



September 18, 2024

Cindy Schneible  
McKinney Community Development Corporation  
5900 S Lake Forest Blvd., Ste 110  
McKinney, TX 75070

Dear Ms. Schneible and Board of Directors,

The Housing and Community Development Department respectfully requests a 12-month extension, through September 30, 2025, for Project Grant 4B#23-12, originally awarded in the amount of \$200,000.00. This extension is necessitated by personnel changes within our department. To date, we have successfully assisted four families and have five more in the pipeline, ready to receive assistance in the new budget year. With an extension of this grant, we can ensure these families receive the support they need.

Our partnership is making a tangible difference in the lives of elderly, disabled, and low-income households in our community. We are eager to continue this vital work and assist others in need with the remaining funding, pending your approval.

Thank you very much for your consideration.

A handwritten signature in black ink that reads "Cristel Todd". The signature is written in a cursive style with a large, prominent "C" and "T".

Cristel Todd  
Affordable Housing Administrator

**Housing & Community Development**