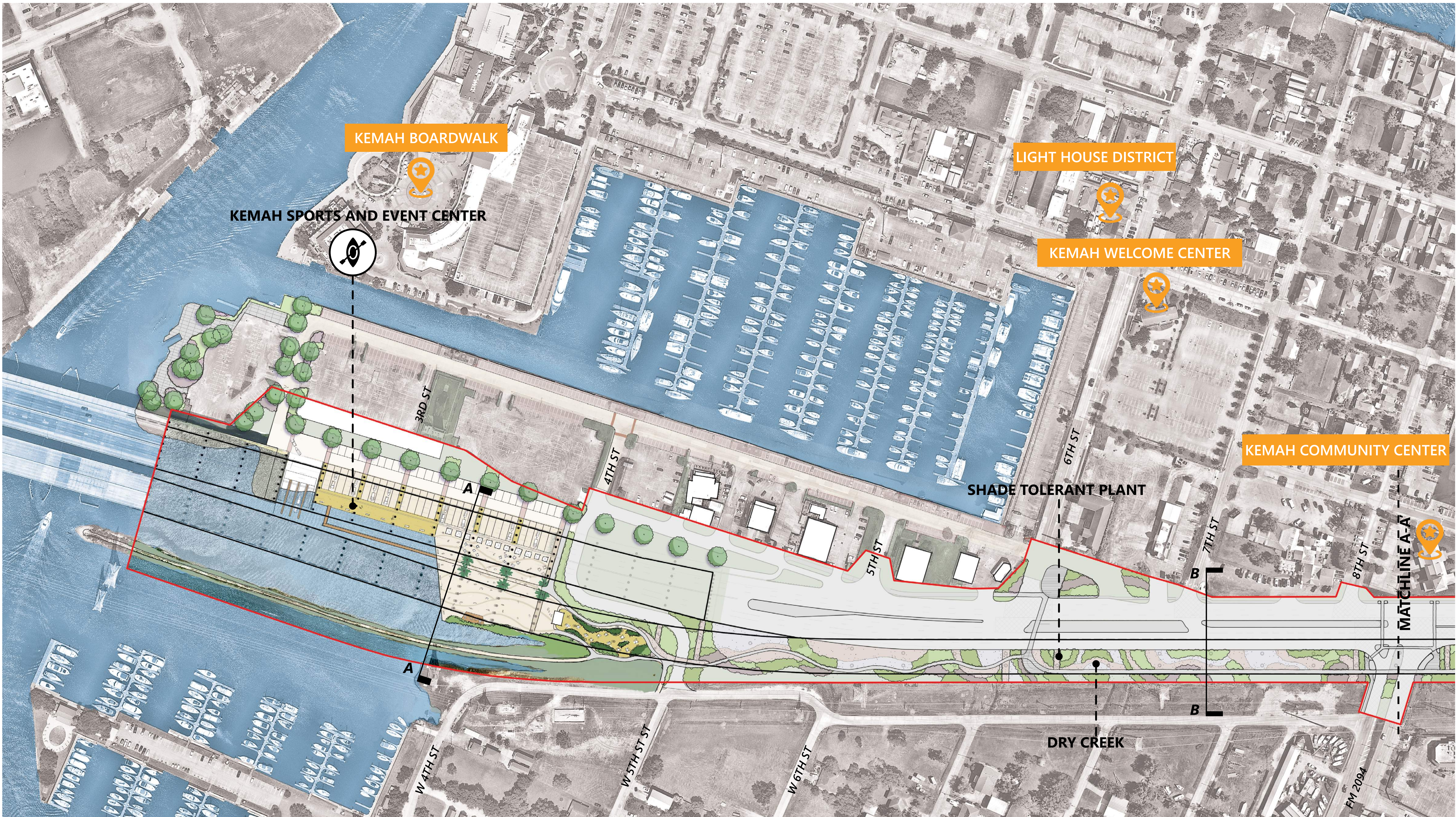
Option 1 keep the existing crossing pattern, but add a striped crosswalk and pedestrian signal at the mixed-use trail to alert drivers and encourage slower speeds.



OPTION 2: RAISED SPEED TABLE + RELOCATE MAJOR CROSSING POINT AND ADD SIGNALIZATION

Option 2 reduced the repeated cross rout, concentrate pedestrian crossing at one point. in that case, the pedestrian traffic light can be relocated.



