



About

LISC, the nation's largest community development support organization, has been an integral trusted leader, convener, capacity builder, and investor enhancing the effectiveness of direct service programs and increasing available community development resources. Using a human-centered and community-centered approach to addressing Greater Houston's most complex issues around affordable housing and development, business development, family income and wealth building, access to quality education, and fostering healthy lifestyles and communities, LISC Houston puts the citizens of Houston at the center of our mission to understand needs, as a whole, and break down our greatest systemic barriers. Since 1989, LISC Houston has invested \$562 million and leveraged an additional \$1.5 billion in Houston communities.

LISC Houston's methodology is rooted in the evidenced based practice of comprehensive place-based community development. Comprehensive community development is a place-based and intentional approach aimed at improving lives and strengthening communities and works at the intersection of people, places and systems. By creating a shared vision, unified strategy and a collaborative structure to attract and deploy resources, comprehensive community development creates vibrant local communities that offer people equitable opportunities to thrive. It is also built on a foundation of inclusive resident engagement, which is central to creating and sustaining positive change. Comprehensive community revitalization is a strategy to improve the quality of life in communities through simultaneous investments in housing, commercial districts, education, health and public safety and employment. The most promising efforts involve residents, organizations, businesses, and associations in multi-sectoral partnerships to engage, plan, implement, oversee, and evaluate change efforts.

Problem

Houston communities face a variety of challenges. Houston grapples with a myriad of challenges in community development. These include a shortage of affordable housing amidst rapid population growth, exacerbating issues of homelessness and displacement. Additionally, the sprawling geographic layout poses transportation challenges, with traffic congestion and limited public transit options hindering access to jobs and essential services. Infrastructure maintenance struggles to keep pace with the city's expansion, contributing to problems like flooding, particularly in the face of Houston's vulnerability to extreme weather events. Economic disparities persist, with income inequality and limited access to economic opportunities perpetuating cycles of poverty. Environmental concerns, including pollution and climate change risks, further compound the city's issues. Disparities in education and healthcare access also underscore the need for inclusive development strategies. Overcoming these challenges necessitates collaborative efforts to address systemic inequities and promote sustainable, resilient, and community-driven solutions in Houston's diverse neighborhoods.

Grant Purpose

As a result of our place-based community development work, LISC Houston noticed that

neighborhoods need more flexible funding to support their work.

In response, LISC Houston launched the Small Grants program in 2015, with a focus on making direct impact within neighborhoods and bringing communities together. Since 2015, over 52,000 participants have organized 100s of projects that have leveraged millions towards community building.

For a list of 2023 projects visit: <https://www.lisc.org/houston/what-we-do/community-development/small-grants/>

LISC Houston is excited to announce the launch of the Small Grants Program for 2024 and invites community leaders and organizations to submit applications for activities that bring stakeholders together to:

- Advance quality of life for residents
- Advance quality of community neighborhoods
- Implement strategies that connect to neighborhood plans (Complete Communities, Super Neighborhoods, etc.)

Target Geography

Funding is targeted for the below 16 neighborhoods:

- | | | |
|----------------------------------|--|---------------------|
| 1. Acres Homes | 6. Gulfton | 11. Northline |
| 2. Alief | 7. Independence Heights | 12. OST/South Union |
| 3. Denver Harbor/Port
Houston | 8. Kashmere/Trinity/Houston
Gardens | 13. Sunnyside |
| 4. Fifth Ward | 9. Magnolia Park | 14. Sharpstown |
| 5. Greater Third Ward | 10. Near Northside | 15. East End |
| | | 16. Spring Branch |

[Click here for a Map](#) of targeted neighborhoods identified in green

Target Community Impact Focus Areas:

- Affordable Housing (development, preservation & access)
- Childcare and Early Learning
- Creative Placemaking
- Disaster Resilience
- Economic Development
- Education
- Family Financial Stability & Workforce Development
- Health (access & affordability)
- Safety and Justice (crime & authentic/equitable justice)
- Small Business Development & Support
- Sports and Recreation
- Transportation

Grant Amount

Awards are available for **up to \$5,000** to 501c3 and 501c4 groups and organizations. LISC Houston

cannot and will not make grant payments to individuals. Grant payments must go to the 501c3 or 501c4 organization listed on the application or to an organization that serves as the fiscal sponsor for the grant.

