

**EMERGING DEVELOPER PROGRAM
TECHNICAL ASSISTANCE RFQ**

The Emerging Developer Program (EDP) has released a Technical Assistance RFQ for providers of technical assistance in various areas related to the development of affordable housing. This is the response of the applicant below:

Organization Name	Stewarding Space, LLC
Doing Business As (If Applicable)	
Street Address	150 E 1st Street
City	Lancaster
State	TX
Zip Code	75146
Website	www.stewardingspace.com

PRIMARY CONTACT INFORMATION	
First Name	Michaella
Last Name	Ramler
Title	Founder / President
Phone Number	214-543-6710
Email Address	michaella@stewardingspace.com
Street Address	150 E 1st Street
City	Lancaster
State	TX
Zip Code	75146

SECONDARY CONTACT INFORMATION	
First Name	
Last Name	
Title	
Phone Number	
Email Address	
Street Address	
City	
State	
Zip Code	

Please select if your organization meets any of the following federal, state, or local government-issued designations. Check all that apply.	
Native American-Owned	
Minority Business Enterprise	Selected
Disadvantaged Business Enterprise	
Women-Owned Business Enterprise	Selected
Small Business	Selected
Veteran-Owned small business	
Service disabled veteran-owned small business	
SBA certified small disadvantage business	
SBA certified 8(a) firm	
SBA certified HUBZone firm	
None of the Above	

Please indicate the geographic scale that best describes where you currently serve. Check all that apply.	
Local (city, county)	Selected
Regional (multiple counties, state, multiple states in a region)	
National	

Please select your areas of expertise. Check all that apply.	
Business, Organizational, and Financial Stability Plans	
Property Management	Selected
Asset Management	Selected
Finance	Selected
Acquisition and Rehabilitation of Existing Units	Selected
Joint Ventures	
Construction Management	Selected
Organizational Strategy and Development	Selected
Sustainability and Resilience	
Community Land Trusts and Shared Equity	
Resident Relocation and Stability	
Resident Services	
Other	City relationships and development agreements

<p>In a short narrative, please describe your expertise and track record in each of the areas selected above.</p>	<p>Most of my development work has been vertically integrated, beginning in 2012 until now, thus intimately involving property and asset management. To date, I've developed and managed over 250,000 square feet of residential, retail, and restaurant spaces. This experience has also provided me with significant exposure to the financial metrics of the industry, from preparing proformas during acquisitions to seeing them actualized through stability of the project.</p> <p>My work has primarily focused on existing properties, particularly dilapidated historic ones, which I've acquired through off-market networks, markets, and targeted asset searches. Elyse Design Build is the contractor with whom I collaborate throughout the construction management process, from acquisition to stability.</p> <p>Furthermore, I have experience working with cities on developer agreements and securing city grants, notably with the City of Lancaster and Denton. With a firm understanding of grants, TIF opportunities, and how economic development funds operate, I've effectively navigated these processes to support positive development for those communities.</p>
<p>In a short narrative, please describe how you incorporate racial equity into your content and approach.</p>	<p>Racial inclusion is fundamental to my approach, primarily because I firmly believe that community resources should reflect the diversity of their customers. Representation is transformative in shaping the human experience.</p> <p>One project that I feel especially proud of in this area is downtown Lancaster. Approximately 14,000 of the 16,000 square feet of my space is occupied by six women and / or minority-owned businesses. I am</p>

	<p>also passionate about ensuring that people of color have equitable access to ownership opportunities. To this end, I have actively sought out and collaborated with developers of color and women developers, providing them with essential information and support to foster their success. It's not just about diversity for the sake of it; it's about creating meaningful opportunities for underrepresented communities to thrive and contribute to vibrant, inclusive spaces.</p>
<p>In a short narrative, please describe your availability for consulting over the next six to twelve months and feel free to share specific considerations.</p>	<p>I am available for 20 hours per week for the next 6 months, and for the subsequent 6 months, depending on deal flow, my availability will likely be 10 hours. However, this program is significant to me, so I am willing to be flexible to accommodate the program's needs.</p>
<p>Please provide at least two references with the following information: Organization Name, Organization Contact, Title, Email and Phone Number.</p>	<p>The City of Lancaster Shane Shepard Director of Economic Development msshepard@lancaster-tx.com 903-253-7993</p> <p>Capital Impact Aaron Gougis Manager, Dallas Initiatives agougis@capitalimpact.org 703-647-2326</p> <p>Origin Bank Matthew Barker VP of Commercial Lending mbarker@origin.bank (318) 469-0600</p>
<p>As an option, you may include additional information demonstrating your expertise such as project samples, links, and additional narrative.</p>	<p>I began my journey in real estate investment alongside my husband after college in 2012. Over the past decade, we've successfully developed more than 250,000 square feet, primarily focusing on multifamily and retail spaces. From 2015 to 2021, I played a crucial role in the establishment of Proxy Properties,</p>

