

An IPA Local Government Resources Report

**Funding and Technical
Assistance Handbook
for Delaware
Local Governments**

February 2016



Institute for Public Administration
School of Public Policy & Administration
College of Arts & Sciences
University of Delaware

www.ipa.udel.edu

2016 Funding and Technical Assistance Handbook

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serving the public good, shaping tomorrow's leaders

Introduction and Acknowledgements

The Institute for Public Administration (IPA) at the School of Public Policy & Administration at the University of Delaware is pleased to provide an updated **2016 Funding and Technical Assistance Handbook for Delaware Local Governments**. The handbook is another resource developed by IPA for Delaware local governments that are seeking assistance in the form of grants, loans, technical assistance, training, and advisory services.

The 2016 edition of the handbook is being made available online in portable document format (PDF). The handbook will be updated bi-annually and maintained as a digital document. Because many financial and technical assistance programs are subject to change based on federal or state legislation, appropriations, or budget allocation decisions, potential applicants are advised to call the respective contact person listed for each assistance program.

The handbook is organized into four sections. The first section lists federal programs that have traditionally provided technical assistance or funding opportunities to Delaware local governments. For more comprehensive information on federal funding opportunities, please refer to the online *Catalog for Federal Domestic Assistance* www.cfda.gov and www.grants.gov.

The second section contains information on state programs that provide funding or technical assistance. The third section provides information on public service programs through the University of Delaware that provide local government assistance. The final section highlights funding opportunities from organizations that cannot be categorized in the previous sections, such as regional and local nonprofit organizations.

IPA would like to acknowledge and thank all the agency contacts who graciously provided updated program information for the 2016 edition, particularly the Office of State Planning and Coordination. The **2016 Funding and Technical Assistance Handbook for Delaware Local Governments** was prepared by a team of IPA staff and student “Public Administration Fellows.” Alexa Scoglietti coordinated the project along with Public Administration Fellows Scott Eisenhart, Saran Singh, and Gemma Tierney. IPA staff involved with this handbook included Policy Scientists Martin Wollaston and Marcia Scott.

Finally, thanks also goes to IPA Director Jerome Lewis who allocated staffing resources for creating and updating the handbook, Policy Scientist Lisa Moreland and Associate Policy Scientist William DeCoursey for editing, and Policy Specialist II Sarah Pragg for her assistance in designing the handbook.

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I. Federal Funding Opportunities

U.S. Department of Agriculture Loans

Business and Industry (B&I) Loan Guarantee Program

Federal Agency

U.S. Department of Agriculture – Rural Development (RD)

Authorization

Consolidated Farm and Rural Development Act (CON ACT)

Objectives

The purpose of the B&I Guaranteed Loan Program is to improve, develop, or finance business, industry, and employment and improve the economic and environmental climate in rural communities. This purpose is achieved by bolstering the existing private credit structure through the guarantee of quality loans that will provide lasting community benefits.

Types of Assistance

Loan guarantees to commercial lenders in order to encourage the financing of rural businesses. The maximum loan amount for a project is typically \$10 million and the maximum loan guarantee for a project is typically 80% for loans up to \$5 million, 70% for loans \$5–10 million, and 60% for loans over \$10 million. Loans above \$10 million may be authorized by the administrator under special circumstances.

Program Description

The B&I Guaranteed Loan Program provides backing for lenders to provide loans to businesses and commercial establishments for acquisitions, construction, expansion and land development, equipment and machinery, leasehold improvements, pollution control and abatement, and limited financing of agricultural production when part of an integrated processing and/or marketing operation. Loans are provided for hotels, motels, bed and breakfasts and other tourism and recreation facilities, start-up costs, working capital, aquaculture, commercial fishing, commercial nurseries, mushrooms, hydroponics, education and training facilities. The refinancing of outstanding debt and financing of housing developments are available under special circumstances.

Eligibility Requirements

Most businesses, including nonprofits not eligible under other Rural Development programs, can apply for B&I Guaranteed Loan Program assistance. The project must save and/or create jobs and typically be in a rural area with a population of 50,000 or fewer. The borrower's headquarters may be based within a larger city as long as the project is located in an eligible rural area. The lender may be located anywhere.

How to Obtain Assistance

The Rural Development Delaware State Office in Dover, Delaware, can provide copies of all the necessary application forms and regulations and current program information. The Delaware State Office reviews all inquiries, pre-applications, or applications are reviewed to confirm that the proposal fits into the overall purpose of the program. For more information, visit www.rd.usda.gov/programs-services/business-industry-loan-guarantees/de.

Assistance Process

Lenders are strongly encouraged to contact the Delaware State Office to discuss the project and application process. Borrowers are strongly encouraged to contact a lender in their area to confirm the lender's participation in the B&I Guaranteed Loan Program, or contact the Delaware State Office for a current listing of participating lenders.

Contact Person

Letitia Nichols, Business and Cooperative Program Director
U.S. Department of Agriculture – Rural Development
1221 College Park Drive, Suite 200
Dover, DE 19904
Phone: (302) 857-3628 / Fax: (855) 389-2243 / E-mail: Letitia.Nichols@de.usda.gov

Community Facility Programs

Federal Agency

U.S. Department of Agriculture – Rural Development (RD)

Authorization

7 CFR Part 1942 (loans) and 7 CFR Part 3570 (grants)

Objectives

The purpose of this program is to provide financial assistance to construct, enlarge, extend, or otherwise improve essential community facilities providing vital services primarily to rural residents.

Types of Assistance

Low-interest loans. Some projects may receive a portion of their funding as a grant, and smaller communities with lower incomes will be eligible to receive a higher proportion of grant funding.

Program Description

The Community Facilities Program provides funds to organizations that provide essential community services that are needed for the orderly development of rural areas. Examples of eligible projects:

- | | |
|---------------------------|-------------------------------|
| 1. Community centers | 6. Town halls |
| 2. Educational facilities | 7. Correctional facilities |
| 3. Hospitals | 8. Libraries |
| 4. Nursing homes | 9. Fire and rescue facilities |
| 5. Daycare centers | |

Eligibility Requirements

Eligible applicants include towns, counties, districts, authorities, or other political subdivisions of the state, Indian tribes, and nonprofit organizations or associations. Projects must:

1. Be located in rural areas and towns of a population of 20,000 or fewer.
2. Be unable to obtain needed funds from other sources at reasonable rates and terms.
3. Have legal authority to borrow and repay loans, pledge security for loans, and construct, operate, and maintain the facilities or services.
4. Be financially sound and able to organize and manage the facility effectively.

How to Obtain Assistance

The RD Delaware State Office can provide the necessary application and current program information. An interested local government or organization should contact this office to determine project eligibility and the types of financing available for the project. For more information, go to www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program/de.

Assistance Process

The applicant should contact the RD Delaware State Office for the initial interview and application materials. RD will provide technical assistance and guidance for the development of the project.

Contact Person

Denise MacLeish, Community Program Director
U.S. Department of Agriculture – Rural Development
1221 College Park Drive, Suite 200
Dover, DE 19901
Phone: (302) 857-3625/ Fax: (855) 389-2243

Intermediary Re-Lending Program (IRP)

Federal Agency

U.S. Department of Agriculture– Rural Development (RD)

Authorization

Food Security Act of 1985, P.L. 99-198 (1985 Farm Bill)

Objectives

The purpose of the program is to alleviate poverty and increase economic activity and employment in rural communities. Emphasis is given to disadvantaged and remote communities that finance small and emerging businesses in partnership with other public and private resources. The mission is achieved by loans made to intermediaries. The intermediary establishes a revolving loan fund and advances credit to ultimate recipients for business facilities and community development in rural areas.

Types of Assistance

IRP provides 1% interest loans to an intermediary to fund a revolving loan fund.

Program Description

IRP funds the creation of revolving loan funds that the local or state government or nonprofit organization operates to encourage rural business, industry, and community development. Eligible projects and expenses include business acquisition and expansion, land, buildings, equipment, leasehold improvements, pollution abatement, aquaculture, forestry, hydroponics, start-up costs, working capital, refinancing, feasibility studies, and professional fees. Ineligible loan purposes include charitable institutions, agricultural production, golf courses, and any administrative expenses associated with running the re-lending program.

An intermediary may borrow up to \$1,000,000. Loans made by an intermediary to an ultimate recipient are generally limited to the lesser of \$250,000 or 75% of the total project cost. In addition, no more than 25% of an IRP loan may be used for ultimate recipient loans in excess of \$150,000. The loan to the intermediary bears a 1% fixed annual interest rate and maximum term of 30 years, with interest-only payments permitted for up to three years. The intermediary sets the interest rate charged to ultimate recipients.

Eligibility Requirements

The borrower must be a state or local government or private nonprofit organization with the legal authority to perform the lending function and have a proven record of successfully assisting rural business and industry.

How to Obtain Assistance

The Rural Development Delaware State Office in Dover, Delaware, can provide copies of all the necessary application forms and regulations and current program information. The Delaware State Office reviews all inquiries or applications to determine that the proposal fits into the overall purpose of the program. For more information, go to www.rd.usda.gov/programs-services/intermediary-re-lending-program/de.

Assistance Process

Potential applicants should contact the Rural Development Delaware State Office for the initial interview and application materials. This office can also provide technical assistance for project development.

Contact Person

Letitia Nichols, Business and Cooperative Program Director

U.S. Department of Agriculture – Rural Development

1221 College Park Drive, Suite 200

Dover, DE 19904

Phone: (302) 857-3628 / Fax: (855) 389-2243 / E-mail: Letitia.Nichols@de.usda.gov

Multi-Family Housing Loan Guarantees

Federal Agency

U.S. Department of Agriculture – Rural Development (RD)

Authorization

Section 538 of the Housing Act of 1949, as amended (42 U.S.C. 1490p–2)

Objectives

The program works with qualified private-sector lenders to provide financing to qualified borrowers to increase the supply of affordable rental housing for low- and moderate-income individuals and families in eligible rural areas and towns.

Types of Assistance

Loan guarantees for the construction, rehabilitation, or purchase of rural rental housing units for low- and moderate-income renters.

Program Description

Under the program, the agency will provide credit enhancements to encourage private and public lenders to make new loans for affordable rental properties that meet program standards. The maximum loan to value is 90% for for-profit entities and 97% for nonprofit entities. The guaranteed loan has a minimum term of 25 years and a maximum term of 40 years. There is no maximum or minimum loan amount. The interest rate negotiated between the borrower and lender is fixed for the life of the guaranteed loan.

Eligibility Requirements

Applicant must: Must be a U.S. citizen(s) or legal resident(s), a United States–owned corporation, a limited liability corporation (LLC) or a partnership in which the principals are U.S. citizens or permanent legal residents. Other than public agencies, Indian tribes, and individuals, borrowers must provide documentary evidence that they are valid legal entities licensed to do business in the state in which the property is located and able to enter into agreements governing the loan and guarantee.

Lenders must: Must be an approved and currently active lender in one of the following multi-family housing programs, the Federal National Mortgage Association (Fannie Mae), the Federal Home Loan Mortgage Corporation (Freddie Mac), the Department of Housing and Urban Development (HUD) or the Government National Mortgage Association (Ginnie Mae). A state or local housing finance agency, a member of the Federal Home Loan Bank System, or other lender may be eligible to participate if they can demonstrate satisfactory experience with multi-family lending.

Occupants must: Be a low- or moderate-income family or individual whose incomes at initial occupancy do not exceed 115% of the Area Median Income (AMI) adjusted for family size. Monthly rent for a unit may not exceed 30% of 115% of adjusted AMI. Average project rent may not exceed 30% of 100% of AMI.

How to Obtain Assistance

RD staff will provide information on how to complete and file applications. Applicants must furnish

1. Complete financial information.
2. Preliminary plans, specifications, and cost estimates.
3. A budget of anticipated income and expenses.
4. Market information supporting the need for housing in the area.

Assistance Process

For more information, please visit www.rd.usda.gov/programs-services/multi-family-housing-loan-guarantees/de, or contact the RD Delaware State Office to receive assistance in completing the application process.

Contact Person

Debbie Eason, Multi-Family Housing Program Director
U.S. Department of Agriculture – Rural Development
1221 College Park Drive, Suite 200
Dover, Delaware 19904
Phone: (302) 857-3615 / Fax: (855) 389-2243

Water & Waste Disposal Loan & Grant Program

Federal Agency

U.S. Department of Agriculture – Rural Development (RD)

Authorization

Section 306 of the Consolidated Farm and Rural Development Act (CONACT)

Objectives

The objective of this program is to provide basic human amenities, alleviate health hazards, and promote the orderly growth of the rural areas of the nation by meeting the need for new and improved rural water and waste-disposal facilities, including solid-waste disposal and storm drainage.

Types of Assistance

Loan and grant funds are available to construct, enlarge, extend, or otherwise improve community water or wastewater facilities. Water and waste-disposal facilities include water supply, storage, and distribution.

Program Description

Funds may be used for the installation, repair, improvement, or expansion of rural water facility including distribution lines, well-pumping facilities, and the installation, repair, improvement, or expansion of a rural waste-disposal facility, including the collection and treatment of sanitary, storm, or solid-waste disposal.

Eligibility Requirements

Municipalities, counties, and other political subdivisions of the state are eligible. Facilities shall primarily serve rural residents and rural businesses. Service area shall not include any area in any city or town having a population in excess of 10,000.

How to Obtain Assistance

The Rural Development (RD) Delaware State Office can provide the necessary application and current program information to the municipality, county, or special district. An interested local government should contact the RD Delaware State Office to determine the eligibility of the project and the types of financing available. For more information, go to www.rd.usda.gov/programs-services/water-waste-disposal-loan-grant-program/de.

Assistance Process

The municipality or county government should contact the RD Delaware State Office for the initial interview and application materials. The RD Delaware State Office can provide technical assistance in the development of the project.

Contact Person

Denise MacLeish, Community Programs Director
U.S. Department of Agriculture – Rural Development
1221 College Park Dr. Suite 200
Dover, DE 19901
Phone: (302) 857-2625 / Fax: (855) 389-2243

U.S. Department of Commerce – Economic Development Administration

EDA Planning and Local Technical Assistance Programs

Federal Agency

U.S. Department of Commerce – Economic Development Administration (EDA)

Authorization

Public Works and Economic Development Act of 1965, as amended (42 U.S.C. §3121 *et seq.*)

Objectives

The mission of EDA is to lead the federal economic development agenda by promoting innovation and competitiveness, preparing American regions for growth and success in the worldwide economy.

Types of Assistance

Grant and technical assistance

Program Description

Under the Planning program, EDA assists eligible recipients in creating regional economic development plans designed to stimulate and guide the economic development efforts of a community or region. As part of this program, EDA supports Partnership Planning investments to facilitate the development, implementation, revision, or replacement of Comprehensive Economic Development Strategies (CEDs), which articulate and prioritize the strategic economic goals of recipients' respective regions.

The Local Technical Assistance program strengthens the capacity of public organizations and higher education institutions to undertake and promote effective economic development programs through projects such as feasibility analyses and impact studies.

Eligibility Requirements

Economic development districts, state, cities, or other political subdivisions of a state, Indian tribes, institutions of higher learning or a consortium of such institutions, or a public or private nonprofit organization or association acting in cooperation with officials of a political subdivision of a state are eligible to apply.

How to Obtain Assistance

For more information, please visit www.eda.gov/funding-opportunities/.

Assistance Process

Applications are accepted on a continuing basis and processed as received. Applications may be submitted electronically in accordance with the instructions provided at www.grants.gov. Hard copies may be submitted via hand delivery, postal mail, or courier service to the regional office listed below.

Contact Person

Marguerite McGinley
U.S. Economic Development Administration – Philadelphia Regional Office
The Curtis Center, Suite 140 South
601 Walnut Street
Philadelphia, PA 19106
Phone: (215) 597-8822 / Fax: (215) 597-2908 / E-mail: Mmcginley@eda.doc.gov

Public Works Program

Federal Agency

U.S. Department of Commerce – Economic Development Administration (EDA)

Authorization

Public Works and Economic Development Act of 1965, as amended (42 U.S.C. §3121 *et seq.*)

Objectives

The purpose of this program is to empower distressed communities to build, design, or engineer critical infrastructure and facilities that will help implement regional development strategies and advance bottom-up economic development goals to promote regional prosperity.

Types of Assistance

Grant assistance

Program Description

The EDA offers grant assistance for construction, non-construction, and technical support for projects that will improve opportunities for the establishment or expansion of commercial and industrial plants and facilities, create and/or retain permanent private-sector jobs, alleviate the impacts of long-term distress, improve economic competitiveness, and provide benefits for the long-term unemployed and the poor.

Eligibility Requirements

Economic development districts, state, cities, or other political subdivisions of a state, Indian tribes, institutions of higher learning or a consortium of such institutions, or a public or private nonprofit organization or association acting in cooperation with officials of a political subdivision of a state are all eligible to apply.

How to Obtain Assistance

Interested parties should visit www.eda.gov/funding-opportunities/ for application information.

Contact Person

Marguerite McGinley
U.S. Economic Development Administration – Philadelphia Regional Office
The Curtis Center, Suite 140 South
601 Walnut Street
Philadelphia, PA 19106
Phone: (215) 597-8822 / Fax: (215) 597-2908 / E-mail: Mmcginley@eda.doc.gov

U.S. Department of Justice Loans

Community Oriented Policing Services (COPS) Hiring Program

Federal Agency

U.S. Department of Justice – Community Oriented Policing Services Office

Authorization

Not applicable

Objectives

Community Oriented Policing Services (COPS) funding helps law-enforcement agencies meet an ever-increasing range of challenges with community policing.

