



**It's real.**

**MEMORANDUM**

**TO:** Mayor and City Councilmembers  
Steve Parker, City Manager

**FROM:** Kate McCloud, Grants Administrator

**DATE:** October 15, 2024

**RE:** Application for 2025-2026 Texas Community Development Block Grant (TxCDBG)

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The City of Seguin plans to apply for the upcoming 2025-2026 Texas Community Development Block Grant (TxCDBG) Program through the Texas Department of Agriculture (TDA). To effectively assist with this application and the administration of the TxCDBG contract, if awarded, we are soliciting services to support eligible TxCDBG activities within our community.

Accordingly, the City advertised for proposals and received three submissions. After careful consideration, we would like to recommend awarding the contract to Langford Community Management Services. Their expertise will be crucial in ensuring a successful application and effective administration of the grant.

There will be no cost for pre-funding services, and the fee for administering the grant will be 10% of the awarded funds. This means expenses will only be incurred once the grant is secured.

We appreciate your support in this important initiative to enhance resources and services in the City of Seguin.

Thank you for your attention.