A hand holding a one-dollar bill in front of classical columns. The background is a blurred image of a classical building with columns. The text is overlaid on the right side of the image.

Funding and Technical Assistance Handbook for Delaware Local Governments 2007



Institute for Public Administration
College of Human Services, Education & Public Policy
University of Delaware

www.ipa.udel.edu

Introduction and Acknowledgements

The Institute for Public Administration (IPA) of the College of Human Services, Education & Public Policy at the University of Delaware is pleased to provide an updated *2007 Funding and Technical Assistance Handbook for Delaware Local Governments* (formerly titled the *Delaware State Assistance Handbook for Local Governments*). The handbook is an excellent resource for Delaware local governments that are seeking assistance in the form of grants, loans, technical help, and advisory services.

Each Delaware local government is being provided one hardcopy of the handbook, free of charge, as a public service by IPA. In addition to the hardcopy format, the 2007 edition is being made available online in portable document format (PDF) at www.ipa.udel.edu/resources/government.html to provide instant access to the information. The plan is to update the handbook bi-annually and maintain it electronically. 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.

The handbook is organized into four sections. The first section contains information on state programs that are providing funding or technical assistance, the eligibility requirements, and contact information. The second section highlights the New Castle County Community Development Block Grant program. The third section lists federal programs that operate in Delaware or traditionally have 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* at www.cfda.gov. *Grants.gov* is another website that allows organizations to find and apply for competitive-grant opportunities from all federal grant-making agencies. The final section of the handbook provides information on University of Delaware public service programs that provide local government assistance.

IPA would like to acknowledge and thank all the agency contacts who graciously aided in the production of this edition by reviewing the previous version and providing updated or revised information. The *2007 Funding and Technical Assistance Handbook for Delaware Local Governments* was prepared by IPA graduate research assistant Shelley L. Cook and IPA local government specialist Marcia S. Scott. Thanks go to IPA director Jerome Lewis and IPA senior planner Martin Wollaston, who allocated staffing resources to the project, and to IPA assistant policy scientist Mark Deshon, who edited the hardcopy version and prepared both the paper document for printing and the web version.

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Delaware Land and Water Conservation Trust Fund

State Agency

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

Authorization

Title 7, Delaware Code, Chapter 47 repealed and replaced by Title 30 Delaware Code, Chapter 54

Objectives

The Delaware Land and Water Conservation Trust Fund (DTF) provides funds to eligible applicants for park and greenway land acquisition and outdoor recreation facility development projects.

Types of Assistance

DTF provides up to fifty percent (50%) matching grants for eligible municipal and county sponsors and up to seventy-five percent (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 eligible scope of work, land ownership, available match, reasonable project timeline and commitment to maintain and operate the site.

How to Obtain Assistance

The Division of Parks and Recreation sends out a letter in February inviting all eligible sponsors to complete a pre-application. Division staff works with the sponsors in preparing the DTF application, and the deadline for submission is specified after the Pre-Applications are reviewed for eligibility and readiness. The application is then evaluated and ranked for disbursement of funding. Once the applications are reviewed and approved, the sponsor and the Division Director signs a Project Agreement, which specifies the scope of work and the timeline for completion of the project.

Assistance Process

The annual grant cycle starts in the winter with a mailing from the Division of Parks and Recreation to all eligible applicants. The pre-applications are received in late spring and classified as a Park or Greenway & Trails project. The applications are due at a specified time in late summer and approved in early fall.

Contact Person

Robert Ehemann, Grants Coordinator
DNREC Division of Parks and Recreation
89 Kings Highway
Dover, DE 19901

Phone: 302-739-9235 / 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

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.

Assistance Process

Not applicable

Contact Person

Robert Ehemann, Grants Coordinator
DNREC Division of Parks and Recreation
89 Kings Highway
Dover, DE 19901

Phone: 302-739-5285 / Fax: 302-739-3817 / E-mail: robert.ehemann@state.de.us

Delaware Water Pollution Control Revolving Fund

State Agency

Department of Natural Resources and Environmental Control, Division of Water Resources, Financial Assistance Branch

Authorization

The Delaware Water Pollution Control Revolving Fund (SRF) is authorized by Title VI of the federal Clean Water Act as amended by the Water Quality Act of 1987 and Title 29, Delaware Code, Chapter 47, Section 8003.

Objectives

The purpose of SRF is to provide eligible applicants with financial assistance for wastewater-facility improvement projects.

Types of Assistance

Low-interest loans

Program Description

The SRF program provides loans to municipalities, inter-municipal organizations, interstate agencies, or state agencies for the construction of publicly owned wastewater-treatment works. SRF also provides financial assistance for implementing non-point-source pollution-control management programs and for developing and implementing estuary conservation and management plans.

After achieving a position on the Project Priority List, the local government 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 a treatment process, any facility used for the ultimate disposal of residues resulting from a treatment process, and the acquisition of land used for the site for the wastewater-treatment facility.

Eligibility Requirements

Municipalities, inter-municipal, interstate, or state agencies are eligible to receive funding when their project is on the current Project Priority List.

How to Obtain Assistance

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

Assistance Process

1. Respond to the DNREC request for Notices of Intent to Obtain Assistance for SRF financing.
2. When notified of placement on the current Project Priority List, complete a loan-application package and submit to the Financial Assistance Branch
3. Hearing before the Clean Water Advisory Council.
4. Complete the loan agreement with the Financial Assistance Branch.

Contact Person

Greg Pope, P.E.
DNREC Division of Water Resources
Financial Assistance Branch
89 Kings Highway
Dover, DE 19901

Phone: 302-739-9941 / Fax: 302-739-2137 / E-mail: greg.pope@state.de.us

Tax Ditch Program

State Agency

Department of Natural Resources and Environmental Control, Division of Soil and Water Conservation, Drainage Program

Authorization

Title 7, Delaware Code, Chapter 41 – Drainage of lands and Management of Waters (the Tax Ditch Law)

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 assistance to form a tax-ditch organization

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 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.

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. The Department of Natural Resources and Environmental Control's (DNREC) Division of Soil and Water Conservation 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 Soil and Water Conservation, 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

Frank Piorko

DNREC Division of Soil and Water Conservation or Sussex County Drainage Program Office
89 Kings Highway 21309 Berlin Road, Unit #6
Dover, DE 19903 Georgetown, DE 19947

Phone: 302-739-9221 or 302-855-1930 (Sussex) / Fax: 302-739-6724 / E-mail:
frank.piorko@state.de.us

Delaware Coastal Management Program

State Agency

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

Authorization

Federal Coastal Zone Management Act

Objectives

The Delaware Coastal Management Program offers a systematic approach to decisions regarding the use of Delaware's resources, which will provide for rational growth and development while conserving and protecting our irreplaceable natural resources.

Types of Assistance

Technical assistance, educational opportunities, and limited financial assistance

Program Description

The Delaware Coastal Management Program, established in 1979, works to protect, develop, and (where possible) enhance the coastal resources of the state. It does this through the review of federal and state projects to ensure that they are consistent with state coastal policies, special area-management planning, assistance to state and local governments for local land use planning, and other special on-the-ground projects related to Delaware's coastal resources.

Financial and technical assistance, including educational opportunities, is provided to local governments to promote the incorporation of natural resource and/or coastal management (e.g., coastal hazards, public access, water-use activities) issues into local planning and permitting activities.

Eligibility Requirements

All state agencies, municipalities, local governments, and nonprofit organizations are eligible to compete for financial assistance through an annual request-for-proposals grant process. The Delaware Coastal Management Program provides financial support and assistance for projects through the National Oceanic and Atmospheric Administration. Grant award recipients are required to comply with all federal laws and guidelines pertaining to the use of federal funds. Grant awards must be matched dollar-for-dollar with non-federal support. Availability of funding varies annually based upon U.S. Congress appropriations.

How to Obtain Assistance

Contact the Delaware Coastal Management Program to be placed on the mailing list to receive the request for grant-proposal notices, or go to www.dnrec.delaware.gov.

Assistance Process

The request-for-proposals grant cycle typically begins in October with awards allocated in December.

Contact Person

Sarah W. Cooksey, Administrator
DNREC Division of Soil and Water Conservation
Delaware Coastal Programs
89 Kings Highway
Dover, DE 19901

Phone: 302-739-3451 / Fax: 302-739-2048 / E-mail: sarah.cooksey@state.de.us

Nonpoint Source Program

State Agency

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

Authorization

Federal Clean Water Act of 1987, Section 319 Grant

Objectives

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

Types of Assistance

Grant funding for implementation projects that focus on key elements of the state's NPS Program as outlined by the Environmental Protection Agency (EPA).

Program Description

The Clean Water Act of 1987, Section 319 requires each state to develop a program to control non-point 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" non-point-source management program. The NPS Program provides project funding for implementation projects that provide measurable environmental results, including estimates of load reductions, to impact non-point-source pollutants.

Eligibility Requirements

Proposed implementation projects must address goals and milestones of the Delaware's NPS Management Plan. A non-federal match is required. This document may be found online at www.dnrec.state.de.us/dnrec2000/Divisions/Soil/NPS/NPS%20management%20plan.pdf.

How to Obtain Assistance

A link to the Delaware NPS Program request for proposals and application may be found at the NPS website www.dnrec.state.de.us/dnrec2000/Divisions/Soil/NPS.

Assistance Process

The request-for-proposals cycle typically begins in May with awards allocated for the upcoming fiscal year.

Contact Person

Robert R. Palmer
DNREC Division of Soil and Water Conservation
89 Kings Highway
Dover, DE 19901

Phone: 302-739-9922 / Fax: 302-739-8017 / E-mail: robert.palmer@state.de.us

HSCA Mixed Funding and Brownfields Grants

State Agency

Department of Natural Resources and Environmental Control, Division of Air and Waste Management

Authorization

Hazardous Sites Cleanup Act

Objectives

The purpose of the HSCA Mixed Funding and Brownfields Grants is to provide the Department of Natural Resources and Environmental Control (DNREC) Site Investigation and Restoration Branch (SIRB) with mixed-funding and brownfield-grant opportunities for the purpose of financially assisting any eligible party for “reasonable remedial costs incurred in responding to hazardous substance remedy...” (7 Del. C. Section 9113(c)(4)).

Types of Assistance

Financial assistance

Program Description

The HSCA Mixed Funding program allows a maximum grant of \$1,000,000. Brownfields grants can amount to no more than \$50,000, \$40,000 of which can be used for reimbursement of allowable costs and \$10,000 of which can be used to offset DNREC oversight costs.

Eligibility Requirements

Owners and prospective purchasers are eligible to apply for mixed funding if the following conditions are met:

1. The applicant must be a state agency or entity, county or local government, a 503(c) nonprofit organization, or a redevelopment authority.
2. The applicant must affirmatively demonstrate that they/it did not cause or contribute to the actual release(s) of hazardous substances.
3. The applicant is in full compliance with all other environmental requirements in Delaware.
4. The applicant must not be a chronic violator.
5. The applicant must not be 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.

Owners or prospective purchasers are eligible to apply for brownfields-grant funding under the following conditions:

1. The property must be certified as a Brownfield pursuant to Section 14.5 of *The Regulations Governing Hazardous Substance Cleanup*. Certification may be applied for in conjunction with the application for funding.
2. The applicant must affirmatively demonstrate that they/it did not cause or contribute to the actual release(s) of hazardous substance(s).
3. The applicant is in full compliance with all other environmental requirements in Delaware.
4. The applicant must not be a chronic violator.
5. The applicant must not be 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

Contact DNREC to obtain the Delaware Hazardous Substance Cleanup Act Mixed Funding and Brownfield Grant/Certification application.

