

**RESOLUTION**

**WHEREAS**, in 2006 the City Council approved the Capital Budget, which included funding for the initial Neighborhood Improvement Program (“NIP”); and

**WHEREAS**, the NIP was categorized as a Priority Program, in which the requested projects from recognized neighborhood associations and civic associations must be for permanent public improvement that benefit neighborhood residents and the general public at large; and

**WHEREAS**, in 2012, the citizens of El Paso, Texas approved the 2012 Quality of Life Bonds, which included funding for the NIP; and

**WHEREAS**, on July 7, 2014, the Community and Human Development Department presented its proposed strategies, policies, and scorecard revisions (“Proposed Policies”) to the NIP, and City Council approved all but one of the Proposed Policies and recommended two additional policies for inclusion; and

**WHEREAS**, on July 24, 2014 City Council approved the Neighborhood Improvement Program Policies and scorecard; and

**WHEREAS**, City Staff has made changes to the approved Neighborhood Improvement Program Policies and scoreboard to better assist Recognized Neighborhood and Civic Associations on their requests for permanent physical projects to enhance the quality of life in their neighborhoods.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

That City Council hereby approves the changes made to the Neighborhood Improvement Program Policies and scoreboard, said updated policies and scoreboard specifically set forth and incorporated in Exhibit “A” and “B”, attached hereto respectively.

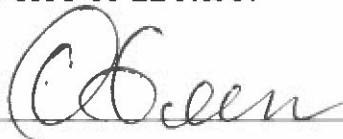
APPROVED this 1st of August, 2023.

**APPROVED AS TO CONTENT:**

  
\_\_\_\_\_

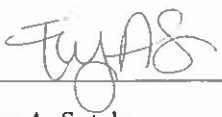
Nicole Ferrini  
Community and Human Development, Director

**THE CITY OF EL PASO:**

  
\_\_\_\_\_

Oscar Lesser  
Mayor

**APPROVED AS TO FORM:**

  
\_\_\_\_\_

Evy A. Sotelo  
Assistant City Attorney

**ATTEST:**

  
\_\_\_\_\_

Laura D. Prine  
City Clerk



**Exhibit "A"**



# Community + Human Development

## **DESCRIPTION: NEIGHBORHOOD IMPROVEMENT PROGRAM POLICY**

### **SECTION I. PROGRAM PURPOSE**

The City of El Paso's Neighborhood Improvement Program (NIP) provides the opportunity for Recognized Neighborhood and Civic Associations to request small-scale, permanent physical improvement projects to enhance the quality of life in their neighborhoods.

### **SECTION II. PROGRAM POLICY**

The City of El Paso shall conduct the Neighborhood Improvement Program under the following directives:

1. As funds for the Neighborhood Improvement Program become available, funds shall be allocated equally between Districts and any unused funds will roll over within the District. Funds may be exhausted in one round, or multiple rounds depending on the total allocated amount.
2. Only Neighborhood and Civic Associations recognized and registered with the City of El Paso or in the process of registration under Ordinance 017744, may apply. Neighborhood Associations in the process of registering must complete registration and be an approved association prior to the recommendation of projects to City Council.
3. Eligible projects shall be permanent physical improvements located on City-owned land that improve or enhance public spaces within, or in close proximity to, Association boundaries. Projects should have a ten (10) year expected life span.
4. Eligible projects must have documented evidence of support from the residents in the neighborhood. Documented support needs to be demonstrated by households immediately adjacent to the proposed project location.
5. Neighborhood Improvement Program funds may supplement existing projects but are not intended to supplant allocated funding from other sources.
6. Project requests that have additional maintenance costs may be considered ineligible
7. The project selection process includes a recommendation from staff to the City Council for approval, and will be conducted in a manner providing full and open competition between eligible applicants. Staff will make every attempt to update NIP applicants on the status of their application.
8. The scoring criteria for evaluating projects and applications will be reviewed and approved by City Council using an approved score card evaluation (Exhibit B).
9. If any funds remain in a District's allocation when staff recommendations have been finalized, Council Representatives & Staff may add to any vetted, proposed project within their districts, components that are consistent with the goals of the original application, as submitted by an Association, and are feasible within the funds available. New project proposals will not be accepted.
10. City staff will provide Council with a detailed accounting of all NIP expenditures, including those charges for design, project and construction management, contract compliance and procurement upon request or at the conclusion of an awarded round.
11. Projects cannot be split between districts, therefore, if a proposed project is located in more than one



# Community + Human Development

---

district, and the boundary of the Neighborhood Association also includes those districts, the Association must indicate in their application, the district in which they intend to compete for funding.