Types of Assistance

Grant assistance

Program Description

Funds provide up to 75% of the approved entry-level salaries and fringe benefits of full-time officers for a 36-month grant period, with a minimum 25% local cash match requirement and maximum federal share of \$125,000 per officer position. Grants may be used to:

1. Hire new officers, including filling officer vacancies no longer funded in an agency's budget.
2. Rehire officers laid off (or scheduled to be laid off) by any jurisdiction as a result of state, local, or Bureau of Indian Affairs budget reductions unrelated to the recipient of grant funding.

Additional consideration is given to applicants requesting positions in areas on which the COPS Hiring Program chooses to focus.

Eligibility Requirements

For eligibility information, please contact the COPS Office Response Center, or visit www.cops.usdoj.gov/default.asp?Item=2367.

How to Obtain Assistance

Contact the Office of Community Oriented Policing Services.

Assistance Process

COPS Hiring Program solicitation usually opens during the month of May with applications due by the end of June.

Contact Person

U.S. Department of Justice
Office of Community Oriented Policing Services
145 N Street NE
Washington, DC 20530
Phone: (800) 421-6770 / E-mail: askcopsrc@usdoj.gov

Bulletproof Vest Partnership

Federal Agency

U.S. Department of Justice – Bureau of Justice Assistance, Office of Justice Programs

Authorization

Bulletproof Vest Partnership (BVP) Grant Act of 1998 (P.L.105-181), reauthorized by the BVP Act of 2000 (P.L. 106-517)

Objectives

BVP is a U.S. Department of Justice initiative designed to provide bulletproof vests to state and local law enforcement.

Types of Assistance

BVP funds may be used to fund up to a maximum of 50% of the actual cost of each vest purchased.

Program Description

Since 1999, over 11,900 jurisdictions have participated in the BVP Program, with \$173 million in federal funds committed to support the purchase of an estimated 450,000 vests.

Eligibility Requirements

Eligible jurisdictions include general-purpose units of local government such as cities, counties, parishes, and municipalities, the 50 states, the District of Columbia, federally recognized Native American tribal governments, and the five U.S. territories. Eligible law-enforcement officers for BVP program purposes include police officers, sheriff deputies, correctional officers, parole and probation agents, prosecutors, and judicial officials. Current legislation places the priority on funding jurisdictions that have populations under 100,000. Remaining funds are distributed on a *pro rata* basis to jurisdictions with over 100,000 residents.

How to Obtain Assistance

The entire BVP application and payment request process is completed online www.ojp.usdoj.gov/bvpbasi. Vest models must comply with the Office of Justice Programs' National Institute of Justice (NIJ) interim requirements and have been ordered on or after the specified order date indicated on the BVP web page www.ojp.usdoj.gov/bvpbasi.

Assistance Process

A notice announcing the acceptance of applications and submission deadline will be posted on the BVP website. Register online at the BVP website. Applications are accepted online during a specified application period each fiscal year, in keeping with funding availability. In the application, identify the total number, type, and projected cost of vests for the applicant's eligible and participating law enforcement officers. Applicants are notified via e-mail regarding approved award amounts following an application review process, usually three to four months after the open application period ends.

Contact Person

Bulletproof Vest Partnership
U.S. Department of Justice – Bureau of Justice Assistance
810 Seventh Street NW
Washington, DC 20531
Phone: (877) 758-3787 / E-mail: vests@ojp.gov

Edward Byrne Memorial Justice Assistance Grant (JAG)

Federal Agency

U.S. Department of Justice– Bureau of Justice Assistance (BJA), Office of Justice Programs

Authorization

Part E of Title I of the Omnibus Crime Control and Safe Streets Act of 1968; P.L. 109-162 (January 2006)

Objectives

To streamline justice funding and grant administration to states and local governments to support a broad range of activities to prevent and control crime based on their own local needs and conditions.

Types of Assistance

Grant assistance

Program Description

JAG funds can be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, and information systems for criminal justice for any one or more of the following purpose areas: law enforcement programs, prosecution and court programs, prevention and education programs, corrections and community corrections programs, drug-treatment programs, planning, evaluation and technology-improvement programs, and victim services.

The JAG formula includes a state allocation consisting of a minimum base allocation plus an additional amount that is determined by population and Part I violent crime statistics. Once the state allocation is calculated, 60% of the funding is awarded to the state and 40% to eligible units of local government.

Awards are made in the first fiscal year of the appropriation and may be expended during the following three years, for a total of four years. Extensions beyond this period may be made on a case-by-case basis at the discretion of the director of BJA. While match is not required with the JAG program, match is an effective strategy for states and units of local government to expand funds and build buy-in for law enforcement and criminal justice initiatives.

Eligibility Requirements

JAG funds may be used to supplement, but not replace, nonfederal funds being used for a particular project.

A local government unit receiving a JAG award will be responsible for the administration of the funds including distributing the funds, monitoring the award, submitting reports including performance measure and program assessment data, and providing ongoing assistance to any sub-recipients of the funds. A local government unit may use up to 10% of the award for costs associated with administering JAG funds.

The state receiving a JAG award will be responsible for coordination among JAG funds and other state and local justice initiatives, preparation and submission of the state JAG application, and administration of JAG funds including establishing funding priorities; distributing funds; monitoring awards; submitting reports including performance measure and program assessment data; and providing ongoing assistance to sub-recipients.

How to Obtain Assistance

The chief executive officer of an eligible unit of local government or a local agency designated by the chief executive officer must apply for JAG funds.

Assistance Process

In general, the JAG solicitation will open in the Grants Management System (GMS) in the spring of each year. Awards are made by the end of September. Local jurisdictions are required to have their grant applications reviewed by their governing body at least 30 days prior to application submittal to BJA. For assistance, go to www.bja.gov/ProgramDetails.aspx?Program_ID=59.

Contact Person

Tracey Trautman, Deputy Director
Bureau of Justice Assistance
810 Seventh Street NW
Washington, DC 20531
Phone: (202) 305-1491 / E-mail: Tracey.Trautman@usdoj.gov

U.S. EPA – Office of Brownfields and Land Revitalization

Area-Wide Planning Grants

Federal Agency

U.S. Environmental Protection Agency – Office of Brownfields and Land Revitalization

Authorization

Amendment to CERCLA by the Small Business Liability Relief and Brownfields Revitalization Act

Objectives

The purpose of this program is to provide grant funding to conduct research, technical assistance, and/or training activities that will enable the development of a brownfields area-wide plan.

Types of Assistance

Grant assistance

Program Description

An applicant may request up to \$200,000 for EPA assistance with area-wide planning within a specific brownfields-impacted area where revitalization of the area surrounding the brownfields is critical to the successful reuse of the property in question. Planning grants are designed to assist predominantly underserved and economically disadvantaged communities. The project period is no more than two years.

Area-wide planning grants provide funding for projects that:

1. Advance an ongoing planning process for assessment, cleanup, and reuse of brownfields sites.
2. Facilitate community involvement in developing an area-wide plan for cleanup.
3. Promote innovative components, particularly in regard to the integration of sustainable and/or equitable development principles.
4. Promote area-wide revitalization.
5. Develop an area-wide plan and identify implementation strategies.

Eligibility Requirements

Eligible entities include state and local governments, land clearance authorities and other quasi-governmental entities; government entities created by state legislature, regional councils and groups of local governments; redevelopment agencies; Native American tribes; and nonprofit organizations.

How to Obtain Assistance

Applications and guidelines are available at www.epa.gov/brownfields/applicat.htm.

Assistance Process

Assessment grants are awarded on a competitive basis. EPA issues a request for proposals sixty days before the proposal deadline.

Contact Person

Tom Stolle
U.S. Environmental Protection Agency, Region III
1650 Arch Street
Philadelphia, PA 19103
Phone: (215) 814-3129 / E-mail: Stolle.Tom@epa.gov

Assessment Grants

Federal Agency

U.S. Environmental Protection Agency – Office of Brownfields and Land Revitalization

Authorization

Amendment to CERCLA by the Small Business Liability Relief and Brownfields Revitalization Act

Objectives

The purpose of this program is to expand the EPA's current brownfields program by authorizing funding for the assessment of brownfields properties.

Types of Assistance

Grant assistance

Program Description

Assessment grants provide funding for a grant recipient to inventory, characterize, assess, and conduct planning and community involvement related to brownfields sites. Eligible entities can apply for up to \$200,000 to assess a site contaminated by hazardous substances, pollutants, or contaminants or to address a site contaminated by petroleum. The performance period for these grants is three years. Assessment grants provide funding for projects that:

1. Inventory sites.
2. Characterize and prioritize sites.
3. Assess sites.
4. Conduct community involvement activities related to brownfields.
5. Conduct area-wide planning for brownfields redevelopment.
6. Conduct cleanup planning.
7. Conduct health monitoring.
8. Monitor and enforce institutional controls.
9. Develop and implement an assessment program.
10. Purchase environmental insurance.

Eligibility Requirements

Eligible entities include state and local governments, land clearance authorities, and other quasi-governmental entities; government entities created by state legislature, regional councils, and groups of local governments; redevelopment agencies; and Native American tribes.

How to Obtain Assistance

Applications and guidelines are available at www.epa.gov/brownfields/applicat.htm.

Assistance Process

Assessment grants are awarded on a competitive basis. EPA issues a request for proposals sixty (60) days before the proposal deadline. Proposals are usually due during the month of December.

Contact Person

Tom Stolle
U.S. Environmental Protection Agency, Region III
1650 Arch Street
Philadelphia, PA 19103
Phone: (215) 814-3129 / E-mail: Stolle.Tom@epa.gov

Cleanup Grants

Federal Agency

U.S. Environmental Protection Agency – Office of Brownfields and Land Revitalization

Authorization

Amendment to CERCLA by the Small Business Liability Relief and Brownfields Revitalization Act

Objectives

The purpose of this program is to provide funding for a grant recipient to carry out cleanup activities at brownfield sites.

Types of Assistance

Grant assistance

Program Description

Eligible entities can apply for up to \$200,000 to carry out cleanup activities at a brownfields site contaminated by hazardous substances, pollutants, or contaminants and up to \$200,000 to address a site contaminated by petroleum. The performance period for these grants is three years. Cleanup grants require a 20% cost share, which may be in the form of a contribution of money, labor, materials, or services, and must be for eligible and allowable costs.

Cleanup grants provide funding for projects that:

1. Carry out cleanup activities.
2. Oversee cleanup construction activities.
3. Conduct environmental and/or health monitoring of site or cleanup work.
4. Monitor and enforce institutional controls.
5. Conduct program development and implementation activities.
6. Purchase environmental insurance.

Eligibility Requirements

Eligible entities include state and local governments, land clearance authorities, and other quasi-governmental entities; government entities created by state legislature, regional councils, and groups of local governments; redevelopment agencies; and Native American tribes.

How to Obtain Assistance

Applications and guidelines are available at www2.epa.gov/brownfields/fy15-guidelines-brownfields-cleanup-grants.

Assistance Process

Grants are awarded on a competitive basis. EPA issues a request for proposals sixty (60) days before the proposal deadline. Proposals are usually due during December, before the upcoming fiscal year.

Contact Person

Tom Stolle
U.S. Environmental Protection Agency, Region III
1650 Arch Street
Philadelphia, PA 19103
Phone: (215) 814-3129 / E-mail: Stolle.Tom@epa.gov

Environmental Workforce Development and Job Training Grants Program

Federal Agency

U.S. Environmental Protection Agency – Office of Brownfields and Land Revitalization

Authorization

Amendment to CERCLA by the Small Business Liability Relief and Brownfields Revitalization Act

Objectives

The purpose of this program is to provide funds to deliver environmental workforce development and job training programs focused on hazardous and solid waste management, assessment, and cleanup associated employment activities.

Types of Assistance

Grant assistance

Program Description

A critical part of this grant program is to ensure that residents living in communities historically affected by economic disinvestment and brownfields are provided an opportunity to reap benefits of jobs created during revitalization efforts. Training programs must target unemployed and underemployed individuals.

This program provides funding for projects that:

1. Recruit job training participants from communities impacted by brownfields.
2. Train residents of impacted communities in the inventory, assessment, and remediation of facilities at which hazardous substances are located, transported, and disposed.
3. Provide skills in innovative technologies, green remediation techniques, recycling of demolition materials, installation of renewable energy systems, and site preparation for water management systems.
4. Conduct job employment outreach activities directed toward engaging prospective employers to become involved in the job training program and hire graduates.

Eligibility Requirements

Eligible entities include state and local governments, land clearance authorities, and other quasi-governmental entities; government entities created by state legislature, regional councils, and groups of local governments; redevelopment agencies; and Native American tribes.

How to Obtain Assistance

Applications and guidelines are available at www.epa.gov/brownfields/applicat.htm.

Assistance Process

Grants are awarded on a competitive basis. EPA issues a request for proposals sixty (60) days before the proposal deadline.

Contact Person

Tom Stolle
U.S. Environmental Protection Agency, Region III
1650 Arch Street
Philadelphia, PA 19103
Phone: (215) 814-3129 / E-mail: Stolle.Tom@epa.gov

Multi-Purpose Pilot Grants

Federal Agency

U.S. Environmental Protection Agency – Office of Brownfields and Land Revitalization

Authorization

Amendment to CERCLA by the Small Business Liability Relief and Brownfields Revitalization Act

Objectives

The purpose of this program is to provide funding for a grant recipient to capitalize a revolving loan fund and to provide sub-grants to carry out cleanup activities at brownfield sites.

Types of Assistance

Grant assistance

Program Description

An applicant may request up to \$200,000 for a specific site. Multi-purpose grants have the same uses and applications as both the assessment and cleanup grants. Recipients must provide a cost share of 20% of the cleanup portion costs of the grant unless EPA approves a waiver.

Eligibility Requirements

Eligible entities include state and local governments, land clearance authorities, and other quasi-governmental entities; government entities created by state legislature, regional councils, and groups of local governments; redevelopment agencies; and Native American tribes.

How to Obtain Assistance

Applications and guidelines are available at www.epa.gov/brownfields/applicat.htm.

Assistance Process

Grants are awarded on a competitive basis. EPA issues a request for proposals sixty (60) days before the proposal deadline.

Contact Person

Tom Stolle
U.S. Environmental Protection Agency, Region III
1650 Arch Street
Philadelphia, PA 19103
Phone: (215) 814-3129 / E-mail: Stolle.Tom@epa.gov

Revolving Loan Fund Grants

Federal Agency

U.S. Environmental Protection Agency – Office of Brownfields and Land Revitalization

Authorization

Amendment to CERCLA by the Small Business Liability Relief and Brownfields Revitalization Act

Objectives

The purpose of this program is to provide funding for a grant recipient to capitalize a revolving loan fund and to provide sub-grants to carry out cleanup activities at brownfield sites.

Types of Assistance

Grant assistance

Program Description

An applicant may request up to one million dollars to capitalize a Revolving Loan Fund. The total performance period is five years. At least 50% of the awarded funds must be used to capitalize and implement an RLF. These grants require applicants to provide a 20% cost share, but applicants may request a waiver of this cost share based on hardship.

Revolving Loan Fund Grants provide funding for projects that:

1. Capitalize an RLF and provide low-interest or no-interest loans to carry out cleanup activities at brownfields sites.
2. Award sub-grants to clean up sites contaminated with petroleum and/or hazardous substances, pollutants, or contaminants.
3. Monitor and enforce institutional controls.
4. Conduct program development and implementation activities.

Eligibility Requirements

Eligible entities include state and local governments, land clearance authorities, and other quasi-governmental entities; government entities created by state legislature, regional councils, and groups of local governments; redevelopment agencies; and Native American tribes.

How to Obtain Assistance

Applications and guidelines are available at www.epa.gov/brownfields/applicat.htm.

Assistance Process

Grants are awarded on a competitive basis. EPA issues a request for proposals sixty (60) days before the proposal deadline.

Contact Person

Tom Stolle
U.S. Environmental Protection Agency, Region III
1650 Arch Street
Philadelphia, PA 19103
Phone: (215) 814-3129 / E-mail: Stolle.Tom@epa.gov

Targeted Brownfields Assessment Program

Federal Agency

U.S. Environmental Protection Agency – Office of Brownfields and Land Revitalization

Authorization

Amendment to CERCLA by the Small Business Liability Relief and Brownfields Revitalization Act

Objectives

The purpose of this program is to minimize the uncertainties of contamination often associated with brownfields.

Types of Assistance

Technical services provided through an EPA contractor to conduct environmental assessment studies.

Program Description

The Targeted Brownfields Assessment Program is tailored to entities that do not have EPA brownfields assessment grants. Funds can be used for EPA contractors to conduct a Phase I environmental site assessment, conduct a more in-depth Phase II environmental site assessment, and evaluate cleanup options and cost estimates based on future redevelopment plans.

Eligibility Requirements

Eligible entities include state and local governments, land clearance authorities, and other quasi-governmental entities; government entities created by state legislature, regional councils, and groups of local governments; redevelopment agencies; and Native American tribes. TBA funds may be used only at properties eligible for EPA brownfields funding.

How to Obtain Assistance

Applications and guidelines are available at www.epa.gov/brownfields/grant_info/tba.htm.

Assistance Process

Contact Tom Stolle.

Contact Person

Tom Stolle
U.S. Environmental Protection Agency, Region III
1650 Arch Street
Philadelphia, PA 19103
Phone: (215) 814-3129 / E-mail: Stolle.Tom@epa.gov

II. State Funding Opportunities

Department of Agriculture – Delaware Forest Service

Urban Community and Forestry Program Grants

State Agency

Department of Agriculture – Delaware Forest Service

Authorization

Not applicable

Objectives

The Urban Community and Forestry Program administers a federal grant to cities, towns, and communities in order to help manage and improve forestry in Delaware communities. Improving forest resources will help further provide a wide array of benefits including cleaner air and water, wildlife habitat, temperature moderation, and aesthetics.