Assistance Process

Applicants only need to fill out the sections applicable to the specific funding request. 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
DNREC Site Investigation and Restoration Branch
89 Kings Highway
Dover, DE 19901

Phone: 302-395-2636 / 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, Division of Air and Waste Management

Authorization

Funded by the Delaware Water Pollution Control State Revolving Fund (SRF)

Objectives

The program was established to provide financing to complete environmental investigations and remediate contamination.

Types of Assistance

Financial Assistance

Program Description

Financing must be used to improve, restore, or protect groundwater, surface water, or sediment quality.

Eligibility Requirements

Loans are primarily given to applicants who are owners or lessees or prospective purchasers of Hazardous Substance Cleanup facilities and have entered into an agreement with the Department of Natural Resources and Environmental Control (DNREC) to remediate the facility.

How to Obtain Assistance

DNREC's Site Investigation and Restoration Branch (SIRB) administers the HSSCLP. The SIRB originates the remedy-loan application, determines the remedy work to be conducted, and supervises the bid and remediation process.

Assistance Process

Applications will be accepted on a quarterly basis by DNREC's SIRB.

Contact Person

James M. Poling, Brownfields Coordinator
DNREC Site Investigation and Restoration Branch
89 Kings Highway
Dover, DE 19901

Phone: 302-395-2636 / Fax: 302-395-2601 / E-mail: jim.poling@state.de.us

Brownfields Environmental Assessment Program

State Agency

Department of Natural Resources and Environmental Control, Division of Air and Waste Management

Authorization

Hazardous Sites Cleanup Act

Objectives

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

Types of Assistance

Financial assistance

Program Description

Funds from the program are to be directed towards 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 based on availability of funds.

Assistance Process

Subject to agency discretion

Contact Person

James M. Poling, Brownfields Coordinator
DNREC Site Investigation and Restoration Branch
89 Kings Highway
Dover, DE 19901

Phone: 302-395-2636 / Fax: 302-395-2601 / E-mail: jim.poling@state.de.us

Recycling Assistance Grant Program

State Agency

Department of Natural Resources and Environmental Control, Division of Air and Waste Management

Authorization

Pursuant to Executive Order #90, which states, “It shall be the goal of this State to achieve a fifty-one percent (51%) diversion rate for recyclables from Delaware’s municipal solid waste stream.”

Objectives

The program is designed to empower Delawareans to develop or expand innovative waste-reduction, reuse, and/or recycling projects tailored to community needs.

Types of Assistance

Grant funding is provided to Delaware municipalities, schools, colleges, and universities; civic and community associations; and nonprofit organizations. Applicants are encouraged to establish cooperative partnerships with other parties, including private industry.

Program Description

The Recycling Assistance Grant Program aims to reduce the amount of waste generated and disposed of in Delaware and contribute towards achieving the state’s goal of recycling 51% municipal solid waste.

Eligibility Requirements

Eligible activities are those that will reduce the amount of household waste going to Delaware’s landfills. Examples: the design, implementation, or expansion of recycling and yard waste composting programs, curbside collection of recyclables, design or implementation of “Pay as You Throw” programs, and recycling outreach or educational initiatives.

How to Obtain Assistance

Applications can be downloaded from DNREC’s online recycling page at www.dnrec.state.de.us/dnrec2000/Recycling.asp.

Assistance Process

DNREC staff is available to provide technical and administrative assistance in the grant Assistance Process. Public information workshops are generally held at locations throughout the state to provide further information on the application process. The application round for the upcoming fiscal year is generally the fall, with applications usually due in late January.

Contact Person

Bill Miller
DNREC Division of Air and Water Management
89 Kings Highway
Dover, DE 19901

Phone: 302-739-9403 / Fax: 302-739-5060 / E-mail: bill.miller@state.de.us

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

State Agency

Department of Natural Resources and Environmental Control, Division of Air and Waste Management, Tank Management Branch (TMB)

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

Financial 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 Del. C., 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 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, contact TMB at 302-395-2500.

Assistance Process

Once a site is deemed eligible for FIRST Fund money, TMB hires a contractor to perform the necessary site-specific work.

Contact Person

Jill Williams Hall
DNREC Division of Air and Water Management
Tank Management Branch
391 Lukens Drive
New Castle, DE 19720

Phone: 302-395-2500 / Fax: 302-395-2555 / E-mail: jill.hall@state.de.us

Program Loans for Underground Storage Tank Systems (PLUS)

State Agency

Department of Natural Resources and Environmental Control, Division of Air and Waste Management, Tank Management Branch (TMB)

Authorization

Not applicable

Objectives

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

Types of Assistance

Financial assistance

Program Description

The PLUS grant provides low-interest three percent (3%) loans for projects related to UST systems. The loans must be paid back over a time period not to exceed ten years.

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

Application forms are available online at www.dnrec.state.de.us/dnrec2000/Divisions/AWM/UST.

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

Jill Williams Hall
DNREC Division of Air and Waste Management
Tank Management Branch
391 Lukens Drive
New Castle, DE 19720

Phone: 302-395-2500 / Fax: 302-395-2555 / E-mail: jill.hall@state.de.us

Transportation Enhancement Program

Agency

Delaware Department of Transportation

Authorization

1998's Transportation Efficiency Act (TEA-21) for the 21st Century.

Objectives

The Transportation Enhancement (TE) Program was developed to provide funding for projects that are related to surface transportation, enhance the travel experience, and increase the quality of life in American communities.

Types of Assistance

Projects are funded through a mix of federal and state funds. Local matching funds are required. When Delaware Transportation Trust Funds are used the project must serve a transportation purpose. The provision and administration of projects are handled by the Delaware Department of Transportation (DelDOT).

Program Description

The Transportation Enhancement Program provides federal highway funds for projects that strengthen the cultural, aesthetic, or environmental value of our transportation infrastructure. Transportation Enhancement funds are available only for special or additional activities not normally required on a transportation project. They cannot be used for routine or customary elements of construction and maintenance, or for required mitigation.

Project applications must meet several requirements in order to be considered eligible for funding. The project must be related to surface transportation, be dedicated to public use, and fit into one of the 12 categories listed below.

1. Pedestrian or bicycle facilities
2. Pedestrian and bicycle safety and education activities
3. Acquisition of scenic or historic easement sites
4. Scenic or historic highway programs, including tourist and welcome centers
5. Landscaping and other scenic beautification
6. Historic preservation
7. Rehabilitation and operation of historic transportation buildings, structures or facilities (including historic railroad facilities and canals)
8. Preservation of abandoned railway corridors (including conversion for use as bicycle or pedestrian trails)
9. Control and removal of outdoor advertising
10. Archaeological planning and research
11. Mitigation of highway runoff and provision of wildlife undercrossing
12. Establishment of transportation museums

Eligibility Requirements

All county and municipal governments, other state agencies, and private nonprofit organizations are eligible sponsors. All non-government agency applicants are required to secure an appropriate government agency as a co-sponsor. All federal TE projects must meet the following three criteria:

1. Have a relationship to surface transportation
2. Dedicated to public use

3. Fit into at least one of the 12 eligible categories listed on DelDOT's online TE page www.deldot.net/static/Community_programs_services/trans_enhance/index.htm.

How to Obtain Assistance

Potential project sponsors should contact or submit a letter of inquiry to the state TE program coordinator to discuss the possible project. DelDOT will arrange a meeting with all potential project sponsors on site to discuss project limits and constraints and to develop concepts and cost estimates.

Assistance Process

Project sponsors need to submit a letter of intent explaining the scope and location of the project. They may attach additional materials that will support their request. Proposals for TE projects will be accepted continually and evaluated as quickly as possible. DelDOT will give all applicants a written answer. Any proposed project using federal funds will be shared with the relevant Metropolitan Planning Organizations. DelDOT will determine whether a project will succeed best by having either DelDOT or the sponsor act as the administrator. All DelDOT-administered projects, both within and outside of DelDOT's right-of-way, will proceed in accordance with the required plan format and standards. Sponsor-administered projects will require the sponsoring agency to carry out these activities on their own behalf, with oversight and assistance from DelDOT. All sponsor-administered projects, both inside and outside of DelDOT's right-of-way, must follow the sponsor's plan format and standards and comply with all federal and state laws.

Contact Person

Jeff Niezgoda, Program Coordinator
Division of Planning, Statewide and Regional Planning
Delaware Department of Transportation
800 Bay Road, P.O. Box 778
Dover, DE 19903

Phone: 302-760-2178 / Fax: 302-739-2251 / E-mail: jeff.niezgoda@state.de.us

Community Transportation Fund

State Agency

Delaware Department of Transportation

Authorization

Authorized each year in the Bond and Capital Improvement Act

Objectives

This fund provides for maintenance and limited construction of transportation thruways, which include repairs to streets, curbs, walkways and/or sidewalks, bike paths, drainage, signage, landscaping, signals, transportation enhancement projects, and safety projects.

Types of Assistance

Funding is authorized through an agreement between the municipality, state agency or conservation district with DelDOT.

Program Description

The Community Transportation Fund was created to provide state legislators with an account of transportation funds that are to be used for repairing state-maintained streets and other transportation related projects. Each legislator receives transportation funds, which are held in an account by the Department of Transportation. When a state legislator designates a project, the Department of Transportation reviews the project request to ensure that the request meets the eligibility requirements. Funds are to be used for transportation-related projects or facilities dedicated to public use.

Eligibility Requirements

All municipalities, counties, state agencies, and conservation districts that have either municipal-maintained or state-maintained roads may apply.

How to Obtain Assistance

A municipality or local government that requests Community Transportation funding will first develop a statement or plan and must provide an estimate that fully explains both the project to be considered and the cost. The local government then contacts the local state legislator for approval of funding. The state legislator prioritizes the project and decides whether to submit the project to DelDOT for funding authorization. DelDOT will review the information and proceed with funding the estimate and prepare an agreement to transfer funding.

Assistance Process

State legislators maintain their Community Transportation accounts; therefore, an eligible recipient will need to contact their local state legislator to apply for funds. The state legislator, eligible recipient, and DelDOT work together to review the project to ensure conformity to the code. Once the project has been approved and fully funded, it is either placed in a DelDOT construction and maintenance program or the funds are granted to the local government via an agreement drawn between the entities for project completion. If DelDOT is to do the project, it is placed on a work schedule that is bid upon and completed by DelDOT contractors. The typical requests include paving and curbing, fixing drainage problems associated with runoff from state-maintained roads, signs that aid in transportation flow, and emergency-vehicle signal-control switches.

Contact Person

Jennifer Pinkerton
Delaware Department of Transportation
P.O. Box 778, 800 Bay Road
Dover, DE 19903

Phone: 302-760-2071 Fax: 302-739-5270 / E-mail: jennifer.pinkerton@state.de.us

Municipal Street Aid

State Agency

Delaware Department of Transportation

Authorization

The fund is derived from a portion of the Delaware Transportation Trust Fund within the Capitol Improvement Program.

Objectives

This program provides for the maintenance and of municipal streets.

Types of Assistance

Direct grants and in-kind service

Program Description

The Municipal Street Aid Program provides assistance to municipalities for the maintenance and reconstruction of streets within their jurisdictions. The amount of funding provided is based on a formula that includes the population and the amount and mileage of roads maintained by the jurisdiction. Forty percent (40%) is distributed in direct proportion that the population of each municipality bears in respect to the total population of all participating municipalities. The remaining sixty percent (60%) is distributed in direct proportion that the mileage of usable streets (not maintained by the state) in each municipality bears to the total mileage of said streets in all municipalities.

Eligibility Requirements

Municipalities are eligible for the funding. No distribution is made to any municipality that has existed for a period of less than one year. The Program Coordinator can provide information concerning a municipality's current funding level.

How to Obtain Assistance

The Municipal Street Aid Program provides funding to all eligible municipalities. The program coordinator contacts municipalities at the beginning of the funding cycle concerning the level of expected funding and the current program requirements.

