



Mitigation Reallocation Program Call for Projects Survey Guide

Date published: October 19, 2026

TEXAS GENERAL LAND OFFICE
Mitigation

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1. Mitigation Reallocation Program (MRP) Details

1.1 Introduction

The Mitigation Reallocation Program (MRP) is designed to support the reallocation of deobligated and unutilized CDBG-MIT funds for much needed further disaster mitigation. Eligible entities may submit up to three (3) eligible projects through the call for projects. These submissions will be scored based on the selection criteria below and undergo an eligibility analysis before the eligible entities are invited to submit a full application.

As funds continue to be identified through the deobligation process, they may be added to this program. All remaining funds for mitigation programs in this action plan may be reallocated to this program, as appropriate.

Not all applicants will receive funding. Awards will be contingent upon available resources. Final award announcements will be posted publicly.

1.2 Eligible Entities

- Units of local government (cities and counties).
- Indian Tribes.
- Special purpose districts:
 - Municipal utility districts.
 - Water control and improvement districts.
 - Special utility districts.
 - Flood and drainage districts.
 - Navigation districts.
 - Port authorities.
 - River authorities.

1.3 Eligible Activities

- Flood and drainage improvements.
- Water system improvements.
- Wastewater improvements.
- Street improvements.
- Permanently affixed emergency communications equipment.

1.4 Eligibility Criteria

The financial and management capacity of each entity and feasibility for the submitted project to be completed within the three-year time frame will be evaluated by the GLO for each project submission. Additionally, each project must:

- Include one activity, one service area, and address one HUD national objective; and
- Mitigate against one of the top risks to which Texas has the greatest exposure, as outlined in the Mitigation Needs Assessment: hurricanes/tropical storms/tropical depressions, severe coastal/riverine flooding, storms, and tornadoes.

Please note all MRP applicants must comply with all CDBG-MIT environmental compliance and procurement requirements found at 2 CFR 200.

1.5 Project Minimum and Maximum Amounts

- Maximum per project: \$10,000,000.00
- Minimum per project: \$2,500,000.00

1.6 Project Selection Criteria

Criteria	Maximum Points
LMI National Objective	10 Points Possible
<i>Project meets the LMI national objective</i>	<i>10 Points</i>
<i>Project does not meet the LMI national objective</i>	<i>0 Points</i>
Leverage	5 Points Possible
<i>Entity has pledged to provide Non-CDBG Leverage (a minimum value of 10% of CDBG-MIT funds requested)</i>	<i>5 Points</i>
<i>Entity has not pledged to provide Non-CDBG Leverage (a minimum value of 10% of CDBG-MIT funds requested)</i>	<i>0 Points</i>
Identification in existing plan	5 Points Possible
<i>Project is identified in a current adopted local plan</i>	<i>5 Points</i>
<i>Project is not identified in a current local adopted plan</i>	<i>0 Points</i>
HUD MID	5 Points Possible
<i>Project is in a HUD MID county or ZIP Code</i>	<i>5 Points</i>
<i>Project is in a State MID area</i>	<i>0 Points</i>
SoVI	25 Points Possible
<i>High</i>	<i>25 Points</i>
<i>Medium High</i>	<i>20 Points</i>
<i>Medium</i>	<i>15 Points</i>
<i>Medium Low</i>	<i>10 Points</i>
<i>Low</i>	<i>5 Points</i>
Composite Disaster Index	25 Points Possible
<i>Top 10%</i>	<i>25 Points</i>
<i>Top 25%</i>	<i>20 Points</i>
<i>Top 75%</i>	<i>15 Points</i>
<i>Bottom 25%</i>	<i>10 Points</i>
<i>Bottom 10%</i>	<i>5 Points</i>
Major Disaster Declarations from 2008 to 2025	25 Points Possible
<i>County declaration received with FEMA obligations for Housing Assistance and PA Categories C-G totaling more than \$200 million</i>	<i>2 Points per declaration</i>
<i>County declaration received with FEMA obligations for Housing Assistance and PA Categories C-G totaling less than \$200 million</i>	<i>1 Point per declaration</i>
Tie-Breakers: 1) National Risk Index (NRI) raw score 2) LMI national objective 3) Call for projects submission date and time.	