Types of Assistance

Grant assistance

Program Description

The Urban Community and Forestry Program offers approximately \$100,000 in grants each year for tree planning, tree care, and tree management.

Eligibility Requirements

Municipalities and communities are eligible for grant funding provided by the Urban Community and Forestry Program. The local community applying for the grant must match grants with either non-federal funds or in-kind services such as volunteer or staff time.

How to Obtain Assistance

Information about the Urban Community and Forestry Program as well as requirements and application can be found online at www.dda.delaware.gov/forestry/conser.shtml#Urban.

Assistance Process

Grant applications are submitted to coordinators around April, and grants are awarded in mid-summer.

Contact Person

Kyle Hoyd, Urban and Community Forester
Department of Agriculture – Forestry Services
2320 South DuPont Highway
Dover, Delaware 19901
Phone: (302) 698-4500 / E-mail: Kyle.Hoyd@state.de.us

Urban Community and Forestry Program Technical Assistance

State Agency

Department of Agriculture – Delaware Forest Service

Authorization

Not applicable

Objectives

The Urban Community and Forestry Program provides technical assistance to cities, towns, and communities to help manage and improve forestry in Delaware communities. Improving forest resources will help further provide a wide array of benefits including cleaner air and water, wildlife habitat, temperature moderation, and aesthetics.

Types of Assistance

Technical assistance

Program Description

The Urban Community and Forestry Program has two full-time foresters who assist cities, towns, and communities with forestry resource management and care. Foresters can help communities develop a management plan for their publicly owned forests (such as city parks or street trees) as well as conduct an inventory of trees. The website also provides a list of certified arborists who are available for tree pruning and care.

Eligibility Requirements

Municipalities and communities are encouraged to contact the Delaware Forest Service to discuss possible technical assistance for publicly owned forests.

How to Obtain Assistance

Contact the Delaware Forest Service, or visit www.dda.delaware.gov/forestry/conser.shtml#Urban.

Assistance Process

Not applicable

Contact Person

Kyle Hoyd, Urban and Community Forester
Department of Agriculture – Forestry Services
2320 South DuPont Highway
Dover, Delaware 19901
Phone: (302) 698-4500 / E-mail: Kyle.Hoyd@state.de.us

Criminal Justice Council

Law Enforcement Officers Education Reimbursement Program

State Agency

Criminal Justice Council (CJC)

Authorization

Not applicable

Objectives

This initiative supports continued education of law enforcement officers through graduate or undergraduate coursework.

Types of Assistance

Tuition reimbursement

Program Description

The Law Enforcement Officers Education Reimbursement Program enables certain full-time, certified law enforcement officers to receive tuition reimbursement for both undergraduate and graduate coursework. It is possible to receive 100% reimbursement for coursework, but reimbursement is limited to two undergraduate courses or one graduate course per semester.

Eligibility Requirements

Program participants must be a police officer or a probation and parole officer working within the state of Delaware. The officer must be continually employed by their agency to receive reimbursement for coursework. Program participants must also be attending a college or university within Delaware and successfully achieve a grade of "C" or above. Costs of textbooks or additional school fees are not eligible for reimbursement.

How to Obtain Assistance

Contact Chuck Pugh, Criminal Justice Coordinator for Law Enforcement Reimbursement.

Assistance Process

A Letter of Intent must be submitted every semester with the law enforcement officer's information, the indicated level of coursework, the name of the Delaware college or university, the semester in question, and the anticipated tuition cost. The Letter of Intent may be accessed and electronically submitted at cjc.delaware.gov/tuition.shtml. Selected applicants will receive a program acceptance notification within two to three weeks, and the award notice must be signed and returned to the Criminal Justice Council. After completing the course, copies of the tuition payment receipt and the student's grade must be sent to the Criminal Justice Council. A reimbursement check will not be issued until courses are completed.

Contact Person

Chuck Pugh, Criminal Justice Coordinator
Criminal Justice Council
14 The Circle, 2nd Floor
Georgetown, DE 19947
Phone: (302) 856-5310 / Fax: (302) 856-6955 / E-mail: Charles.Pugh@state.de.us

Violence Against Women Act (VAWA) Law Enforcement Training Reimbursement Program

State Agency

Criminal Justice Council (CJC)

Authorization

This program is supported with funding granted to the state through the “STOP Violence Against Women Formula Grant Program” administered by the Office of Violence Against Women (OVW).

Objectives

This initiative supports the training of law enforcement officers on topics related to domestic violence, dating violence, sexual assault, stalking, and other violent crimes against women.

Types of Assistance

Reimbursement for training expenses

Program Description

This program provides reimbursement for costs of training related to the investigation and response to crimes captured under the Violence Against Women Act (focus on domestic violence, dating violence, sexual assault, and stalking). If approved, law enforcement officers are required to share knowledge gained from the conference with their police department. The Criminal Justice Council may ask the officer receiving reimbursement to share information to other law-enforcement or victims-based groups.

Continuation of this project is subject to availability of VAWA funding.

Eligibility Requirements

Allowable travel and training costs include conference registration, air or train fare, luggage fees, hotel room, meals, airport or train station parking, and personal car mileage reimbursement. Other fees may be considered on a case-by-case basis.

How to Obtain Assistance

Contact Maureen Monagle, Criminal Justice Coordinator for Victims programs.

Assistance Process

First, law enforcement officers interested in receiving reimbursement for supported trainings must have their time approved by the department. Then they must complete the Law Enforcement Officer VAWA Training Reimbursement Request form. Staff at the CJC review the request and send notice of approval if the conference is eligible for reimbursement.

The reimbursement request form and additional information about the program can be found at cjc.delaware.gov/VAWA_LET_Reimbursement.shtml.

Contact Person

Maureen Monagle, Criminal Justice Coordinator
Criminal Justice Council
Carvel State Office Building
820 North French Street
Wilmington, DE 19701
Phone: (302) 577-8442 / E-mail: Maureen.Monagle@state.de.us

Delaware Economic Development Office

Brownfields Assistance Matching Grant Program

State Agency

Delaware Economic Development Office (DEDO)

Authorization

Hazardous Substance Cleanup Act (HSCA), 7 Delaware Code Chapter 91

Objectives

This program is designed to assist owners and developers of environmentally distressed sites within the state through matching grants for conducting environmental investigations at brownfield sites.

Types of Assistance

Matching grant assistance

Program Description

This program is linked with the Department of Natural Resources and Environmental Control's (DNREC) brownfield-assistance program and offers the lesser of up to \$100,000 or 50% of the costs associated with the investigation and remediation of a brownfield site. Phase I costs are excluded from the program, and, unlike DNREC's program, each project must have an employment impact of a minimum of five permanent, full-time jobs.

Eligibility Requirements

Grant monies must be used for environmental investigation at brownfield sites beyond the Phase II stage. Investigations must not have occurred before July 1, 1995, and may not be routine environmental assessments being conducted as part of a routine real estate transaction.

How to Obtain Assistance

Developers and businesses that own the brownfield site must first obtain a Brownfield Certification through DNREC, thus recognizing the site as a brownfield. Once certification has been obtained, applications can be sent to DEDO for evaluation and processing.

Assistance Process

For a copy of the Brownfield Assistance application, please contact DEDO. The application will be released when the applicant has provided DEDO with a copy of the Brownfield Certification letter issued by DNREC.

Contact Person

Patricia Cannon, Director of Infrastructure and Intergovernmental Relations
Delaware Economic Development Office
Carvel State Office Building
820 North French Street, 10th Floor
Wilmington, DE 19801
Phone: (302) 577-8485/ Fax: (302) 739-9120 / E-mail: patricia.cannon@state.de.us

Brownfields Tax Credit Program

State Agency

Delaware Economic Development Office (DEDO)

Authorization

30 Delaware Code §2011

Objectives

This program provides tax incentives for taxpayers who invest in a qualified brownfield facility or companies that locate in a brownfield.

Types of Assistance

Tax credits

Program Description

Companies that locate in a brownfield are eligible to receive tax credits for (1) new employees (\$650 for each new employee), (2) capital investment (\$650 per each \$100,000 of investment), (3) a 15-year graduated gross-receipts tax credit. Credits for employees and investment are enhanced by \$250 if the business is located in a targeted area.

Eligibility Requirements

Eligible persons include any taxpayer who invests \$200,000 in a qualified brownfield facility and who has hired at least five qualified employees during any taxable year beginning on or after January 1, 1995.

How to Obtain Assistance

For a copy of the tax-credit program application, please contact Patricia Cannon.

Assistance Process

The application will be released upon receipt of a copy of the DNREC Brownfield Certification letter.

Contact Person

Patricia Cannon, Director of Infrastructure and Intergovernmental Relations
Delaware Economic Development Office
Carvel State Office Building
820 North French Street, 10th Floor
Wilmington, DE 19801
Phone: (302) 577-8485/ Fax: (302) 739-9120 / E-mail: patricia.cannon@state.de.us

Downtown Delaware Program

State Agency

Delaware Economic Development Office (DEDO)

Authorization

Not applicable

Objectives

To provide Delaware's historic downtowns, communities, and small businesses with tools to revitalize their commercial districts, increase entrepreneurship and innovation, and enhance quality of place.

Types of Assistance

Technical assistance and training

Program Description

Downtown Delaware is a resource center within the Delaware Economic Development Office (DEDO) that works with communities statewide to address revitalization issues. Following after the National Trust Main Street Center's four-point approach, the program emphasizes **business development**; **organization** of local entities to enact revitalization strategies; **design** to enhance the aesthetic aspects of the community; and **promotion** of the community and its businesses through events and marketing. Preservation of the historic buildings and landscape and cultural assets of the community is integral to the Main Street approach.

In cooperation with the National Main Street Center and local consultants, Downtown Delaware provides technical assistance and training to participating Main Street Communities and other select communities in Delaware with historic downtowns. Technical assistance covers topics such as historic preservation plans, community participation plans, fundraising, site plans, business retention and recruitment strategies, downtown design, and promotions to benefit retailers and to enhance downtown image.

The Downtown Delaware Program also:

1. Coordinates the selection process of Main Street Communities according to the criteria established by the National Main Street Center.
2. Helps communities select a paid Main Street Program Manager, who implements strategies for marketing, fundraising, and revitalization
3. Serves as a statewide resource center for Main Street and downtown revitalization information.
4. Serves as a liaison between Main Street organizations and other state agencies that provide assistance in preservation and revitalization initiatives.
5. Tracks and promotes activities and accomplishments of Delaware's Main Street Communities through a variety of media.

Eligibility Requirements

Communities with a population of 50,000 or fewer, and neighborhoods within an urban area (such as the City of Wilmington) that possess a traditional downtown commercial district are eligible to apply. The downtown district must have historic buildings and resources. In addition, communities may apply for Commercial District Affiliate (CDA) status, which requires a minimum level of investment and local capacity, public/private representation and a committee that meets regularly to address downtown issues.

How to Obtain Assistance

Downtown Delaware will consider the following criteria when selecting new Main Street Communities:

1. Potential to build broad-based public and private sector and community cooperation.

2. Potential to build broad-based, sustainable funding for an ongoing program.
3. Historic buildings and resources in a downtown commercial district or neighborhood and a commitment to preserving them.
4. Market potential.
5. Ability to fund a full-time manager (part-time if population is less than 5,000).

Assistance Process

The application process is ongoing. Municipalities should contact DEDO for further information on how they can become a part of the Main Street Program, or go to www.delawaremainstreet.com/.

Contact Person

Diane Laird, State Coordinator Downtown Delaware
Delaware Economic Development Office
Carvel State Office Building
820 North French Street, 10th Floor
Wilmington, DE 19801
Phone: (302) 577-8497/ Fax: (302) 739-9120 / E-mail: Diane.Laird@state.de.us

Delaware Economic Development Office Technical Assistance

State Agency

Delaware Economic Development Office

Authorization

Not applicable

Objectives

The mission of the Delaware Economic Development Office (DEDO) is to attract new investors and businesses to the state, promote the expansion of existing industry, assist small and minority-owned businesses, develop tourism, and improve employment opportunities for all Delaware citizens.

Types of Assistance

Technical assistance

Program Description

DEDO is divided into several units that specialize in the following areas:

Business Development – DEDO engages in a cluster-based approach to economic development. Cluster-based economic development is a focused and industry-driven approach to building and growing regional economies and improving an area’s standard of living. These clusters include financial services and insurance, tourism, automobile manufacturing, chemistry, and life sciences and biotechnology. Cluster Market Leaders work proactively with existing businesses to encourage retention and expansion, recruit quality firms to expand and diversify our economic and employment base, and provide support for the creation of new businesses.

Centers of Excellence:

- **Capital Resources Division** – Provides financial assistance, advice, and review of viability. Assistance is available for the full range of available financial tools, from micro-loans to IPOs.
- **Infrastructure and Intergovernmental Relations Division** – Works with cities and counties to provide real estate leads and assists with economic development planning and land-use issues. The division works with businesses in all three counties as well as companies seeking to relocate to Delaware.
- **Entrepreneurial and Small Business Support Center** – Works closely with organizations such as the Small Business Development Center, Senior Core of Retired Executives (SCORE), National Association of Women Business Owners, the Metropolitan Wilmington Urban League, and the Small Business Administration. This unit also supports minority-owned businesses and rural development.
- **Industry Research and Analysis Unit** – Provides DEDO and Delaware businesses and constituents with data reflecting industry trends, opportunities, and state comparisons on costs of living and tax climates.
- **Workforce Development Unit** – Assists employers with recruitment, develops and underwrites training programs, and provides information regarding the labor market, community resources, and wages.

Marketing and Communications – Supports the efforts of the Cluster Market Leaders and Centers of Excellence through a targeted, integrated marketing plan.

Eligibility Requirements

Municipalities, counties, local economic-development organizations, and tourism-development organizations can receive information and technical assistance from DEDO.

How to Obtain Assistance

Local governments should contact DEDO for information concerning how to access the technical assistance and information resources, or go to dedo.delaware.gov/.

Assistance Process

A local government can receive assistance from DEDO in the form of technical assistance or information such as a statistical overview of the state, census data, geographic information systems maps and data, and information to aid in the development of tourism.

Contact Person

Bernice Whaley, Cabinet Secretary
Delaware Economic Development Office
99 Kings Highway
Dover, DE 19901
Phone: (302) 739-4271 / Fax: (302) 739-5749/ Contact form: dedo.delaware.gov/About/Contact

Department of Health and Social Services

Drinking Water State Revolving Fund of the Twenty-First Century

State Agency

Department of Health & Social Services – Division of Public Health

Authorization

29 Delaware Code §7903(a) and §6102(a)

Objectives

The Drinking Water Management Account provides funds to eligible applicants in order to ensure safe, affordable drinking water.

Types of Assistance

Low-interest loans and grants

Program Description

The Drinking Water State Revolving Fund provides low- or no-interest loans and grants to public water systems for infrastructure-improvement projects to ensure safe and affordable drinking water is provided to consumers. The program also places an emphasis on small and disadvantaged communities and on programs that emphasize prevention as a tool for ensuring safe drinking water.

Eligibility Requirements

Both publicly and privately owned community water systems and nonprofit, non-community water systems are eligible for funding under the program. Federally and state-owned systems are not eligible.

How to Obtain Assistance

The Drinking Water State Revolving Fund annually solicits infrastructure projects for upcoming federal grants. Contact the Drinking Water State Revolving Fund program for more information, or go to dhss.delaware.gov/dhss/dph/hsp/dwsrf.html.

Assistance Process

The Drinking Water State Revolving Fund reviews and ranks all project applications received prior to the submittal deadline. If a project is deemed eligible for funding and listed above the funding line, a Full Application Form will be sent to the system. Upon receipt of the completed Full Application Form, the Drinking Water State Revolving Fund will send the application for plan review, financial review, environmental review, and capacity-development review. Once the project has met all federal and state criteria, the Fund will take the project to the Water Infrastructure Advisory Council. Loan closing for the project should occur within 150 days of approval from the Council.

Contact Person

Heather Warren, DWSRF Program Administrator
DHSS Division of Public Health
Jesse Cooper Building
417 Federal Street
Dover, DE 19901
Phone: (302) 744-4739 / Fax: (302) 739-3839 / E-mail: Heather.Warren@state.de.us

Delaware Health Statistics Center Technical Assistance

State Agency

Department of Health and Social Services – Delaware Health Statistics Center, Data and Informatics, Division of Public Health

Authorization

Not applicable

Objectives

The Delaware Health Statistics Center (DHSC) is responsible for the data collection, validation, statistical analysis, and maintenance of a comprehensive collection of health statistics. Essential information is provided to identify local and statewide problems while supporting public health programs and research.

Types of Assistance

Informational resources in the form of reports, data summaries and analysis, map generation, and provision of public-use files

Program Description

DHSC provides data sources that local governments can use for projecting service needs.

1. Delaware Annual Vital Statistics Reports
2. Hospital Discharge Summary Reports
3. Links to population data and other resources can be found at www.dhss.delaware.gov/dhss/dph/hp/links.html.

Eligibility Requirements

All municipalities and county governments are eligible for technical assistance from the DHSC. Analysis of data will be provided on a staff-availability basis. Processed data will be provided on a first-come, first-served basis. Limited special studies are possible.

How to Obtain Assistance

The municipality or county can access the data resources of the center by calling (302) 744-4541.

Assistance Process

The local government will need to contact the Manager of Statistics and Research at the DHSC. The request will be filled on the basis of available resources. Data that have been processed can be requested from the center as they become available. In addition, select information is available at www.dhss.delaware.gov/dph/hp/healthstats.html.