Assistance Process

Any inquiries or questions can be directed to the Program Coordinator.

Available Guidelines

The Office of Auditor of Accounts has developed an easy-to-follow guide on administering Municipal Street Aid Funds (MSAF). This publication titled "Guidelines for Municipal Street Aid Funding" can be found on the State Auditor's web page (www.state.de.us/auditor).

Contact Person

Steven Smith, MSA Program Compliance Coordinator
Delaware Department of Transportation
P.O. Box 778
Dover, DE 19903

Phone: 302-760-2456 / Fax: 302-739-2251 / E-mail: steven.smith@state.de.us

Delaware Health Statistics Center Technical Assistance

State Agency

Department of Health and Social Services, Division of Public Health, Health Information & Science, Delaware Health Statistics Center

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

DHSC information is made available through the production 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/dhss/dph/hp/healthstats.html.

Contact Person

Denese Welch, Manager
Statistics and Research
Jesse Cooper Building
417 Federal Street
Dover, DE 19901

Phone: 302-744-4541 / Fax: 302-739-4784 / E-mail: denese.welch@state.de.us

Contracts with Public Library System

State Agency

Department of State, Division of Libraries

Authorization

Title 29, Delaware Code, Chapter 66, Sections 6601 to 6605

Objectives

The policy of the state, as part of its provision for public education, is to promote the establishment and development of public library service throughout the state and its political subdivisions.

Types of Assistance

Grants are provided for operating expenses based on local funding level, population of service area, and geographic size of service area.

Program Description

The Division of Libraries seeks to encourage the maintenance and development of proper standards, including personnel standards, hours of operation, library materials, collection standards, and interlibrary resource sharing, and provide for the development of statewide public library service, contracts with any public library that qualifies under standards established by the Division, to provide library services. 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. Therefore, for services received, the Division will not pay a greater amount than expended by the political subdivision receiving the assistance.

Eligibility Requirements

Public libraries and public library systems may be eligible for funding. Interested public libraries should contact the Division of Libraries for current eligibility requirements and funding possibilities.

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.

Contact Person

Despina Wilson, Management Systems Analyst
Department of State Division of Libraries
43 South DuPont Highway
Edgehill Shopping Center
Dover, DE 19903

Phone: 302-739-4748 x128/ Fax: 302-739-6787 / E-mail: despina.wilson@state.de.us

Delaware Public Library Construction Assistance Act

State Agency

Department of State, Division of Libraries

Authorization

Title 29, Delaware Code Chapter 66A, Sections 6601A to 6604A

Objectives

The policy of the state, as part of its provision for public education, is to promote the establishment and development of public library service throughout the state and its political subdivisions. The purpose of the Delaware Public Library Assistance Act is to provide funding for construction of libraries to implement this state library policy.

Types of Assistance

Matching capital grants

Program Description

The Delaware Public Library Construction Assistance Act provides funding for the capital formation for public libraries throughout the state and its political subdivisions. “Library construction” includes, but is not limited to, the acquisition, construction, reconstruction, alteration, remodeling, or enlargement of library buildings; the acquisition of apparatus or equipment or land required as sites for such buildings, including the land or rights in land needed to provide access to sites; and the grading or other improvements of such sites, land, or rights in land (including the construction of sidewalks authorized by law or any sewers or water mains needed to connect such buildings to any public-owned sewer system or water system). The following items are not considered to be included within the definition of “library construction”: supplies, furniture, and equipment not attached to the building, computers, and debt service on loans, maintenance items, and operating costs.

The program requires a non-state match for each capital proposal. Non-state share of the proposal includes money from sources other than state funds, the fair market value of land to be used for new “library construction” and the fair market value of an existing facility not currently used as a library. The state provides a forty percent (40%) match to the non-state share for the “library construction.”

Eligibility Requirements

Any public library, including privately incorporated public libraries, the Dover Public Library (established pursuant to Chapter 158 of Part 1 Volume 60 Laws of Delaware), and public library systems (established pursuant to Chapter 8 of Title 9 of the Delaware Code), may be eligible for state assistance in library construction costs. State funding of library construction may be requested in phases and could be authorized over more than one fiscal year.

How to Obtain Assistance

The initial step in the assistance process is to contact the Division of Libraries at the Department of State and inquire about the current funding cycle and current requirements for application format. The Division of Libraries provides the necessary information concerning which aspects of the capital library project will be covered by the Assistance Act and the proportion and type of non-state aid needed for approval of the capital project. Once the proposal is developed with the Division of Libraries, the proposal will be added to the capital budget request.

Assistance Process

The Department of State, upon receipt of a request for state assistance, shall refer each proposal to the Division of Libraries and the Delaware Council on Libraries for their comments. The Division of Libraries and the Delaware Council on Libraries shall provide the Department of State with their comments on each proposal within 30 days of receipt of the proposal. The Department of State shall forward all proposals and comments to the Delaware Economic Development Office. The Delaware Economic Development Office shall review all proposals for funding and include all proposals for funding as part of the annual capital budget. This review includes a determination of need of the project, scope of the project, total cost of the project, and the availability of non-state share of support.

Contact Person

John Phillos, Administrative Librarian
Department of State Division of Libraries
43 South DuPont Highway
Edgehill Shopping Center
Dover, DE 19903

Phone: 302-739-4748 x128 / Fax: 302-739-6787 / E-mail: john.phillos@state.de.us

Division of the Arts

State Agency

Department of State, 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.

Types of Assistance

DDOA provides grants and services to nonprofit arts organizations, artists, and community groups involved and interested in the arts.

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. Through a multi-faceted approach, grant initiatives bring new arts programs to communities throughout the state.

Eligibility Requirements

DDOA awards grants to individual artists, nonprofit organizations chartered in Delaware, government agencies, and schools in support of arts projects and programs.

How to Obtain Assistance

All of DDOA's grant information and applications are available on its website, www.artsdel.org. Periodically, the Division sponsors grant-writing workshops that are designed to aid organizations seeking grants from the DDOA. Applicants should check DDOA's website for information. Once the application has been received by DDOA, it is reviewed by DDOA's staff for completeness. The applications are reviewed by citizen-comprised grant-review panels, which make recommendations to the Delaware State Arts Council.

Assistance Process

The application process varies from program to program. Periodically, prospective applicants should check the DDOA website, www.artsdel.org, for application forms and deadlines.

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

Local Government Records Management Improvement Fund

State Agency

Department of State, Division of Historical and Cultural Affairs, Delaware State Archives

Authorization

Title 29, Delaware Code, Section 525(b)

Objectives

The objective of the Local Government Records Management Improvement Fund is to provide aid, advice, and assistance to all local governments of this state concerning the proper management and preservation of the public record in their custody or care.

Types of Assistance

The Fund supports administrative and other costs associated with the provision of consultative and technical services, including, but not limited to, educational programming, micrographics services, and ongoing storage and preservation of those local government records that have been transferred into the custody of the State Archives. The fund also supports a competitive-grants program to assist local governments in managing and preserving public records in their custody.

Program Description

Depending on the availability of funds to the Local Government Records Management Improvement Fund, the Local Records Commission, through the Local Government Records Management Program of the Delaware State Archives, periodically announces the availability of a competitive-grant award program to all local governments in Delaware. Grants are awarded for amounts up to \$2,500 to address specific local-government records-management and -preservation needs. The Fund also supports an ongoing program of consultative and technical assistance to Delaware local governments for all aspects of public-records management and preservation.

Eligibility Requirements

“Local Governments” as defined by Title 29, Delaware Code, Section 502(c) are eligible to Obtain Assistance for grants or request consultative and technical services as defined in Title 29, Delaware Code, Section 502(b).

How to Obtain Assistance

Contact the State Archivist and Records Administrator at the Delaware Public Archives for current application procedures.

Contact Person

Marylisa Carey, Information Resource Specialist II
Delaware Public Archives
121 Duke of York Street
Dover, DE 19901

Phone: 302-744-5045 / Fax: 302-739-2578 / E-mail: marylisa.carey@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:** Train curators and others with the responsibility for collections management on proper methods of maintaining museum collections records that meet professional standards.
- **Collection Conservation:** Advise on the care and handling of antiques and provide sources for conservator services.
- **Exhibits Techniques:** Instruct exhibitors in the basics of design, methods of display, safety, supplies, and equipment.
- **Historical Societies / Local Museums:** Advise local historical societies and local museums on exhibit methods, approaches, materials, and sources as well as museum administration, organization and operation.
- **State Portrait Collection:** Maintain the state's portrait collection currently on display in Legislative Hall, state office buildings, and select courthouses. Oversee moving and repairing the collection and provide general supervision and advice.
- **Museum Education / Historic Research:** Develop and present teacher in-service programs, classroom presentations, standards-based programs and activities in HCA museums, provide guidance on history interpretation as well as tours to museums and historic sites for children and adults. Advise teachers on sources for educational materials and provide training in methods of historic research.
- **Architectural Historians and Historians:** Provide information on historic properties located in the state and triage questions regarding historic home restoration.
- **Archaeologists:** Maintain the State's archaeological collections and information on known archaeological sites. Assist the general public and special interest groups in identifying, understanding, and protecting significant archaeological resources.

General information regarding HCA's programs and services may be found on HCA's website, www.history.delaware.gov.

Eligibility Requirements

The general public, state and local governments, nonprofit organizations, 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.

Assistance Process

Not applicable

Contact Person

Lynn Riley, Manager of Curatorial Services
Historical and Cultural Affairs
21 The Green
Dover, DE 19901

Phone: 302-739-5316 / Fax: 302-739-6712 / E-mail: lynn.riley@state.de.us

Grant Program for Certified Local Governments

State Agency

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

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

Annual grants funded by the federal government from the Historic Preservation Fund in accordance with the National Historic Preservation Act of 1966.

Program Description

The Grant Program for Certified Local Governments 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 program is administered in accordance with federal guidelines and the Delaware Comprehensive Historic Preservation Plan.

Grant recipients are required to provide matching funds at least equal to forty percent (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 March 30.

How to Obtain Assistance

Qualified applicants (those governments that have been granted CLG status) are contacted annually by State Historic Preservation Office.

Assistance Process

Applications are reviewed to determine if they meet program requirements. Funded projects may begin at any time between July 1 and September 1 and must be completed within one year.

Contact Person

Joan Larrivee, Deputy State Historic Preservation Officer
Delaware Division of Historical and Cultural Affairs
21 The Green
Dover, DE 19901-3611

Phone: 302-736-7400 / Fax: 302-739-5660 / E-mail: joan.larrivee@state.de.us

State Historic Preservation Office Technical Assistance

State Agency

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

Authorization

The National Historic Preservation Act of 1966, as amended, governs some aspects of the technical assistance activities administered by the State Historic Preservation Office (SHPO). The Unmarked Human Remains Act of 1987 governs the treatment and disposition of unmarked human remains discovered on public or private lands.

Objectives

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 broad range of historic properties that are present within the state; and provide for the appropriate study and respectful disposition of human remains.

Types of Assistance

Technical assistance

Program Description

Technical assistance is provided regarding the following SHPO-administered programs:

- **National Register of Historic Places**—SHPO assists in the process of listing eligible Delaware properties on the National Register of Historic Places, the nation's official list of cultural resources worthy of preservation. SHPO provides guidance on the types of properties that qualify for the National Register, prepares nominations, funds the preparation of nominations through grants, and reviews nominations prepared by others.
- **Protection of Historic Properties**
Planning for Federal and State Projects—Under Section 106 of the National Historic Preservation Act, as amended, SHPO participates in federal project planning in order to advocate for the protection of Delaware properties that may be affected by federal, federally assisted, or federally licensed projects. SHPO assists federal agencies and/or project applicants in determining which properties within a project area are listed, or are eligible to be listed, on the National Register, provides consultation services regarding appropriate mitigation measures, and maintains a list of consultants qualified to assist federal agencies in carrying out their responsibilities under Section 106.

