

Request for Livingston Business Improvement District Support

The Livingston Business Improvement District (LBID) was formed in early 2011 with goal to perform a variety of services to improve the image of Livingston and promote the individual and unique businesses located in the downtown area. The mission of the LBID is *to enhance the vitality of downtown Livingston by facilitating commerce, enhancing streetscapes, conducting maintenance and improving safety and security.* The District also seeks to carry out economic development services by working to attract, retain and expand businesses.

With that said, LBID strives to allocate funds toward events, programs and needs in the District area that address the following priorities:

- Economic development
- Streetscape enhancement and beautification
- Area maintenance
- Security

If the goals and/or objectives of your organization, program or special event comply with the LBID priorities, we ask that you complete and submit the following application in order for our Board of Directors to review for funding consideration.

Applicants must submit the application, via pdf/email to:

info@downtownlivingston.org

on or before January 31, April 30th, July 31st or October 31st of each year.

Review takes place at the February, May, August and November board meetings (and only includes applications received by the deadline of the prior month) and discussion/decisions are made in March, June, September and December.

It is required that you (or a representative of your organization) be available to make a brief presentation (5 minutes or less) at the meeting that your request is scheduled to be discussed.

LBID Request for Funds Application Guidelines

*****While there is no page limit on your response, a request should not take more than three pages to provide responses necessary for decision making by the LBID Board of Directors.*****

In a separate document, please provide the following information:

1. Organization Name:
2. Organization Address:
3. Contact Name, Phone Number and Email:
4. EIN #:
5. Request Amount:
6. Organization and/or program/event description.
7. Description of how your needs fit the priorities of the LBID mission.
8. Describe your minimum and maximum amount needed in this request and what the funding is specifically going to be used for.
9. Please provide any additional information that might be helpful to highlight the connection between your program/agency priorities and the LBID funding priorities.

If you have received LBID funding before and have not provided the Board with a report on the project/program activities that were accomplished with assistance from those LBID funds, please provide a one-page summary of those activities and the benefits it provided to the District and the community of Livingston.

Applicants must submit the application, via pdf/email to: info@downtownlivingston.org on or before January 31, April 30th, July 31st or October 31st of each year. Review takes place at the February, May, August and November board meetings (and only includes applications received by the deadline of the prior month) and discussion/decisions are made in March, June, September and December.

Thank you!