Contact Person

Maridelle Dizon, Health Statistics Administrator
DHSS Division of Public Health
Jesse Cooper Building
417 Federal Street
Dover, DE 19901
Phone: (302) 744-4541 / Fax: (302) 739-4784 / E-mail: Maridelle.Dizon@state.de.us

Department of Natural Resources and Environmental Control

Delaware Coastal Management Assistance Grant Program

State Agency

Department of Natural Resources and Environmental Control – Delaware Coastal Programs, Office of the Secretary

Authorization

Federal Coastal Zone Management Act

Objectives

To provide financial assistance to Delaware governmental, nonprofit, and research entities for research or planning related to sea level rise (SLR). Specifically, grant funding is available for activities that further SLR adaptation and coastal hazard impact reduction, increase local or regional coastal resiliency, and improve natural resource management.

Types of Assistance

Matching grant assistance, usually ranging from \$5,000 to \$25,000. Funding varies annually based upon U.S. Congress appropriations. Recipients must provide one-to-one matching funds or in-kind services.

Program Description

The Delaware Coastal Program offers competitive grant funding on an annual basis for research and planning projects that improve conservation and management of coastal resources. Planning grants are available for projects including SLR and coastal storm vulnerability assessments, adaptation plans, on-the-ground adaptation projects, ordinance and building code updates, and cost-benefit assessments of adaptation strategies. Research grants are available for projects including investigations into the impacts of adaptation strategies, modeling of combined effects of SLR and heavy precipitation, and development of tools and technology for reducing coastal hazards impacts.

Eligibility Requirements

Funding is available to state, county, or municipal government entities, not-for-profit organizations, and colleges and universities within the state of Delaware. Funding is provided through the National Oceanic and Atmospheric Administration and, therefore, grant award recipients are required to comply with all federal laws and guidelines pertaining to the use of federal funds.

How to Obtain Assistance

Complete details and grant application information can be found online at www.dnrec.delaware.gov/coastal/Pages/CoastalProgramRFP.aspx.

Assistance Process

An RFP is announced around December 1. Proposals are due in the first week of February and selected applicants are notified in mid-February. Grant projects must be completed in March of the following year.

Contact Person

Robert Scarborough, DCP Program Manager
Delaware Coastal Management Program
5 East Reed Street, Suite 201
Dover, DE 19901
Phone: (302) 739-9283 / Fax: (302) 739-2048 / E-mail: Bob.Scarborough@state.de.us

Community Water Quality Improvement Grants

State Agency

Department of Natural Resources and Environmental Control – Financial Assistance Branch, Office of the Secretary

Authorization

Title VI of the Federal Clean Water Act as amended by the Water Quality Act of 1987 and 29 Delaware Code §8003

Objectives

The program is designed to assist municipalities, government agencies, and nonprofit organizations with implementing projects or programs within Delaware's developed landscape to improve water quality in designated impaired watersheds consistent with specific plans developed for watershed improvements.

Types of Assistance

Competitive grant assistance

Program Description

Funding should be used to assist with innovative and educational projects that promote community involvement, leverage additional resources, and provide a plan that is measurable and transferable in water quality improvements.

Eligibility Requirements

State and municipal governmental entities, nonprofit organizations, educational institutions, community organizations, and/or homeowner's associations within the state of Delaware are eligible to apply for funding in order to restore water quality benefits through educative and innovative projects.

How to Obtain Assistance

DNREC's Nonpoint Source Pollution Program administers the grant application process and provides technical and/or financial guidance. The application, guidelines, sample project budgets, and sample watershed management plans are available at www.dnrec.delaware.gov/fab/Pages/Community-Water-Quality-Grants.aspx.

Assistance Process

CWQI Grants are awarded on a competitive basis. The release of the RFP is followed by an informational workshop. Funding awards are announced in December. Grant applications should include project background and scope as well as a time schedule, benchmarks and project budget. Proposals are picked based on five criteria: (1) Geographic scope; (2) capability to meet program goals and priorities; (3) leveraging and co-funding; (4) programmatic capability; and (5) technical merit and project feasibility.

Contact Person

Sharon Webb
Nonpoint Source Pollution Program
Division of Watershed Stewardship
Department of Natural Resources and Environmental Control
5 East Reed Street, Suite 305
Dover, DE 19901
Phone: 302-739-9922 / E-mail: Sharon.Webb@state.de.us

Green Infrastructure Loan Program

State Agency

Department of Natural Resources and Environmental Control – Financial Assistance Branch, Office of the Secretary

Authorization

Title VI of the Federal Clean Water Act as amended by the Water Quality Act of 1987 and 29 Delaware Code §8003

Objectives

The purpose of this program is to provide eligible applicants with financial assistance for green infrastructure projects.

Types of Assistance

Low-interest loans

Program Description

Loans for green infrastructure projects are available through the Delaware Water Pollution Control Revolving Fund (also known as the Clean Water State Revolving Fund) from which loans are made for projects at below market interest rates. Interest rate subsidies and/or principal forgiveness may be provided based on the affordability of the project.

Eligibility Requirements

Green projects must fall under one of four categories: Green Infrastructure, Water Efficiency, Energy Efficiency, or Environmentally Innovative. Eligible projects are those that meet the definitions in the EPA document “2010 Clean Water and Drinking Water State Revolving Fund 20 percent Green Project Reserve: Guidance for Determining Project Eligibility.” A pdf is available at [www.dnrec.delaware.gov/wr/SiteCollectionDocuments/ATTACHMENT%20 GPR%20Guidance 4-21-2010.pdf](http://www.dnrec.delaware.gov/wr/SiteCollectionDocuments/ATTACHMENT%20GPR%20Guidance%204-21-2010.pdf)

How to Obtain Assistance

Loan information and application can be found online at: www.dnrec.delaware.gov/fab/Pages/Green-Project-Reserve.aspx.

Assistance Process

Annually, DNREC develops a Project Priority List (PPL) of projects that will receive funding during the next fiscal year. Projects are ranked on their environmental benefit. After the PPL is adopted, those applicants whose projects are on the fundable portion of the list will be contacted to submit a loan application for funding. Applications can be found at www.dnrec.delaware.gov/fab/Pages/Application-forms-and-Appendices.aspx

Contact Person

Greg Pope, P.E.
DNREC Office of the Secretary – Financial Assistance Branch
5 East Reed Street, Suite 200
Dover, DE 19901
Phone: (302) 739-9941 / Fax: (302) 739-2137 / E-mail: Greg.Pope@state.de.us

Infrastructure Planning Account of the Twenty-First Century Fund

State Agency

Department of Natural Resources and Environmental Control – Financial Assistance Branch, Office of the Secretary

Authorization

29 Delaware Code §6102A (g) (2)

Objectives

To provide financial assistance for the development of comprehensive municipal and county plans that address water- and wastewater-facility needs.

Types of Assistance

Matching grant assistance

Program Description

The Infrastructure Planning Account provides matching grants of up to 50% to municipalities and counties for the development of comprehensive wastewater-facility plans. A municipality or county may apply for matching grants for the following types of plans:

1. General wastewater-facility plan for extension of service, maintenance, and upgrades of existing and future facilities for a portion of a community or service area or for technical plans for upgrading or expanding collection, transmission, treatment, disposal, and/or residuals-management facilities. Matching grant not to exceed \$12,000.
2. Long-range wastewater-facility plan for extension of service, maintenance, and upgrades of existing and future facilities for an individual company or service area. Matching grant not to exceed \$20,000.
3. Regional wastewater-facility plan for extension of service, maintenance and upgrades of existing and future facilities for multiple communities or service areas. Matching grant not to exceed \$100,000.

Eligibility Requirements

Municipalities and counties that want to develop comprehensive wastewater-facility plans.

How to Obtain Assistance

Contact the Department of Natural Resources and Environmental Control (DNREC), Division of Water Resources, Financial Assistance Branch.

Assistance Process

Interested parties shall complete a grant application, and attend a hearing before the Wastewater Facilities Council. Those who are awarded grants must then sign the grant agreement.

Contact Person

Greg Pope, P.E.
DNREC Office of the Secretary – Financial Assistance Branch
5 East Reed Street, Suite 200
Dover, DE 19901
Phone: (302) 739-9941 / Fax: (302) 739-2137 / E-mail: Greg.Pope@state.de.us

Land Conservation Loan Program

State Agency

Department of Natural Resources and Environmental Control – Financial Assistance Branch, Office of the Secretary

Authorization

Title VI of the Federal Clean Water Act as amended by the Water Quality Act of 1987 and 29 Delaware Code §8003

Objectives

The purpose of this program is to provide eligible applicants with financial assistance for land conservation projects.

Types of Assistance

Low-interest loans

Program Description

This program will provide loan dollars of up to \$5 million per year for forestland, open space, and wetlands conservation projects with discounted interest rates. These loans ensure that local governments will not pay any additional loan debt services payments over the life of 20-year wastewater project loans by borrowing additional funds for land conservation projects.

Annually, municipalities that have wastewater projects on the fundable portion of the Water Pollution Control Revolving Fund (WPCRF) Project Priority List can enter into sponsorship agreements with implementing partners—Delaware Department of Agriculture (DDA) Forestland Conservation Program, Agricultural Lands Preservation Program, and DNREC’s Open Space and Conservation Easement Programs—to conserve forestland, open space, and wetlands. Funded land conservation easements and/or fee simple land purchases must have demonstrated water quality improvement benefits and be managed in perpetuity.

Eligibility Requirements

Eligible applicants are limited to municipalities with wastewater projects on the fundable portion of the WPCRF project priority list.

How to Obtain Assistance

Loan information and application can be found online at www.dnrec.delaware.gov/fab/Pages/Land-Conservation-Loan-Program.aspx.

Assistance Process

The Financial Assistance Branch contacts municipalities selected from the Project Priority List, and interested municipalities determine optimal land conservation with program staff. Depending on the land parcel selected, DNREC land conservation program staff will provide the necessary program application, explain program criteria, and enter into contractual agreements with municipalities. Necessary land appraisals and negotiations with landowners will be arranged or conducted by program staff, and the Financial Assistance Branch will facilitate the loan settlement. The combined annual debt service payment for the proposed land conservation loan project and existing wastewater project will be equal to the existing wastewater project by itself (two projects for the price of one). Municipalities shall begin loan repayment 30 days after loan settlement based on semi-annual loan debt service payments.

Contact Person

Terry Deputy, CEcD, Environmental Finance Administrator
DNREC Office of the Secretary – Financial Assistance Branch
5 East Reed Street, Suite 200
Dover, DE 19901
Phone: (302) 739-9941 / Fax: (302) 739-2137 / E-mail: Terry.Deputy@state.de.us

Publicly Owned Wastewater Projects Loan Program

State Agency

Department of Natural Resources and Environmental Control – Financial Assistance Branch, Office of the Secretary

Authorization

Title VI of the Federal Clean Water Act as amended by the Water Quality Act of 1987 and 29 Delaware Code §8003

Objectives

The purpose of this program is to provide municipalities with loans for publicly owned wastewater projects.

Types of Assistance

Low-interest loans

Program Description

The program's loans for wastewater facility construction finance projects at below market interest rates. Interest rate subsidies and/or principal forgiveness may be provided based on the affordability of the project. Examples of projects include: new wastewater treatment plant or upgrade or expansion or combined sewer overflow project; pump station; new collector sewers or interceptors; surface water management projects under an MS4 permit; or a sewer rehabilitation project.

Eligibility Requirements

Municipalities are eligible to receive funding if their project appears on the fundable portion of the Project Priority List. Eligible projects are those that meet the EPA description for 212 (centralized wastewater projects).

How to Obtain Assistance

Loan information and application can be found online at: www.dnrec.delaware.gov/fab/Pages/Publicly-Owned-Wastewater-Projects.aspx.

Assistance Process

The Financial Assistance Branch (FAB) contacts municipalities selected from the Project Priority List, and interested municipalities determine optimal land conservation with program staff. Depending on the land parcel selected, DNREC land conservation program staff will provide the necessary application, explain program criteria, and enter into contractual agreements with municipalities. Necessary land appraisals and negotiations with landowners will be arranged or conducted by program staff and the loan settlement will be facilitated by the FAB. Municipalities begin loan repayment 30 days after loan settlement.

Contact Person

Greg Pope, P.E.
DNREC Office of the Secretary – Financial Assistance Branch
5 East Reed Street, Suite 200
Dover, DE 19901
Phone: 302-739-9941 / Fax: 302-739-2137 / E-mail: Greg.Pope@state.de.us

Stormwater Infrastructure Loan Program

State Agency

Department of Natural Resources and Environmental Control – Financial Assistance Branch, Office of the Secretary

Authorization

Title VI of the Federal Clean Water Act as amended by the Water Quality Act of 1987 and 29 Delaware Code §8003

Objectives

The purpose of this program is to provide eligible applicants with financial assistance for stormwater infrastructure projects.

Types of Assistance

Low-interest loans

Program Description

Loans for stormwater infrastructure projects are available through the Delaware Water Pollution Control Revolving Fund (also known as the Clean Water State Revolving Fund) from which loans are made for projects at below market interest rates. Interest rate subsidies and/or principal forgiveness may be provided based on the affordability of the project.

Eligibility Requirements

Eligible projects vary. Projects are eligible as long as there is a water quality benefit. Stormwater projects can be eligible as municipal (212) projects, non-point source (319), and /or green infrastructure projects. Low-cost, non-point source projects may be eligible under our expanded uses programs. Projects costing in excess of \$250,000 must follow the Project Priority List process.

How to Obtain Assistance

Loan information and application can be found online at: www.dnrec.delaware.gov/fab/Pages/Green-Project-Reserve.aspx.

Assistance Process

Annually, DNREC develops a Project Priority List (PPL) of projects that will receive funding during the next fiscal year. Projects are ranked on their environmental benefit. After the PPL is adopted, those applicants whose projects are on the fundable portion of the list will be contacted to submit a loan application for funding, available at www.dnrec.delaware.gov/fab/Pages/Application-forms-and-Appendices.aspx

Contact Person

Greg Pope, P.E.
DNREC Office of the Secretary – Financial Assistance Branch
5 East Reed Street, Suite 200
Dover, DE 19901
Phone: (302) 739-9941 / Fax: (302) 739-2137 / E-mail: Greg.Pope@state.de.us

Surface Water Matching Planning Grants

State Agency

Department of Natural Resources and Environmental Control – Financial Assistance Branch, Office of the Secretary

Authorization

Title VI of the Federal Clean Water Act as amended by the Water Quality Act of 1987 and 29 Delaware Code §8003

Objectives

The program is designed to assist counties and municipalities prepare surface water projects for funding through the Clean Water State Revolving Fund (CWSRF).

Types of Assistance

Grant assistance

Program Description

The grants are intended for the planning/preliminary engineering/feasibility analysis of stormwater retrofits, green technology practices, stream and wetland restoration projects, small watershed studies, development of master surface water and drainage plans, and other point and non-point source water pollution control projects. The available funding can be used to assist with surface water planning in general, and for specific project planning and designs necessary to submit a loan application to the WPCRLF for funding consideration. Funding for projects receiving a grant award will be capped at \$150,000 with a one-to-one cash match requirement. There is also a \$150,000 cap per fiscal year.

Eligibility Requirements

Applicants may be any Delaware state, county, or municipal government, government agency, governmental subdivision or program. Funding for projects receiving a grant award will be capped at \$150,000 with a one-to-one cash match requirement. There is also a \$150,000 cap per fiscal year. Applicants must have the matching funds available at the time of grant application submittal.

How to Obtain Assistance

Grant information and guidelines are available online at www.dnrec.delaware.gov/fab/Pages/Surface-Water-Matching-Planning-Grants.aspx.

Assistance Process

Eligible proposals are selected for funding by the Delaware Water Infrastructure Council through a competitive grant process. DNREC's Division of Watershed Stewardship administers the grant application process and provides technical and financial guidance. Preference is given to planning and/or preliminary engineering projects that will go forward to implementation and are eligible to be funded by the Clean Water State Revolving Fund. A grant informational workshop is held twice a year (July and December). Grant proposals are due around the last week of February, May, August, and November.

Contact Person

Jim Sullivan
DNREC Division of Watershed Stewardship
89 Kings Highway
Dover, DE 19901
Phone: (302)739-9921 / Fax: (302) 739-2137 / E-mail: James.Sullivan@state.de.us

Water Quality Improvement Loan Program

State Agency

Department of Natural Resources and Environmental Control – Financial Assistance Branch, Office of the Secretary
Department of Natural Resources and Environmental Control, Office of the Secretary,
Financial Assistance Branch

Authorization

Title VI of the Federal Clean Water Act as amended by the Water Quality Act of 1987 and 29 Delaware Code §8003

Objectives

The purpose of this program is to provide eligible applicants with financial assistance for water quality improvement projects.

Types of Assistance

Low-interest loans

Program Description

Annually, municipalities that have wastewater projects on the fundable portion of the Water Pollution Control Revolving Fund (WPCRF) Project Priority List can enter into contractual agreements with the Division of Watershed Stewardship for water quality improvement projects. Funded water quality improvement projects must have demonstrated water quality improvement benefits and be managed for the life of the improvement.

Eligibility Requirements

Municipalities are eligible to receive funding when their project is on the current Project Priority List.

How to Obtain Assistance

Loan information and application can be found online at www.dnrec.delaware.gov/fab/Pages/Water-Quality-Improvement-Loan-Program.aspx.