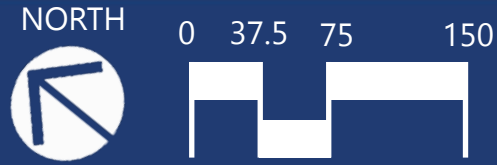


HWY 146 / SITE PLAN

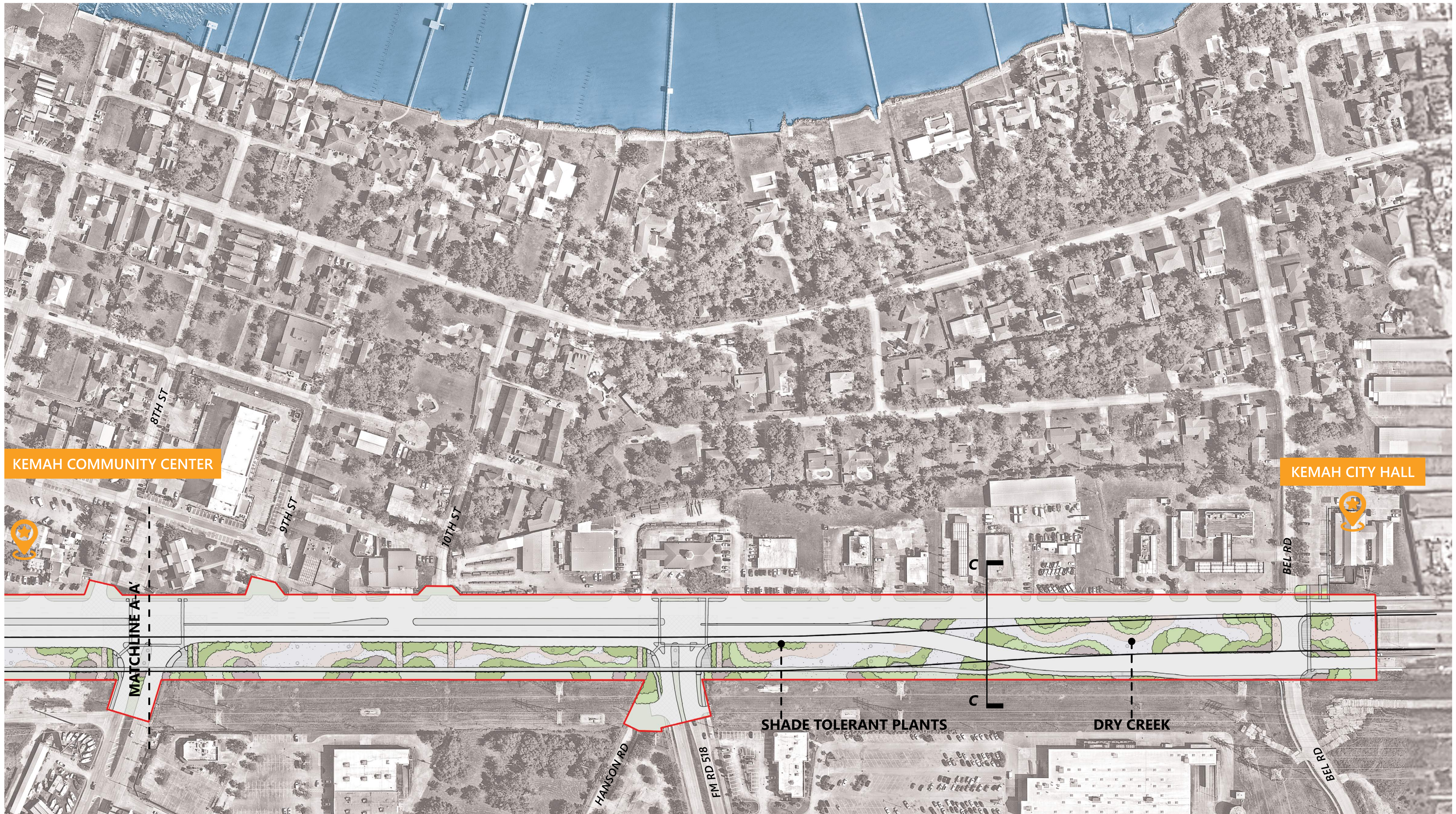
LOCATION: KEMAH, TEXAS

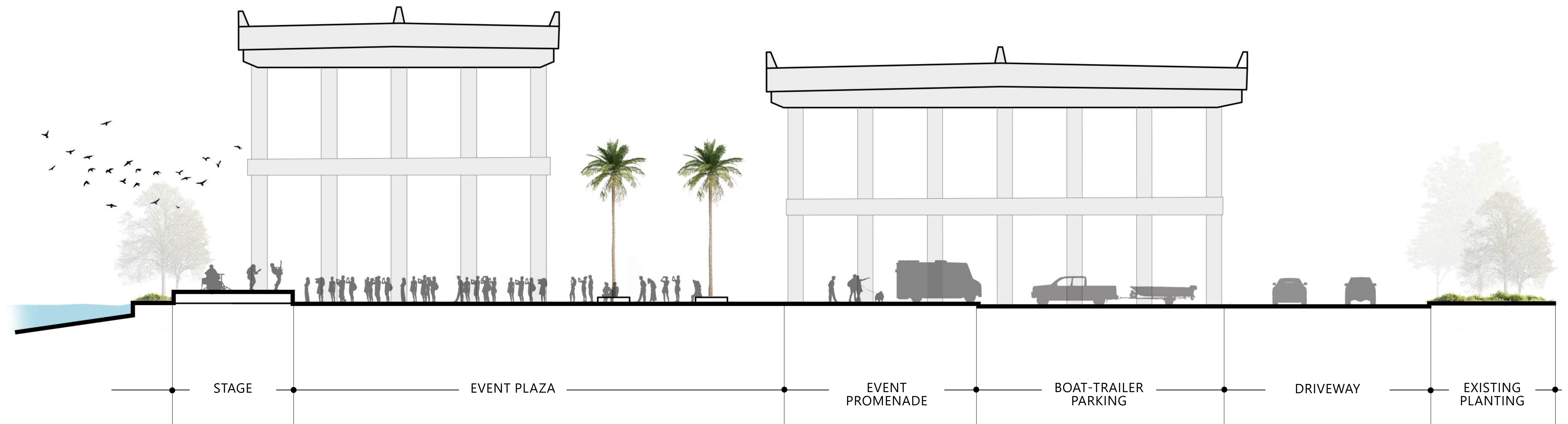
CLIENT: CITY OF KEMAH

DATE: OCTOBER, 2025

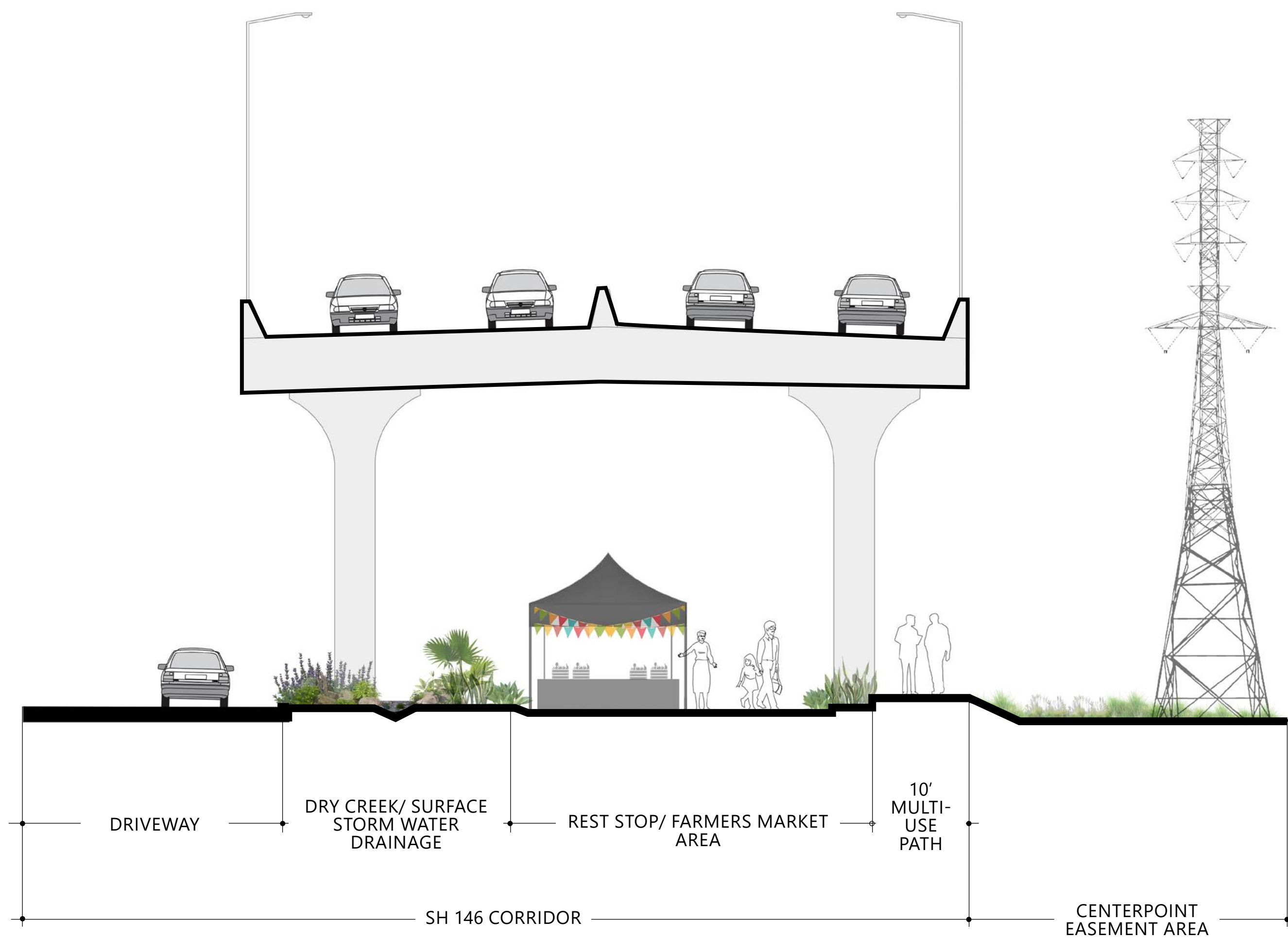


