

Community Activated Park Projects (CAPP)

The City of Austin Parks and Recreation Department is proud to offer the Community Activated Park Projects program for our neighborhood groups and partners. Community Activated Park Projects (CAPP) provide an opportunity for neighbors, non-profits, community groups and partners to raise funds and in-kind contributions to implement park improvements projects that are in alignment with PARD goals and meet community priorities. PARD collaborates with community partners to develop and execute park improvements.

This form provides PARD and the Review Committee the relevant information to understand, research, and review the project for feasibility. Proposed CAPP projects are reviewed on a quarterly basis (January 1, April 1, July 1, October 1).

If you have questions, please reach out to Christine Chute Canul, christine.canul@austintexas.gov or 512-974-9515

Thank you for your interest in participating in the CAPP program!

Date Submitting Application

<input type="text"/>	/	<input type="text"/>	/	<input type="text"/>	
MM		DD		YYYY	

Partner Organization or Neighborhood Group Name:

Community Activated Project Proposals with a budget over \$2,000 are reviewed on a quarterly basis by the PARD Review Committee (projects with a budget under this threshold will be reviewed on a monthly basis). Applications must be received by the last day of the previous quarter to be reviewed in the upcoming quarter. Indicate the quarter you are applying for review. If you are applying for an APF grant, please apply 3 weeks prior to the APF deadline and your proposal will be reviewed for feasibility.

- Applying for APF Funding -Due date based on APF grant cycle
- April
- July
- October
- January
- Project Budget Under \$2,000 (reviewed on a monthly basis)

Contact Name for Project Proposal

<input type="text"/>	<input type="text"/>
First	Last

Secondary Contact

<input type="text"/>	<input type="text"/>
First	Last

Park/Facility Name:

Location of Project in Park:

Partner Address (If applicable):

Street Address

Address Line 2

City

State / Province / Region

Postal / Zip Code

Country

Email

Phone Number

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Community Activated Park Project Proposal

The following information is needed for the department to review the project and ensure alignment with department and neighborhood needs and goals. Please provide as detailed information as possible.

Please choose the option(s) below that best describe the project you are proposing:

- Tree Planting
- Landscaping
- Signage
- Playscape Enhancements/Replacement
- Additional Park Features
- Park/Trail Enhancements
- Connectivity
- Other

If "Other", please describe:

Which choice below best describes the current phase of the project you're proposing:

- Idea
- Applying for Funds
- Design/Conceptual
- "Shovel Ready"
- Other

Have you been in contact with anyone from PARD on this project proposal? If yes, please provide name:

Written Description of the Proposal:

Before Picture: Please provide a picture of the park/area/equipment you're proposing to improve.

No file chosen

Location Map of Location of Proposed Project:

No file chosen

Sketch Plan: should be drawn to scale and this can be hand-drawn
OR

Photo: of a similar project or feature that the applicant would like to replicate

No file chosen

Attach a File

No file chosen

Draft Long-Term Maintenance Plan:

If you chose "Other" please provide info:

Desired Project Timeline:

Project Proposal Funding Plan:

Project Proposal Design and Management Plan:

Please provide info to assist the Review Committee to understand the design and scope of the project.

Design: Do you have a professional designer to develop detailed plans and cost estimates for the project or will you be requesting PARD support?

Project Management: Do you have a professional designer or project manager to manage and implement the project or will you be requesting PARD support for project management?

Please provide proposed Roles and Responsibilities of PARD and your organization:

If applicable, please list any resources or needs you are seeking from PARD to assist with implementing this project concept:

If a contractor has been engaged in the process please provide their insurance requirements as required by the COA.

No file chosen

Community Need and Alignment with Citywide Goals

PARD's mission is to inspire Austin to learn, play, protect and connect by creating diverse programs and experiences in sustainable natural spaces and public places. The Department seeks community and partner engagement in the planning and development process. This section assists PARD and the Review Committee to understand how the project proposal meets the needs of Austin residents and the city as a whole.

PARD strives to leverage community resources and collaboration opportunities to further the mission of the department. Please provide information on how you see this project as an opportunity to collaborate with other partners. Indicate which partners and why?

Is there community support for the project from the neighborhood and other park users/stakeholders? Explain.

Provide letters of support from potential partners, if any:

No file chosen

How do you intend to measure the success of the project, if approved?

City Council affirmed both a strategic vision and six strategic outcomes to guide the City of Austin over the next 3-5 years. Listed below are the strategic outcomes. Please choose the outcome(s) that best align with your project proposal.

- Economic Opportunity and Affordability
- Mobility
- Safety
- Health and Environment
- Culture and Lifelong Learning
- Government that works

Explain how:

I have read and understand the PARD Review Committee reviews project proposals on a quarterly basis and I have provided all applicable information requested.

- Yes, I understand. No, I do not.

Thank you for drafting a Community Activated Project Proposal application! Be sure to click on the "SUBMIT" button to finalize. An update will be provided to the project contact 15 days after the quarterly due date. Thank you!

Questions Contact:

Christine Chute Canul, christine.canul@austintexas.gov or
512-974-9515

A description of the section goes here.