	<p>a comprehensive development firm specializing in revitalizing historic residential and commercial projects, particularly within Dallas's Oak Cliff area.</p> <p>In 2022, I founded Stewarding Space, LLC, a boutique development firm dedicated to local-scale commercial assets, preferably historic, in markets surrounding Dallas. Our company also prioritizes establishing housing partnerships for young adults transitioning out of foster care. I'm deeply passionate about uplifting communities where belief and vision have historically been overlooked. Recognizing real estate's critical role in human existence, Stewarding Space is committed to providing improved solutions for communities.</p> <p>One aspect that sets Stewarding Space apart is our ethics model of shared ownership, integrating commercial tenant operators into asset equity positions. Currently, we're actively involved in developing 20,000 square feet of retail and mixed-use space between historic Downtown Denton and Downtown Lancaster. Additionally, we're collaborating with City Square's TRAC program to create 6,000 square feet of housing for young adults exiting foster care in Dallas.</p> <p>I'm known as a hands-on developer with a pragmatic approach, blending a creative vision with a deep understanding of the mathematical and human aspects of real estate development. My commitment to nurturing relationships with tenant partners and the broader community reflects our dedication to creating impactful and sustainable spaces.</p>
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PRICING INFORMATION	
Are your labor rates above average within your field?	No
If you selected "Yes" on the previous question, please provide an explanation of above average rates.	

Franchise Tax

2023 Annual No Tax Due Report

Confirmation

You Have Filed Successfully

Please do NOT send a paper form

Since you are electronically reporting this tax, you will not receive a paper tax return in the mail for subsequent reports due. To keep you up-to-date and informed of due dates for this tax, we will send a courtesy e-mail reminder to you at the e-mail address on file for this account.

[Print this page for your records](#)

Submission ID: 72573822

Date and Time of Filing: 11/09/2023 03:01:43 PM

Taxpayer ID: 32086988485

Taxpayer Name: STEWARDING SPACE, LLC

Taxpayer Address: 1923 N EDGEFIELD AVE DALLAS, TX 75208 - 1412

Entered By: Ross Pasekoff

Email Address: ross.pasekoff@lovelacepayne.com

Telephone Number: (972) 629-9164

IP Address: 108.218.212.223

Total Amount Due and Payable = 50.00

This report is being submitted after the due date.
Reports filed after the due date incur a \$50 late filing fee.

Additional Reports

Is this the reporting entity of a combined group?	No
Do any of the entities in the combined group have a temporary business loss preserved?	No
Will your total revenue be adjusted for the Tiered Partnership Election?	No

No Tax Due Report

SIC Code:	NAICS Code: 531390
Accounting Year Begin Date: 11/01/2022	Accounting Year End Date: 12/31/2022
Is this a passive entity as defined in Chapter 171 of the Texas Tax Code?	No
Is this entity's annualized total revenue below the no tax due threshold?	Yes
Does the entity have zero Texas Gross Receipts?	Yes
Is this entity a Real Estate Investment Trust (REIT) that meets the qualifications specified in section 171.0002(c)(4)?	No
Is this entity a New Veteran-Owned Business as defined in Texas Tax Code Sec. 171.0005?	No
Total Revenue:	\$0

Mailing Address

Street Address: 1923 N EDGEFIELD AVE
City: DALLAS
State: TX
Zip Code: 75208 - 1412
Country: USA

Public Information Report

Taxpayer

Taxpayer Name: STEWARDING SPACE, LLC
 Taxpayer Number: 32086988485
 SOS File Number or Comptroller File Number: 0804790511
 Mailing Address: 1923 N EDGEFIELD AVE
 DALLAS, TX 75208-1412
 Principal Office: 1923 N Edgefield Ave, Dallas, TX 75208
 Principal Place Of Business: 1923 N Edgefield Ave, Dallas, TX 75208
 Changes from previous year?: Yes

Officers, Directors, Managers, Member or General Partner

Name: Michaella Ramler
 Title: Manager
 Director? Yes
 Term Expiration Date:
 Mailing Address: 1923 N Edgefield Ave
 Dallas, TX 75208

Owned Entity(s)

Owned Entity(s)	State of Formation	TX SOS File #	Percentage of Ownership
None entered.			

