

## **APPLICATION FOR ULI NORTH TEXAS TECHNICAL ASSISTANCE PANEL (TAP) GRANT**

### **I. APPLICATION INFORMATION**

This Application is to be used by municipalities or non-profit organizations who are applying for a ULI **Technical Assistance Panel or TAP**. Each TAP is a two-day local workshop staffed by ULI member volunteers dedicated to developing creative but pragmatic solutions to local planning, urban design and financing challenges. TAPs eligible for this grant program should involve an infrastructure plan, design project, financing program or policy that supports access to quality parks and open space or park connections. For the first four successful applicants, ULI will waive the usual \$20,000 fee it charges for a TAP. This fee waiver constitutes the Grant.

Each applicant is requested to submit a written application including the elements listed below. The entire package should not exceed 5 pages (or 10 pages if you choose to include attachments such as maps, photographs or portions of applicable plans or ordinances). **Prior to completing this Application, please review the detailed information contained in the Summary of Information on ULI North Texas Grants for Technical Assistance Panels (“TAPs”) Related to Parks and Open Space that has been provided together with this Application.**

- a. Contact information: Please identify a primary contact person to coordinate with ULI throughout the engagement, and, where applicable, the lead city or county department. Include the following:
  - Name
  - Title
  - Department name and organization name
  - Mailing address
  - Email and phone
  
- b. Describe the planning, urban design, policy or financing or other challenge being faced. Why is a ULI TAP needed? How is this proposed project associated with access to quality parks and open space? Include a map with locational references.
  
- c. Please state 3 to 4 key questions to be answered by the TAP.
  
- d. Briefly describe your organization’s vision, goals and efforts to date related to parks and open space. Highlight any planning or development activities, updated plans or zoning codes, resolutions, actions, etc. that demonstrate a commitment to advance these goals.
  
- e. Explain the anticipated impact/community benefit. Will finding a solution to the challenge increase access to parks and recreation activities for any disadvantaged groups in the community? Will finding a solution to the challenge have a positive catalytic impact on the area? What other benefits might result?

f. How will the TAP recommendations be implemented and executed? What other organizations will be involved? Include a timeline, if appropriate.

g. Community Support:

- How do you know the community wants to resolve this challenge? Explain why it is an important next step in your community.
- Describe relationships with local stakeholders or entities you plan to engage in your efforts, including community groups, agencies, non-profits, environmental groups, etc.
- If applicable, identify the primary community group(s) with whom you will work:  
Name of organization  
Contact person  
Email address
- Please provide **letters of support for the TAP** from one or more local stakeholder groups. (These are not included in the page limits for the application itself.)

## II. INTERVIEW

An interview with the candidate will be part of the selection process. The interview will provide an opportunity for ULI to clarify information submitted in the Application and to further define the potential advisory role for ULI.

## III. QUESTIONS

Any questions or requests for clarification are to be submitted to [pamela.stein@uli.org](mailto:pamela.stein@uli.org). If the information would impact other applicants, the question and response will be posted on the ULI website, [northtexas.uli.org](http://northtexas.uli.org).

## IV. APPLICATION SCHEDULE

**Deadline for submissions: Applications are to be submitted via email to [northtexas@uli.org](mailto:northtexas@uli.org), and must be received by 5 pm on Friday, September 28, 2018.**

Candidate Interviews: October 15-31

Notification of Selection: November 5, 2018

*ULI reserves the right to change the Application Schedule. Notice of any changes will be posted on the ULI website, [northtexas.uli.org](http://northtexas.uli.org).*