Tax Incentives for Rehabilitation of Historic Properties—SHPO administers the State of Delaware's Historic Preservation Tax Credit Program. This program provides state-tax credits for the rehabilitation of Delaware properties that are listed individually on the National Register for Historic Places, or are contributing buildings located within historic districts that are listed on the National Register. 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. Similar federal tax incentives are available for income-producing properties only.

- **Preservation Planning**—SHPO is actively involved in statewide preservation-planning efforts, consulting with all sectors of the Delaware public to help establish goals, set priorities, and recommend actions encouraging the protection of historic properties. The resulting Delaware Comprehensive Historic Preservation Plan guides preservation activities for a five-year period, after which a new plan is developed. SHPO also assists local governments by reviewing and commenting on the preservation components of their comprehensive plans.
- **Protection of 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 which 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 and Public Outreach**
Local Government Program—SHPO works with local governments that wish to improve their historic preservation programs. As part of this effort, 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.

Outreach for the General Public—SHPO and local government preservation planners provide 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 staff members provide 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.

Research Room—Open to the public, the Research Room contains information on Delaware properties that are more than 50 years old.

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.

Assistance Process

Not applicable

Contact Person

Division of Historical and Cultural Affairs
State Historic Preservation Office
21 The Green
Dover, DE 19901

Phone: 302-736-7400 / Fax: 302-739-5660

Joan Larrivee	Section 106 Project Review, State and Federal Tax Credit Program, Grants Manager
Robin Bodo	National Register, Certified Local Government Program, Architectural Surveys
Alice Guerrant	Planning, Data Management, Research Room
Gwen Davis	Transportation Project Review
Faye Stocum	Unmarked Human Remains
Craig Lukezic	Section 106 Project Review and Archaeological Surveys

State Homeland Security Grant Program (SHSGP)

State Agency

Delaware Emergency Management Agency

Authorization

Department of Homeland Security (DHS) Appropriations Act of 2005

Objectives

The Homeland Security Grant Program (HSGP) integrates the State Homeland Security Program (SHSP), Law Enforcement Terrorism Prevention Program (LETPP), Emergency Management Performance Grants (EMPG), Urban Areas Security Initiative (UASI), Metropolitan Medical Response program (MMRS), and Citizen Corps Program (CCP) into a single application for funding. Funding from this combined program will significantly enhance the ability of state and local agencies to prevent, deter, respond to, and recover from threats and incidents of terrorism. The State Homeland Security Grant Program (SHSGP) is a pass-through by the state of the federal HSGP.

Types of Assistance

Grant funding

Program Description

The State of Delaware has received HSGP grant funding under four of the six funding allocation categories:

1. **SHSP** provides financial assistance to prevent, respond to, and recover from acts of terrorism. SHSP supports the implementation of the State Homeland Security Strategy to address the identified planning, equipment, training, and exercise needs of eligible jurisdictions.
2. **LETPP** provides law-enforcement communities with funds to support the following prevention activities: information-sharing to preempt terrorist attacks, target-hardening to reduce vulnerability of selected high-value targets, recognition and mapping of potential or developing threats, counterterrorism and security planning, interoperable communications, and interdiction of terrorists before they can execute a threat. These funds may be used for planning, organization, training, exercises, and equipment.
3. **CCP** funds are designated to actively involve all citizens in hometown security through preparedness, training, and volunteer service. CCP funds will be used to support Citizen Corps Councils with efforts to engage citizens in preventing, preparing for, and responding to all hazards, including planning and evaluation, public education, and communication.
4. **EMPG** funds will be used to support comprehensive emergency management at the state and local levels to encourage the improvement of mitigation, preparedness, response, and recovery capabilities for all hazards. Funds may also be used to support activities that contribute to the capability to manage consequences of acts of terrorism.

Eligibility Requirements

The governor has designated the Delaware Emergency Management Agency (DEMA) as the State of Delaware's State Administrative Agency (SAA). Delaware's SAA is the only agency eligible to apply for the federal HSGP funding and is responsible for obligating SHSGP funds to local units of government and other designated recipients. Each state is required to obligate not less than eighty percent (80%) of the total grant award to local government units within 60 days of their award of grant funding.

How to Obtain Assistance

Local government representatives should contact SHSGP Program Manager Joseph Wessels for more information.

Assistance Process

The SHSGP funds are allocated in response to projects within emergency-response disciplines that fulfill state goals and objectives. The allocation of SHSP funding is coordinated through a Working Group comprising representatives from the ten emergency-response disciplines. During the designated application period, local governments may submit requests for funding among the ten emergency response disciplines and priorities identified by the Working Group.

Contact Person

Joe Wessels, SHSGP Program Manager
DEMA
165 Brick Store Landing Rd.
Smyrna, DE 19977

Phone: 302-659-2248 / E-mail: joseph.wessels@state.de.us

Delaware Main Street Program

State Agency

Delaware Economic Development Office

Authorization

Not applicable

Objectives

The program is intended to help communities start up, organize, and sustain an effective downtown-revitalization strategy, based on the National Main Street Center's four-point approach to revitalization. The Main Street approach is a program of economic development designed to help communities retain and expand existing businesses and attract new local businesses while improving the appearance, function, and image of the downtown. Preservation of historic resources is used a tool for the program.

Types of Assistance

The Delaware Economic Development Office (DEDO) coordinates the development of the Delaware Main Street Program. In previous years the state has funded contracts for training with the National Main Street Center and with qualified local consultants. The Delaware Main Street program also works with non-profit partners and other agencies statewide to accomplish common goals.

Program Description

In a collaborative venture, DEDO and the National Main Street Center have developed a program to provide Delaware's historic communities with technical assistance and training in downtown revitalization techniques based on historic preservation.

DEDO coordinates the program at the state level and contracts directly with the National Main Street Center and qualified local consultants to provide services to selected Delaware communities. Services include technical assistance and training in topics such as planning and work-plan development, fundraising, historic preservation, organizational development, downtown design, business retention and recruitment, and creating promotions to benefit retailers and to enhance downtown image. Delaware's Main Street Program:

1. Coordinates the selection process according to the criteria established by the National Trust's National Main Street Center.
2. Coordinates technical and training visits to local communities with the National Trust Main Street Center and qualified local consultants.
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 activities and accomplishments for participating Delaware Main Street Communities.
6. Promotes progress of participating Main Street Communities through a variety of media.

The National Trust Main Street Center, in collaboration with the Delaware Main Street Program, provides assistance to rebuild and strengthen the historic sections of the community. Together, they provide technical assistance to participants in the program to educate communities on the process of developing master plans for historic preservation; work with participants to develop plans for community participation, financing the project, site plans, business-development strategies, and a Main Street marketing program; and provide technical aid to the municipality for selecting and hiring

a Main Street Program Manager of the town. The paid Program Manager, in collaboration with the program board of directors, oversees the marketing strategy, develops fundraising operations, and implements the strategy for revitalizing the Main Street area.

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. The downtown district must have historic buildings and resources.

How to Obtain Assistance

Delaware currently has five certified Main Street programs. Future applications will be accepted based upon the availability of funding, the level of interest of municipalities in the state, and the towns' readiness to launch a successful local Main Street initiative. DEDO coordinates the statewide operations of the Main Street Program. The state has provided limited funding to contract with the National Trust for Historic Preservation and qualified local consultants to provide the technical assistance to the communities selected by DEDO.

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.

The Development Office will consider the following criteria when making a selection of a community to participate in the Main Street Program:

1. Potential to build broad-based public and private community support and cooperative attitudes
2. Potential to build broad-based, sustainable funding for an ongoing program
3. Historic buildings in a downtown commercial district or neighborhood (in the case of an urban area) and a commitment to the preservation of historic resources (buildings, etc.)
4. Market potential
5. Commitment and determination from both public and private sectors
6. Ability to fund a full-time manager (part-time if population is less than 5,000)

Contact Person

Diane Laird, State Coordinator
Delaware Main Street Program
Delaware Economic Development Office
99 Kings Highway
Dover, DE 19901

Phone: 302-739-4271 / Fax: 302-739-5749 / 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 be responsible for attracting new investors and businesses to the state, promoting the expansion of existing industry, assisting small and minority-owned businesses, promoting and developing tourism, and creating new and improved employment opportunities for all citizens in Delaware.

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. More than 40 states and cities around the globe have embraced this approach successfully. 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 – DEDO provides invaluable services to future and current Delaware companies through its Centers of Excellence which includes capital resources, infrastructure and intergovernmental relations, small business and entrepreneurial support, industry research and analysis, and workforce development.

- **Capital Resources** – DEDO has a dedicated team to focus on providing financial assistance, advice and review of viability through its capital resources division, which offers assistance in the full range of available financial tools, from micro-loans to IPO's.
- **Infrastructure and Intergovernmental Relations** – The Infrastructure and Intergovernmental Relations unit works with cities and counties to provide real estate leads and assists with economic development planning and land-use issues. This division works with businesses in all three counties as well as companies seeking to relocate to Delaware to ensure utilities are in place.
- **Small Business and Entrepreneurial Support** – Small businesses are the backbone of Delaware's economy, representing ninety-eight percent (98%) of all companies that do business in Delaware. Small businesses are also a major employer in the state, accounting for two-thirds of all jobs in Delaware. The 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** – The Industry Research and Analysis unit supplies critical information to DEDO, including statistical data on the state’s economy and business climate. This unit also provides Delaware businesses and constituents with data reflecting industry trends, opportunities, and state comparisons on costs of living and tax climates.
- **Workforce Development** – The Workforce Development unit coordinates resources to provide an appropriately skilled workforce that meets the needs of business and industry. This division assists employers with recruitment, develops and underwrites training programs, and provides information regarding the labor market, community resources, and wages.

Marketing and Communications – The Marketing and Communications unit supports the efforts of the Cluster Market Leaders and Centers of Excellence through a targeted, integrated marketing plan. This unit promotes Delaware, targeting the five market clusters with a particular emphasis on tourism, responds to media inquiries, coordinates publication and website production, places advertising buys, and spearheads the Delaware Film Office.

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.

Assistance Process

A local government can receive assistance from the Development Office in the form of information and technical assistance. DEDO can provide 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

Dr. M. Ishaq Saleem, Director of Industry Research and Analysis
Delaware Economic Development Office
99 Kings Highway
Dover, DE 19901

Phone: 302-739-4271 / Fax: 302-739-5749 / E-mail: m.ishaq.saleem@state.de.us

Tourism Matching and Direct Grants

State Agency

Delaware Economic Development Office, Tourism Office

Authorization

Not applicable

Objectives

The purpose of the grant program is to attract overnight and new visitors to the State of Delaware.

Types of Assistance

It is expected that there will be Direct Grants awarded in the range of \$1,000 up to \$5,000 each. The total amount of funds to be distributed will not exceed \$40,000.

It is expected that there will be Matching Grants awarded in the range of \$5,000 up to \$50,000 each. Four or more properties working together through partnership will be able to receive a match of 2 to 1 instead of 1 to 1. Matching funds are required from applying organizations. Tourism entities will have a minimum match requirement of \$5,000, with increases available up to an expected \$50,000. No organization shall receive more than a total of \$50,000. The organization's matching fund commitment is part of the application. The organization's matching fund commitment must be met for full payment of the grant. No other state grant funds may be used for the organization's match. The total amount of funds to be distributed will not exceed \$160,000.

Program Description

Organizations must demonstrate that their vision attracts and increases overnight visitation to Delaware. The proposal must support one or more of the goals of the Delaware tourism industry's Three-Year Strategic Plan (the strategic plan is available upon request from the Delaware Tourism Office) and Delaware Tourism Office's Marketing Plan. Awards will be based on the organization's ability to communicate a vision that the panel believes is possible and has the potential to increase tourism. The program must be geared toward attracting new out-of-state visitors and overnight business.