Non-Eligible Expenses

- Hard goods such as computers & Smart Boards, TVs, cameras, DVD players, etc.
- Indirect costs
- Lobbying activities
- Projects already funded with LISC dollars
- Projects requiring religious obligations or participation
- Projects that have already taken place
- Sign toppers
- Small business/private enterprise start-ups or expansions
- Software
- Staff time (count toward in-kind donation)
- Structural improvements/upgrades for buildings

Proposals from groups or organizations applying for funding for a project that was previously sponsored by LISC need to specify how funding will build off the successes of the previous grant award.

Projects funded in the previous two years with LISC Small Grant dollars will be ineligible for further funding.

Evaluation Criteria

Your application will be scored based on the following criteria:

1. **IMPACT:** (30 Total Points Available)
 - a. Addressing a community issue that aligns with the below priority focus areas:
 - i. Affordable Housing (development, preservation & access)
 - Example: Environmental review on potential housing project
 - ii. Childcare and Early Learning
 - Example: organizing community playgroups, community libraries, neighborhood babysitting co-op
 - iii. Creative Placemaking
 - Example: building murals, pop-up art galleries, art installations, art walks, upcycling projects, music or performances in unique community spaces, tactical urbanism (colorful sidewalk enhancements to increase safety, curb extensions, creative/colorful crosswalks)
 - iv. Disaster Resilience
 - Example: environmental improvement projects or green infrastructure projects (rain gardens)
 - v. Economic Development
 - Example: commercial corridor building façade (exterior) improvements or individual small business façade improvements
 - vi. Education
 - Example: Adult education classes for community members
 - vii. Family Financial Stability & Workforce Development

- Example: Digital literacy access community event
- viii. Health (access & affordability)
 - Example: supporting the creating of local affordable farmers markets with access to SNAP, support for existing or new community gardens
- ix. Safety and Justice (crime & authentic/equitable justice)
 - Example: support for specific neighborhood watch group needs, engagement with local law enforcement
- x. Small Business Development & Support
 - Example: convening of local small businesses working in partnership with local management district, shop local event
- xi. Sports and Recreation
 - Example: help improve local sports fields or parks to play sports, organize community sports, park benches or sunshades, outdoor fitness equipment, organize community inter-generational sporting events (community-wide kickball tournament)
- xii. Transportation
 - Example: community carpool, community ridesharing for seniors (trips to pharmacy or grocery store), community bicycles
- b. Designed to bring together and build community
- c. Has an attainable timeline
- 2. **SUPPORT**: (20 Total Points Available)
 - a. Is connected to other community efforts, plans, and/or organizations
 - b. Has approval for implementation within the community
- 3. **BONUS**: (3 Total Point Available)
 - a. Planning/implementation includes Training 4 Trainers (T4T) [Ambassador\(s\)](#)

There is a maximum of 50 points and 3 bonus points available.

Instructions To Apply

1. Complete online [Application](#) (no user account needed)
2. Submit your responses through the **online** application by **noon on April 30, 2024**

Timeline & Checklist

Applications must be completed & submitted by noon on April 30, 2024. Late applications will not be accepted.

Timeline

- **Small Grants RFP Release Date: April 2, 2024**
- **Q & A Workshop [virtual]:** Thursday, April 11, 2024, 12:00 pm – 1:00 pm
 - [Register NOW!](#) (Webinar will be recorded and posted on the [website](#).)
- **Application Technical Assistance Drop-In Office Hours:**
 - April 17th from 12:00p – 1:00p [Join here](#)
 - April 24th from 12:00p – 1:00p [Join here](#)
- **Small Grant Application Deadline:** April 30, 2024, at noon
- **Announcement:** no later than May 31, 2024
- **Awards will be made in June 2024**
- **Grantee Introduction meeting:** July 17, 2024 (virtual)
- **Grantee Check-In Meetings:** October 21-25, 2024

- **All Projects Complete: November 30, 2024**
- **Small Grants Showcase: December 4, 2024**
- **Reporting Deadline: December 11, 2024**

Major activities for your project must be complete by November 30, 2024. *If awarded*, final report is due no later than December 11, 2024.