2. Texas Integrated Grants Reporting System (TIGR)

2.1 TIGR Access Form

The Mitigation Reallocation Program Call for Projects requires all individuals who will enter, review, and submit information to have active Texas Integrated Reporting System (TIGR) access. A TIGR System Access Form will be required for new user initial access, as well as existing users who are adding personnel or vendors for purposes of the MRP. The TIGR System Access Form can be located on the GLO's website: recovery.texas.gov/mrp. Completed forms should be emailed to TIGRHelp@recovery.texas.gov by an authorized representative.

TIGR access forms must be submitted at least five business days in advance of the close of the call for projects to allow for processing time. Entities submitting a TIGR Access Request Form after the close of business on Wednesday, November 11, 2026 will not be able to submit to the MRP Call for Projects.

2.2 Call for Projects Submission

The call for projects submission will be completed via TIGR, which may be accessed via <https://tigr.recovery.texas.gov/>.

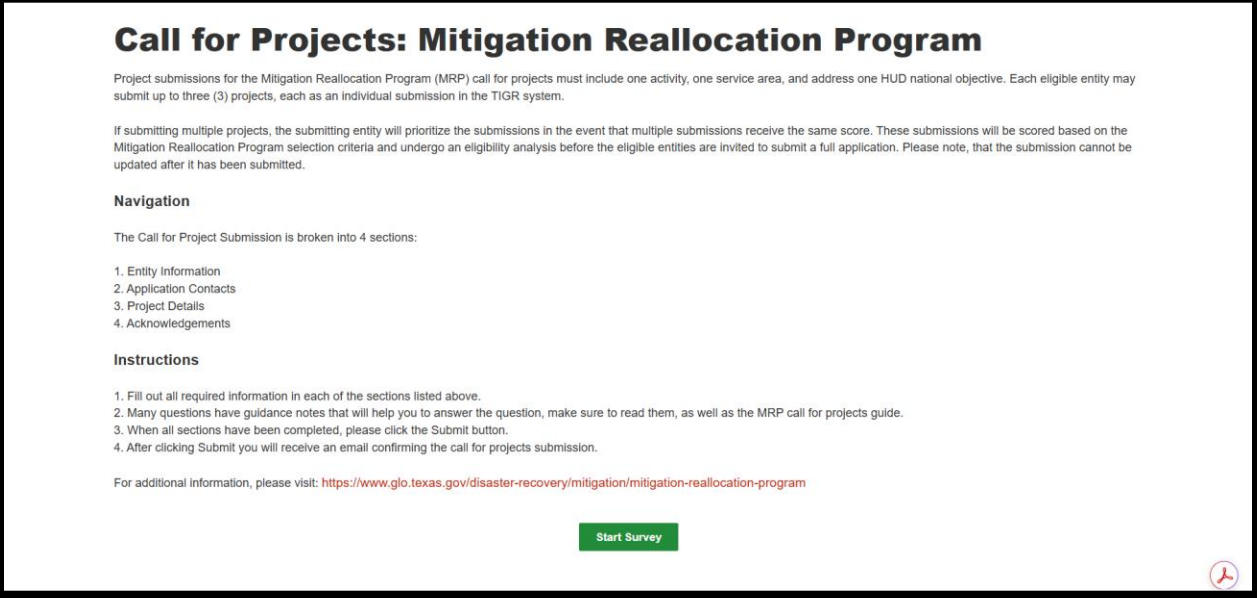
After entering the system, navigate to the **Survey Tab** and then select “**Create New Survey**”.



3. Call for Projects Submission Survey

3.1 Instructions

The first page of the submission survey contains basic instructions for filling out the call for projects submission and describes the different sections of the call for projects submission.



Call for Projects: Mitigation Reallocation Program

Project submissions for the Mitigation Reallocation Program (MRP) call for projects must include one activity, one service area, and address one HUD national objective. Each eligible entity may submit up to three (3) projects, each as an individual submission in the TIGR system.

If submitting multiple projects, the submitting entity will prioritize the submissions in the event that multiple submissions receive the same score. These submissions will be scored based on the Mitigation Reallocation Program selection criteria and undergo an eligibility analysis before the eligible entities are invited to submit a full application. Please note, that the submission cannot be updated after it has been submitted.

Navigation

The Call for Project Submission is broken into 4 sections:

1. Entity Information
2. Application Contacts
3. Project Details
4. Acknowledgements

Instructions

1. Fill out all required information in each of the sections listed above.
2. Many questions have guidance notes that will help you to answer the question, make sure to read them, as well as the MRP call for projects guide.
3. When all sections have been completed, please click the Submit button.
4. After clicking Submit you will receive an email confirming the call for projects submission.