Direct Grants – To be eligible, organizations must have a marketing plan with a clear vision as to how to attract out-of-state visitors for overnight trips. Grants are to be used for marketing Delaware tourism organizations, products, programs, or areas. It is expected that the funds will be used to actively market the petitioning tourism organization or partnership of organizations to attract new overnight visitors to the state of Delaware. There are two categories of Direct Grants from which to apply: (1) Collateral creation and (2) Photography and videography. The same organization may apply for more than one Direct Grant program.

Matching Grants – Only nonprofit tourism entities are able to submit matching-fund proposals; however, for-profit tourism businesses are allowed to participate in partnership programs submitted by nonprofits. All packaging programs must include at least one accommodation property in order to promote overnight business to Delaware. All projects should tie into the Delaware Tourism Office's Marketing Plan and the Three-Year Strategic Plan (the strategic plan is available upon request from the Delaware Tourism Office) for the tourism industry. There are three categories of Matching Funds from which to apply: (1) Advertising, (2) Package creation and partnerships, and (3) Collateral creation. The same organization may apply for more than one Matching Grant. Since the

purpose is to attract visitors to Delaware and to bring in overnight business, advertising applicants must present a plan to advertise out of state.

Eligibility Requirements

To be eligible, organizations must have a marketing plan with a clear vision as to how to attract out-of-state visitors for overnight business. Grants are to be used for marketing Delaware tourism organizations, products, programs or areas. The proposal must also support one or more of the goals of the Delaware tourism industry's Three-Year Strategic Plan and Delaware Tourism Office's Marketing Plan as follows:

- Nonprofit tourism-related businesses and organizations are eligible.
- Submitting organizations must submit proof of nonprofit status.
- Only in-state tourism entities may apply.
- The organization's main product or program must be intended to attract new out-of-state visitors and overnight business to Delaware.
- For-profit tourism businesses may be part of programs submitted for Matching Funds; however, they must be partnered with and submitted by a nonprofit tourism organization.
- Partnerships among four or more tourism entities are encouraged. Partnerships may receive a 2-to-1 dollar match instead of a 1-to-1 dollar match.

How to Apply

- All completed applications must be received by 4:00 p.m., on the due date (date to be announced) at the Delaware Tourism Office - 99 Kings Highway, Dover, DE 19901. Applications will not be accepted after the deadline or at any other location. Applications may not be submitted electronically, via fax, or email.
- Submit four complete copies of each application (three-hole punch application, but do not bind).
- Organization's marketing budget must be submitted.
- More than one application may be submitted per organization.
- It is the responsibility of the applicant to ensure that the application is complete and received prior to deadline. Incomplete applications will not be considered.

Application Process

All complete applications received by the due date will be forwarded to the awards panel for rating. The award panel will be composed of the following: Delaware Tourism Office, Governor's Tourism Advisory Board and the House Tourism Committee. The applications receiving the highest average rating will be scheduled to meet with a panel. Completed applications are due in January, and finalists are announced in February. The awards are announced by March.

Contact Person

JoAnn Walston, Marketing Coordinator
Delaware Economic Development Office
99 Kings Highway
Dover, DE 19901

Phone: 302-672-6841 / Fax: 302-739-2028 / E-mail: joann.walston@state.de.us

Brownfields Assistance Matching Grant Program

State Agency

Delaware Economic Development Office

Authorization

Hazardous Substance Cleanup Act

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 reimbursable grant

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 fifty percent (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

Shannon Marchman
Delaware Economic Development Office
820 North French Street, 10th Floor
Wilmington, DE 198801

Phone: 302-577-8472 / E-mail: shannon.marchman@state.de.us

Brownfields Tax Credit Program

State Agency

Delaware Economic Development Office

Authorization

Brownfields development bill

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 Shannon Marchman.

Assistance Process

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

Contact Person

Shannon Marchman
Delaware Economic Development Office
820 N. French St, 10th Floor
Wilmington, DE 19801

Phone: 302-577-8472 / E-mail: shannon.marchman@state.de.us

Emergency Shelter Grants Program

State Agency

Delaware State Housing Authority, 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

Grants are provided by the Emergency Shelter Grants (ESG) Program funded through the U.S. Department of Housing & Urban Development.

Program Description

The Delaware 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.

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 their website (www.destatehousing.com).

Assistance Process

Interested groups will need to contact the Delaware State Housing Authority (DSHA) Planning and Community Development Office for information on the current year Assistance Process or access their website (www.destatehousing.com).

Contact Person

Paula Voshell
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: paula@destatehousing.com

Community Development Block Grant Program (Kent & Sussex Counties)

State Agency

Delaware State Housing Authority

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 the development of communities through improvements in housing and public infrastructure. The CDBG Program is a federally funded program that is managed by the state.

Types of Assistance

Grants are provided by the CDBG Program.

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 (website: destatehousing.com) to receive information on the current Assistance Process and regulations involving the CDBG Program.

Contact Person

Kimberly Brockenbrough
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: kimb@destatehousing.com

Office of State Planning Coordination Technical Assistance

State Agency

Office of State Planning Coordination, Office of Management and Budget

Authorization

Title 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 and the Livable Delaware Advisory Council. 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.

Program Description

OSPC offers technical assistance to local governments to assist in the implementation of the goals and guidelines set forth in the Governor's Livable Delaware Program. The issues addressed by the OSPC include:

1. Municipal-development strategies
2. Comprehensive planning
3. Zoning Ordinance and Subdivision Ordinance review
4. Farmland preservation
5. Historical and cultural preservation
6. Demographics and service needs of the population
7. Coordination of state planning activities
8. Coordination of the Preliminary Land Use Services (PLUS) comment process
9. GIS and mapping

Eligibility Requirements

All municipalities, counties, and state agencies are eligible for technical assistance from OSPC.

How to Obtain Assistance

Interested organizations or individuals should contact Dorothy L. Morris for availability of services.

Assistance Process

Not applicable

Contact Person

Dorothy L. Morris
Office of State Planning Coordination
122 William Penn Street, Third Floor
Dover, DE 19901

Phone: 302-739-3090 / Fax: 302-739-6958 / E-mail: dorothy.morris@state.de.us

Office of State Planning Livable Delaware Grant Funding

State Agency

Office of State Planning Coordination, Office of Management and Budget

Authorization

Not applicable

Objectives

The Livable Delaware Grant Funding is dedicated to helping local governments come into compliance with requirements set forth under Title 29, Delaware Code, Chapters 91 & 92.

Types of Assistance

The Livable Delaware Grant provides matching grants of up to \$10,000 to municipal and county governments.

Program Description

Administered by the Office of State Planning Coordination (OSPC), the Livable Delaware Grant provides a fifty percent (50%) matching grant of up to \$10,000 to be used by county and local governments for:

1. The development of comprehensive municipal and county plans including annexation plans
2. Zoning and land-use ordinances
3. Mapping and GIS data updates

Eligibility Requirements

Local governments working to comply with Title 29, Delaware Code, Chapter 91 & 92

How to Obtain Assistance

Municipalities and counties should contact Dorothy Morris with OPSC for current information concerning the status of the grant program.

Assistance Process

The application process and grant criteria for the Livable Delaware Fund require that a municipality submit an application to OSPC.

Contact Person

Dorothy L. Morris
Office of State Planning Coordination
122 William Penn Street, Third Floor
Dover, DE 19901

Phone: 302-739-3090 / Fax: 302-739-6958 / E-mail: dorothy.morris@state.de.us

Infrastructure Planning Fund

State Agency

Cabinet Committee on State Planning Issues, staffed by the State Planning Coordinator and the Department of Natural Resources and Environmental Control, Division of Water Resources

Authorization

Title 29, Delaware Code, Chapter 6210A (g)

Objectives

The Infrastructure Planning Fund shall be dedicated to the development of comprehensive municipal and county plans. Such plans shall include municipalities' and counties' needs for water and wastewater facilities. Preference will be given to applicants that intend to develop comprehensive plans for municipalities and coordinate such plans with their respective county's plan and state development policies.

Types of Assistance

The Infrastructure Planning Fund provides matching planning grants to municipal and county governments.

Program Description

Administered by the Department of Natural Resources and Environmental Control (DNREC), the Infrastructure Planning Fund is a fifty percent (50%) matching planning grant program enacted by the 138th Delaware General Assembly and signed into law in July 1995. Grants awarded from the Infrastructure Planning Fund are to be used for development of comprehensive municipal and county plans that include the need for water and wastewater facilities. Grants are to be issued pursuant to guidelines and procedures developed by the Cabinet Committee on State Planning Issues. The guidelines and procedures shall give preference to applicants that intend to develop comprehensive municipal plans.

Eligibility Requirements

Municipalities and county governments are eligible for grants from the Infrastructure Planning Fund.

How to Obtain Assistance

Municipalities and counties should contact the Cabinet Committee on State Planning Issues through the Office of State Planning Coordination (OSPC) for current information concerning the status of the grant program.

Assistance Process

The application process and grant criteria for the Infrastructure Planning Fund requires that a municipality submit an application to the Cabinet Committee c/o OPSC.

Contact Person

Greg Pope
Financial Assistance Branch
DNREC, Division of Water Resources
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 Infrastructure Planning Account of the Twenty-First Century Fund

State Agency

Department of Natural Resources and Environmental Control, Division of Water Resources, Financial Assistance Branch

Authorization

Title 29, Delaware Code, Chapter 6102A(g)(2)

Objectives

The objective of the Infrastructure Planning Account is to provide financial assistance for the development of comprehensive municipal and county wastewater-facility plans.

Types of Assistance

Matching grants

Program Description

The Infrastructure Planning Account is authorized in Title 29, Delaware Code, Chapter 61, Section 6102A(g)(2). The Infrastructure Planning Account provides 50-50 matching grants to municipalities and counties for the development of comprehensive municipal and county wastewater-facility plans.

A municipality or county may apply for matching grants as follows:

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

1. Complete a grant application.
2. Attend a hearing before the Wastewater Facilities Council.
3. Sign the grant agreement.

Contact Person

Greg Pope
Financial Assistance Branch
DNREC, Division of Water Resources
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, Division of Water Resources, Financial Assistance Branch

Authorization

Title 29, Delaware Code, Chapter 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), Division of Water Resources, Financial Assistance Branch.

Assistance Process

1. Submit a Notice of Intent (NOI) by January 30th of each year. This is required for placement on the Project Priority List.
2. Complete a loan and/or grant application.
3. Attend a hearing before the Wastewater Facilities Council.
4. Sign the grant agreement.

Contact Person

Greg Pope
Financial Assistance Branch
DNREC, Division of Water Resources
5 East Reed Street, Suite 200
Dover, DE 19901

Phone: 302-739-9941 / Fax: 302-739-2137 / E-mail: greg.pope@state.de.us

Drinking Water State Revolving Fund of the Twenty-First Century Fund

State Agency

Department of Health & Social Services, Division of Public Health

Authorization

Title 29, Delaware Code, Chapter 79, Section 7903a and Title 29, Delaware Code, Chapter 61, Section 6102a

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 Management Account (DWMA) 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-owned and state-owned systems are not eligible.

How to Obtain Assistance

The Office of Drinking Water annually solicits infrastructure projects for upcoming federal grants. Pre-application forms are mailed to all eligible public water systems in the state. Contact the Office of Drinking Water for more information.

Assistance Process

The Office of Drinking Water 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 Office of Drinking Water 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 Office of Drinking Water will take the project to the Cabinet Committee on State Planning Issues for final approval. Loan closing for the project should occur within 150 days of approval from the Cabinet Committee.

