



# Community Reinvestment Fund

## Fiscal Year 2025 Guidelines

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### **PURPOSE**

The Community Reinvestment Fund, a capital grant program, shall be used for community redevelopment, revitalization and investment capital projects which will improve the economic, culture, historical, and recreational health of Delaware communities.

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### **ADMINISTRATION**

The Joint Committee on Capital Improvements (the Committee) may adopt further rules for applicant and project eligibility.

Upon the receipt and review of applications, the Committee shall select applicants for the award of funds from the Community Reinvestment Fund. The Office of the Controller General and the Office of Management and Budget will assist and provide staff support for the review of applications and award of funds.

The Committee reserves the right to make awards that vary from the amount of assistance requested and to attach special conditions to any awards.

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### **JOINT COMMITTEE ON CAPITAL IMPROVEMENTS**

Representative Debra Heffernan, Chair

Senator John Walsh, III, Co-Chair

Senator Spiros Mantzavinos

Senator Marie Pinkney

Senator Nicole Poore

Senator Bryant Richardson

Senator David Wilson

Representative William Bush

Representative Franklin Cooke

Representative Ronald Gray

Representative Edward Osienski

Representative Michael Smith

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### APPLICANT ELIGIBILITY

Eligible entities include county and local governments, community-based nonprofit, and private sector nonprofit organizations. All nonprofit organizations must hold a 501(c)3 designation in order to be considered eligible. Designation must be held at the time of application.

State agencies, school districts, charter schools, private schools, institutions of higher education, childcare facilities, churches, fire companies, fiscal agents, and for-profit organizations are **not eligible** for funds from the Community Reinvestment Fund.

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### PROJECT ELIGIBILITY

Eligible project funding requests include preconstruction costs, land acquisition, building construction or other capital costs.

Such projects may include, but are not limited to, the following:

- Preconstruction costs, to include development of plans and specifications for the capital project.
- The acquisition, construction, reconstruction, rehabilitation, or restoration of buildings.
- The acquisition or installation of apparatus or equipment permanently attached to the building.
- The acquisition of land required as sites for such buildings, including land or rights to land needed to provide access to sites, and the grading or other improvements of such sites, land or rights in land.
- The construction of sidewalks where authorized by law.
- The construction of any sewers or water mains needed to connect such buildings to any publicly owned sewer system or water system.

The following items are **not eligible** for Community Reinvestment Funds:

- Debt service on loans, costs associated with fundraising activities, programming, and operating costs.
- Costs involving the application for or administration of funds awarded through this grant program, or any operating expenses associated with the proposed project.

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### APPLICATION PARAMETERS

Applications shall provide the following details on forms established by the Office of the Controller General:

1. Organization name and contact information
    - a. Primary contact name and telephone, email, address, etc.
    - b. Date of incorporation and federal tax identification information
  2. Project description/detail
    - a. Project purpose
    - b. Project location description
    - c. Estimated timeline for project completion
  3. Funding request
    - a. Funding amount requested
    - b. Total project cost
    - c. Other project funding sources (provide exact amounts and sources, i.e. federal grant, state funding, private contributor, etc.)
  4. Additional information
    - a. Description of project in regards to the organization's overall strategic plan and outlook
    - b. Anticipated benefits of the project to the community
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### APPLICATION SUBMISSION

Registration and application submission at <https://legisgrants.smartsimple.com/>

**APPLICATION DUE DATE: May 15, 2024**

### AWARDS

Any applicant receiving an award of funds must first:

1. Provide a copy of their most recent audit or financial statements to the Office of the Controller General.
2. Register and maintain a supplier profile through the state's accounting system before payments can be issued. Supplier profiles can be completed or reviewed at <https://esupplier.erp.delaware.gov>
3. Any organization receiving funds shall also provide to the Controller General and the Director of the Office of Management and Budget, a full report, within sixty days of the completion of the project receiving funding from the Community Reinvestment Fund, detailing the work that was done, the final cost, and providing an accounting of all funds that were used in the completion.

**General Note:** In accordance with Title 29, Chapter 69 of the Delaware Code, prevailing wage rates must be paid on new construction projects costing more than \$500,000 and on alteration, repair, renovation, rehabilitation, demolition or reconstruction projects costing more than \$45,000. For a project to be covered by this law, the above cost thresholds must be reached; and the State or any subdivision thereof must be a party to the public works contract; and, the State must have appropriated any part of the funds.

All questions and inquiries should be directed to:

Office of the Controller General  
411 Legislative Avenue  
Dover, DE 19904  
[Bond\\_Public\\_Comment@delaware.gov](mailto:Bond_Public_Comment@delaware.gov)  
(302) 744-4200