12. When funds are available and project rounds are announced, a NIP Project Catalog will be made available for Neighborhood Associations. Project requests outside of the catalog require additional vetting and may not be considered eligible.

**Exhibit "B"**

## Neighborhood Improvement Program (NIP)

### Project Scorecard

|              |
|--------------|
| <b>TOTAL</b> |
| <b>100.0</b> |

|   |  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
|---|--|---------------------------------|---------------------------------|--------------------------------|-----------------------------------|---------------------------------|---------------------------------|--------------------------------|---------------------------------|---------------------------------|--------------------------------|--------------------------------|---------------------------------|---------------------------------|--------------------------------|--------------------------------|---------------------------------|---------------------------------|--------------------------------|------------------------------|--|
| <b>1) Project Goal (0-5pts)</b>   | <b>5.0</b>   |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 2-pts, How well does the applicant provide a clear & concise goal for their proposed project?  | 2.0  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 3-pts, How well did the applicant develop their overall project proposal?  | 3.0  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| <b>2) Project Background (0-10pts)</b>  | <b>10.0</b>  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 5-pts, How well does the applicant describe a significant community need/problem?  | 5.0  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 5-pts, How well does the applicant make a case for how the proposed project will address the stated need/problem?  | 5.0  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| <b>3) Project Description (0-15pts)</b>   | <b>15.0</b>  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 10-pts, How well does the applicant clearly describe what they are requesting (ex. styles, types, colors, quantities)?   | 10.0   |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 5-pts, Was the project catalog used?   | 5.0  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| <b>4) Project Map (0-5pts)</b>  | <b>5.0</b>   |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 5-pts, How well does the applicant clearly label the desired location(s) of the proposed project and proposed project items?   |  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| <b>5) Project Picture/Illustration (0-5pts)</b>   | <b>5.0</b>   |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 2-pt, How well does the applicant provide a clear picture of what the current site looks like?   | 2.0  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 3-pts, How well does the applicant provide a clear illustration of what they envision the project to look like?  | 3.0  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| <b>6) Neighborhood Support (3-20pts)</b>  | <b>20.0</b>  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| <table style="width: 100%; border: none;"> <tr> <td style="width: 25%;">20-pts, 100 or more household signatures</td> <td style="width: 25%;">16-pts, 80 household signatures</td> <td style="width: 25%;">11-pts, 55 household signatures</td> <td style="width: 25%;">6-pts, 30 household signatures</td> </tr> <tr> <td>or 50% households within boundary</td> <td>15-pts, 75 household signatures</td> <td>10-pts, 50 household signatures</td> <td>5-pts, 25 household signatures</td> </tr> <tr> <td>19-pts, 95 household signatures</td> <td>14-pts, 70 household signatures</td> <td>9-pts, 45 household signatures</td> <td>4-pts, 20 household signatures</td> </tr> <tr> <td>18-pts, 90 household signatures</td> <td>13-pts, 65 household signatures</td> <td>8-pts, 40 household signatures</td> <td>3-pts, 15 household signatures</td> </tr> <tr> <td>17-pts, 85 household signatures</td> <td>12-pts, 60 household signatures</td> <td>7-pts, 35 household signatures</td> <td><i>(Minimum Requirement)</i></td> </tr> </table> | 20-pts, 100 or more household signatures           | 16-pts, 80 household signatures | 11-pts, 55 household signatures | 6-pts, 30 household signatures | or 50% households within boundary | 15-pts, 75 household signatures | 10-pts, 50 household signatures | 5-pts, 25 household signatures | 19-pts, 95 household signatures | 14-pts, 70 household signatures | 9-pts, 45 household signatures | 4-pts, 20 household signatures | 18-pts, 90 household signatures | 13-pts, 65 household signatures | 8-pts, 40 household signatures | 3-pts, 15 household signatures | 17-pts, 85 household signatures | 12-pts, 60 household signatures | 7-pts, 35 household signatures | <i>(Minimum Requirement)</i> |  |
| 20-pts, 100 or more household signatures  | 16-pts, 80 household signatures                    | 11-pts, 55 household signatures | 6-pts, 30 household signatures  |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| or 50% households within boundary   | 15-pts, 75 household signatures                    | 10-pts, 50 household signatures | 5-pts, 25 household signatures  |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 19-pts, 95 household signatures   | 14-pts, 70 household signatures                    | 9-pts, 45 household signatures  | 4-pts, 20 household signatures  |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 18-pts, 90 household signatures   | 13-pts, 65 household signatures                    | 8-pts, 40 household signatures  | 3-pts, 15 household signatures  |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 17-pts, 85 household signatures   | 12-pts, 60 household signatures                    | 7-pts, 35 household signatures  | <i>(Minimum Requirement)</i>    |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| <b>7) Project Budget - (For Project Design Team) (0-5pts)</b>   | <b>5.0</b>   |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 5.0-pts, if project cost is under \$20,000  | 2.0-pts, if project cost is \$120,000 to \$139,999 |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 4.5-pts, if project cost is \$20,000 to \$39,999  | 1.5-pts, if project cost is \$140,000 to \$159,999 |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 4.0-pts, if project cost is \$40,000 to \$59,999  | 1.0-pts, if project cost is \$160,000 to \$179,999 |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 3.5-pts, if project cost is \$60,000 to \$79,999  | 0.5-pts, if project cost is \$180,000 to \$199,999 |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 3.0-pts, if project cost is \$80,000 to \$99,999  | 0-pts, if project cost is \$200,000 or over        |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 2.5-pts, if project cost is \$100,000 to \$119,999  |  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| <b>8) City Strategic Alignment - (For City User Department ONLY) (0-25pts)</b>  | <b>25.0</b>  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 7-pts, Does the proposed project align with City strategic plans and department policies and/or standards?   | 7.0  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 5-pts, How does the proposed project affect department maintenance costs? (5-pts for very low maintenance projects)  | 5.0  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 3-pts, Does the proposed project help promote a healthy lifestyle?   | 3.0  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |
| 0 to 3-pts, Are there other opportunities to fund the proposed project within this program cycle?   | 3.0  |                                 |                                 |                                |                                   |                                 |                                 |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                                |                                 |                                 |                                |                              |  |