Once Your Grant is Approved

If your proposal is approved, LISC Houston will provide you with a grant letter to sign and return. Be prepared to provide a **W9, direct deposit information** (including voided check or bank letter), and a **tax-exempt letter** (if applicable) for your organization. **Please be sure to include the correct contact information for yourself or the fiscal agent for the grant.**



1. Start the project!
2. Communicate! Alert LISC whenever your project hosts a major activity, meeting, workshop, or event. If you would like a LISC Houston representative present at an event, please make your request to LISC with at least 15 days' notice.
3. Please include the LISC logos on flyers, email, and other promotional materials as a visual reminder of the partnership.
4. Communicate! Keep LISC updated regarding any specific delays or challenges your group may encounter.
5. Keep track of sign in sheets, save receipts, and take lots of photographs and/or videos. Before and after pictures are strongly encouraged where applicable and may be featured on LISC Houston's social media platforms and/or website.
6. In the month of October, a check-in meeting will be scheduled with LISC Houston Community Development Program Officer, Carolyn Andrews, to discuss project progression. This is also a good opportunity to ask any questions for clarity around the final report submission.
7. Complete all major activities funded by this grant by November 30, 2024. At the end of the grant term, you will provide a final report detailing the impact and success stories of your project. Your final report is due no later than December 11, 2024.

For more information, please contact:
Carolyn Andrews, Program Officer
832-512-7087/candrews@lisc.org

**Local Initiatives Support Corporation
LISC Houston Small Grants Application
2024**

Organization Name:	
Year Incorporated:	
Executive Director/President/CEO (name, e-mail):	
Individual Submitting the Application (name, title, e-mail, phone):	
Email Address:	
Phone Number:	
Non-Profit Status: <small>Documentation may be requested</small>	<input type="checkbox"/> 501c3 <input type="checkbox"/> 501c4 <input type="checkbox"/> None of the Above
If not a 501c3/4, Please provide Name, email, phone for the Fiscal Agent who will be accepting the funds	
Amount of Grant Request:	

Project Description – Please respond to the following questions with 2-3 sentences or bullet points.

1. Project Name? (No points available)
Give your project a meaningful or catchy name ie- Tenth Ward Safe: Community Mural & Education

2. Which of the below focus areas does this project support? Select one (No points)
 - Affordable Housing (development, preservation & access)
 - Childcare and Early Learning
 - Creative Placemaking
 - Disaster Resilience
 - Economic Development
 - Education
 - Family Financial Stability & Workforce Development
 - Health (access & affordability)
 - Safety and Justice (crime & authentic/equitable justice)
 - Small Business Development & Support
 - Sports and Recreation
 - Transportation

IMPACT

1. Neighborhood(s) Served? (5 points available)

<input type="checkbox"/> Acres Homes	<input type="checkbox"/> Gulfton	<input type="checkbox"/> Near Northside
<input type="checkbox"/> Alief	<input type="checkbox"/> Independence Heights	<input type="checkbox"/> Northline
<input type="checkbox"/> Denver Harbor/Port Houston	<input type="checkbox"/> Kashmere/Trinity/Houston Gardens	<input type="checkbox"/> OST/South Union
<input type="checkbox"/> Fifth Ward	<input type="checkbox"/> Magnolia Park	<input type="checkbox"/> Sunnyside
<input type="checkbox"/> Greater Third Ward	<input type="checkbox"/> East End	<input type="checkbox"/> Spring Branch
<input type="checkbox"/> Sharpstown		

Please see the [map](#) for reference. Target neighborhoods in green.