Assistance Process

The Financial Assistance Branch contacts municipalities selected from the Project Priority List, and interested municipalities determine optimal land conservation with program staff. Depending on the land parcel selected, DNREC land conservation program staff will provide the necessary program application, explain program criteria, and enter into contractual agreements with municipalities. Necessary land appraisals and negotiations with landowners will be arranged or conducted by program staff, and the Financial Assistance Branch will facilitate the loan settlement. The combined annual debt service payment for the proposed land conservation loan project and existing wastewater project will be equal to the existing wastewater project by itself (two projects for the price of one). Municipalities shall begin loan repayment 30 days after loan settlement based on semi-annual loan debt service payments.

Contact Person

Terry Deputy, CEcD
FAB Administrator
DNREC Office of the Secretary – Financial Assistance Branch
89 Kings Highway
Dover, DE 19901
Phone: (302) 739-9941 / Fax: (302) 739-2137 / E-mail: Terry.Deputy@state.de.us

Wastewater Matching Planning Grants

State Agency

Department of Natural Resources and Environmental Control – Financial Assistance Branch, Office of the Secretary

Authorization

Title VI of the Federal Clean Water Act as amended by the Water Quality Act of 1987 and 29 Delaware Code §8003

Objectives

The purpose of this program is to provide financial assistance to municipal and county wastewater utilities to plan wastewater projects or prepare them for a Clean Water State Revolving Fund (CWSRF) loan application.

Types of Assistance

Matching grant assistance

Program Description

Available funding can be used to assist with wastewater planning in general and for specific project planning and designs necessary to submit a loan application to the CSWRF for funding consideration. The grant can also be used to assist municipal and county wastewater utilities to continue the process of updating wastewater facility plans, prepare preliminary engineering reports, or conduct planning studies. Funding for projects receiving a grant award in any grant cycle will be capped at \$150,000 with a one-to-one cash match requirement.

Eligibility Requirements

Only municipal and county government wastewater projects are eligible.

How to Obtain Assistance

Loan information and application can be found online at www.dnrec.delaware.gov/fab/Pages/Wastewater-Matching-Planning-Grants.aspx.

Assistance Process

Eligible proposals will be selected for funding by the Delaware Water Infrastructure Advisory Council through a grant solicitation process. DNREC's Financial Assistance Branch will administer the grant application process and provide technical and financial guidance. A grant informational workshop is held twice a year (July and December) to discuss the particulars of the grant. Grant applications are due approximately the last week of February, May, August, and November.

Contact Person

Greg Pope, P.E.
DNREC Office of the Secretary – Financial Assistance Branch
5 East Reed Street, Suite 200
Dover, DE 19901
Phone: (302) 739-9941 / Fax: (302) 739-2137 / E-mail: Greg.Pope@state.de.us

Wastewater Management Account of the Twenty-First Century Fund

State Agency

Department of Natural Resources and Environmental Control – Financial Assistance Branch, Office of the Secretary

Authorization

29 Delaware Code §6102A (g) (3)

Objectives

The objective of the Wastewater Management Account is to enhance and supplement public and private wastewater-facility-improvement financing.

Types of Assistance

Loans and/or grants

Program Description

The Wastewater Management Account provides a state revolving loan/grant-management account to enhance and supplement public and private wastewater finance.

After achieving a position on the Project Priority List, the wastewater facility may apply for financial assistance for any device or system used in the storage, treatment, recycling, reclamation, or separation of municipal wastewater, an interceptor or outfall sewer, a waste-collection system, any facility that will be an integral part of the treatment process, any facility used for the ultimate disposal of residues resulting from the treatment process, or the acquisition of land used for the site for the wastewater-treatment facility.

Eligibility Requirements

Wastewater facilities are eligible for funding when project is on the current Project Priority List.

How to Obtain Assistance

Contact the Department of Natural Resources and Environmental Control (DNREC), Office of the Secretary, Financial Assistance Branch.

Assistance Process

Submit a Notice of Intent (NOI) by January 30 of each year. This is required for placement on the Project Priority List. Then, complete a loan and/or grant application and attend a hearing before the Wastewater Facilities Council. Once the grant has been approved, it must be signed.

Contact Person

Greg Pope, P.E.
DNREC Office of the Secretary – Financial Assistance Branch
5 East Reed Street, Suite 200
Dover, DE 19901
Phone: (302) 739-9941 / Fax: (302) 739-2137 / E-mail: Greg.Pope@state.de.us

Delaware Land and Water Conservation Trust Fund

State Agency

Department of Natural Resources and Environmental Control – Division of Parks and Recreation, Office of Natural Resources

Authorization

30 Delaware Code Chapter 54

Objectives

The Delaware Land and Water Conservation Trust Fund (DTF) provides funds to eligible applicants for park land acquisitions, park and trail planning projects, and outdoor recreation facility development projects. Since its creation, the Trust Fund has provided over \$25 million in matching grant assistance to 42 government agencies in Delaware.

Types of Assistance

DTF provides up to 50% matching grants for eligible municipal and county sponsors and up to 75% matching grants for park districts. This is a reimbursement program.

Program Description

DTF was created in 1986 as a matching grant program. The income generated from the fund is granted to counties, municipalities, and park districts to provide funding assistance for planning, land acquisition, and park development to expanded opportunities for public outdoor recreation. Lands that have received DTF assistance must remain as publicly accessible open space or parkland in perpetuity. The sponsor is responsible for the continued operation and maintenance of the property.

Eligibility Requirements

Municipalities, counties, and park districts are eligible for funding under DTF. The sponsor must demonstrate an eligible scope of work, land ownership, available match, reasonable project timeline, and commitment to maintain and operate the site.

How to Obtain Assistance

Contact the Grants Coordinator to obtain the online pre-applications. Pre-application requires a user name and password. Program information and the pre-application are located at www.dnrec.delaware.gov/parks/Services/Pages/Grants.aspx. After pre-applications are evaluated for eligibility, a sponsor will be invited to complete a full DTF grant application. The applications are evaluated and ranked for disbursement of available funding. A project agreement is signed by both parties and outlines the scope, funding, schedule, and commitments for long-term management of the site.

Assistance Process

Pre-applications can be submitted at any time.

Contact Person

Robert Ehemann, Grants Coordinator
DNREC Division of Parks and Recreation
89 Kings Highway
Dover, DE 19901
Phone: (302)739-9241 / Fax: (302) 739-3817 / E-mail: Robert.Ehemann@state.de.us

Division of Parks and Recreation Technical Assistance

State Agency

Department of Natural Resources and Environmental Control – Division of Parks and Recreation, Office of Natural Resources

Authorization

Not applicable

Objectives

The Division of Parks and Recreation has the charge to provide park, recreation, and conservation planning and recreation-related technical assistance to municipalities, counties, and the private sector.

Types of Assistance

Staff assistance

Program Description

Land and Preservation and Conservation

The division, through the Land Preservation Office, offers information and assistance regarding land preservation techniques such as conservation easements, land donations, bargain sales, and preservation through life estates and trusts. The office also provides environmentally sensitive land-management assistance and information. Contact Ron Vickers, 302-739-9235, for further assistance.

Outdoor Recreation Planning

The division is charged with the developing and updating of the State Comprehensive Outdoor Recreation Plan (SCORP). The plan determines outdoor-recreation patterns and demands and is used in the formulation of policy, guidelines, and financial recommendations that meet outdoor-recreation needs. As part of the plan, a complete statewide inventory of parks and recreation facilities has been assembled and is updated annually. The division also reviews development plans for appropriate recreational amenities and facilities within residential developments. The division will provide information concerning the criteria for review of development plans.

Eligibility Requirements

Municipalities, counties, organizations, and private individuals are welcome to inquire about the division's technical assistance programs.

How to Obtain Assistance

Contact the Grants Coordinator for information concerning the technical assistance provided by the division. For more information, go to www.dnrec.delaware.gov/parks/Services/Pages/Grants.aspx.

Assistance Process

Not applicable

Contact Person

Robert Ehemann, Grants Coordinator
DNREC Division of Parks and Recreation
89 Kings Highway
Dover, DE 19901
Phone: (302)739-9241 / Fax: (302) 739-3817 / E-mail: Robert.Ehemann@state.de.us

Resource Conservation and Development Grants from the Twenty-First Century Fund

State Agency

Department of Natural Resources and Environmental Control – Division of Soil and Water Conservation

Authorization

29 Delaware Code Chapter 62. The appropriation of the Resource Conservation and Development Fund is subject to approval each fiscal year by the Delaware General Assembly.

Objectives

The Twenty-First Century Fund for Resource Conservation and Development is dedicated to improving the health of communities by addressing a variety of statewide watershed and drainage issues consistent with the policies of the Cabinet Committee on State Planning Issues.

Types of Assistance

Matching grant assistance

Program Description

Administered by the Department of Natural Resources and Environmental Control (DNREC), the Resource Conservation and Development Fund provides grants to be used for resource and conservation development programs designed to improve the health of communities. The funds are appropriated through a Bond and Capital Improvement Act by the Delaware General Assembly each fiscal year.

Eligibility Requirements

Potential projects will be identified, investigated, and evaluated by the local conservation district to determine project eligibility. If deemed eligible and recommended for funding, the project must provide matching funds. Local governments, conservation districts, private and tax-ditch contributions, as well as other state funds such as the Community Transportation Funds, can match state funds for Resource Conservation and Development Fund projects.

How to Obtain Assistance

Interested applicants should contact the Division of Soil and Water Conservation to apply for the Resource Conservation and Development Fund grants.

Assistance Process

The Division of Soil and Water Conservation and the local conservation district will investigate the drainage and watershed issues following notification of a problem. This investigation is to evaluate project eligibility for funding. The list of eligible projects shall be identified and maintained by the Division of Soil and Water Conservation and the local conservation districts. Once a potential project is evaluated, a recommendation is formulated. The recommendations are sent to the Joint Legislative Committee on Capital Improvement Programs to potentially be selected for funding.

Contact Person

Robert Enright
DNREC – Division of Watershed Stewardship
89 Kings Highway
Dover, DE 19903
Dover: (302) 739-9921 / Georgetown: (302) 855-1930 / E-mail: Robert.Enright@state.de.us

Brownfields Environmental Assessment Program

State Agency

Department of Natural Resources and Environmental Control – Site Investigation and Restoration Section, Division of Waste and Hazardous Substances, Office of Environmental Control

Authorization

Hazardous Substance Cleanup Act (HSCA), 7 Delaware Code §9113

Objectives

This program provides grant funding for Phase I and Phase II site investigations for brownfields.

Types of Assistance

Grant assistance

Program Description

Funds from the program are to be directed toward sites with high developer interest or development potential. The funds can be used for sampling, laboratory analysis or samples, and soil borings. Grants of between \$35,000 and \$100,000 are available from state and federal funds to conduct the various environmental studies.

Eligibility Requirements

Municipalities and the general public can nominate properties for the program.

How to Obtain Assistance

Site selection is made by Department of Natural Resources and Environmental Control's (DNREC) Site Investigation and Restoration Branch (SIRB), based on availability of funds.

Assistance Process

Subject to agency discretion. For more information, see www.dnrec.delaware.gov/dwhs/sirb/Pages/Brownfields.aspx.

Contact Person

James M. Poling, Brownfields Coordinator
Department of Natural Resources and Environmental Control
391 Lukens Drive
New Castle, DE 19720
Phone: (302) 395-2600 / Fax: (302) 395-2601 / E-mail: Jim.Poling@state.de.us

FIRST (Fund for the Inability to Rehabilitate Storage Tanks) Fund

State Agency

Department of Natural Resources and Environmental Control – Tank Management Branch (TMB),
Division of Waste and Hazardous Substances, Office of Environmental Control

Authorization

Not applicable

Objectives

This statewide initiative seeks to address the issue of abandoned or underutilized underground storage tank (UST) sites in both urban and rural settings.

Types of Assistance

Grant assistance

Program Description

This program provides financial assistance for the removal of orphaned or abandoned USTs and cleanup of the site. FIRST funds may be used to remove or abandon USTs containing products regulated under 7 Delaware Code Chapter 74 (petroleum or hazardous substances), investigate or assess contaminated UST sites, remediate soil and/or water contamination resulting from a release from a UST system, restore or replace potable water supplies, or respond to emergencies and mitigate initial site hazards at UST sites.

Eligibility Requirements

To qualify for the FIRST Fund, a UST site must meet one of the following criteria: (1) the previous owner of the UST is unknown or cannot be found, or (2) the current owner is known but financially unable to pay. Both commercial and residential sites are eligible for the program.

How to Obtain Assistance

For information regarding the FIRST Fund or to determine if a site is eligible for the program, please contact Alex Rittberg (contact information below).

Assistance Process

Once a site is deemed eligible for FIRST Fund money, TMB hires a contractor to perform the necessary site-specific work. For more information, go to www.dnrec.delaware.gov/tanks/Pages/default.aspx.

Contact Person

Alex Rittberg, Environmental Program Manager II
DNREC Division of Waste and Hazardous Substances
Tank Management Branch
391 Lukens Drive
New Castle, DE 19720
Phone: (302) 395-2500 / Fax: (302) 395-2555 / E-mail: Alex.Rittberg@state.de.us

Hazardous Substance Cleanup Act Brownfields Grants

State Agency

Department of Natural Resources and Environmental Control – Site Investigation and Restoration Section, Division of Waste and Hazardous Substances, Office of Environmental Control

Authorization

Hazardous Substance Cleanup Act (HSCA), 7 Delaware Code §9113

Objectives

To provide financial support to eligible parties for remediation of brownfield sites.

Types of Assistance

Grant assistance

Program Description

Provide grant funds for brownfield redevelopment project costs incurred for assessment, investigation, remedial activities or department oversight charges. Public and nonprofit entities may receive a maximum of \$625,000 and private entities may receive a maximum of \$200,000, to be reimbursed or directly paid. Additional funding is available for assessment, investigation, remedial activities or department oversight charges specific to groundwater contamination projects. Preference will be given to projects with public benefit, such as affordable housing, LEED-certified construction, and consistency with Strategies for State Policies and Spending and smart growth principles.

Eligibility Requirements

Public, nonprofit and private prospective redevelopers are eligible to apply for funding provided that:

1. The property is a certified Brownfield pursuant to Section 14.5 of *The Regulations Governing Hazardous Substance Cleanup*. Certification may be applied for in conjunction with application.
2. The applicant demonstrates their non-culpability in the release(s) of hazardous substance(s).
3. The applicant is in full compliance with all other environmental requirements in Delaware.
4. The applicant is not a chronic violator.
5. The applicant is not subject to any current enforcement action from any state or federal environmental agency unless such enforcement action is, in the opinion of the Secretary of DNREC, adequately resolved with the applicable agency.

How to Obtain Assistance

Applicants must complete the relevant portion of the Delaware Hazardous Substance Cleanup Act Brownfields Certification, Developer Approval and Grant Application available at www.dnrec.delaware.gov/dwhs/SIRB/Documents/BF_Cert_App.pdf For more information, please visit www.dnrec.delaware.gov/dwhs/sirb/Pages/Brownfields.aspx.

Assistance Process

Applicants should either return the original signed application plus two additional copies or submit the application electronically. Submissions should be addressed to the contact person listed below.

Contact Person

James M. Poling, Brownfields Coordinator
Department of Natural Resources and Environmental Control
391 Lukens Drive
New Castle, DE 19720
Phone: (302) 395-2600 / Fax: (302) 395-2601 / E-mail: Jim.Poling@state.de.us

Hazardous Substance Site Cleanup Loan Program (HSSCLP)

State Agency

Department of Natural Resources and Environmental Control– Site Investigation and Restoration Section,
Division of Waste and Hazardous Substances, Office of Environmental Control

Authorization

Hazardous Substance Cleanup Act (HSCA), 7 Delaware Code §9113(c) (6)

Objectives

The program was established to provide financing for investigating and remediating a hazardous substance release at a site.

Types of Assistance

Loans of at least \$10,000 with an interest rate of at least 1%

Program Description

DNREC's Site Investigation and Restoration Branch (SIRB) administers the HSSCLP. Financing must be used for project costs directly related to improving, restoring, or protecting human health and the environment by remediating releases of hazardous substances to improve, restore, or protect groundwater, surface water, or sediment quality.

Eligibility Requirements

To be eligible for a loan, a project must be located in the state and should serve a public purpose by protecting public health and the environment of the state through the remediation of hazardous substance release. Consideration shall be given to applicants who are owners, lessees, prospective purchasers, or brownfield developers of facilities to be investigated and/or remedied and who have entered into an agreement under the Hazardous Substance Cleanup Act ("HSCA") Program for the purpose of investigating and remediating hazardous substance release at a site.

How to Obtain Assistance

The loan application is available at

www.dnrec.delaware.gov/dwhs/SIRB/Documents/Loan_app%20Final.pdf.

Assistance Process

Applications will be accepted on a quarterly basis by DNREC's SIRB. DNREC reviews applications by conducting a project evaluation, which may include a site visit, analysis of financial statements, credit history, and available collateral. If DNREC recommends the project for financial assistance, the applicant will receive a commitment letter outlining terms and conditions of the recommendation. For more information, go to www.dnrec.delaware.gov/dwhs/SIRB/Pages/SIRBLoansGrants.aspx.

Contact Person

James M. Poling, Brownfields Coordinator
Department of Natural Resources and Environmental Control
391 Lukens Drive
New Castle, DE 19720
Phone: (302) 395-2600 / Fax: (302) 395-2601 / E-mail: Jim.Poling@state.de.us

Program Loans for Underground Storage Tank Systems (PLUS)

State Agency

Department of Natural Resources and Environmental Control – Tank Management Branch (TMB),
Division of Waste and Hazardous Substances, Office of Environmental Control

Authorization

Not applicable

Objectives

This program exists to provide assistance in cleaning underground storage tank (UST) sites.

Types of Assistance

Interest loans at 3% to be paid back within ten years.

Program Description

This program provides loans to be used for cleaning underground storage tank (UST) sites.