CONCEPT DESIGN | 13

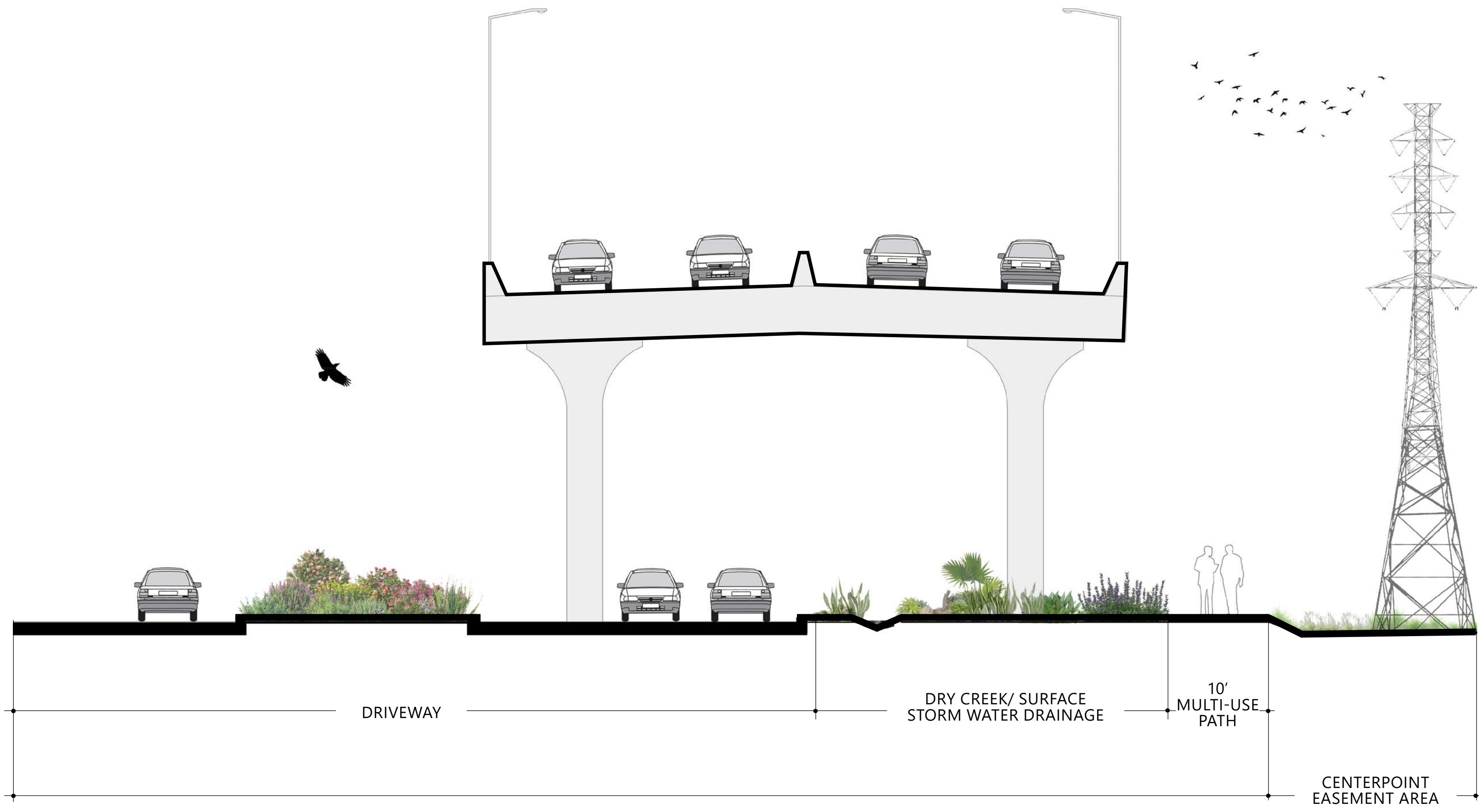




SECTION A-A



SECTION B-B



SECTION C-C

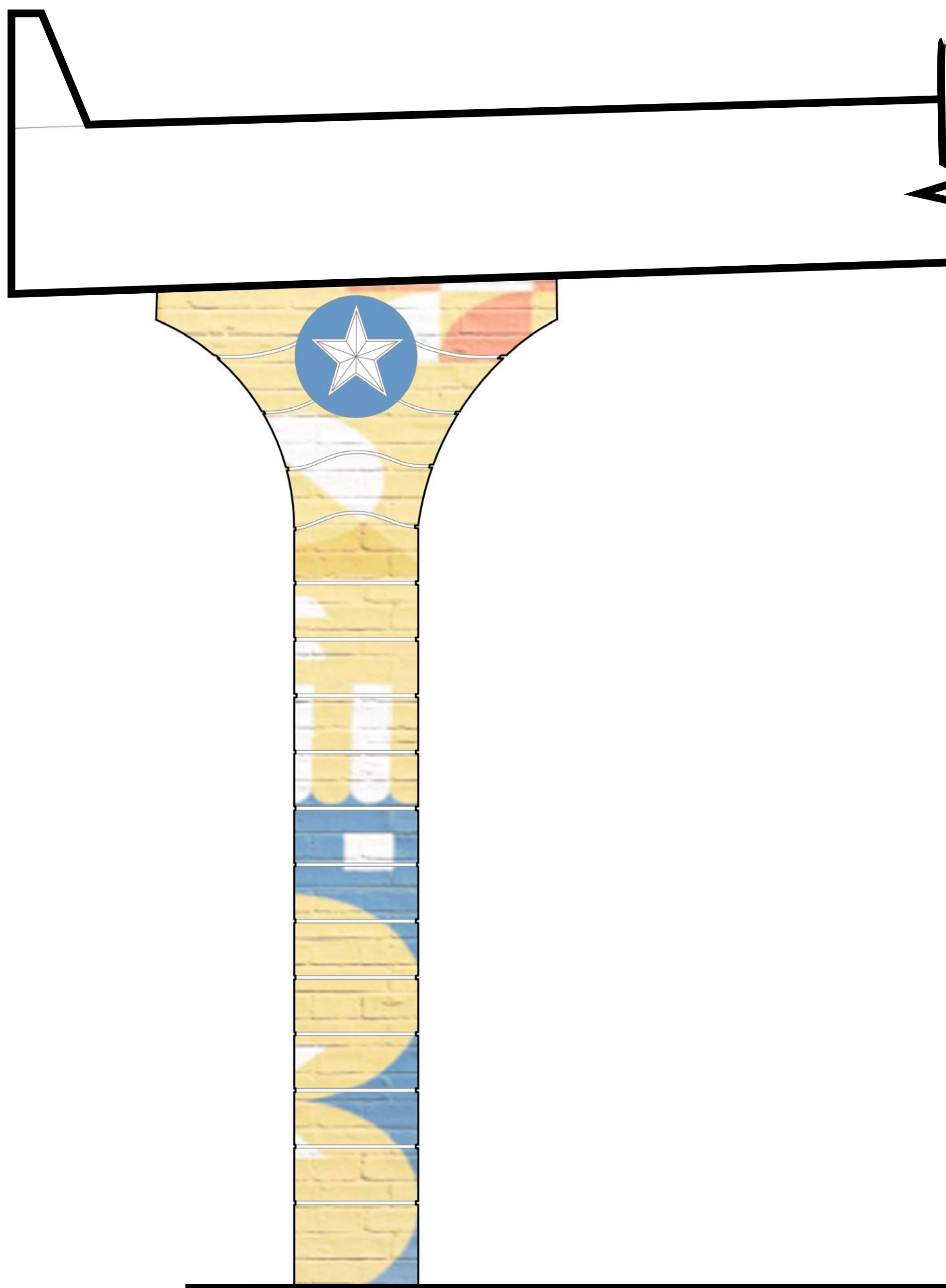
HWY 146 / SECTIONS

LOCATION: KEMAH, TEXAS

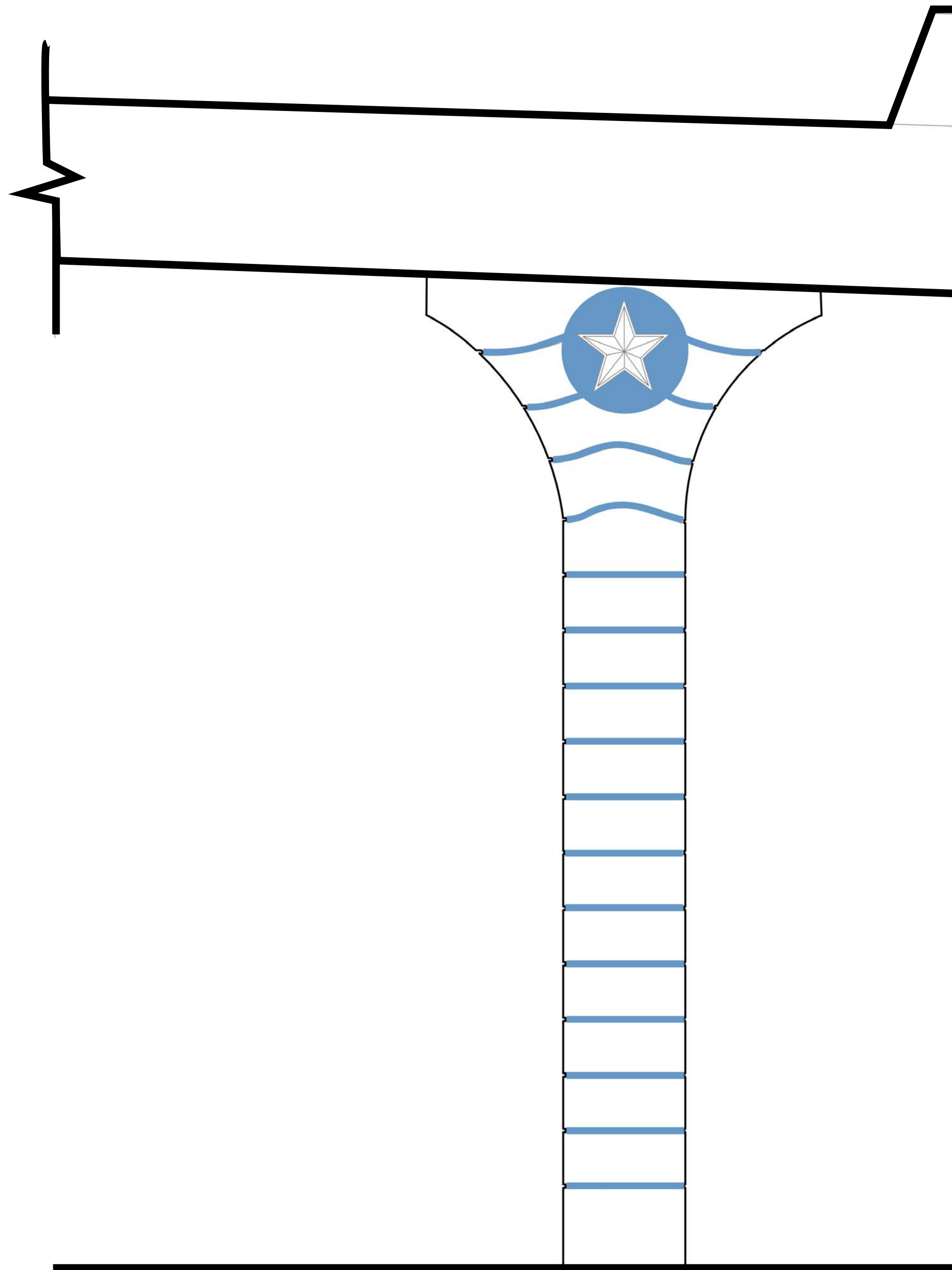
CLIENT: CITY OF KEMAH