1a. Provide the zip code of the neighborhood where the project will take place.

2. Describe the project/activity. (5 points available)

WHAT are you planning to do? Explain as if you are talking to a person on the street about the project. Example: We are hosting a series of workshops to help residents learn how to grow nutritious food in the community garden then in September, we're having a block party/ pot luck dinner for everyone. Master gardeners and nutrition experts will teach workshops.

3. Describe the expected results/impact on the neighborhood and/or participants. (5 points)

What do you think will happen because of this project? Example: The community will beautify a school playground and parking lot and provide a greenspace to be used during the week and on weekends for neighborhood children. Using the supplies, group will beautify other campuses within the neighborhood in coming months.

4. How many volunteers do you anticipate engaging in the creation and implementation of your project? (5 points)

Looking for a # - It's ok to estimate! Example: We will bring on 15 community members to plan this event. For the event, we will have 25 volunteers supporting the event.

5. For how many participants will the event/project be planned? (5 points)

Looking for a # - It's ok to estimate! Example: The event will be designed to host 140 neighborhood residents who will paint, plant, lead games, and build playground equipment.

6. Please list groups, organizations, businesses, and governmental entities that are partners with you in this effort. (5 points)

WHO? - Looking for names - please list them here. Example: John Smith, Pastor of First Street Church; Claudia Fuentes, President of First Street Civic Group; Tony Garcia, President of SuperNeighborhood #713

SUPPORT

1. How will the project bring the community together? (5 points available)

2. Is this project connected to a larger project or initiative? Examples include: [Complete Communities](#), [Super Neighborhood Action Plan](#), [Texas Accountable Communities for Health](#), [LISC Houston GO Neighborhood Quality of Life Agreement](#)? (5 points available)

3. Provide a timeline listing dates, activities, and/or meetings. (5 points)

When will you start? Activity Date? When will you finish? How many times will you meet? Provide DATES even if they are estimates. Example: First meeting will be April 19th, 2024 at 6:30 pm to select food, volunteer, and painting committee leads.

4. Does this project have approval for facility and/or site usage where the project will take place? (5 points)

Please share where your project will take place and, if applicable, provide a backup location. Example: Our project will take place within the First Street Elementary playground.

BONUS

1. If your project supported by a LISC Training 4 Trainers(T4T) [Ambassador](#)(s), please list their name(s).

+3 Bonus Point provided if project planning/implementation includes Training 4 Trainers(T4T) Ambassador.

[Download Budget Template Here](#) – Please complete and upload to the online application

EXAMPLE ONLY

Fields in black are not eligible for Small Grants funding. A budget must be included in completed RFP. RFPs without a completed budget will not be considered for funding.

	Budget Category	Total Cost	Total LISC Funding	% of Program Cost Funded by LISC
A.	Salaries & Benefits			
B.	Travel			
C.	Supplies <i>Materials for community projects such as paint, trash bags, gloves, water, etc.</i>	\$1,500	\$1,500	100%
D.	Consultants			
E.	Program Costs			
F.	Other Direct Costs <i>Food for volunteers and participants, promotional materials, rented equipment</i>	\$4,000	\$2,000	50%
	SUBTOTAL			
	Indirect Costs			
	TOTAL	\$5,500	\$3,500	70%

Budget Narrative:

For each category where there is a cost associated for LISC funding, please provide an itemization and description of the cost.

		Total Cost	Total LISC Funding	% of Program Cost Funded by LISC
C.	Supplies Ex: <ul style="list-style-type: none"> Paintbrushes: 150 pks @ \$5 each; Specialty paint: 55 gal/\$10 gal; Paint sealant: 25 gal @ \$10/gal 	\$1,500	\$1,500	100%
F.	Other Direct Costs Ex: <ul style="list-style-type: none"> Lunch box: 310 @ \$10 each (\$3,100); Printing: 200 color flyers= \$175; 6 hour Rental of power washer and bounce house= \$725 	\$4,000	\$2,000	50%