Eligibility Requirements

Financing is available for the following projects:

1. Removal or abandonment of existing underground storage tank systems.
2. Installation of spill containment, overfill protection, and leak detection equipment for existing UST systems.
3. Remediation of contamination resulting from a release from a UST.
4. Installation of corrosion protection on existing UST systems.

Financing is NOT available for the following projects:

1. New tank system installations for new or existing UST facilities.
2. Vapor recovery equipment, Stage I or Stage II.

How to Obtain Assistance

For more information, go to www.dnrec.delaware.gov/tanks/Pages/PLUS-Loan.aspx.

Assistance Process

A PLUS loan application must be completed and returned with a non-refundable fee to TMB.
Applications can be obtained via the web or by calling TMB.

Contact Person

Alex Rittberg, Environmental Program Manager II
DNREC Division of Waste and Hazardous Substances
Tank Management Branch
391 Lukens Drive
New Castle, DE 19720
Phone: (302) 395-2500 / Fax: (302) 395-2555 / E-mail: Alex.Rittberg@state.de.us

Universal Recycling Grants and Low Interest Loan Program

State Agency

Department of Natural Resources and Environmental Control – Division of Waste and Hazardous Substances, Office of Environmental Control

Authorization

The Delaware Solid Waste Recycling Law, 7 Delaware Code §6055

Objectives

The program was designed to help implement innovative waste-reduction, reuse, and/or recycling projects tailored to community needs and to further progress toward the state's waste diversion goals.

Types of Assistance

Grant funding and low-interest loans awarded as reimbursements. Because grants are competitive, partial awards of the requested grant amount are a possibility. Applicants who receive partial grants may subsequently apply for a loan to cover the difference in their requested and awarded amount.

Program Description

The Recycling Assistance Grant Program is a competitive program to assist persons engaged in the business of collecting, transporting, processing, or marketing recyclable materials with the implementation of source-separated recyclables collection and processing programs with emphasis on start-up costs for residential single-stream recyclables collection; and initiatives that result in recycling of solid waste materials that would otherwise be land disposed, with emphasis on commercial waste.

Eligibility Requirements

For-profits, nonprofits, municipalities, schools, colleges, universities, and civic and community organizations are eligible. Eligible costs under this grant and loan program are capital equipment costs, outreach and education costs, and studies that identify the most efficient means to comply with the requirements of the Universal Recycling program. Costs for initiatives with an emphasis on recycling in schools will be prioritized.

How to Obtain Assistance

Applications and guidelines are available on DNREC's online recycling page at www.dnrec.delaware.gov/dwhs/Pages/RecyclingGrants.aspx.

Assistance Process

DNREC staff is available to provide technical and administrative assistance in the grant application process. Public information workshops are generally held at locations throughout the state to provide further information on the application process. Upon approval of a grant application, a grant recipient contract is created, describing all expenses expected to be incurred in the project. The project must be completed within a year and a month of the approval. Within 60 days of project completion, the grant will be awarded as a reimbursement for incurred expenses that were included in the contract.

Contact Person

Marshall Budin
DNREC Division of Waste and Hazardous Substances
89 Kings Highway
Dover, DE 19901
Phone: (302) 739-9403Ext. 8 / Fax: (302) 739-5060 / E-mail: Marshall.Budin@state.de.us

Nonpoint Source Program – Clean Water Act Section 319 Grants

State Agency

Department of Natural Resources and Environmental Control, Office of Natural Resources,
Division of Watershed Stewardship

Authorization

Federal Clean Water Act of 1987, Section 319

Objectives

The purpose of the Nonpoint Source (NPS) Program is to fund implementation projects that reduce nonpoint-source pollutants responsible for impaired water quality. Pollutants identified in existing Total Maximum Daily Load regulations (TMDLs) are of primary significance.

Types of Assistance

Grant assistance

Program Description

The Clean Water Act of 1987, Section 319 requires each state to develop a program to control nonpoint sources of pollution to both surface and ground waters. Delaware's NPS Program is consistent with the nine key elements required by the EPA for a "dynamic" and "effective" nonpoint-source management program. The NPS Program provides project funding for implementation projects that provide measurable environmental results, including estimates of load reductions, to impact nonpoint-source pollutants.

Eligibility Requirements

Proposed implementation projects must address goals and milestones of the Delaware's NPS Management Plan. All projects must include matching funding from a non-federal source totaling at least 40% of the overall project cost.

A project can be sponsored by both public and private entities, including local governments, tribal authorities, cities, counties, regional development centers, local school systems, colleges and universities, local nonprofit organizations, state agencies, federal agencies, watershed groups, for-profit groups, and individuals. Project grants to individuals are limited to demonstration projects.

How to Obtain Assistance

For more information on funding amounts and to access an application, please visit
www.dnrec.delaware.gov/swc/district/Pages/319Grants.aspx.

Assistance Process

A request for project proposals is sent out and applications are due at a selected date in the summer.

Contact Person

Sharon Webb, Environmental Scientist III
DNREC Division of Watershed Stewardship
District Operations
89 Kings Highway
Dover, DE 19901
Phone: (302)739-9922 / E-mail: Sharon.Webb@state.de.us

Tax Ditch Program

State Agency

Department of Natural Resources and Environmental Control – Drainage Program, Division of Watershed Stewardship

Authorization

7 Delaware Code Chapter 41

Objectives

The Tax Ditch Law provides for a uniform system for establishing, financing, administering, and maintaining tax-ditch organizations in Delaware.

Types of Assistance

Technical and administrative assistance

Program Description

The Tax Ditch Law allows groups of landowners to request assistance for water management. When a tax-ditch organization is formed, the benefits from the tax ditch to individual landowners are determined, and each landowner is assessed a proportionate share of the cost of the tax-ditch improvements. Tax-ditch organizations only affect the lands held by their members.

Eligibility Requirements

Landowners, tax-ditch organizations, conservation districts, and federal, state, and local agencies are eligible to petition for tax-ditch consideration.

How to Obtain Assistance

One or more landowners may petition the conservation district of the county in which all or the major portion of the area to be drained or protected from flooding is located. For more information, go to www.dnrec.delaware.gov/swc/Drainage/Pages/TaxDitches.aspx.

Assistance Process

If one or more landowners want their land to be drained or protected from flooding, they may present a petition for the formation of a tax-ditch organization to the conservation district for the county in which all or the major portion of the area to be drained or protected from flooding is located. DNREC's Division of Watershed Stewardship and the conservation district review the petition and, if appropriate, forward it to Superior Court. Before the petition is filed in the prothonotary's office, the petitioners must deposit a specific sum with the conservation district to cover filing fees, mailing, and other necessary expenses. Superior Court then prepares an order for the tax-ditch commissioners to "go upon the lands," and, with the assistance from the Division of Watershed Stewardship, the tax-ditch planning process begins. The costs and benefits of the tax ditch to each landowner are determined so that each may pay a proportionate share of the costs involved. Hearings are scheduled to give landowners the opportunity to ask questions and express their views concerning the tax-ditch organization.

Contact Person

Drainage Program
DNREC Division of Watershed Stewardship
21309 Berlin Road, Unit #6
Georgetown, DE 19947
Phone: (302) 855-1930 / Fax: (302) 677-7059 / E-mail: Dnrec_drainage@state.de.us

Department of State

Community-Based Organization Opportunity Grants

State Agency

Department of State – Delaware Division of the Arts

Authorization

Not applicable

Objectives

The Delaware Division of the Arts (DDOA) is a state agency dedicated to nurturing and supporting the arts to enhance the quality of life for all Delawareans. Community-Based Organization Opportunity Grants are intended to increase opportunities, particularly in underserved communities, for residents who do not routinely have access to diverse types of arts activities.

Types of Assistance

Grant assistance

Program Description

One of the most important goals of DDOA is to ensure that all Delaware citizens have access to a wide range of quality arts experiences. Opportunity Grants are principally intended to assist organizations that are new to presenting the arts and/or new to this division's grant programs. Applicants may request up to 80% of the cost of artist fees and travel expenses or other performance/exhibit/workshop-related costs as long as requests do not exceed \$1,000.

Eligibility Requirements

To be eligible for a Community-Based Organization Opportunity Grant, applicants must be a Delaware-based nonprofit organization whose primary purpose is not the arts. This includes libraries, civic groups, community and senior centers, festivals, park or recreational programs, units of government, and higher education non-credit programs intended to serve the community.

How to Obtain Assistance

Community-Based Organization Opportunity Grant information can be found online at www.artsdel.org/grants/CBOOpportunity.pdf.

Assistance Process

Prospective applicants should periodically check the DDOA website, www.artsdel.org, for application forms and deadlines. Applications can be submitted online at artsdel.egrant.net/login.aspx?PIID=147&OID=76. DDOA staff members review Opportunity Grant applications and the director makes final funding decisions.

Contact Person

Paul Weagraff, Director
Delaware Division of the Arts
Carvel State Office Building
820 North French Street, 4th Floor
Wilmington, DE 19801
Phone: (302) 577-8289 / Fax: (302) 577-6561 / E-mail: Paul.Weagraff@state.de.us

Division of Historical and Cultural Affairs Technical Assistance

State Agency

Department of State – Division of Historical and Cultural Affairs

Authorization

Not applicable

Objectives

The mission of the Division of Historical and Cultural Affairs (HCA) is to enrich the quality of life for all Delawareans by preserving Delaware's unique historical heritage, fostering community stability and economic vitality, and providing educational programs and assistance to the general public on Delaware history and heritage. To meet HCA's mission, the staff of HCA includes archaeologists, architectural historians, curators, education specialists, fiscal and grant experts, historians, historical interpreters, horticulturists, and preservation tradesmen.

Types of Assistance

Technical assistance

Program Description

HCA's professional staff provides technical advice in the following areas:

- Collections Management and Conservation;
- Exhibits Techniques and Materials;
- Museum Administration, Organization, and Operation;
- Resources for Educators;
- Historic Property Research;
- Home Restoration; and
- Identifying, Understanding, and Protecting Archeological Resources.

Eligibility Requirements

The general public, state and local governments, nonprofit organizations, historical societies, and museums associated with Delaware history and heritage are eligible to receive information and technical assistance from HCA.

How to Obtain Assistance

Contact HCA at (302) 736-7400. An initial contact by telephone is recommended with a follow-up letter containing specific details of the inquiry or issue of concern. Meetings will be arranged, if necessary. General information regarding HCA's programs and services may be found on HCA's website, www.history.delaware.gov.

Assistance Process

Not applicable

Contact Person

Marian Carpenter, Curator of Collections Management
Historical and Cultural Affairs
212 The Green
Dover, DE 19901
Phone: (302) 729-7787 / Fax: (302) 739-6712 / E-mail: Marian.Carpenter@state.de.us

Grant Program for Certified Local Governments

State Agency

Department of State – State Historic Preservation Office, Division of Historical and Cultural Affairs

Authorization

National Historic Preservation Act of 1966, as amended

Objectives

The objective of the Grant Program for Certified Local Governments (CLG) is to provide financial support for projects aiding the preservation of districts, sites, buildings, structures, and objects significant in American history, architecture, archaeology, engineering, and culture.

Types of Assistance

Matching grant assistance

Program Description

The Grant Program for CLGs supports a variety of projects including the following: surveys of historic properties, preparation of National Register nominations, preservation planning activities, public outreach, and preservation-related training activities. The National Park Service and State Historic Preservation Office jointly administer the program.

Grant recipients are required to provide matching funds at least equal to 40% of the grant award. Project expenses are reimbursed after they are incurred with payments distributed on a quarterly basis. Qualified applicants are guaranteed some level of funding if they apply.

Eligibility Requirements

All local governments that have been granted CLG status are eligible for the grant program. Project activities must meet the Secretary of the Interior's applicable standards and guidelines.

Application Deadline

The deadline for submittal of an application is April 15.

How to Obtain Assistance

Qualified applicants (those governments that have been granted CLG status) are contacted annually by State Historic Preservation Office. For more information, go to history.delaware.gov/preservation/clg.shtml.

Assistance Process

Applications are reviewed to determine if they meet program requirements. The start date of the grant is July 1, and the end date is the following June 30; all activities and expenses should take place within this period. Exceptions for an earlier start date or an extension require pre-application approval.

Contact Person

Jesse Zanavich, CLG Coordinator
Delaware Division of Historical and Cultural Affairs
21 The Green
Dover, DE 19901-3611
Phone: (302) 736-7433 / Fax: (302) 739-5660 / E-mail: Jesse.Zanavich@state.de.us

State Historic Preservation Office Technical Assistance

State Agency

Department of State – State Historic Preservation Office (SHPO), Division of Historical and Cultural Affairs

Authorization

The National Historic Preservation Act of 1966, as amended, and the Unmarked Human Remains Act of 1987

Objectives

To locate, study, and record information on historic properties that reflect Delaware’s heritage; assist all levels of government, concerned citizens, preservation organizations, academic institutions, the professional community, etc., in developing preservation strategies for the state’s broad range of historic properties; and provide for the appropriate study and respectful disposition of human remains.

Types of Assistance

Technical assistance

Program Description

SHPO provides technical assistance to local governments, organizations, and individuals who are interested in or eligible for their various program areas.

National Register of Historic Places: SHPO prepares nominations for the National Register of Historic Places, provides guidance in determining eligibility for the National Register of Historic Places, and provides technical and financial assistance to others preparing nominations.

Tax Credit Program: SHPO administers a tax credit program to support the rehabilitation of Delaware properties listed on or eligible for the National Register, or contributing buildings within National Register-listed historic districts or locally designated National Register-eligible historic districts. Eligible buildings may be income-producing or owner-occupied. Tax credits awarded under this program reduce state-tax liability and are transferable. All rehabilitation work is required to comply with the Secretary of the Interior’s Standards for Rehabilitation, available at www.nps.gov/tps/standards/rehabilitation/rehab/stand.htm

Local Government Assistance: SHPO assists governments seeking designation as Certified Local Governments. This designation is accorded to jurisdictions that have their own preservation commissions and that meet specific federal guidelines and state requirements. SHPO also assists local governments in the preservation components of their comprehensive plans.

Unmarked Human Remains: When unmarked human remains are discovered in Delaware, SHPO assists the landowner or developer in complying with laws regarding the posting of public notices that seek to identify descendants of the deceased. In addition, SHPO provides advice on appropriate methodologies for the archaeological removal and subsequent disposition of the remains.

Education: SHPO provides guidance and information on a variety of historic preservation topics, including appropriate rehabilitation techniques and resources that are available for researching the history of Delaware’s built environment or individual properties. In addition, SHPO provides lectures, demonstrations, and other programs on Delaware’s history, architecture, archaeology, and historic preservation. These programs are available to government and nonprofit organizations on request. The

SHPO Research Center provides information on Delaware’s historic properties, objects, and archeological sites. It is located at SHPO’s offices and may be visited by appointment.

Eligibility Requirements

Not applicable

How to Obtain Assistance

Interested municipalities, counties, citizens, or nonprofit groups should contact SHPO for information on these programs and their requirements. For more information, go to history.delaware.gov/preservation/#.

Assistance Process

Not applicable

Contact Person

Timothy Slavin, Division Director and State Historic Preservation Officer
Division of Historical and Cultural Affairs
State Historic Preservation Office
21 The Green
Dover, DE 19901
Phone: (302) 736–7400 / Fax: (302) 739–5660 / E-mail: Timothy.Slavin@state.de.us

Contracts with Public Library System

State Agency

Department of State – Division of Libraries

Authorization

29 Delaware Code §6601 to §6605

Objectives

As part of its provision for public education, the state contracts with public libraries and library systems to promote the establishment and development of public library service throughout the state and its political subdivisions.

Types of Assistance

Matching grant assistance

Program Description

The Division of Libraries contracts with public libraries and public library systems to promote the maintenance and development of proper standards, including personnel standards, hours of operation, library materials, collection standards, and interlibrary resource sharing.

Eligibility Requirements

Public libraries or public library systems contracting with the division must meet, or provide evidence of an attempt to meet, minimum standards of operations as established by the division and approved by the council. The division publishes guidelines for the disposition of library materials purchased with state funds and for the eligibility requirements and standards of operation of libraries receiving state funding. One requirement is that the local library or library system match the funding provided by the state. Interested public libraries should contact the Division of Libraries for current eligibility requirements and funding possibilities. Grant amounts are determined based on local funding level, population of service area, and geographic size of service area.

How to Obtain Assistance

Prospective applicants should contact the Division of Libraries for information on the current funding cycle. The division will provide the necessary information concerning the assistance contracts and the proportion and type of non-state aid needed for approval of state aid.

Assistance Process

Contact the Division of Libraries, or visit libraries.delaware.gov/.

Contact Person

Dr. Annie Norman, Director
Delaware Division of Libraries
121 Martin Luther King Jr. Boulevard North
Dover, DE 19901
Phone: (302) 257-3001/ Fax: (302) 739-6787 / E-mail: Annie.Norman@state.de.us

Delaware Public Library Construction Assistance Act

State Agency

Department of State – Division of Libraries

Authorization

29 Delaware Code §6601A to §6604A

Objectives

To fund library construction as part of the state’s policy of promoting the establishment and development of public library service throughout the state and its political subdivisions.

Types of Assistance

Matching grant assistance

Program Description

The Delaware Public Library Construction Assistance Act provides funding to public libraries throughout the state for the acquisition, construction, or remodeling of library buildings; the acquisition of construction sites; and the grading or other improvements of such sites. Funding may **not** be used for the following items: supplies, furniture, and equipment not attached to the building, computers, debt service, maintenance items, and operating costs.

The program requires a 50% non-state match for each capital proposal. This share may include the fair market value of an existing building to be repurposed as a library or of the land to be used for new construction.