DATE: OCTOBER, 2025

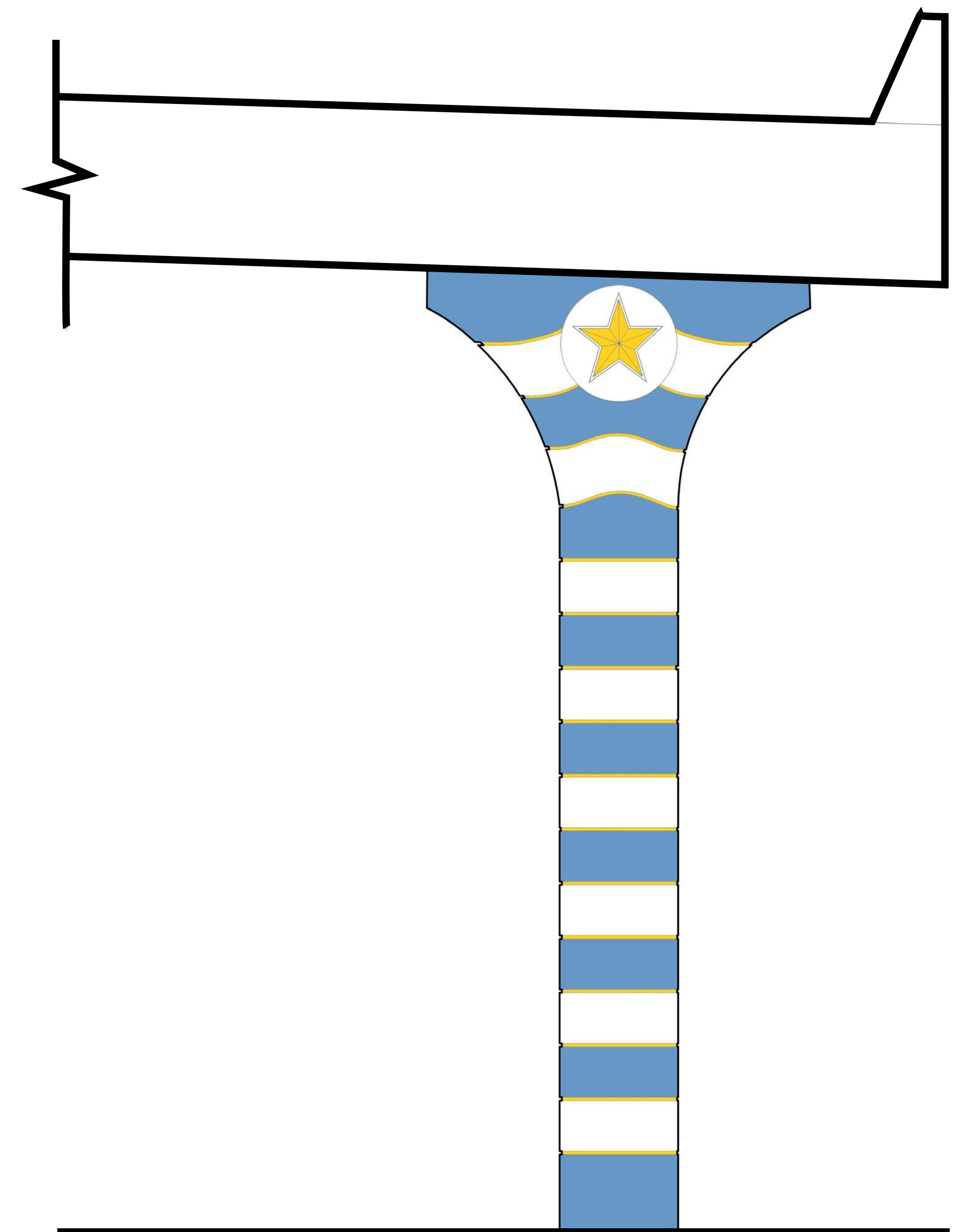
CONCEPT DESIGN | 16



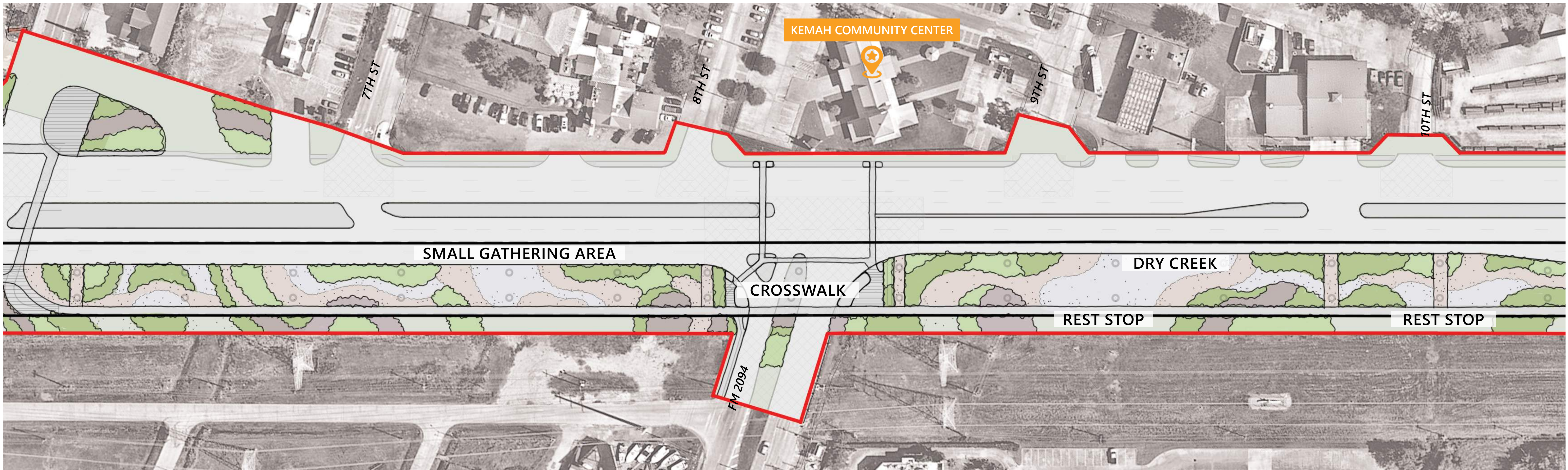
CONCEPT A: MURALS



CONCEPT B: HIGHLIGHTED STRIPS



CONCEPT C: SOLID COLOR



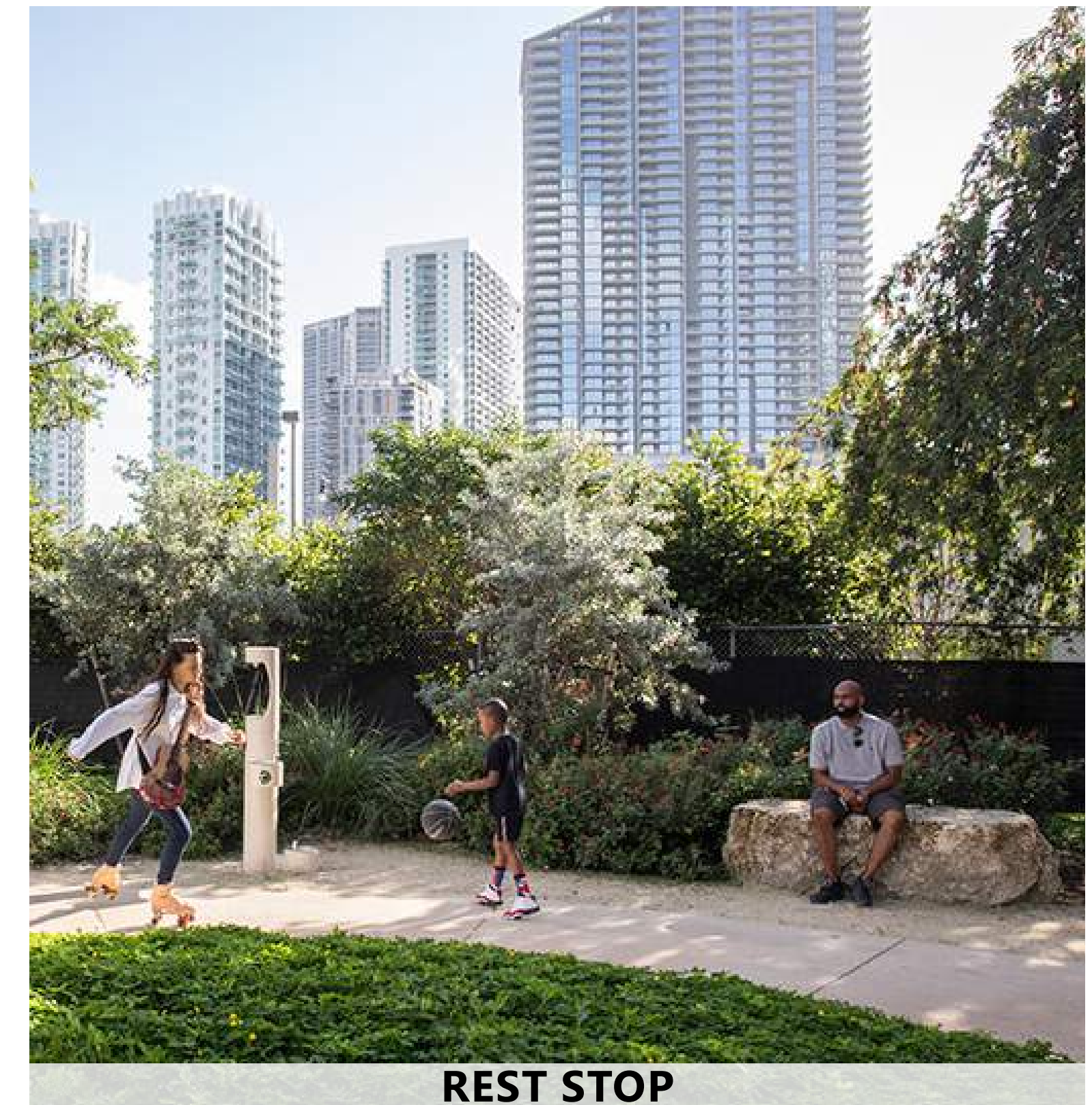