Contact Person

Edward Hallock, Program Administrator
Office of Drinking Water
Blue Hen Corporate Center Suite 203
655 Bay Road
Dover, DE 19901

Phone: 302-741-8630 / Fax: 302-741-8631 / E-mail: edward.hallock@state.de.us

Resource Conservation and Development Projects Twenty-First Century Fund for Drainage Improvements

State Agency

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

Authorization

Title 29, Chapter 62 of the Delaware Code. The appropriation of the RC&D 21st Century Funds is subject to approval each fiscal year by the Delaware Legislature.

Objectives

The Resource Conservation and Development Fund 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 funds

Program Description

Administered by the Department of Natural Resources and Environmental Control (DNREC), the Resource Conservation and Development Fund is a matching capital-grant program enacted by the 138th Delaware General Assembly and signed into law by then Governor Thomas R. Carper in July 1995. Grants awarded from the Resource Conservation and Development Fund are to be used for the resource and conservation development programs designed to improve the health of communities. The funds for RC&D 21st Century Funds are appropriated through a Bond and Capital Improvement Act by the Delaware Legislature each fiscal year.

The Resource Conservation and Development Fund grants are awarded by the Joint Legislative Committee on Capital Improvement Programs. A recommended list of projects is developed and forwarded to the committee in alphabetical order by county.

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 & 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 for potential funding.

Contact Person

Robert Enright
DNREC, Division of Soil and Water Conservation
89 Kings Highway
Dover, DE 19903

Phone: 302-739-9921 in Dover and Kent County / 302-855-1930 in Georgetown and Sussex County /
Fax: 302-739-6724 / E-mail: robert.enright@state.de.us

New Castle County Community Development Block Grant (CDBG) Program

Agency

New Castle County, Community Services Department, Community Department and Housing Division

Authorization

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

Objectives

The Community Development and Housing (CD&H) Division has the responsibility of managing and administering federal housing and community development programs for low- and moderate-income residents of new Castle County.

Types of Assistance

Financial assistance is provided to nonprofit organizations and municipalities through the federal CDBG program.

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) that are consistent with the County's housing and community development priorities for programs that benefit low- and moderate-income residents. The CDBG program in New Castle County has focused on public facilities and improvements in low- and moderate-income 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 low- to moderate-income New Castle County residents.

How to Obtain Assistance

Nonprofit organizations or municipalities in New Castle County interested in obtaining CDBG funding assistance should contact CD&H.

Assistance Process

Nonprofit organizations or municipalities in New Castle County may contact Charlotte Gilbert, Community Services Administrator, at 302-395-5618 to obtain an application for funding assistance.

Contact Person

Anne Farley, General Manager
Department of Community Services
New Castle County
87 Reads Way
New Castle, DE 19720

Phone: 302-395-5600 / Fax: 302-395-5592 / E-mail: afarley@nccde.org

Federal Brownfields Economic Redevelopment Initiative (BERI)

Federal Agency

U.S. Environmental Protection Agency (EPA)

Authorization

Amendment to CERCLA

Objectives

The purpose of this program is to expand the EPA's current brownfields program by authorizing funding for assessment and cleanup of brownfields properties, and revolving-loan fund grants.

Types of Assistance

EPA offers a variety of grant and loan programs to help communities assess and remediate brownfields and prepare them for redevelopment. Brownfields Assessment grants are available for pre-cleanup activities, such as inventorying brownfield sites, site investigation and environmental assessment, planning for remediation and redevelopment, and health monitoring, long-term site care, and environmental insurance. EPA provides up to \$1 million to communities to establish revolving loan funds for cleanups at brownfields. Private and public developers can apply for low- or no-interest loans for clean-up activities. A portion of the loan funds can also be used to provide grants, which don't require repayment, to pay for cleanup on publicly owned or nonprofit-owned properties. Applicants must contribute 20 percent (20%) matching funds. EPA provides grants of up to \$200,000 to pay for site-specific cleanup on publicly owned or nonprofit-owned properties. Applicants must contribute 20 percent (20%) matching funds. EPA also provides up to \$200,000 for environmental job training of residents in brownfield communities. Public and private training institutions, such as colleges, community or nonprofit job training centers, and state and local governments located within or near brownfields are eligible to apply.

Program Description

The initiative authorizes up to \$200 million per year for brownfields assessment and cleanup. Grants of up to \$200,000 per site are available to eligible entities to inventory, characterize, assess, and conduct planning at brownfield sites. Grants of up to \$1 million are available to capitalize revolving-loan funds to clean up brownfields and establish a program to provide training, research, and technical assistance to facilitate brownfields assessment and cleanup.

Eligibility Requirements

Eligible entities include states, tribes, local governments, land-clearance authorities, regional councils, redevelopment agencies, and other quasi-governmental entities created by states or local governments.

How to Obtain Assistance

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

Assistance Process

Brownfields Grants are awarded on a competitive basis. Evaluation panels consisting of EPA staff and other federal agency representatives assess how well the proposals meet the threshold and ranking criteria outlined in the proposal guidelines for Brownfields Assessment, Revolving Loan Fund, and Cleanup Grants. Final selections are made by EPA senior management after considering the ranking of proposals by the evaluation panels. Responses to threshold criteria are evaluated on a

pass/fail basis. If the proposal does not meet the threshold criteria, the proposal will not be evaluated. Please note that in some circumstances, EPA may seek additional information.

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

Resource Conservation and Recovery Act (RCRA) Brownfield Pilots

Federal Agency

U.S. Environmental Protection Agency (EPA)

Authorization

Resource Conservation and Recovery Act (RCRA)

Objectives

The pilot initiative is designed to test innovative approaches which prevent future contamination and encourage reuse of facilities regulated by the RCRA program.

Types of Assistance

Technical assistance and staff resources

Program Description

The Resource Conservation and Recovery Act (RCRA) gives EPA the authority to control hazardous waste from the generation, transportation, treatment, storage, and disposal of hazardous waste. RCRA also set forth a framework for the management of non-hazardous wastes. The 1986 amendments to RCRA enabled EPA to address environmental problems that could result from underground tanks storing petroleum and other hazardous substances. The RCRA brownfield pilot program includes nine pilot sites and has been used to pilot various approaches to streamlining cleanup and facilitating reuse. No new sites are being chosen for this program.

Eligibility Requirements

RCRA regulates cleanup at sites that have treated or disposed of hazardous waste since 1980.

How to Obtain Assistance

No new pilot sites are being designated. Visit www.epa.gov/rcrabrownfields for information on the nine pilot sites.

Assistance Process

No applications are being taken at this time.

Contact Person

Sara Rasmussen
Office of Solid Waste
U.S. EPA

Phone: 703-308-8399 / E-mail: rasmussen.sara@epa.gov

Brownfields Economic Development Initiative (BEDI)

Federal Agency

U.S. Department of Housing and Urban Development (HUD)

Authorization

Section 108(q) of the Housing and Community Development Act of 1974

Objectives:

The Brownfields Economic Development Initiative (BEDI) is a key competitive-grant program that HUD administers to stimulate and promote economic and community development. BEDI is designed to assist cities with the redevelopment of abandoned, idled, and underused industrial and commercial facilities where expansion and redevelopment is burdened by *real or potential* environmental contamination.

Types of Assistance

BEDI grant funds are primarily targeted for use with a particular emphasis upon the redevelopment of brownfields sites in economic development projects and the increase of economic opportunities for low-and moderate-income persons as part of the creation or retention of businesses, jobs, and increases in the local tax base.

BEDI funds are used as the stimulus for local governments and private-sector parties to commence redevelopment or continue phased redevelopment efforts on brownfields sites where either potential or actual environmental conditions are known and redevelopment plans exist.

Program Description

BEDI projects must increase economic opportunity for low- and moderate-income people or stimulate and retain businesses and jobs leading to economic revitalization. HUD emphasizes the use of BEDI and Section 108 Loan Guarantee funds to finance projects and activities that will provide near-term results and demonstrable economic benefits. HUD does not encourage applications whose scope is limited only to site acquisition and/or remediation (i.e., land banking), where there is no immediately planned redevelopment. BEDI funds are used to enhance the security or to improve the viability of a project financed with a new Section 108–guaranteed loan commitment.

Eligibility Requirements

Eligible entities include cities, towns, townships, and counties. This program is not for applicants focusing on site acquisition and/or remediation where there is no planned redevelopment. BEDI funds must be used in conjunction with a Section 108–guaranteed loan. BEDI funds are used to enhance the financial security of the Section 108–guaranteed loan or to improve the viability of a project financed with a new section 108–guaranteed loan commitment. Community Development Block Grant (CDBG) communities are entitled to receive loan guarantees. There is a cap of \$1 million per BEDI award. Section 108 funds are available to eligible applicants throughout the year on a noncompetitive basis.

CDBG entitlement communities and non-entitlement communities are eligible to receive loan guarantees. A request for a new Section 108–loan-guarantee authority must accompany each BEDI application. BEDI and Section 108 funds must be used in conjunction with the same economic development project.

How to Obtain Assistance

Interested parties should visit www.hud.gov. Electronic applications are available at www.grants.gov. BEDI is a competitive program that is announced by HUD in its annual SuperNOFA. Availability of BEDI funding is contingent upon annual appropriations. Section 108 is the loan-guarantee provision of the Community Development Block Grant (CDBG) program. The BEDI funds minimize the potential loss of future CDBG allocations. Both Section 108—loan proceeds and BEDI grant funds are initially made available by HUD to public entities approved for assistance. Such public entities may re-loan the Section 108—loan proceeds and provide BEDI funds to a business or other entity to carry out an approved economic development project, or the public entity may carry out the eligible project itself.

Assistance Process

The application deadline is usually 90–120 days after the notice of funding availability is published. After applications are submitted, a panel is convened to review and rank applicants. Approved applicants are informed of decisions around the end of September.

Contact Person

Robert Duncan
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U.S. Department of Housing and Urban Development
451 7th Street, S.W.
Washington, DC 20410

Phone: 202-708-3587 / E-mail: robert_duncan@hud.gov

Public Works Program

Federal Agency

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

Authorization

The Public Works and Economic Development Act of 1965

Objectives

The purpose of this program is to empower distressed communities to revitalize, expand, and upgrade their physical infrastructure to attract new industry, encourage businesses expansion, diversify local economies, and generate or retain long-term, private-sector jobs and investment.

Types of Assistance

Financial assistance

Program Description

The EDA offers grant assistance for the construction or expansion of 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, 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 or www.doc.gov/eda for application information.

Contact Person

Daniel Gillen, P.E., EDA Representative
U.S. Economic Development Administration
The Curtis Center, Suite 140 South
601 Walnut Street
Philadelphia, PA 19106

Phone: 215-597-8760 / Fax: 215-597-2908 / E-mail: dgillen@eda.doc.gov

National Technical Assistance (NTA), Training, Research and Evaluation

Federal Agency

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

Authorization

The authority for the NTA Program is the Public Works and Economic Development Act of 1965, as amended (Pub. L. 89-136, 42 U.S.C. 3121 et seq.), and as further amended by the Economic Development Administration Reform Act of 1998 (Pub. L. 105-393) (PWEDA).

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. Through the NTA Program, EDA will work towards fulfilling its mission by funding research and technical assistance projects to promote competitiveness and innovation in urban and rural regions throughout the United States and its territories. By working in conjunction with its research partners, EDA will help states, local governments, and community-based organizations to achieve their highest economic potential.

Types of Assistance

Financial assistance

Program Description

Grants support feasibility studies on potential economic development projects, such as industrial parks and business incubators.

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

Paper applications may be downloaded from the EDA website (www.eda.gov or www.doc.gov/eda).

Assistance Process

To apply for an award under this notice, an eligible applicant must first submit a proposal in accordance with the guidelines set forth at the EPA's website.

