



NEIGHBORHOOD PROJECT PROGRAM

Neighborhood Planning Program

[Neighborhood Project Program Guidelines](#)

The purpose of the Neighborhood Project Program is to empower neighbors to improve the quality of life within neighborhoods by providing funding for neighborhood led projects.



For additional information, please contact:

Wilson Bowling

Neighborhood Planner

806-775-3224

WBowling@mylubbock.us

City Planning Main

806-775-2108

CityPlanning@mylubbock.us

Planning Department

1314 Avenue K

Lubbock, Texas 79401

<https://ci.lubbock.tx.us/departments/planning>

TABLE OF CONTENTS

NEIGHBORHOOD PROJECT PROGRAM OVERVIEW 3
 Introduction 3
PROJECT ELIGIBILITY 3
 Eligible Projects..... 3
 Ineligible Projects..... 3
APPLICATION PROCESS..... 4
PROJECT EVALUATION AND SELECTION 4
 Project Evaluation..... 4
 Neighborhood Project Evaluation Criteria 5
NEIGHBORHOOD PROJECT PROGRAM SCHEDULE 6

NEIGHBORHOOD PROJECT PROGRAM OVERVIEW

Introduction

The City of Lubbock City Council approved the Comprehensive Plan, *PlanLubbock 2040*, in 2018. One of the five priority implementation strategies included in the plan was to begin a formalized Neighborhood Planning Program. The Planning Department developed a two-pronged approach to working in, and with, neighborhoods. First, the City will work with neighborhoods to prepare Neighborhood Plans tailored to each individual neighborhood. Second, the City will establish the Neighborhood Project Program.

The purpose of the Neighborhood Project Program is to empower neighbors to improve the quality of life within neighborhoods by providing funding for neighborhood led projects. These projects can help enhance a neighborhood's sense of pride, while beautifying the neighborhood itself.

Projects that fall under the Neighborhood Project Program are to be \$10,000 or less. The City will have a budget of \$50,000 for each of the two application cycles annually

PROJECT ELIGIBILITY

Eligible Projects

All projects must be for the benefit of the specific neighborhood which has applied for a project and shall be on public land. Below are examples of eligible neighborhood projects, however this list is non-exclusive. Applicants are encouraged to submit creative ideas to the Neighborhood Project Program.

- Community Capacity Building
 - Historic preservation projects
 - Public art
- Environmental Improvements
 - Landscaping
 - Landscaping to screen fencing along arterial streets (Corridor Beautification)
 - Neighborhood park improvements
 - Native plant restoration
 - Community Gardens
- Right-of-Way Improvements
 - Benches
 - Bicycle racks
 - Planters
 - Bus Stop Improvements
- Neighborhood Identification
 - Neighborhood/Subdivision entrance signage
 - Street sign toppers

Ineligible Projects

Projects that are not on public land or for the benefit of the public are ineligible. Below are examples of ineligible projects, however this list is non-exclusive.

- Projects for private community amenities

- Pools, club houses, etc.
- Projects that benefit a single homeowner or property owner
- Projects previously funded
- Projects that fund a current or ongoing activity
- Projects that do not comply with local, state, or federal law

APPLICATION PROCESS

Step One

Obtain a project application by contacting the City of Lubbock Neighborhood Planning Program at (806) 775-2108 or download the application at

<https://ci.lubbock.tx.us/departments/planning/neighborhoods/projects>.

Step Two

Complete the application in detail and mail or hand deliver to the City of Lubbock Neighborhood Planning Program at Citizen's Tower, 1314 Avenue K, Lubbock, TX 79401; or email a completed application to CityPlanning@mylubbock.us.

Applicants are encouraged, but not required, to meet with a neighborhood planner about project ideas.

PROJECT EVALUATION AND SELECTION

Project Evaluation

The Neighborhood Project Selection Committee, consisting of representatives from the following City of Lubbock Departments/Divisions will evaluate each application and determine if the project meets the applicable criteria for funding:

- Planning Department
- Public Health Department
- Parks and Recreation Department
- Development Engineering Division
- Code Enforcement Department
- Police Department
- Community Development Department
- Citibus

Applications will be evaluated and ranked using the Neighborhood Project Evaluation Criteria. Projects will be ranked by the Neighborhood Project Selection Committee for the City Manager's consideration. The number of projects awarded will be based on available funding and the Neighborhood Project Evaluation Criteria.

The City reserves the right to deny any Project request for a project or activity deemed inappropriate, offensive, infeasible, or discriminatory, or for any other reason within the City's sole discretion.

Neighborhood Project Evaluation Criteria		
Criteria	Explanation of Criteria and Questions to Consider	Points
Public Benefit	<p>A project that proposes to improve the quality of life of the neighborhood and provides a benefit to the residents of the local community.</p> <ul style="list-style-type: none"> ○ How well does this project meet a safety, aesthetic, environmental, or accessibility need of the neighborhood? ○ How accessible will this project be to the general public and neighborhood residents? ○ How does this project fulfill long term goals of the local community? 	<p>15</p> <p>15</p> <p>15</p>
Neighborhood Maturity	<p>The condition and/or age of the neighborhood shows a need for the proposed project and/or Neighborhood Planning Program involvement.</p> <ul style="list-style-type: none"> ○ When was the neighborhood established? ○ Has the neighborhood had a recently completed plan? 	<p>15</p> <p>10</p>
Community Involvement	<p>Demonstrate neighborhood/citizen participation in the formation of the proposed project.</p> <ul style="list-style-type: none"> ○ Does the project have support of the community? (please provide proof) 	<p>20</p>
Additional	<p>Provide additional information that is beneficial to the project application</p> <ul style="list-style-type: none"> ○ Is this neighborhood a first time applicant? ○ Will this project directly benefit multiple neighborhoods? 	<p>5</p> <p>5</p>

NEIGHBORHOOD PROJECT PROGRAM SCHEDULE

There will be two cycles each year of project applications. A project that is not selected will stay in the application pool for a total of four (4) cycles.

Neighborhood Project Cycles		
	Summer Cycle	Winter Cycle
Applications Open	May 1 st	November 1
Applications Due	June 30 th	December 31st
Selection Committee Review	July	January
Notification of Approved Projects	August	February