SMALL GATHERING SPACE



STAMPED CONCRETE CROSSWALK



DRY CREEK



REST STOP

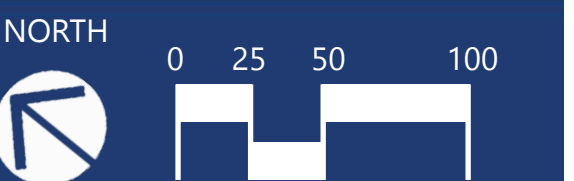


HWY 146 / SITE PLAN ENLARGEMENT A

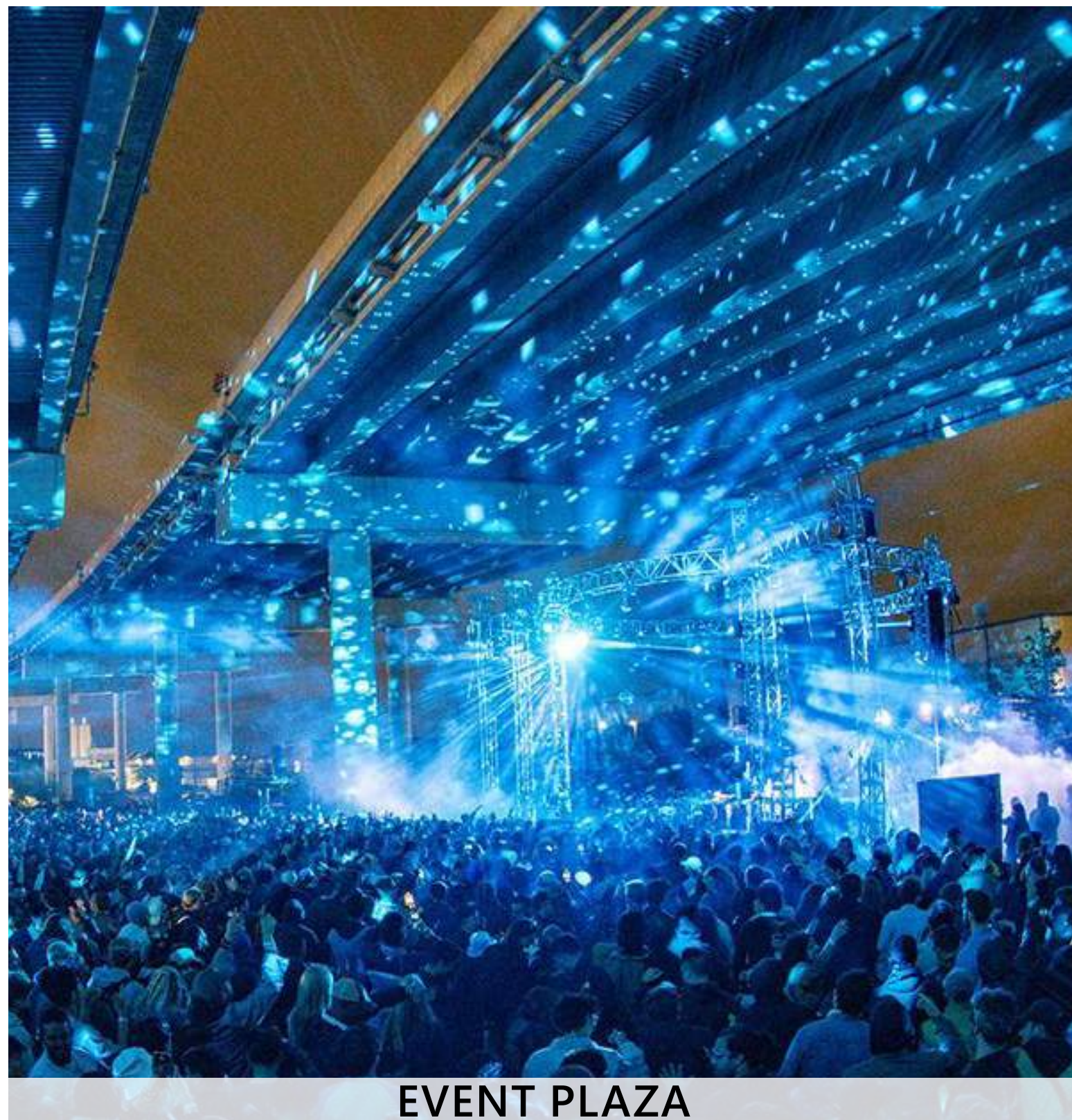
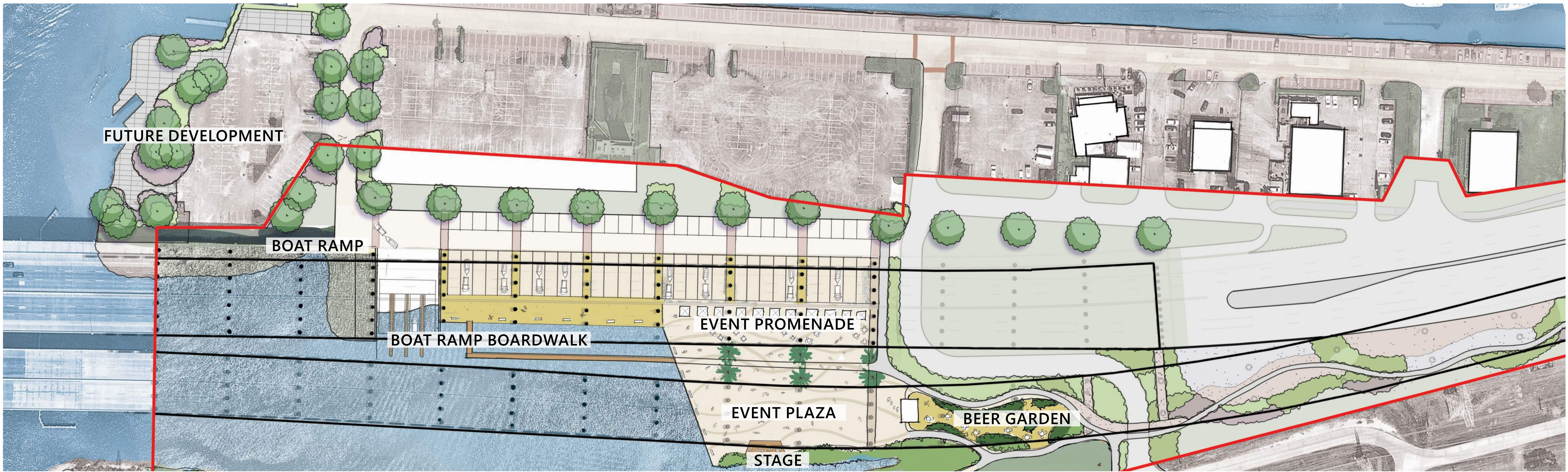
LOCATION: KEMAH, TEXAS