For additional information, please visit: <https://www.glo.texas.gov/disaster-recovery/mitigation/mitigation-reallocation-program>

[Start Survey](#)

The call for projects submission survey automatically saves the information entered as the user progresses. Prior to submission, the system will provide a summary page of all responses.

Submissions cannot be edited once the survey is submitted.

3.2 Entity Information Section

The **Entity Information Section** requires the selection of the entity type, entity county, eligible entity name, and TIGR entity name from the provided list. The available options are tied to the user's role in the TIGR system. Submitters should select the same entity for both the **Eligible Entity Name** and **TIGR Entity Name** fields. The survey will automatically display the **Submitting Entity**, this entity is who the project will be tied to for project priority selection and contact information purposes.

Entity Information Section

Entity Type*
Select...

Entity County*
Select...

Eligible Entity Name*
Select...

TIGR Entity Name* ⓘ
Select...

Submitting Entity

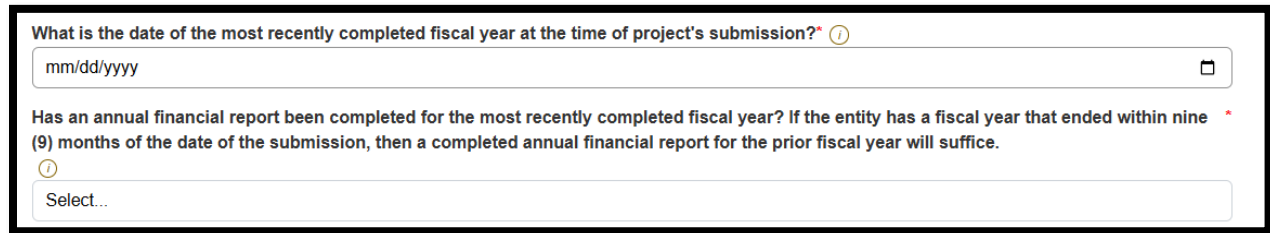
Select if the entity mailing address is a physical address or P.O. Box and enter the address in the space below.

Physical address or P.O. Box*
Select...

Mailing Address*

Enter the date of the most recently completed fiscal year at the time of the project submission and if an annual financial report was completed for the most recent fiscal year. **If “No” is selected, the Survey will not allow the user to continue.**

Projects will not be eligible if the submitting entity has not completed an annual financial report for the most recently ended fiscal year. However, if the entity has a fiscal year that ended within nine (9) months of the date of the submission, then a completed annual financial report for the prior fiscal year will suffice.



The screenshot shows a survey form with two questions. The first question is "What is the date of the most recently completed fiscal year at the time of project's submission?*" with a help icon. Below it is a text input field with the placeholder "mm/dd/yyyy" and a calendar icon. The second question is "Has an annual financial report been completed for the most recently completed fiscal year? If the entity has a fiscal year that ended within nine (9) months of the date of the submission, then a completed annual financial report for the prior fiscal year will suffice." with a help icon and a red asterisk. Below it is a dropdown menu with the text "Select...".

The **TIGR Access – Account Contacts** section will be automatically filled in by the TIGR system. If any information is inaccurate, please have the entity point of contact reach out to TIGR Help at tigrhelp@recovery.texas.gov.

Select “**Save Step 1 and Continue**” and proceed to the next step of the survey.

3.3 Application Contacts

The **Application Contacts Section** requires the name, title, phone number, and email for the primary point of contact, chief elected official, and authorized representative and allows for contact information for the grant administrator, if applicable. If the primary point of contact is also another identified role, select the applicable check box to automatically fill data to other applicable contact role(s).

Primary Point of Contact
Name*

Title*

Phone Number*

Email*

Affiliation*

Primary Point of Contact Roles ⓘ
☐ Chief Elected Official ☐ Authorized Representative ☐ Grant Administrator

The term expiration date is required for the chief elected official.

 MM/DD/YYYY 

Select **“Save Step 2 and Continue”** and proceed to the next step of the survey.

3.4 Project Details Section

The **Project Information Section** requires the information on the project being proposed as a part of the survey submission, including the project service area to be used in scoring. If invited to apply, this information will be reviewed as a part of the application process. Select if the project service area includes more than one entity, and where the majority of the project service area is located.