Eligibility Requirements

Any public library or library system, including privately incorporated public libraries, may apply for construction assistance. Funding may be requested in phases and could be authorized over more than one fiscal year.

How to Obtain Assistance

Interested parties should contact the Division of Libraries at the Department of State and inquire about the current funding cycle and application requirements. The Division of Libraries provides information regarding which portions of a capital library project are eligible for funding and what types of funding may be used as match. For more information, visit libraries.delaware.gov/.

Assistance Process

Upon receiving a proposal, the Division of Libraries and the Delaware Council on Libraries will submit comments on the proposal to the Department of State within thirty (30) days. The Department of State then forwards the proposals and comments to the Delaware Economic Development Office, which reviews the proposals and incorporates them into the annual capital budget request. This review includes a determination of need, scope and total cost of the project, and the availability of non-state match funding.

Contact Person

John Phillos, Administrative Librarian
Delaware Division of Libraries
121 Martin Luther King Jr. Boulevard North
Dover, DE 19901
Phone: (302) 257-3015 / Fax: (302) 739-6787 / E-mail: John.Phillios@state.de.us

Delaware State Housing Authority

Community Development Block Grant Program (Kent and Sussex Counties)

State Agency

Delaware State Housing Authority (DSHA)

Authorization

Title I of the Housing and Community Development Act of 1974, as amended

Objectives

The objective of the Community Development Block Grant (CDBG) Program is to provide financial assistance to aid in community development improvements in housing and public infrastructure. The CDBG Program is a federally funded program that is managed by the state.

Types of Assistance

Grant assistance

Program Description

The CDBG Program, administered by DSHA, provides annual allocations to communities in Kent and Sussex Counties to help finance a variety of activities designed to improve housing conditions and public infrastructure in support of housing development that serves low- and moderate-income persons. CDBG is a federally funded, state-managed pass-through program. Projects funded by the CDBG Program must meet all applicable federal guidelines. The DSHA-administered CDBG Program provides funding for housing rehabilitations, wastewater and water-utility improvements, and the construction or rehabilitation of emergency or transitional housing.

Eligibility Requirements

Activities must meet federal and state regulations. DSHA-managed programs serve municipalities and county governments in Kent and Sussex Counties only, excluding the City of Dover.

How to Obtain Assistance

The initial application starts at either the municipal or county government. Applications and the interview process are available from the municipal or county government.

Assistance Process

The community or communities interested in accessing the CDBG Program should first contact the municipality or county government. DSHA provides technical assistance to develop CDBG projects. Communities, municipalities, or county governments should contact DSHA, or go to www.destatehousing.com/Landlords/dv_cdbg.php to receive information on the current assistance process and regulations involving the CDBG Program.

Contact Person

Andrew Lorenz, Management Analyst III
Planning and Community Development Office
Delaware State Housing Authority
18 The Green
Dover, DE 19901
Phone: (302) 739-4263 / Fax: (302) 739-2416 / E-mail: Andy@destatehousing.com

Emergency Shelter Grants Program

State Agency

Delaware State Housing Authority (DSHA) – Planning and Community Development Office

Authorization

Steward B. McKinney Homeless Assistance Act

Objectives

Provide funding for existing emergency and transitional housing shelters in Kent and Sussex Counties.

Types of Assistance

Grant assistance

Program Description

The Delaware Emergency Shelter Grants (ESG) Program is an annual competitive grant that assists in funding operating expenses, homelessness prevention, renovations, major rehabilitation, and conversion activities for emergency and transitional housing providers. The ESG Program provides grants through funding from the U.S. Department of Housing and Urban Development.

Eligibility Requirements

Local and county governments and nonprofit organizations interested in providing assistance for emergency and/or transitional housing are eligible for grants under the ESG Program.

How to Obtain Assistance

The municipality, county government, or nonprofit should contact the DSHA for application information and grant information for the current year or access www.destatehousing.com/OtherPrograms/dv_esgp.php.

Assistance Process

Interested groups will need to contact the DSHA Planning and Community Development Office for information on the current year assistance process.

Contact Person

Alice Davis, Housing Project/Loan Specialist
Planning and Community Development Office
Delaware State Housing Authority
18 The Green
Dover, DE 19901
Phone: (302) 739-4263 / Fax: (302) 739-1117 / E-mail: Alice@destatehousing.com

Office of State Planning Coordination

Delaware Downtown Development Districts Program

State Agency

Office of State Planning Coordination and the Delaware State Housing Authority

Authorization

Downtown Development Districts Act of 2014

Objectives

This program was created in order to stimulate job growth and improve the commercial vitality of selected districts and neighborhoods and assist municipalities in strengthening neighborhoods while harnessing the attraction that vibrant downtowns hold for talented people.

Types of Assistance

Financial assistance

Program Description

Local governments must identify a downtown district in their community that they wish to develop. Designation of the district must be applied for through the Office of State Planning Coordination. If the district is chosen, private construction projects within this identified district will receive grants to offset 20% of capital construction costs. The Delaware State Housing Authority will administer the grants. One to three districts were designated as Downtown Development Districts for FY15. Additional districts may be designated in future years, but the number of districts is limited to 15 at any one time.

Eligibility Requirements

Local governments are eligible to apply. Districts must include a traditional mixed-use downtown area and must make sense as an area for urban planning and revitalization.

How to Obtain Assistance

Application and guidelines can be found on the Delaware Downtown Development Districts Program website at www.stateplanning.delaware.gov/ddd/.

Assistance Process

Local governments that wish to take advantage of this program must identify a downtown district and apply for designation. The deadline for assistance in upcoming fiscal years is expected to be November 1. The Cabinet Committee on State Planning Issues will review all applications and make recommendations to the governor.

Contact Person

Connie Holland, Director
Office of State Planning Coordination
122 Martin Luther King Jr. Boulevard South
Dover, DE 19901
Phone: (302) 739-3090 / Fax: (302) 739-6958
E-mail: Connie.Holland@state.de.us

Karen Horton, Principal Planner
Delaware State Housing Authority
16 The Green
Dover, DE 19901
Phone: (302) 739-4263 / Fax: (302) 739-6122
E-mail: KarenH@destatehousing.com

Office of State Planning Coordination Technical Assistance

State Agency

Office of State Planning Coordination

Authorization

29 Delaware Code Chapters 91 and 92

Objectives

The Office of State Planning Coordination (OSPC) supports the efforts of the Cabinet Committee on State Planning Issues, the Office of the Governor, and the state agencies. Issues addressed include farmland preservation, open-space retention, revitalization of communities and neighborhoods, re-use of aging industrial sites, and developing Delaware's transportation, water, and wastewater systems.

Types of Assistance

OSPC provides limited technical, informational, and advisory assistance to municipalities, counties, and local governments. OSPC also has the responsibility to coordinate and provide state government review and comments to local governments on land-use actions, adoption of local comprehensive plans or amendments to local plans, and municipal annexations, and Downtown Development Districts.

Program Description

OSPC offers technical assistance to local governments on the following issues:

1. Municipal-development strategies;
2. Comprehensive planning;
3. Master plans/Complete Communities;
4. Zoning ordinance and subdivision ordinance review;
5. Farmland preservation;
6. Historical and cultural preservation;
7. Demographics and service needs of the population;
8. Coordination of state planning activities;
9. Coordination of the Preliminary Land Use Services (PLUS) comment process; and
10. GIS and mapping.

Eligibility Requirements

All municipalities, counties, and state agencies are eligible for technical assistance from OSPC as well as the citizens of Delaware.

How to Obtain Assistance

Interested organizations or individuals should contact their respective circuit rider planner (see below) for availability of services or go to www.stateplanning.delaware.gov/.

Assistance Process

Not applicable

Contact Person

Connie Holland, Director

E-mail: Connie.Holland@state.de.us

David Edgell, Kent County Circuit Rider

E-mail: David.Edgell@state.de.us

Dorothy Morris, Sussex County Circuit Rider
E-mail: Dorothy.Morris@state.de.us
Herb Inden, New Castle County Circuit Rider
E-mail: Herb.Inden@state.de.us

Office of State Planning Coordination
122 Martin Luther King Jr. Blvd. South
Dover, DE 19901
Phone: (302) 739-3090 / Fax: (302) 739-5661

Other State Opportunities

Community Redevelopment Fund

State Agency

Office of Management and Budget

Authorization

29 Delaware Code §6102A (i) as amended by Volume 70, Chapter 210, Laws of Delaware

Objectives

To fund projects that will improve the economic, cultural, historical, social, and recreational health of Delaware.

Types of Assistance

Matching grant assistance

Program Description

Funds are to be used for capital projects created with the intention of revitalizing or redeveloping communities. Grants are allowed to cover up to 45% match of project costs, and the applicant must supply the remaining 60% in-cash or in-kind from non-state resources.

Eligibility Requirements

County and municipality governments as well as community-based nonprofits are eligible to receive capital matching grants. Eligible project costs include preconstruction costs, land acquisition, building construction, or other major capital costs.

How to Obtain Assistance

Contact Vicki Ford, Capital Budget Coordinator.

Assistance Process

Guideline and application for Community Redevelopment Fund grants can be found online at budget.delaware.gov/commreddev/index.shtml. The project sponsor must submit the original application as well as two copies by mail by the date stated on the application form (usually around May 15). Applications are evaluated by the Office of Management and Budget and the Office of the Controller General for submission to the Joint Legislative Committee on the Capital Improvement Program. The committee must approve the application, and funding notifications will be made available by the middle of August.

Contact Person

Vicki Ford, Capital Budget Coordinator
Office of Management and Budget
Haslet Armory
122 Martin Luther King Jr. Blvd. South
Dover, DE 19901
Phone: (302) 672-5108 / Fax: (302) 677-7084 / E-mail: Vicki.Ford@state.de.us

Homeland Security Grant Program (HSGP)

State Agency

Delaware Emergency Management Agency

Authorization

Department of Homeland Security (DHS) Appropriations Act

Objectives

To enhance the ability of state and local agencies to prevent, deter, respond to, and recover from threats and incidents of terrorism.

Types of Assistance

Pass-through grant assistance

Program Description

The HSGP is comprised of three interconnected grant programs:

1. **State Homeland Security Program (SHSP):** Supports the implementation of State Homeland Security Strategies to address capability targets determined by Threat and Hazard Identification and Risk Assessments (THIRAs) for urban areas, states, and regions.
2. **Urban Areas Security Initiative (UASI):** Assists THIRA-identified high-threat, high-density urban areas in strengthening capacity to prevent, protect against, mitigate, respond to, and recover from acts of terrorism.
3. **Operation Stonegarden (OPSG):** Supports coordination among local, tribal, territorial, state and federal law enforcement agencies to secure routes of ingress from the United States' international borders.

Eligibility Requirements

The Delaware Emergency Management Agency (DEMA) has been designated as Delaware's State Administrative Agency (SAA) and is therefore the only agency eligible to apply for Homeland Security Grant Program (HSGP) funding. DEMA must distribute at least 80% of the total grant award to local government units within sixty (60) days of receiving it from DHS.

How to Obtain Assistance

For more information, local government representatives should contact HSGP Program Manager Jennifer Dittman (below), or visit www.fema.gov/fy-2015-homeland-security-grant-program.

Assistance Process

The allocation of SHSP funding is coordinated through a working group comprising representatives from the 13 emergency-response disciplines plus the Citizen Corps and Training & Exercise. During the designated application period, local governments may submit requests for funding through the designated Discipline Lead identified by the Delaware League of Local Governments.

Contact Person

Jennifer Dittman, Planning Supervisor
Delaware Emergency Management Agency
165 Brick Store Landing Road
Smyrna, DE 19977
Phone: (302) 659-3362 / Fax: (302) 659-6855 / E-mail: Jennifer.Dittman@state.de.us

III. University of Delaware Funding Opportunities

Center for Applied Demography and Survey Research

Agency

Center for Applied Demography & Survey Research (CADSR), School of Public Policy & Administration, University of Delaware

Authorization

Not applicable

Objectives

CADSR's primary mission is to ensure that the best possible data and information on important public issues are developed and made available to members of the college, its clients, and policy-makers who affect those living and working in Delaware.

Types of Assistance

Technical assistance (opinion research and statistical analysis)

Program Description

CADSR achieves its mission in four ways: acting as a clearinghouse for large data sets supplied by local, state, regional, and federal agencies; maintaining an active survey research capability; developing and designing custom databases of text and graphical information drawn from client files; and using an array of information.

Project topics include demographic analysis, economic development, education, emergency planning, health, housing, land use, law, public finances, and transportation.

Eligibility Requirements

Municipalities, counties, and state agencies are encouraged to contact CADSR to discuss possible assistance.

How to Obtain Assistance

Contact CADSR for further information, or go to www.cadsr.udel.edu/.

Assistance Process

Not applicable

Contact Person

Edward C. Ratledge, M.S., Director
Center for Applied Demography & Survey Research
111 Academy Street
University of Delaware
Newark, DE 19716
Phone: (302) 831-6028 / Fax: (302) 831-6434 / E-mail: ratledge@udel.edu

Center for Community Research and Service

Agency

Center for Community Research and Service (CCRS), School of Public Policy & Administration, University of Delaware

Authorization

Not applicable

Objectives

CCRS exists to strengthen organizations and individuals who are working to enhance the economic and social conditions of neighborhoods and communities.

Types of Assistance

CCRS collects, analyzes, and disseminates vital data and research that organizations need to improve, focus, and substantiate their work. Recent studies and projects have focused on local and community-based development, housing and homelessness, crime and justice, poverty and welfare reform, urban and neighborhood planning and governance, and nonprofit governance. Technical assistance is available on a variety of topics including board governance, strategic planning, and fundraising. Longer-term and more sustained assistance has been provided to support on-going initiatives in planning, program development, and evaluation.

Program Description

The mission of CCRS is to provide usable knowledge, education, training, and services that enhance the ability of organizations and communities to promote social and economic justice.

Eligibility Requirements

Nonprofit agencies, community-development corporations, and government entities are encouraged to contact CCRS to discuss possible assistance.

How to Obtain Assistance

Contact CCRS for further information, or go to www.ccrs.udel.edu/.

Assistance Process

Not applicable

Contact Person

Steven W. Peuquet, Director
Center for Community Research and Service
297 Graham Hall
University of Delaware
Newark, DE 19716
Phone: (302) 831-1689 / E-mail: speuquet@udel.edu

Center for Disabilities Studies

Agency

Center for Disabilities Studies, College of Education and Human Development, University of Delaware

Authorization

Not applicable

Objectives

The mission of the Center for Disability Studies (CDS) is to enhance the lives of individuals and families in Delaware through education, prevention, service, and research related to disabilities.

Types of Assistance

CDS is active in designing, expanding, and improving services available to Delawareans with disabilities and their families. CDS specializes in providing community education to individuals with disabilities, family members, and key staff as well as project evaluation and research.

Program Description

CDS researches and implements a variety of disability programs on community education, early childhood, family, and public awareness. Each project is focused on the overall inclusion of Delaware residents with disabilities through advocacy and education of the public. The center is a member of the Association of University Centers on Disabilities and also has the support of its Community Advisory Council. Initiatives address the needs of young and school-age children as well as adults and focus on aspects such as early screening for developmental disabilities, access to assistive technology, health and wellness, and community connections for the disabled.

Eligibility Requirements

Not applicable

How to Obtain Assistance

Contact CDS for further information, or go to www.udel.edu/cds.

Assistance Process

Not applicable

Contact Person

Beth Mineo, Director
Center for Disabilities Studies
461 Wyoming Road
University of Delaware
Newark, DE 19716
Phone: (302) 831-6974 / Fax: (302) 831-4690 / E-mail: mineo@udel.edu

Center for Energy and Environmental Policy

Agency

Center for Energy and Environmental Policy, University of Delaware

Authorization

Not applicable

Objectives

To address both theoretical and policy-relevant issues in order to widen public discourse and action on the key interrelated energy, environmental, and social issues of our time.

The Center for Energy and Environmental Policy (CEEP) is a leading institution for interdisciplinary graduate education, research, and advocacy in energy and environmental policy. It administers the intercollegiate graduate program in Energy and Environmental Policy (ENEP). From its inception, CEEP has operated a research and advocacy program that is undertaken at international, regional, national, state, and local scales. Typically, CEEP faculty and graduate students accept 15–20 projects each year. Often conducted with partners, the yearly program varies by topic and includes several sponsors (e.g., foundations, governments and organizations). In certain cases, CEEP chooses to internally support projects of interest to its members.

Program Description

CEEP provides resources and expertise on many issues, including such recent projects as: Energy Sustainability (includes renewable energy, conservation and efficiency, and policy), Environmental Justice (includes community-based brownfields redevelopment), Global Environments (includes climate change policy and biodiversity protection), Political Ecology (includes and exploration of the linkages between technology, environment and society), Sustainable Development (includes sustainability and sustainable livelihoods topics), and Water Sustainability (includes watershed management and water conservation policy).

Eligibility Requirements

Not applicable

How to Obtain Assistance

Contact CEEP for further information, or visit www.ceep.udel.edu/ceep.html.

Contact Person

John Byrne, Director
Center for Energy and Environmental Policy
289 Graham Hall
University of Delaware
Newark, Delaware 19716
Phone: (302) 831-8097 / Fax: (302) 831-3098 / E-mail: jbyrne@udel.edu

Center for Historic Architecture and Design

Agency

Center for Historic Architecture and Design, School of Public Policy & Administration, University of Delaware

Authorization

Not applicable

Objectives

The Center for Historic Architecture and Design (CHAD) is an interdisciplinary center created to address issues related to historic preservation through an integrated program of teaching, research, and public service.