CLIENT: CITY OF KEMAH

DATE: OCTOBER, 2025



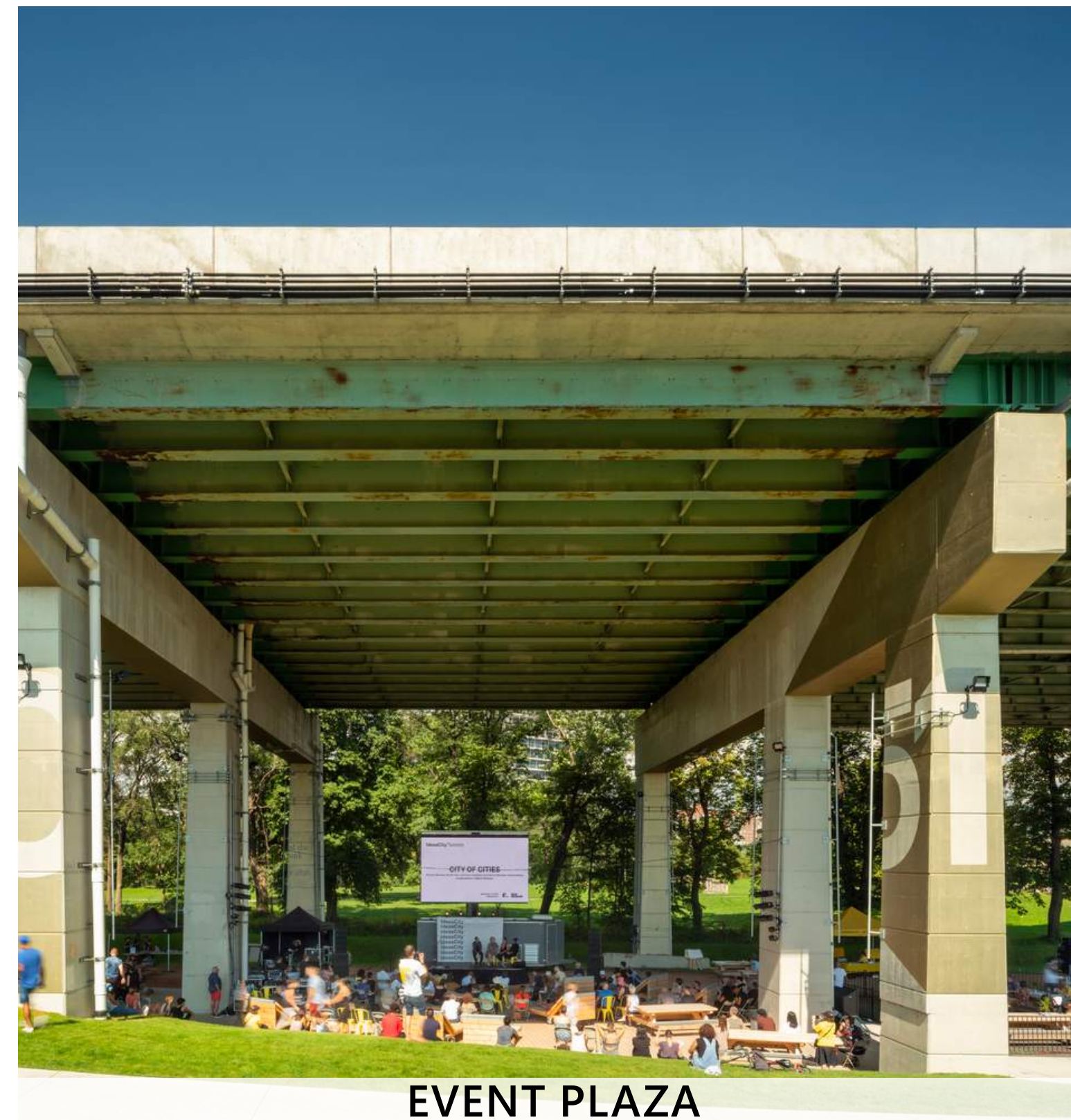
CONCEPT DESIGN | 18



EVENT PLAZA



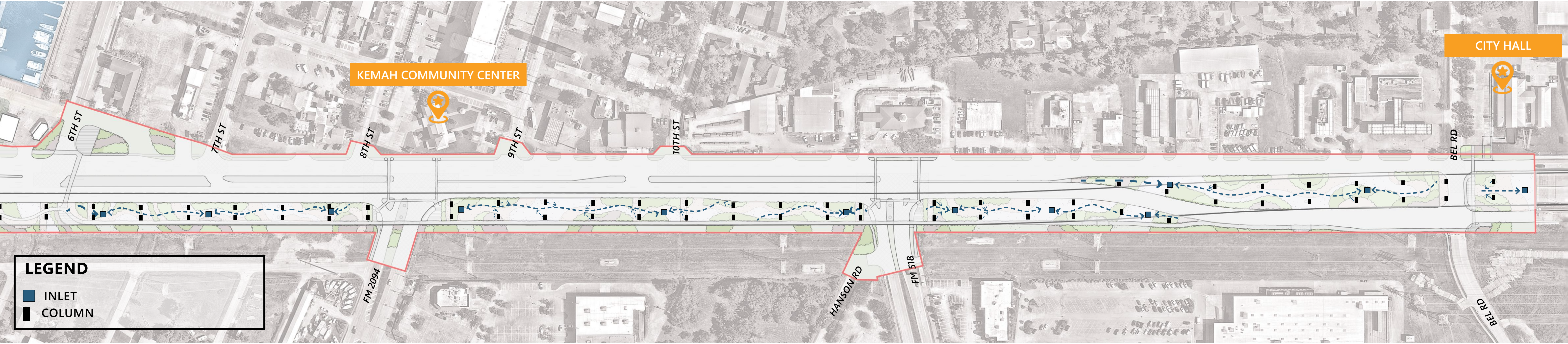
EVENT PROMENADE

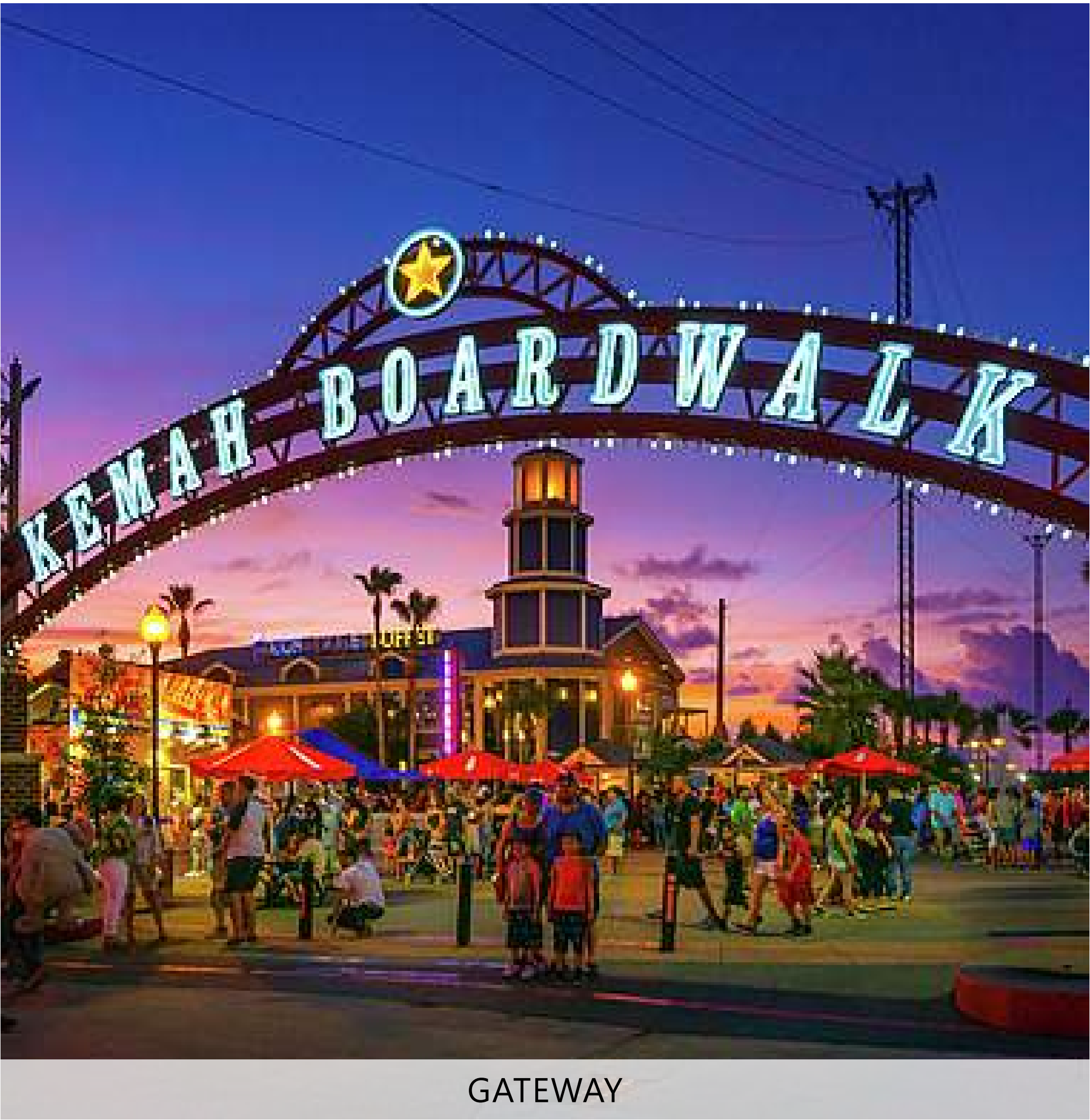
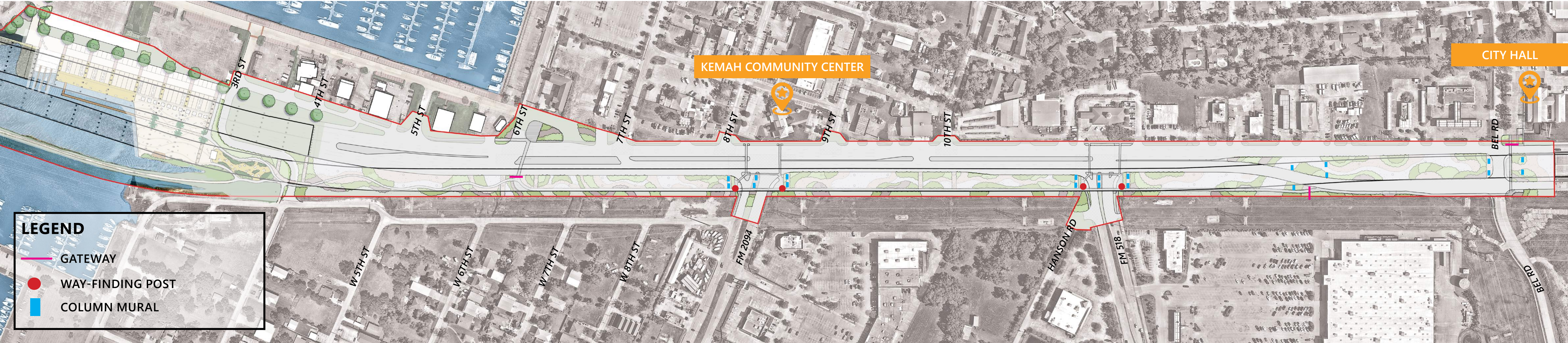


