



# Joint Relief Funding Committee Application

CITY SECRETARY'S OFFICE  
 P.O. BOX 9960 | COLLEGE STATION, TEXAS 77842  
**(979) 764 – 3541**

The City of College Station and the City of Bryan annually receive Community Development Block Grant (CDBG) funds from the U. S. Department of Housing and Urban Development. Federal regulations allow for up to 15% annual CDBG grant to be allocated to public services. The City of College Station and the City of Bryan work in a joint process to allocate these funds to local non-profit agencies who will provide direct services to low income residents of the Bryan/College Station community.

The JRFRC is made up of 3 Council-appointed volunteers from each city. Each member serves for a three-year term with a two-term maximum.

This is only an application and does not guarantee participation on the committee. All applications must be received at the City of College Station City Secretary's Office at City Hall, 1101 Texas Avenue, by fax at 979-764-6377, or by email at [cso@cstx.gov](mailto:cso@cstx.gov) on or before 5:00 p.m. the day of the deadline.

**PLEASE PRINT**

**PERSONAL INFORMATION:**

|   |   |                                      |                         |
|---|---|--------------------------------------|-------------------------|
| 1. Full Name:   |   |                                      |                         |
|   | FIRST   | MIDDLE                               | LAST                    |
| 2. Home Address:  |   |                                      |                         |
|   | STREET  | CITY                                 | ZIP CODE                |
| 3. Contact :<br>Information   |   |                                      |                         |
|   | HOME PHONE  | CELL/WORK PHONE                      | EMAIL                   |
| 4. Residency :<br>Information   |   |                                      |                         |
|   | VOTER'S REGISTRATION #<br>(required)                          | DATE OF BIRTH<br>(required)          | YEARS AS RESIDENT OF CS |
| 5. Professional:<br>Information   |   |                                      |                         |
|   | OCCUPATION<br>(if retired, please indicate former occupation) | *If business owner, NAME OF BUSINESS |                         |
|   |   |                                      |                         |
|   | EDUCATION (optional)  |                                      |                         |
| 6. Professional Licenses:   |   |                                      |                         |
| 7. Professional Association Memberships:  |   |                                      |                         |
| 8. Civic/Volunteer Organization Activities:   |   |                                      |                         |
| 9. Are you related to anyone on City Council?   |   |                                      |                         |
| 10. Do you have any delinquent taxes, utilities, or other assessments owed to the City? |   |                                      |                         |
| 11. Do you have any pending claims or litigation against the City?                      |   |                                      |                         |



## JOINT RELIEF FUNDING COMMITTEE AGREEMENT

By signing this application, applicant acknowledges and agrees to the following:

- Applicant must be a College Station resident.
- Applicant must be a registered voter.
- Participation on the Joint Relief Funding Committee requires a three-year time commitment, and Applicant agrees to commit to weekly lunch meetings (ten meetings total) and six-eight agency site visits during April – June. Site visits are typically scheduled during regular business hours. The estimated time commitment for April – June is approximately 3 - 5 hours per week.
- Applicant agrees to make a good faith effort to attend all committee meetings.
- All committee meetings shall be held in a location that is generally available to and accessible by the public.
- All committee meetings are subject to the Texas Open Meetings Act and the Texas Public Information Act.
- I understand that should a situation arises during my term on said board/commission or committee where I have a prohibited substantial interest, either direct or indirect, and such matter comes before said board/commission or committee, I understand that I will need to abstain from any discussion or vote on the matter.
- Completing and signing this application does not guarantee selection for participation on the committee.
- Committee membership will ultimately be decided by the College Station City Council.
- If appointed, applicant will attend the mandatory committee orientation.

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**SIGNATURE OF APPLICANT**  
(NOT REQUIRED FOR EMAIL SUBMISSION)

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**DATE**

If you have any questions about this application, please contact the City of College Station City Secretary's Office at 979-764-3500 or email your questions to [smashburn@cstx.gov](mailto:smashburn@cstx.gov).

### Delivery Options

#### Print

This form may be printed and mailed to P.O. Box 9960, College Station TX, 77842 or hand delivered to the City Secretary's Office at 1101 Texas Avenue in College Station. You may also fax it to: 979-764-6377.

#### Email

Please attach the saved form and send it to [csso@cstx.gov](mailto:csso@cstx.gov) Use a subject line of "application" and you will receive a confirmation email upon receipt. Please note: Adobe Reader version 9 and older may not allow you to save the completed form.