

# PROJECTS

Guidelines, Eligibility & Requirements

## PROJECT GUIDELINES

- Minimum of a 20% monetary match is required, including City Depts.  
**No organization/entity will be exempt.**
- City Depts. may use force accounting as part of match.
- Non-profits may not use in-kind/volunteer labor.
- Funds may not be used for administrative expenses/organization overhead (state rule).
- Must be completed within 1 year, with possibility of a one-time 1 year extension (2 year max).
- Ineligible if org./dept. has an open BCIC project.
- Only 1 project per organization will be awarded.
- Preference may be given to applicants who develop & demonstrate multiple revenue streams or provide more than the requested match.

## A BCIC PROJECT IS "BRICK AND MORTAR."

### Projects are either:

- capital improvements (ex. roof) OR
- infrastructure projects (ex. Belden Trail) OR
- physical amenity or equipment (ex. playground structures) OR
- land acquisition (ex. community gardens)

### And are related to:

- professional and amateur sports and athletic facilities, tourism and entertainment facilities, convention facilities and public parks; and
- store, restaurant, concession, parking and transportation facilities;
- street, water and sewer facilities; and
- affordable housing.

**Must be approved by City Commission.  
60 day wait period.**

## ELIGIBLE APPLICANTS

- Be designated a federal non-profit status organization: 501(c)(3).
- Applicant must own the land or facility where the proposed project will be located OR have written acknowledgement and approval from the property owner.
- Applicant must have conducted business within the City of Brownsville limits for a minimum of two (2) years. Economic development projects may be excluded from this requirement.
- **Non-qualifying entities:** For-profit businesses, individuals, taxing entities (except for the City of Brownsville), service clubs, schools and churches **do not qualify.**