EVENT PLAZA



BEER GARDEN





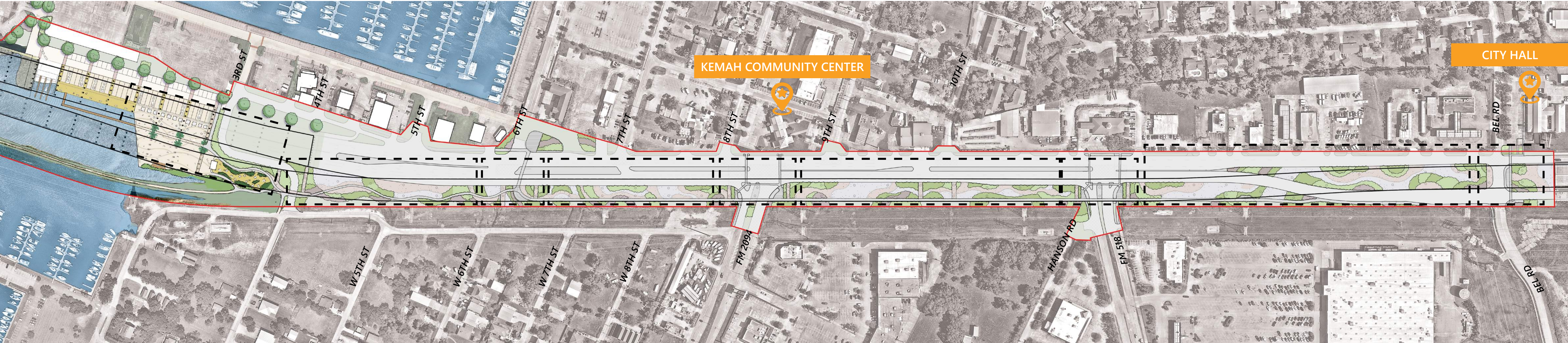
GATEWAY



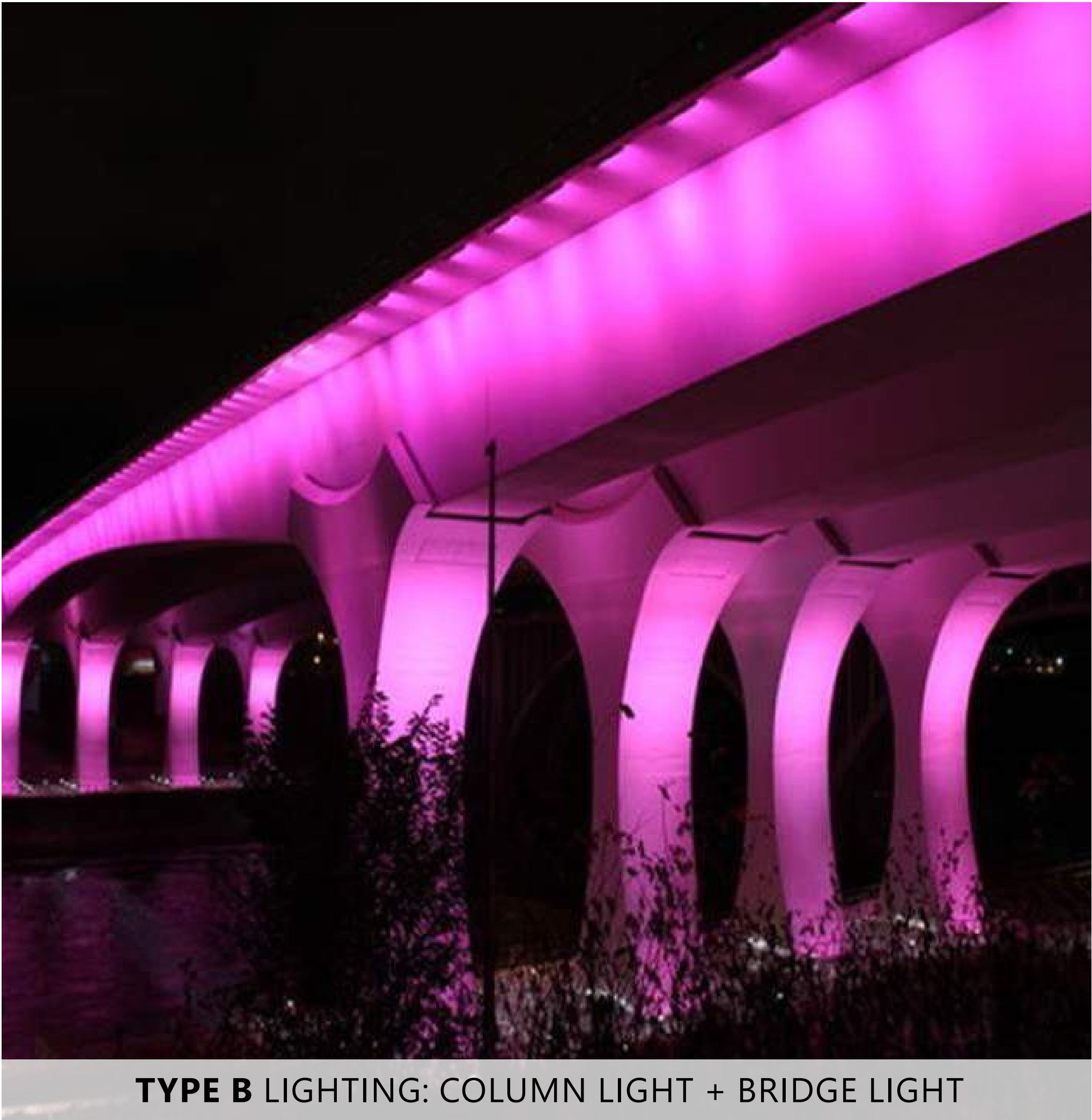
WAY-FINDING POST



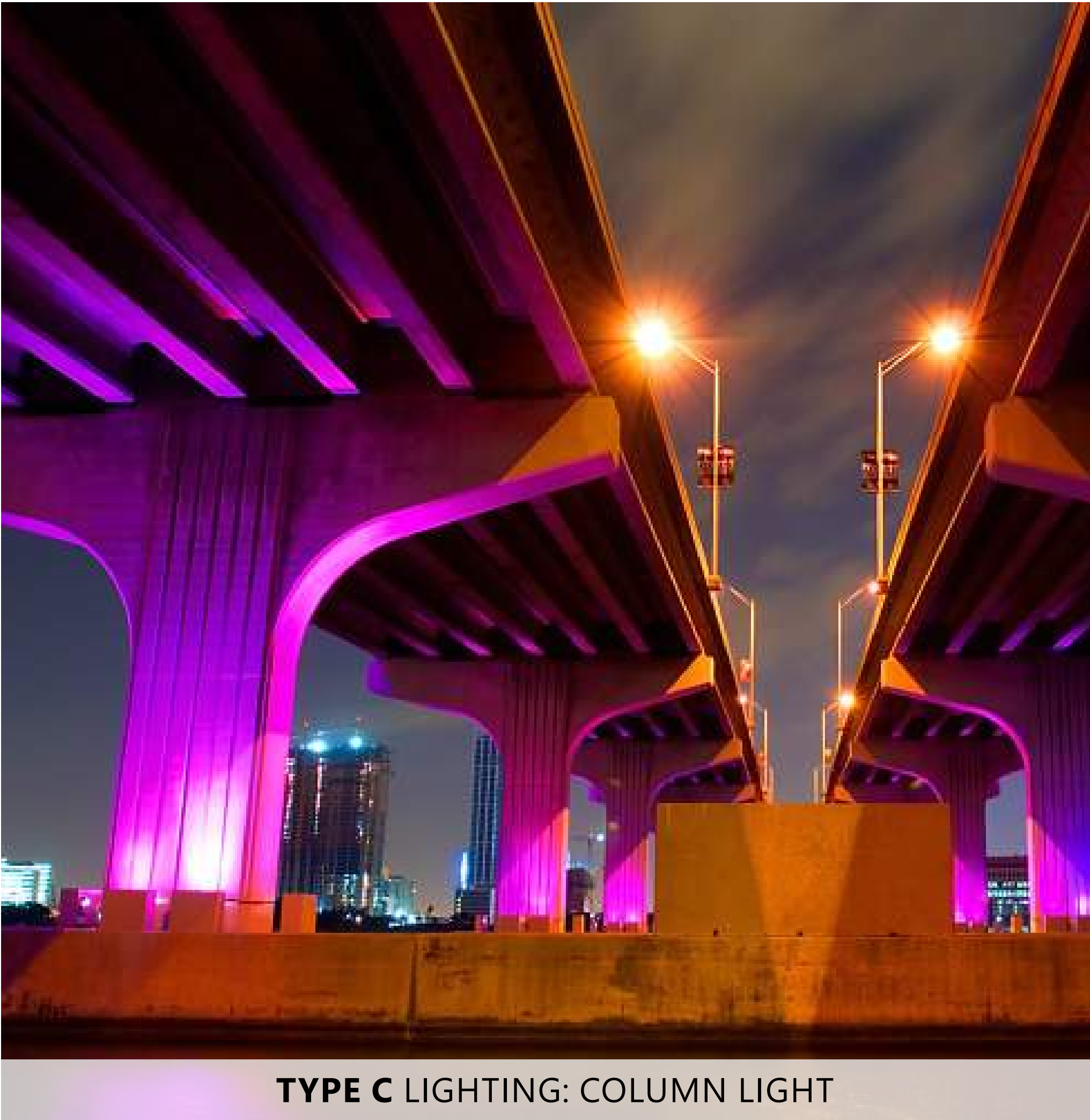
COLUMN MURALS



TYPE A LIGHTING: COLOR LIGHT + FLOOD LIGHT



TYPE B LIGHTING: COLUMN LIGHT + BRIDGE LIGHT



TYPE C LIGHTING: COLUMN LIGHT



**KCDC REGULAR MEETING
MINUTES**

October 21, 2025
6:00 PM

Darren Broadus - President (Position 1)

Darren Broadus	Shawn Williamson	Jacquelyn Wieland	Tom Linklater	Ryan Hvitlok	Ree Allen	Dustin Oliver
KCDC Position 1	KCDC Position 2	KCDC Position 3	KCDC Position 4	KCDC Position 5	KCDC Position 6	KCDC Position 7

1. Call to Order and Certification of a Quorum

KCDC President Darren Broadus called the Kemah Community Development Corporation (KCDC) Meeting to order at 6:00 p.m. in the Council Chambers in Kemah City Hall. Present were Board Members Dustin Oliver, Ryan Hvitlok, Tom Linklater, and Ree Allen. Board Members Jacquelyn Wieland and Shawn Williamson were absent, and President Broadus declared a quorum.