0 to 7-pts, Overall, do City departments support the proposed project?

7.0

**9) Previous Round Funding - (For Neighborhood Services ONLY) (0-10pts)**

**10.0**

Was the applicant awarded funding in the previous round?

10-pts, if applicant was NOT awarded

4.5-pts, if project awarded funds were \$100,000 to \$109,999

9.5-pts, if project awarded funds were below \$10,000

4.0-pts, if project awarded funds were \$110,000 to \$119,999

9.0-pts, if project awarded funds were \$10,000 to \$19,999

3.5-pts, if project awarded funds were \$120,000 to \$129,999

8.5-pts, if project awarded funds were \$20,000 to \$29,999

3.0-pts, if project awarded funds were \$130,000 to \$139,999

8.0-pts, if project awarded funds were \$30,000 to \$39,999

2.5-pts, if project awarded funds were \$140,000 to \$149,999

7.5-pts, if project awarded funds were \$40,000 to 49,999

2.0-pts, if project awarded funds were \$150,000 to \$159,999

7.0-pts, if project awarded funds were \$50,000 to \$59,999

1.5-pts, if project awarded funds were \$160,000 to \$169,999

6.5-pts, if project awarded funds were \$60,000 to \$69,999

1.0-pts, if project awarded funds were \$170,000 to \$179,999

6.0-pts, if project awarded funds were \$70,000 to \$79,999

0.5-pts, if project awarded funds were \$180,000 to \$189,999

5.5-pts, if project awarded funds were \$80,000 to \$89,999

0-pts, if project awarded funds were \$190,000 or over

5.0-pts, if project awarded funds were \$90,000 to \$99,999

**10) Bonus Re-Submitted Feasible Application - (For Neighborhood Services ONLY) (2pts)**

**2.0**

**Bonus 2-pts,** Did the applicant submit a substantially similar, feasible application in previous round of NIP, but was not awarded due to limited available funds?

Project recommendations are based on funding the highest scoring application followed by the next highest scoring application(s) that can be substantially completed within the remaining available funds.