Contact Person

Daniel Gillen, P.E., EDA Representative
U.S. Economic Development Administration
The Curtis Center, Suite 140 South
601 Walnut Street
Philadelphia, PA 19106

Phone: 215-597-8760 / Fax: 215-597-2908 / E-mail: dgillen@eda.doc.gov

Business and Industry (B&I) Loan Guarantee Program

Federal Agency

U.S. Department of Agriculture, Rural Development Program

Authorization

Not applicable

Objectives

This program provides guarantees for-profit business/commercial loans that will create or save jobs in rural communities and counties.

Types of Assistance

The Business and Industry Loan Guarantee Program (B&I Program) provides 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/training facilities. The refinancing of outstanding debt and financing of housing developments are available under special circumstances.

Program Description

The B&I Program provides loan guarantees to commercial lenders in order to encourage the financing of rural businesses. The maximum loan amount for a project is \$10 million and the maximum loan guarantee for a project is eighty percent (80%) up to \$5 million, 70 percent for loans of \$5–10 million, and sixty percent (60%) for loans of \$10–25 million. Loans above \$10 million to \$25 million may be approved by the Administrator under special circumstances. Other financial considerations are available from the Rural Development (RD) office.

Eligibility Requirements

Most businesses, including nonprofits not eligible under other Rural Development programs, can apply for B&I financial assistance. The project must save or create jobs and be in a rural area that has a population of 50,000 or less and not part of an urbanized area.

How to Obtain Assistance

The RD office in Delaware can provide the necessary application and current program information to businesses and nonprofits. An interested business or nonprofit organization should contact the Rural Development office to determine the eligibility of the project and the types of financing available for the project. For more information, go to the RD website (www.rurdev.usda.gov).

Assistance Process

The business or nonprofit organization should contact RD for the initial interview and application materials. RD will provide technical assistance to develop the project. Processing generally takes 30 to 60 days. Bank loan documents must be approved by RD prior to closing.

Contact Person

James E. Waters, Business & Community Programs Director
United States Department of Agriculture - Rural Development
1221 College Park Drive, Suite 200
Dover, DE 19904

Phone: 302-857-3625 / Fax: 302-857-3635 / TTY: 302-857-3585 / E-mail: jim.waters@de.usda.gov

Community Facility Programs

Federal Agency

U.S. Department of Agriculture, Rural Development Program

Authorization

Not applicable

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

Rural Development (RD) provides loans under the Community Facilities Program (CF) to eligible applicants. RD also guarantees that CF loans made by other lenders and limited grant funds are available.

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

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 office in Delaware can provide the necessary application and current program information. An interested local government or organization should contact the RD office to determine the eligibility of the project and the types of financing available for the project. For more information, go to the RD website (www.rurdev.usda.gov).

Assistance Process

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

Contact Person

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lisa.fitzgerald@de.usda.gov

Intermediary Re-Lending Program (IRP)

Federal Agency

U.S. Department of Agriculture, Rural Development Program

Authorization

Not applicable

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 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.

Maximum Loan: \$150,000 maximum per ultimate recipient loan up to seventy-five percent (75%) of the total project cost. Rates and Terms: Rural Development lends money to the intermediary at a 1 percent annual interest rate. The intermediary sets the interest rate charged to ultimate recipients. The maximum term is 30 years, with principal deferral available for up to 3 years.

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 office in Delaware can provide the necessary application and current program information. An interested local government or organization should contact the Rural Development office to determine the eligibility of the project and the types of financing available. For more information, go to the RD website (www.rurdev.usda.gov).

Assistance Process

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

Contact Person

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United States Department of Agriculture – Rural Development
1221 College Park Drive, Suite 200
Dover, DE 19904

Phone: 302- 857-3625 / Fax: 302-857-3635 / TTY: 302-857-3685 / E-mail: jim.waters@de.usda.gov

Rural Business Enterprise Grant Program

Federal Agency

U.S. Department of Agriculture, Rural Development Program

Authorization

Not applicable

Objectives

The Rural Development (RD) office provides grants to public bodies, nonprofit corporations, and cooperatives to finance and facilitate development of small and emerging private business enterprises in rural areas with cities of populations up to 50,000 persons.

Types of Assistance

Grants are provided for the development of rural enterprise activities.

Program Description

RD makes grants to public bodies and nonprofit corporations to finance and facilitate development of small and emerging private business enterprises in rural areas with cities of populations up to 50,000 persons. Priority application is given to projects in open country, rural communities, towns of 25,000 and smaller, and economically distressed communities.

RBEG grant funds may be used to provide technical assistance, establish a revolving-loan fund, support infrastructure and facility development benefiting small, rural businesses, create and save jobs through workforce training programs, fund feasibility studies for new business development, support business incubators, or purchasing real or personal property to be leased to the business. RBEG funds may not be passed-through directly to the benefiting small and emerging private business.

Grants cannot be used for:

1. Production of agricultural products through growing, cultivating, and harvesting (either directly or through horizontally integrated livestock operations), except for commercial nurseries or timber operations.
2. Comprehensive planning of rural areas.
3. Loans by grantees when the rates, terms, and charges for those loans are not reasonable.
4. Development of a proposal that may result in the transfer of jobs or business activity from one area to another. This provision does not prohibit establishment of a new branch or subsidiary.
5. Development of a proposal that may result in an increase of goods, materials, commodities, services or facilities in an area where there is not sufficient demand.

Eligibility Requirements

Projects must be located in rural areas with a population of 50,000 or fewer. Eligibility is limited to public bodies and private nonprofit corporations. Eligible public bodies include incorporated towns and villages, boroughs, townships, counties, states, authorities, districts, and Indian tribes on federal and state reservations, and other federally recognized Indian tribal groups in rural areas. Priority is given when the project:

1. Is located in a community where the unemployment rate exceeds that of the state.
2. Is located in a community that has a median household income that is less than that of the state.

3. Includes a commitment of funds from non-federal sources.
4. Includes a firm commitment from a business to locate or expand within the community, thereby creating jobs.

How to Obtain Assistance

Applicants should contact the RD office and request current application materials. Applicants are required to submit to RD supporting data before the formal application is made. After determining funding priorities, RD will tentatively determine eligibility and request applicants to assemble and submit formal applications. For more information, go to the RD website (www.rurdev.usda.gov).

Assistance Process

RD will work with the applicant to develop the formal grant application. After determining that applicable administrative actions and required work of the applicant have been completed, RD will deliver the grant funds by treasury check.

Contact Person

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Rural Emergency Responders Initiative

Federal Agency

U.S. Department of Agriculture, Rural Development Program

Authorization

Not applicable

Objectives

The purpose of the Rural Emergency Responders Initiative is to strengthen the ability of rural communities to respond to local emergencies.

Types of Assistance

Through its community-facilities program, the Rural Emergency Responders Initiative program provides funding, to nonprofit organizations, public bodies, and recognized Indian tribes to finance equipment, vehicles, and/or buildings.

Program Description

The Rural Emergency Responders Initiative program provides funds to support rural emergency-responder efforts by financing needed equipment and services. The funds can be used for the following types of projects:

- Fire protection
- Rescue/ambulance
- Law enforcement
- Civil defense/early warning systems
- Mobile/stationary communications
- Emergency responders
- Training facilities
- Hospitals
- Outpatient care
- Physician's clinics
- Migrant health centers
- Healthcare office buildings
- County health department offices
- Food preparation/distribution centers
- Animal shelters

Eligibility Requirements

Public bodies and nonprofit organizations that respond to local emergencies in rural areas are eligible. Eligibility for grant is based upon the median household income and population of the service area of the project. The ability to repay a loan is also a factor in determining grant eligibility. Projects must be located in rural areas and towns of a population of 20,000 or fewer.

How to Obtain Assistance

For assistance, go to the RD website (www.rurdev.usda.gov) or contact the RD office in Delaware.

Assistance Process

Contact the RD office for the initial interview and application materials.

Contact Person

Lisa Fitzgerald, Business & Community Programs Specialist
United States Department of Agriculture – Rural Development
21315 Berlin Road, Unit 2
Georgetown, DE 19947

Phone: 302-856-3990 x 5 / Fax: 302-856-4381 / TTY: 302-857-3585 / E-mail:
lisa.fitzgerald@de.usda.gov

Rural Rental Housing Loans

Agency

U.S. Department of Agriculture, Rural Development Program

Authorization

Not applicable

Objectives

Loans for rental housing in rural areas are available from Rural Development (RD) to provide living units for persons with very low and moderate incomes, and for those 62 years of age and older. Loans may be made for housing in rural areas and for communities with up to 20,000 people.

Types of Assistance

Loans for the construction of rental housing units

Program Description

Rental housing loans are made through RD to help provide decent homes in suitable living environments. Good rental units give a balanced housing program to a rural community and make it a more desirable place to live. The program raises living standards, creates a healthier environment for family life, and makes rural communities an attractive location for development and expansion of industries.

Loans are primarily made to build, purchase, or repair apartment-style housing, usually consisting of duplexes, garden-type, or similar multi-unit dwellings. The housing must be modest in size, design, and cost, but adequate to meet the tenants' needs. Funds may be used to:

1. Buy or improve the land on which the buildings are to be located.
2. Provide streets and water and wastewater disposal.
3. Supply appropriate recreation and service facilities.
4. Install laundry facilities and equipment.
5. Landscape, including lawn seeding, shrubbery and tree planting, or other measures to make the housing an attractive addition to the community.
6. Pay legal, architectural, and other related costs associated with the development of the project.

Eligibility Requirements

Rental housing loans can be made to individuals, trusts, associations, partnerships, limited partnerships, state or local public agencies, consumer cooperatives, and nonprofit corporations.

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

To obtain information, go to the RD website (www.rurdev.usda.gov) or contact the RD office in Delaware to receive assistance in completing the application process.

Contact Person

Pat Baker, Multi-Family Housing Coordinator
Rural Development
United States Department of Agriculture
1221 College Park Drive, Suite 200
Dover, Delaware 19904

Phone: 302-857-3615 / Fax: 302- 857-3611 / TTY: 302-857-3585 / E-mail: pat.baker@de.usda.gov

Water and Waste Water Program

Federal Agency

U.S. Department of Agriculture, Rural Development Program

Authorization

Not applicable

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) office in Delaware can provide the necessary application and current program information to the municipality, county, or special district. An interested local government should contact the RD office to determine the eligibility of the project and the types of financing available. For more information, go to the RD website (www.rurdev.usda.gov).

Assistance Process

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

Contact Person

Lisa Fitzgerald, Business & Community Programs Specialist
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Edward Byrne Memorial Justice Assistance Grant (JAG)

Federal Agency

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

Authorization

Part E of title I of the Omnibus Crime Control and Safe Streets Act of 1968

Objectives

Proposed to streamline justice funding and grant administration, the Edward Byrne Memorial Justice Assistance Grant (JAG) program blends the previous Byrne Formula and Local Law Enforcement Block Grant (LLEBG) programs allowing 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

The JAG formula includes a state allocation consisting of a minimum base allocation with the remaining amount determined on population and Part 1 violent crime statistics, and a direct allocation to units of local government. Once the state allocation is calculated, sixty percent (60%) of the funding is awarded to the state and forty percent (40%) to eligible units of local government. State allocations also have a variable pass-through requirement to locals, calculated by the Bureau of Justice Statistics (BJS) from each state's crime expenditures.

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, and planning, evaluation and technology-improvement programs.

Awards are distributed up-front instead of on a reimbursement basis, giving recipients immediate control over their funds. Direct recipients can earn interest on their awards, generating additional funding for future justice projects. Projects can be funded beyond a four-year period, allowing successful initiatives to receive funding to continue and expand their efforts.

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. A unit of local government may use up to ten percent (10%) of the award for costs associated with administering JAG funds.