2. Invitation to Address Board

(The subject matter of any comments under this agenda item shall be limited to items on the agenda. The privilege of speaking at this time is limited to the following persons: residents in the City of Kemah, persons having an ownership interest in property within Kemah, or a business located within its jurisdiction, or their attorney(s). A statement of no more than 2 minutes may be made. There will be no yielding of time to another person. State law prohibits KCDC board members from commenting on any statement or engaging in dialogue without an appropriate agenda item being posted in accordance with the Texas Open Meetings Law. Comments should be directed to the entire KCDC board, not individual members. Engaging in verbal attacks or comments intended to insult, abuse, malign or slander any individual shall be cause for termination of time privileges and expulsion from the meeting. This section will be limited to a total time limit of 15 minutes, unless extended by the President of the KCDC board.)

None

3. Proclamations, Presentations, Awards, and Community Spotlight

4. Board Members' Comments and Announcements

Announcements concerning items of community interest. No action will be taken.

Board Member Tom Linklater

- Thank you for coming
- Barktober

Board Member Ryan Hvitlok

- None

Board Member Ree Allen

- Thank you for coming

Board Member Dustin Oliver

- Show on the road

5. President's Comments and Announcements

Announcements concerning items of community interest. No action will be taken.

None

6. City Administrator Report

Announcements concerning items of community interest. No action will be taken.

7. KCDC Executive Director Report

Announcements concerning items of community interest. No action will be taken.

7.A. Consideration and Possible to have Staff Attain Quotes and Possible Designs for Pickleball Courts at Cien Park

**KCDC Executive
Director**

8. Consent Agenda

8.A. Approval of Minutes for the 09/16/25 KCDC Regular Meeting

City Secretary

Motion: To Approve
Made By: Member Dustin Oliver
Seconded By: Member Tom Linklater
Vote: Motion Carried unanimously by all Councilmembers present.

9. Consideration and Possible Action Items

9.A. Consideration and Possible Action on Volunteer Designations with University of Houston SBDC- Small Business Development Corporation Project

KCDC

Motion: To Appoint Ree Allen as the designee and Jacquelyn Wieland and Shawn Williamson as alternates
Made By: Member Dustin Oliver
Seconded By: Member Tom Linklater
Vote: Motion Carried Member Ree Allen, voting "No".

9.B. Consideration and Possible Action on Approval of a Tower Camera System for 57-Acre Park

Police Department

Motion: To Approve the Poles
Made By: Member Ree Allen
Seconded By: Member Ryan Hvitlok
Vote: Motion Carried Member Dustin Oliver, voting "No".

9.C. Consideration and Possible Action to Declare a Project for Linear Park

City Administrator

Motion: To Approve with the Name Changed to Gateway Park
Made By: Member Tom Linklater
Seconded By: Member Dustin Oliver
Vote: Motion Carried unanimously by all Councilmembers present.

- 9.D. Consideration and Possible Action to Approve roll Budget Amendment to Fiscal Year 2026, for Professor Patrick Peters and his University of Houston graduate architecture class for the design of a memorial park in honor of Joann Blackledge, former First Lady of Kemah. In the amount not to exceed \$25,000. Finance

Motion: To Approve
Made By: Member Ree Allen
Seconded By: Member Tom Linklater
Vote: Motion Carried unanimously by all Councilmembers present.

- 9.E. Consideration and Possible Action to Release RFP for Professional Services for Development of Strategic Plan City Administrator

Motion: To Approve
Made By: Member Ree Allen
Seconded By: Member Tom Linklater
Vote: Motion Carried unanimously by all Councilmembers present.

10. Executive (Closed) Session(s)

President Broadus adjourned the regular meeting to proceed with the closed sessions at 7:03 PM

- 10.A. Texas Open Meetings Act, Section 551.072 Government Code - City Administrator
Deliberations About Real Property

11. Action Item(s) From Executive Session(s)

President Broadus reconvened the regular meeting at 7:26 PM

- 11.A. Consideration and Possible Action Regarding Deliberations About Real Property City Administrator

No Action Taken

12. Adjournment

There being no further comments, the meeting is adjourned at 7:27 PM.

Meeting End Time: 7:27 PM

Date: 12/3/25

Approved: Darren Broadus, President

Attest: Natasha Hinton, City Secretary



NOTICE OF 60-DAY COMMENT PERIOD ON THE USE OF TYPE B FUNDS FOR THE CONSTRUCTION OF LINEAR PARK (GATEWAY PARK)

The Kemah Community Development Cooperation (KCDC) hereby gives notice, pursuant to Texas Local Government Code, Sec. 505.158, that it will conduct a sixty (60) day comment period that will open on November 9th, 2025, and will close on January 9th, 2026, for the consideration to use Type B sales tax funds for the construction of Linear Park (Gateway Park).

A Public Hearing will be held and consideration of a resolution authorizing the use of Type B sales tax funds for the construction of Linear Park (Gateway Park) is scheduled for **Wednesday, January 21st, 2026** at 6 p.m. at the City Council meeting and **Wednesday, February 4th, 2026**, at 6 p.m. at the City Council meeting; both will be held at Kemah City Hall, 1401 Hwy 146, Kemah, TX 77565.

The proposal constitutes an economic development "Project," as defined by Texas Local Govt. Code Chapter 505 *Type B Corporations*.

For additional information, the public may contact Cesar Garcia, City Administrator, via email at cgarcia@kemah.tx.gov or via phone at (281) 334-1611.

Notice has been published in the Galveston Daily News and will be posted at the Kemah City Hall Municipal Building Bulletin Board and City of Kemah website for the duration of the public comment period, which will end on January 9th, 2026.

Posted in Galveston Daily News 11-9-25

RESOLUTION NO. 2026-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KEMAH, TEXAS AUTHORIZING A PROJECT FOR ECONOMIC DEVELOPMENT LOCATED IN KEMAH AS DESCRIBED IN EXHIBIT “A-C” UNDER CHAPTER 505 OF THE TEXAS LOCAL GOVERNMENT CODE FOR THE PURPOSE OF ECONOMIC DEVELOPMENT EXPENDITURES AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Kemah, Texas, in compliance with the laws of the State of Texas and the ordinances of the City of Kemah, Texas, has determined that the development of an area in the City of Kemah which is outlined in “Exhibit A – Linear Park Plan” will promote economic and community development to the benefit of the citizens of Kemah, Texas; and

WHEREAS, on October 21, 2025, the Kemah Community Development Corporation declared the Linear Park (Gateway Park) as a project, “Exhibit B-Minutes,” pursuant to Chapter 505 of the Texas Local Government Code.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KEMAH, TEXAS:

SECTION 1. That the above findings are hereby found to be true and correct and are incorporated into this Resolution as if stated in their entirety.

SECTION 2. That the development of the area described in Exhibit “A” is hereby declared to be a project authorized under Chapter 505 Texas Local Government Code for the purpose of utilizing economic development funds.

SECTION 3. This Resolution shall take effect immediately from and after its passage, following two separate readings as required by Section 505.158 of the Texas Local Government Code.

SECTION 4. The City Council approved the First Reading on the 21st day of January 2026. The City Council approved the Second Reading on the 4th day of February, 2026.

PRESENTED AND PASSED by the City Council of the City of Kemah, Texas, this the 4th day of February 2026.

CITY OF KEMAH, TEXAS

Robin Collins, Mayor

ATTEST:

Natasha Hinton, City Secretary



Item Number

13.A

Title

Texas Open Meetings Act, Section 551.074 Government Code - Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee

Municipal Prosecutor

Submitting Department

City Administrator

Funding Source

Not Applicable



Item Number

13.B

Title

Texas Open Meetings Act, Section 551.074 Government Code - Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee

Municipal Court Judge

Submitting Department

City Administrator

Funding Source

Not Applicable



Item Number

13.C

Title

Texas Open Meetings Act, Section 551.074 Government Code - Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee

Associate Municipal Court Judge

Submitting Department

City Administrator

Funding Source

Not Applicable



Item Number

13.D

Title

Texas Open Meetings Act, Section 551.074 Government Code - Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee

Legal Counsel

Submitting Department

City Administrator

Funding Source

Not Applicable



Item Number

14.A

Title

Consideration and Possible Action on Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee, to-wit:

Municipal Prosecutor

Submitting Department

City Administrator

Funding Source

Not Applicable



Item Number

14.B

Title

Consideration and Possible Action on Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee, to-wit:

Municipal Court Judge

Submitting Department

City Administrator

Funding Source

Not Applicable



Item Number

14.C

Title

Consideration and Possible Action on Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee, to-wit:

Associate Municipal Court Judge

Submitting Department

City Administrator

Funding Source

Not Applicable



Item Number

14.D

Title

Consideration and Possible Action on Personnel Matters Discuss Employment, Appointment, or Evaluation of a Public Officer or Employee, to-wit:

Legal Counsel

Submitting Department

City Administrator

Funding Source

Not Applicable