Types of Assistance

CHAD's research and public service focuses on the following aspects of the field: evolution of historic architecture and landscapes; design issues of the built environment and material culture; historic preservation planning and policy at national, state, and local levels; documentation of historic properties and computer applications to documentation; the physical properties of cultural and historical materials; and advocacy for the preservation of historic resources.

Program Description

Drawing on the Delaware Valley and larger mid-Atlantic region as a laboratory for teaching, research, and public service, preservation issues are explored in a variety of cultural, ethnic, and settlement contexts. In short, CHAD's work focuses on understanding the evolution and significance of the built environment from a scholarly perspective and designing effective public policies for the conservation of significant historical resources.

Eligibility Requirements

Municipalities, counties, and state agencies are encouraged to contact CHAD to discuss possible research on the physical properties of cultural and historical materials, documentation of historic properties and computer applications to documentation, and historic preservation planning and policy.

How to Obtain Assistance

Contact CHAD for more information, or visit www.udel.edu/CHAD.

Assistance Process

Not applicable

Contact Person

Rebecca Sheppard, Associate Director
Center for Historic Architecture and Design
307 Alison Hall
University of Delaware
Newark, DE 19716
Phone: (302) 831-8097 / E-mail: rjshep@udel.edu

Delaware Sea Grant College Program

Agency

Delaware Sea Grant Program, College of Earth, Ocean, and Environment, University of Delaware

Authorization

Not applicable

Objectives

To advance the understanding, development, use, and conservation of state and regional marine and coastal resources through an integrated program of excellence in research, education, and outreach, built upon active partnerships with state and federal agencies, the private sector, and citizens at large.

Types of Assistance

The Delaware Sea Grant Program addresses problems facing coastal communities by promoting strategic partnerships, conducting high-quality applied research, producing accurate, objective science-based information, and facilitating information workshops and other programs for targeted audiences.

Program Description

The University of Delaware was designated as the nation's ninth Sea Grant College in 1976 to promote the wise use, conservation, and management of marine and coastal resources through high-quality research, education, and outreach activities that serve the public and the environment. Since then, the program has responded to many coastal issues and problems facing the state, region, and nation. Delaware Sea Grant supports competitive, peer-reviewed, and user-driven research and extends critical information, practical knowledge, and new technologies to stakeholders in business, resource management, government, and the general public. Delaware Sea Grant also plays an important role in educating the nation's future marine and environmental scientists through formal K-12 and university programs.

Eligibility Requirements

Municipalities, counties, and state agencies may contact the program to discuss assistance relating to coastal ecosystems; community resilience and economics; sustainable fisheries and aquaculture; seafood technology; water quality; coastal hazards; resource management; coastal community planning; K-12 coastal and marine education; environmental literacy; and workforce development.

How to Obtain Assistance

Contact the Delaware Sea Grant program, or visit the program's website www.deseagrant.org.

Assistance Process

Not applicable

Contact Person

James M. Falk, Acting Director
Delaware Sea Grant Program
University of Delaware
111 Robinson Hall
Newark, DE 19716
Phone: (302) 645-4235 / Fax: 302-831-4389 / E-mail: jfalk@udel.edu

Institute for Public Administration

Agency

Institute for Public Administration, School of Public Policy & Administration, University of Delaware

Authorization

Not applicable

Objectives

The mission of the Institute for Public Administration (IPA) is to provide professional assistance that improves the performance of government through a wide range of services including direct staff support, contracts for specific projects, training programs, applied research projects, and policy forums.

Types of Assistance

IPA provides staffing assistance, contract services, in-depth research, and training programs.

Program Description

IPA responds to the specific needs of state and local governments in town planning, management of human and fiscal resources, and quality-improvement initiatives. The specific services IPA can provide include comprehensive planning, zoning and subdivision ordinance review, charter revision, assistance with grant writing, public participation workshops, conflict-resolution training, civic needs surveys, and personnel-policy development. In addition, IPA provides training through Municipal Clerks Certification and Personal Leadership Development Programs.

Eligibility Requirements

Municipalities, counties, and other state agencies are encouraged to contact IPA to discuss possible technical assistance.

How to Obtain Assistance

Contact IPA for further information, or visit www.ipa.udel.edu.

Assistance Process

Not applicable

Contact Person

Jerome Lewis, Director
Institute for Public Administration
180 Graham Hall
University of Delaware
Newark, DE 19716
Phone: (302) 831-8971 / Fax: (302) 831-3488 / E-mail: jlewis@udel.edu or
Nell Downer, IPA Office Manager, ndowner@udel.edu

IV. Other Funding Opportunities

Freeman Assists Communities with Extra Support (FACES) Grants

Organization

Carl M. Freeman Foundation

Authorization

Not applicable

Objectives

The Carl M. Freeman Foundation seeks to facilitate, support, and promote innovative community-based leadership and giving. Generally, donations are awarded to communities where the customers, employees, and vendors of Carl M. Freeman Companies work, live, and play.

Types of Assistance

Grant assistance

Program Description

The FACES (Freeman Assists Communities with Extra Support) Program is designed to find and fund smaller, overlooked projects in local neighborhoods.

Eligibility Requirements

Grants are limited to nonprofit organizations in Sussex County with operating budgets of \$500,000 or less.

How to Obtain Assistance

For more information, contact the Carl M. Freeman Foundation, or go to www.carlfreemanfoundation.org/ to sign up for e-mail updates regarding grants.

Assistance Process

When a grant cycle begins, interested organizations may apply through the foundation's E-Grant system. Awards are announced approximately two months after the application deadline.

Contact Person

Melissa Rizer, Carl M. Freeman Foundation Grants Manager
Phone: (302) 436-3015 / E-mail: Melissa@freemanfoundation.org

Green Streets, Green Jobs, Green Towns Program

Agency

Chesapeake Bay Trust

Authorization

Not applicable

Objectives

The Chesapeake Bay Trust and U.S. Environmental Protection Agency (EPA) Green Streets collaborative effort supports the implementation of the president's Chesapeake Bay Protection and Restoration Executive Order. It serves as a key component of the Chesapeake Bay Green Street-Green Jobs-Green Towns Initiative, which supports local, grassroots-level greening efforts by towns and communities in urbanized watersheds to reduce stormwater runoff.

Types of Assistance

Grant assistance

Program Description

This grant program provides funds for designing and implementing urban green stormwater initiatives, such as the creation of "green streets," the expansion of urban green spaces, and the replacement of impervious surfaces with more permeable materials. Award amounts vary, with organizations eligible to receive up to \$30,000 for design projects, up to \$75,000 for implementation projects, and up to \$20,000 for white papers. A match is encouraged but not required.

Eligibility Requirements

Local government agencies, nonprofit organizations, and neighborhood or community associations are eligible. Funding can be applied anywhere in Maryland and/or the Chesapeake Bay Watershed portion of EPA Region 3.

How to Obtain Assistance

For more information, contact the Chesapeake Bay Trust, or go to www.cbtrust.org/grants, click on Restoration and Retrofits (first listing in yellow bar at the top), then click on Green Streets, Green Jobs, Green Towns Program in the blue circle. The direct link is [www.cbtrust.org/site/c.miJPKXPCJnH/b.7735695/k.5E92/Green Streets Green Jobs Green Towns.htm](http://www.cbtrust.org/site/c.miJPKXPCJnH/b.7735695/k.5E92/Green%20Streets%20Green%20Jobs%20Green%20Towns.htm)

Assistance Process

Applicants create an account through the Chesapeake Bay Trust online system in order to access the application.

Contact Person

Sadie Drescher, Program Grant Manager
Chesapeake Bay Trust
60 West Street, Suite 405
Annapolis, MD 21401
Phone: (410) 974-2941 Ext. 103 / Fax: (410) 974-0387 / E-mail: sdrescher@cbtrust.org

K-12 Environmental Education Mini Grant Program

Agency

Chesapeake Bay Trust

Authorization

Not applicable

Objectives

The Chesapeake Bay Trust Mini Grant Program was established to educate K-12 students about their local watersheds and how they can become environmental stewards and make a difference in watershed health.

Types of Assistance

Grant assistance

Program Description

This grant program supports the advancement of Chesapeake Bay environmental literacy among the region's K-12 students. Grants may be used for meaningful outdoor learning experiences focused on a watershed issue, such as field trips, fieldwork, student-led action projects, and schoolyard habitat projects, as well as for environmental education and professional development trainings for teachers.

Eligibility Requirements

Schools, organizations, and local government agencies may apply for these grants.

How to Obtain Assistance

Applicants create an account through the Chesapeake Bay Trust online system in order to access the application. For more information or to begin an application, please visit www.cbtrust.org/site/c.miJPKXPCJnH/b.5457547/k.D6AC/K12_Environmental_Education_Mini_Grant.htm.

Assistance Process

During SY 2015-16, there were three application deadlines for the three rounds of grant distributions. The Mini Grant Program cannot reimburse expenses already incurred for projects.

Contact Person

Tara Baker, Program Grant Manager
Chesapeake Bay Trust
60 West Street, Suite 405
Annapolis, MD 21401
Phone: (410) 974-2941 Ext. 102 / Fax: (410) 974-0387 / E-mail: tbaker@cbtrust.org

Delaware Community Foundation Grants

Agency

Delaware Community Foundation

Authorization

Not applicable

Objectives

The Delaware Community Foundation manages charitable funds for individuals, families, businesses, and organizations and distributes income from the funds as grants to humanitarian, educational, health, and cultural entities throughout the First State. With 1,200 funds, more than \$225 million in assets, and annual grants of about \$15 million, the foundation provides a lasting source of charitable funding to benefit Delawareans now and for generations to come.

Types of Assistance

Grant assistance

Program Description

Since inception in 1986, the Delaware Community Foundation has distributed more than \$220 million, now averaging about \$13 million each year in charitable grants across Delaware. These grants support innovative programs that address our state's most pressing needs and promising opportunities.

Eligibility Requirements

Eligibility varies depending on the specific grant. Several of the grants are specific to a particular county.

How to Obtain Assistance

Contact the Delaware Community Foundation for further information, or go to delcf.org/grants.

Assistance Process

The assistance process and application cycles vary depending on the type of grant.

Contact Person

Beth Bouchelle, Director of Grants
100 West Tenth Street, Suite 115
P.O. Box 1636
Wilmington, DE 19899
Phone: (302) 504-5239 / E-mail: bbouchelle@delcf.org

Delaware Preservation Fund Small Grants Program

Agency

Preservation Delaware, Inc.

Authorization

Not applicable

Objectives

To preserve Delaware's architectural heritage and historical settings.

Types of Assistance

Competitive grant assistance

Program Description

Over 180 small grants have been awarded throughout the state since the fund was established. Most grants awarded will be for a maximum of \$1,000. In exceptional cases, amounts up to \$4,000 have been granted. The program is especially directed to parties who would not normally qualify for other forms of financial assistance.

Projects are selected for their ability to make a big difference with the small investment offered. Generally, the total cost of the project should not exceed \$10,000. The fund may award one or two grants each year for up to \$4,000. In these exceptional cases, the Preservation Delaware Board must be satisfied the item is of major significance, the item will be in danger if the work is not carried out, the likely benefits well exceed the anticipated costs, or the work is unlikely to take place without the fund's assistance.

Eligibility Requirements

Corporations, partnerships, individuals, nonprofit and religious organizations, and governmental entities within Delaware are eligible to apply.

How to Obtain Assistance

The application form and more information about the fund can be found at preservationde.org/delaware-preservation-fund/small-grants-program/. The completed application must be mailed or faxed (see contact information below). Please do not e-mail any materials.

Assistance Process

Applications may be submitted at any time during the year, but the closing date for each award cycle is usually in the second week of December. Applicants are notified about grant awards in February. Funds are not disbursed until the project is completed. The project must be completed within 12 months of the award notice, or it may be extended for another 12 months if good cause is demonstrated. Awards may also be made to reimburse projects conducted in the previous calendar year.

Contact Person

Vince Murphy, Project Director
Delaware Preservation Fund
PO Box 92
New Castle, DE 19720
Phone: (443) 504-2049 / Fax: 302-832-0139 / E-mail: dpf@dca.net

New Castle Community Development Block Grant (CDBG) Program

County Agency

New Castle County – Community Development and Housing Division, Department of Community Services

Authorization

Title I of the Housing and Community Development Act of 1974, as amended

Objectives

The mission of the Community Development and Housing Division is to administer housing and community development programs for residents of New Castle County. The department provides a wide spectrum of community development services within the confines of the county, outside the metropolitan areas of Wilmington and Newark.

Types of Assistance

Grant assistance

Program Description

New Castle County is designated as an entitlement county for the federal Housing and Urban Development CDBG program. New Castle County awards CDBG funds to nonprofit organizations and municipalities (excluding Newark and Wilmington) for programs that benefit low- and moderate-income (LMI) residents and that are consistent with the county's housing and community development priorities. The CDBG program in New Castle County has focused on housing, public facilities, and public service programs in LMI geographic areas.

Eligibility Requirements

Projects funded by the CDBG program must meet all applicable federal income-eligibility and New Castle County priority funding guidelines. Projects must benefit LMI New Castle County residents.

How to Obtain Assistance

Nonprofits and municipalities that wish to apply for CDBG funding for a project must submit by mail or hand-deliver a physical copy of the application (no handwritten submissions) to the address listed below. A separate application must be submitted for each project. During the most recent funding cycle (2015), applications were due in mid-December 2014, with award notifications made in March followed by a period of public and New Castle County Council comment on the drafted action plan. The program presented in the approved action plan was to begin in July. The 2015 application and instructions are available at www.nccde.org/DocumentCenter/Home/View/7904. Interested applicants may e-mail Nicole Waters (below) for a Microsoft Word document of application materials for the upcoming year when they become available.

Contact Person

Nicole Waters, Community Development Block Grant Program Manager
New Castle County – Department of Community Services
James Gilliam Building
77 Read's Way
New Castle, DE 19720
Phone: (302) 395-5644 / Fax: (302) 395-5591 / E-mail: nwaters@nccde.org

Southeast Rural Community Assistance Project (SERCAP) Technitrain Program

Agency

Southeast Rural Community Assistance Project

Authorization

Not applicable

Objectives

SERCAP's Technitrain Grant Program Loan Fund provides community-specific training and technical assistance to small low-income rural communities and nonprofit agencies serving these communities.

Types of Assistance

Technical assistance and training

Program Description

Technitrain is a technical assistance program operated by SERCAP and funded by the national Rural Community Assistance Program with USDA Rural Utility Service dollars. The program provides community-specific training and technical assistance to small low-income communities and nonprofit agencies serving a population of less than 10,000 to meet their water and wastewater needs. The range of training and technical assistance is broad and includes activities relating to financing such as applying for loans and grants, such as those available through the USDA Rural Assistance Program.

Other training covers business practices such as record keeping, billing, and accounting. Technical assistance relating to the physical operation of water and wastewater systems includes topics such as leak detection, smoke testing, maintenance of wells and pumps, identification of technical problems in a system, and the training of system operators and local governing boards.

Eligibility Requirements

Eligible parties include small low-income communities and nonprofit agencies serving a population of less than 10,000 in rural Delaware.

How to Obtain Assistance

For more information, please visit www.sercap.org/programs/technitrain.htm. For assistance with the program, please contact Russell Rice, Director of Planning and Development at the SERCAP Headquarters in Virginia, at rrice@sercap.org.

Assistance Process

Not applicable

Contact Person

Win Abbott, Delaware State Program Manager
Delaware Satellite Office
110 North Main Street, Suite F
Camden, DE 19934
Phone: (302) 387-1619 / Fax: (302) 674-5229 / E-mail: wabott@sercap.org

Walmart Community Grants

Organization

Walmart and the Walmart Foundation

Authorization

Not applicable

Objectives

To support the needs of Walmart's communities by providing grants to local organizations.

Types of Assistance

Competitive grant assistance ranging from \$250 to \$2,500

Program Description

Walmart and the Walmart Foundation have identified four core areas of giving: Hunger Relief & Healthy Eating, Sustainability, Women's Economic Empowerment, and Career Opportunity. To ensure that your application has the best chance of being funded, the proposed use of the grant should fit within one of these areas of giving. Primary consideration for the Community Grant program is to support local organizations with programs that align with the foundation's areas of giving. However, programs that do not align with these areas may also be given consideration.

Eligibility Requirements

Projects must benefit the service area of the Walmart facility from which the funding is requested.

Organizations eligible to apply must meet one of the following criteria:

- An organization holding a current tax-exempt status under Section 501(c)(3), (4), (6) or (19) of the Internal Revenue Code;
- A recognized government entity: state, county, or city agency, including law enforcement or fire departments, that are requesting funds exclusively for public purposes;
- A K-12 public or private school, charter school, community/junior college, state/private college or university; or
- A church or other faith-based organization with a proposed project that benefits the community at large.

How to Obtain Assistance

Applications must be submitted electronically at

www.cybergrants.com/pls/cybergrants/quiz.display_question?x_gm_id=2797&x_quiz_id=4503&x_order_by=1. For the 2015 grant cycle, applications may be submitted at any point between February 1 and December 31, 2015. Contact a local Walmart facility, or visit foundation.walmart.com/apply-for-grants/local-giving for more information.

Assistance Process

Management at the Walmart facility to which an organization applies will review the application and make initial funding recommendations on all submitted requests. Each facility manager may set the frequency and process in which applications are reviewed; however, applications are typically reviewed within ninety (90) days of the submission date. Organizations are notified of any decision by e-mail, and approved organizations directly receive a grant check two to four weeks after the notice of approval.



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The University of Delaware's Institute for Public Administration (IPA) addresses the policy, planning, and management needs of its partners through the integration of applied research, professional development, and the education of tomorrow's leaders.



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