The majority of the project service area is determined by the entity where the largest percentage of geographic area serviced is located. The TIGR system will display the **Scoring Entity** based off this selection, which will determine the score for the submitted project, and cannot be changed after survey submission.

Call for Projects Submission Details

Mitigation Reallocation Program projects must consist of one activity, one service area, and one national objective. Project submissions will be scored in part based on their location. For multijurisdictional project submissions, select the jurisdiction where the majority of the project service area is located.

Does the project's service area include more than one entity?*

Select...

Select the entity where the MAJORITY of the project service area is located*

Type to search...

Select if the majority of a project's service area is located in a **HUD MID ZIP Code** and provide the ZIP Code from the drop down in the section below. Submitters may find additional information regarding HUD MID ZIP Codes in the [MRP Viewer](#).

Is the project located in a HUD MID ZIP Code?* ⓘ

Select...

Project Type*

Select...

Select the **Project Type**, from the dropdown menu and provide the **estimated number of months for contract completion**.

The TIGR system will automatically adjust any value above the maximum allowed 36 month timeline to 36 months.

Project Type* <input type="text" value="Select..."/>
Enter the estimated number of months for contract completion* ⓘ <input type="text" value="0"/>

Enter the **CDBG-MIT Request Amount** and **Project Leverage Amount**. The TIGR system will automatically calculate the **Project Leverage %** and **Total Project Amount**.

CDBG-MIT Request Amount* ⓘ <input type="text" value="\$"/>
Project Leverage Amount ⓘ <input type="text" value="\$"/>
Project Leverage % ⓘ <input type="text"/>
Total Project Amount <input type="text" value="\$"/>

Select the national objective that will be addressed by the project, the methodology utilized to determine the national objective, and whether the project is identified in a current adopted local plan. In order to be considered “identified in a current adopted local plan”, the project type (wastewater improvement, street improvement, etc.) must be identified in a current, adopted local plan. Additionally:

- a. For this criterion, “current” means a plan that has been adopted less than five (5) years before the close of the call for projects submission for this program. If a plan was developed but not formally adopted, the plan is not eligible to be utilized for this criterion.
- b. For this criterion, “local” means any plan adopted by the applicant.

Under which National Objective will the project qualify?* <input type="text" value="Select..."/>
How will the project meet the HUD national objective?* <input type="text" value="Select..."/>
Is the project identified in a current adopted local plan?* <input type="text" value="Select..."/>

The **Scores** section will automatically display the scores for each individual criterion based on the selected **Scoring Entity** and project details selected in the **Project Details Section**.

Scores	
LMI National Objective ⓘ	<input type="text" value="0"/>
Leverage ⓘ	<input type="text" value="0"/>
Identification in Existing Plan ⓘ	<input type="text" value="0"/>
HUD MID Area ⓘ	<input type="text" value="0"/>
Social Vulnerability Index (SoVI) ⓘ	<input type="text" value="0"/>
Composite Disaster Index (CDI) ⓘ	<input type="text" value="0"/>
Major Disaster Declarations 2008–2025 ⓘ	<input type="text" value="0"/>

The TIGR system will automatically calculate and display the total **Project Score**.

If the entity is applying for more than one project, the submitter will rank the **Project's Priority**. If only one survey is submitted select one in the drop down filed. In the event of multiple qualifying projects for an entity receiving the same score, the GLO will use this preference to determine which project is invited to apply first. **Once a survey is submitted, an entity may not change a project's priority.**

Project Scores	
Project Scores are auto-calculated based upon the Entity Type and the Entity Location. Scores are shown below only for grants for which the entity is eligible.	
Score	<input type="text" value="0"/>
Project Priority* ⓘ	<input type="text" value="Select..."/>

Select “**Save Step 3 and Continue**” and proceed to the next step of the survey.

3.5 Acknowledgements Section

The **Acknowledgements Section** requires the submitter acknowledge the following:

- If selected, the entity acknowledges they must demonstrate how the project mitigates against one of the top risks to which Texas has the greatest exposure, as outlined in the Mitigation Needs Assessment: hurricanes/tropical storms/tropical depressions, severe coastal/riverine flooding, storms, and tornadoes.
- If selected, the entity acknowledges that the project will undergo an Environmental Review Process.
- If selected, the entity acknowledges that the project will be subject to a Construction End Date.
- If selected, the entity acknowledges that the project was selected considering AFFH requirements.
- If selected, the entity acknowledges that the project will comply with all deadlines enumerated by the GLO.
- If selected, the entity acknowledges that all applicant committed local funds must be expensed prior to the release of CDBG-MIT funds.