Eligibility Requirements

Any law enforcement or justice initiative funded under the Byrne Formula or LLEBG programs is eligible for funding under the JAG program's six purpose areas. JAG funds can be used to pay for personnel, overtime, and equipment. Funds provided for the states can be used for statewide initiatives, technical assistance, and training, and support for local and rural jurisdictions.

Units of local government appearing on the Units of Local Government List established by BJS are eligible to apply for JAG funds. For JAG program purposes, a unit of local government is defined as a town, township, village, parish, city, county, or other general purpose political subdivision of a state,

or a federally recognized Indian tribe or Alaskan native organization that performs law-enforcement functions as determined by the Secretary of the Interior. For a listing of eligible units of local government, go to www.ojp.usdoj.gov/BJA/grant/jagallocations.htm.

Federal funds must be used to supplement existing funds for program activities and cannot replace, or supplant, nonfederal funds that have been appropriated for the same purpose. The JAG formula includes a state allocation consisting of a minimum base allocation with the remaining amount determined on population and Part 1 violent-crime statistics, and a direct allocation to units of local government. Once the state allocation is calculated, sixty percent (60%) of the funding is awarded to the state and forty percent (40%) to eligible units of local government. State allocations also have a required variable pass-through to units of local government, calculated by the BJS from each state's crime expenditures.

A unit of local government 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 subrecipients of the funds.

The state receiving a JAG award will be responsible for coordination between 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 subrecipients.

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. Check the BJA's Office of Justice Programs website to determine the annual JAG solicitation period. All applications must be submitted via the Office of Justice Programs Grants Management System (GMS).

Assistance Process

In general, the JAG solicitation period on the Internet-based Grants Management System (GMS) is a ten-week application period, between December and March. Awards are made by August. Local jurisdictions are required to have their grant applications reviewed by their governing body at least 30 days prior to application submittal to BJA. The procedure for allocating JAG funds is a formula based on population and crime statistics, in combination with a minimum allocation to ensure that each state and territory receives an appropriate share. Traditionally, under the Byrne Formula and LLEBG Programs, funds were distributed 60/40 between state and local recipients. This distribution continues under JAG.

Contact Person

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Bureau of Justice Assistance
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Washington, DC 20531

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Community Oriented Policing Services Programs

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

The COPS Office distributes funding through a wide range of programs, both as grants and cooperative agreements.

Program Description

Special projects often focus on implementing community policing strategies to solve specific crime, disorder, and quality-of-life issues. Other programs fund hiring (TRGP, UHP) technology (MORE) and school-safety (COPS in Schools) grants.

Eligibility Requirements

Interested parties should contact the COPS Office Response Center to receive eligibility information. Information can be obtained by checking the Office of Community Oriented Policing Services at www.cops.usdoj.gov, the Office of Justice Programs at www.ojp.usdoj.gov or the federal grants website at www.grants.gov.

How to Obtain Assistance

The COPS Office Response Center also offers callers the ability to receive grant and funding information via fax through the Fax-on-Demand service. This service is available 24 hours a day, 7 days a week. To utilize this service, call the COPS Office Response Center at 800-421-6770 and choose option 1 (grant applications are not available by Fax-on-Demand).

Assistance Process

Deadline for submitting a Notice of Intent to apply is in the beginning of June. The deadline for applications is the end of June.

Contact Person

U.S. Department of Justice Response Center
1100 Vermont Avenue NW
Washington, DC 20530

Phone: 800-421-6770 / Fax: 202-514-9407 / E-mail: askcopsrc@usdoj.gov

Bulletproof Vest Partnership

Federal Agency

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

Authorization

Bulletproof Vest Partnership (BVP) Grant Act of 1998 (Public Law 105-181) and reauthorized by the BVP Act of 2000 (Public Law 106-517)

Objectives

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

Types of Assistance

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.

Program Description

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

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.

How to Obtain Assistance

The entire BVP application and payment request process is completed online (www.ojp.usdoj.gov/bvpbasi).

Assistance Process

Applications are accepted online during a specified application period each fiscal year, in keeping with funding availability. A notice announcing the acceptance of applications and submission deadline will be posted on the BVP web page (www.ojp.usdoj.gov/bvpbasi). Applicants are notified via e-mail regarding approved award amounts following an application review process.

Contact Person

Bulletproof Vest Partnership
Bureau of Justice Assistance
Office of Justice Programs
U.S. Department of Justice
810 Seventh Street, NW
Washington, DC 20531

Phone: 1-877-758-3787 / E-mail: vests@ojp.gov

Institute for Public Administration

Agency

Institute for Public Administration, College of Human Services, Education & Public Policy,
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 specific needs of state and local governments in town planning, management of human and fiscal resources, and quality-improvement initiatives. The specific services that 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 the Municipal Clerks Certification, Academy for Excellence in Local Government Leadership Certification, and Women's Leadership Development Programs, as well as through sponsorship of the annual Delaware Institute for Local Government Leaders.

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 R. 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

Center for Historic Architecture and Design

Agency

Center for Historic Architecture and Design, College of Human Services, Education & Public Policy, 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 provides graduate education in historic preservation and planning in which students learn both in the classroom and by participating in research projects. 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 other 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

David Ames, Director
Center for Historic Architecture and Design
307 Alison Hall
University of Delaware
Newark, DE 19716

Phone: 302-831-8097 / Fax: 302-831-4548 / E-mail: davames@udel.edu

Center for Energy and Environmental Policy

Agency

Center for Energy and Environmental Policy, College of Human Services, Education & Public Policy, University of Delaware

Authorization

Not applicable

Objectives

Established in 1980 at the University of Delaware, 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), which typically has 60-70 enrolled students (about equally distributed between the MEEP and PhD in ENEP programs). As well, CEEP supports study in the Urban Affairs & Public Policy program at the master's level (the energy, environment and equity concentration) and doctoral level (the technology, environment and society specialization). 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 UN organizations). In certain cases, CEEP chooses to internally support projects of interest to its members.

Types of Assistance

The Center for Energy and Environmental Policy 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).

Program Description

CEEP is composed of an internationally diverse faculty and research staff with backgrounds in a variety of disciplines including economics, sociology, geography, political science, philosophy, engineering, urban planning, and environmental studies. The program is open to partnerships on projects related to energy and environmental policy.

Eligibility Requirements

Not applicable

How to Obtain Assistance

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

Assistance Process

Visit www.ceep.udel.edu/academics/ObtainAssistanceing/application.htm.

Contact Person

John Byrne, Director
Center for Energy and Environmental Policy
University of Delaware
Newark, Delaware 19716

Phone: 302-831-8405 / Fax: 302-831-3098 / E-mail: jbyrne@udel.edu

Center for Disabilities Studies

Agency

Center for Disabilities Studies, College of Human Services, Education & Public Policy, 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. To promote participation in community life, independence and productivity is promoted.

Types of Assistance

CDS is active in designing, expanding, and improving services available to Delawareans with disabilities and their families. CDS provides in-service and community education to individuals with disabilities, family members, and professional and paraprofessional staff. CDS assists with community education by partnering with public and private organizations to offer community education programs for professionals and paraprofessionals. CDS offers certificate programs for those supporting disabled adults, human-services managers, case managers and agency staff, and those associated with foster care. CDS offers program evaluation and family support provided through home visits to first-time mothers. Parents as Teachers, which helps first-time parents be their child's best first teacher by teaching them to understand what to expect during each stage of their child's development, links families to community resources.

Program Description

CDS researches and implements a variety of disability programs with adults, children, 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 actively involved in the Governor's Commission on Community Based Alternatives for Individuals with Disabilities, an initiative set up under Executive Order 50 to address the needs of persons with disabilities.

Eligibility Requirements

Not applicable

How to Obtain Assistance

Contact CDS for further information or go to the website (www.udel.edu/cds).

Assistance Process

Not applicable

Contact Person

Michael Gamel-McCormick, Director
461 Wyoming Road
University of Delaware
Newark, DE 19716

Phone: 302-831-6974 / 302-831-4689 (TDD) / E-mail: mgm@udel.edu

Center for Community Research & Service

Agency

Center for Community Research & Service, College of Human Services, Education & Public Policy, University of Delaware

Authorization

Not applicable

Objectives

The Center for Community Research & Service (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. In addition, CCRS provides a variety of technical assistance, training and management support to community-based nonprofit organizations and government entities.

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.

Assistance Process

Not applicable

Contact Person

Steven W. Peuquet, Director
297 Graham Hall
University of Delaware
Newark, DE 19716

Phone: 302-831-6780 / Fax: 302-831-4225 / E-mail: speuquet@udel.edu

Center for Applied Demography and Survey Research

Agency

Center for Applied Demography and Survey Research, College of Human Services, Education and Public Policy, University of Delaware

Authorization

Not applicable

Objectives

The Center for Applied Demography and Survey Research (CADSR) is a project-oriented, policy analysis, and survey research center.

Types of Assistance

Opinion research and statistical analysis is provided in areas such as health and transportation policy, economic-impact analysis, as well as general demographic analysis for state and local government and the private sector.

Program Description

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, most importantly, to the policy-makers who affect the way we all live and work in Delaware. This mission is accomplished 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.

Eligibility Requirements

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

How to Obtain Assistance

Contact CADSR for further information.

Assistance Process

Not applicable

Contact Person

Simon Condliffe, Ph.D.
Center for Applied Demography and Survey Research
University of Delaware
Newark, DE 19716

Phone: 302-831-4502 / Fax: 302-831-6434 / E-mail: simonc@udel.edu

Delaware Sea Grant College Program

Agency

Delaware Sea Grant College Program, College of Marine and Earth Studies, University of Delaware

Authorization

Not applicable

Objectives

Delaware Sea Grant's mission is 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

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

Program Description

The University of Delaware was designated the nation's ninth Sea Grant College in 1976. 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 scientists through formal K-12 and university programs.

Eligibility Requirements

Municipalities, counties, and other state agencies are encouraged to contact the Delaware Sea Grant program to discuss possible assistance in the areas of marine ecosystems, watershed planning, and water quality; environmental technologies and engineering; biotechnology; marine commerce; fisheries and aquaculture; seafood technology; coastal hazards and coastal processes; marine education; and coastal community development.

How to Obtain Assistance

Contact the Delaware Sea Grant program for further information and assistance or go to the website (www.ocean.udel.edu/seagrant).

Assistance Process

Not applicable

Contact Person

James M. Falk, Director
Delaware Sea Grant
Marine Advisory Service
700 Pilottown Road
Lewes, DE 19958

Phone: 302-645-4235 / E-mail: jfalk@udel.edu

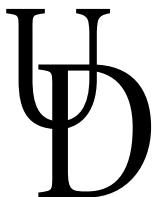


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180 Graham Hall
Newark, DE 19716-7380***

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www.ipa.udel.edu

The Institute for Public Administration (IPA) is a public service, education and research center that links the resource capacities of the University of Delaware with the complex public policy and management needs of governments and related nonprofit and private organizations. IPA provides direct staff assistance, research, policy analysis, training, and forums while contributing to the scholarly body of knowledge. Program areas include civic education, conflict resolution, healthcare policy, land use planning, organizational development, school leadership, state and local management, water resources planning, and women's leadership. IPA supports and enhances the educational experiences of students through the effective integration of applied research, professional development opportunities, and internships. Jerome Lewis is the director of the Institute and can be reached at 302-831-8971.



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The University of Delaware is committed to assuring equal opportunity to all persons and does not discriminate on the basis of race, color, gender, religion, ancestry, national origin, sexual orientation, veteran status, age, or disability in its educational programs, activities, admissions, or employment practices as required by Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Americans with Disabilities Act, other applicable statutes and University policy. Inquiries concerning these statutes and information regarding campus accessibility should be referred to the Affirmative Action Officer, 305 Hullihen Hall, (302) 831-2835 (voice), (302) 831-4563 (TDD).