Owners

Owned Entity(s)	State of Formation	TX SOS File #	Percentage of Ownership
None entered.			

Registered Agent and Office

Agent: MICHAELLA RAMLER
 Office: 1923 N EDGEFIELD AVE
 DALLAS, TX 75208-1412

Declaration Statement

I declare that the information in this document and any attachments is true and correct to the best of my knowledge and belief, as of the submission date, and that a copy of this information has been mailed to each person named in this section who is an officer, director or manager and who is not currently employed by this, or a related, corporation or limited liability company.

Payment Summary

Amount to Pay: \$50.00
Convenience fee (non-refundable): \$1.00
Total Credit Card Payment: \$51.00

Payment Reference Number: 663971164
Trace Number: 902AA0023069022
Type of Credit Card: MASTERCARD
Credit Card Number: *****1590

Cardholder Name: Ross Pasekoff
Credit Card Expiration Date: 11/2027

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Michella Ramler

214-543-6710 | Michaella@stewardingspace.com

1923 N. Edgefield Ave - Dallas, TX 75208

OBJECTIVE

To support the United Way of Metropolitan Dallas' Emerging Developer Program by providing technical assistance to minority and emerging developers, leveraging my expertise help navigate challenges and facilitate project success for those in the program

SUMMARY OF SKILLS

- Combined development of approximately 250,000 square feet of asset.
 - Proficient in real estate development, including acquisition, project management, and asset management.
 - Skilled in building strategic relationships with municipalities, financing partners, and community organizations.
 - Experienced in analyzing real estate investments and implementing development strategies based on market trends and internal criteria.
 - Strong leader with the ability to mentor, train, and manage teams to execute projects effectively and achieve financial objectives.
 - Detail-oriented with a track record of monitoring financial performance, including debt covenants and profit & loss statements, to ensure project success.
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EDUCATION

- Bachelor of Science in Interdisciplinary Studies, University of North Texas, December 2012
 - Social Studies/Core Coursework Concentration in Social Studies 4-8/ESL
 - President's List: Fall 2009, Spring 2012
 - Dean's List: Fall 2011, Spring 2011

CERTIFICATION

- Texas State Educators License, January 2013
 - Generalist 4-8
 - Social Studies 4-8
 - ESL, English as Second Language
 - Certified Scrum Master (CSM), BrainTrust, July 2021
 - Completed BrainTrust Project Management course
 - CSM Exam Score: 98%
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FIELD/RELEVANT EXPERIENCE

Stewarding Space, LLC, Dallas, TX

Founder & President, May 2022-Present

- Develop relationships with municipalities and Economic Development groups.
- Manage day-to-day functions of vertically aligned development.
- Monitor debt covenants and Profit & Loss statements.
- Visualize and execute development processes.
- Network with banking and financing stakeholders.
- Establish asset partnerships.

Proxy Properties, LLC, Dallas, TX

Co-Founder and Chief of Operating Officer of Real Estate Investments & Development Firm, August 2016-January 2022

- Monitored debt covenants and Profit & Loss statements.
- Partnered with non-profit housing departments, City Square and Metrocare, to house the homeless.
- Managed staff and reinforced team morale.
- Built and implemented organizational systems and structures.
- Analyzed real estate investments and oversaw property management.

Dallas Independent School District, Dallas, TX

English Teacher and Team Lead, Quintanilla Middle School, December 2012-August 2016

- Facilitated professional development sessions.
- Led English team through curriculum planning and effective planning cycles.
- Mentored new teachers and analyzed student assessment data.
- Planned and implemented units based on state standards.
- Facilitated operational procedures and served as a team leader.

Relevant Volunteer Experience

- Capital Impact Cohort Speaker, 2024
- Fort Worth Ave TIF Board Member, 2024
- RedNews Panelist, 2024
- Duda Forum Historic Preservation Panelist, 2023
- Preservation Dallas Award Winner, 2022

Relevant Media

- Dallas Business Journal
- Culture Map
- Candy's Dirt
- Oak Cliff Advocate

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Stewarding Space, LLC	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions. 1923 N Edgefield	Requester's name and address (optional)
6 City, state, and ZIP code Dallas TX 75208	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
				-					
or									
Employer identification number									
9	2		-	1	8	6	5	4	7

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶		Date ▶ 12/21/2023
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.
- If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.*