Submitters must affirm each statement to submit the survey.

Acknowledgement

If selected, the entity acknowledges they must demonstrate how the project mitigates against one of the top risks to which Texas has the greatest exposure, as outlined *
in the Mitigation Needs Assessment: hurricanes/tropical storms/tropical depressions, severe coastal/riverine flooding, storms, and tornadoes.

☐ The entity acknowledges

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☐ The entity acknowledges

If selected, the entity acknowledges that all applicant or local funds must be expensed prior to the release of CDBG-MIT funds.*

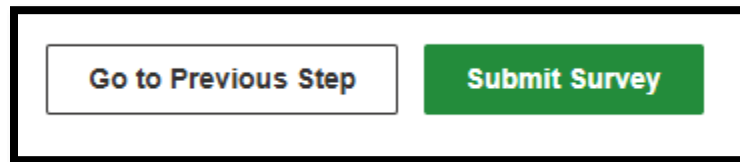
☐ The entity acknowledges

Select “**Save and Continue to Survey Preview**” and proceed to the next step of the survey.

3.6 Survey Review

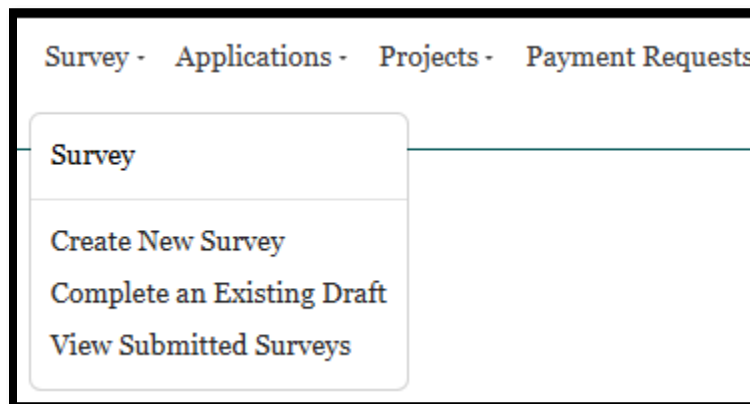
Prior to submission, review the full details of the survey. Submitters may return to previous sections of the survey and edit them before submitting the survey. To submit the survey, select “**Submit Survey**”.

Please note that after final submission, surveys may not be edited.



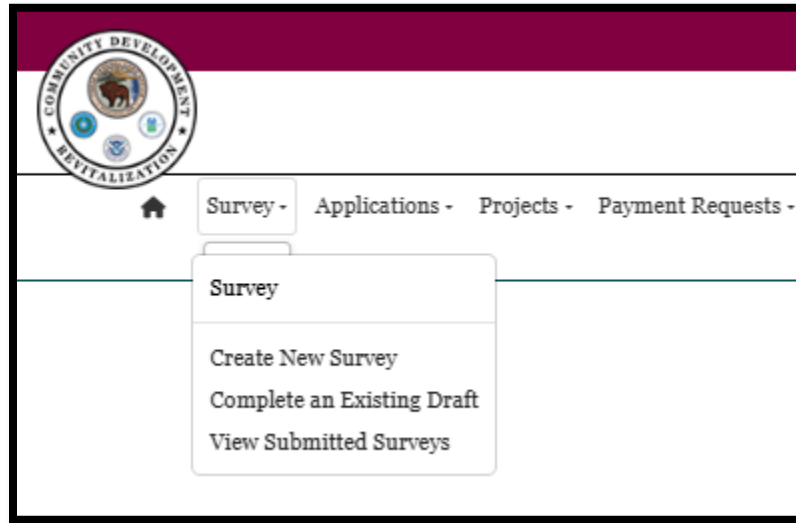
Upon submission, a success message will appear with the submission’s **Survey ID**.

Submitted surveys may be reviewed, but not edited, by selecting “**View Submitted Surveys**” in the **Survey Tab**.



3.7 Finishing incomplete survey

To continue a survey following a logout, select **“Complete an Existing Draft”** from the **Survey Tab**.



4. Questions

For questions or issues related to the **TIGR system**, email TIGRHelp@recovery.texas.gov.

Questions? Contact GLO at TIGRHelp@recovery.texas.gov

For questions or issues related to the **call for projects**, email cdr.reallocation@recovery.texas.gov.