

Delaware Nonprofit Support Fund: Guidelines

Overview

The Delaware Nonprofit Support Fund is jointly funded by the State of Delaware and New Castle County, using federal allocations under by the Coronavirus Aid, Relief, and Economic Security (CARES) Act. It was established to support organizations that have provided critical services to Delawareans and Delaware families throughout the COVID-19 pandemic.

It is a compliance-based, non-subjective grant program administered by the Delaware Community Foundation and United Way of Delaware in partnership with Philanthropy Delaware and with support from the Delaware Alliance for Nonprofit Advancement.

Nonprofits may receive reimbursement through two separate programs of the Fund:

- Part 1: Operations Reimbursement - For basic operational expenses – such as assistance with cleaning supplies and funding for personal protective equipment.
- Part 2: Capacity Grants - For expanded service offerings, increased caseloads or other service increases attributable to the pandemic.

Any organization, regardless of its operating size, can request reimbursement of up to \$150,000 in total eligible expenses using the same application worksheets as in previous funding cycles. There are no maximum award levels for either Part 1 or Part 2.

ELIGIBILITY

- Must be a 501(c)(3) public charity in good standing.
- Organization must have been in existence as of March 1, 2020.
- 100% of the requested amount must be related to providing services in Delaware or to Delaware citizens.
- The program excludes organizations in the leisure, hospitality, arts, culture, and tourism related areas that qualify for assistance under the \$100 million DE Relief Grants program, administered by the Delaware Division of Small Business.
- This program excludes hospitals and higher education institutions.
- Expenses must have been incurred during the period **January 1, 2021 through July 12, 2021**.
- Expenses must not already have been reimbursed or funded through other sources such as government contracts and grants, charitable grants and donations or insurance proceeds.

Additional Funding Requirements

- Organizations requesting more than \$150,000 in total reimbursement.
- Organizations must affirm that the expenses were not already reimbursed through other sources such as government contracts and grants, charitable grants and donations or insurance proceeds. Applications must also include the documentation as defined by the Office of

Management and Budget and New Castle County Department of Finance for the items to be reimbursed.

INELIGIBLE USE OF FUNDS

The Nonprofit Support Programs do not fund:

- Requests unrelated to the impact of the pandemic.
- Grants directly to individuals.
- Political campaigns or lobbying activities.
- Endowments.

TO APPLY

Applications will be accepted **online only** at delcf.org/covid-grants

The Fund will accept applications for both Part I and Part II beginning October 4, 2021. Applications must be completed and submitted by 12:00p.m. (noon) on November 1, 2021.

Any errors or missing information will be requested by 5:00p.m. on November 1, 2021. Applicants must submit the requested documents or information by 12:00p.m. (noon) on November 2, 2021 in order for the application to be considered complete.

Application review will be non-evaluative and compliance-based, in order to ensure that every eligible nonprofit in Delaware submitting a completed application receives funding according to their eligibility and documented expenses. A review committee consisting of representatives of the State and New Castle County governments, DANA, Delaware Community Foundation, Philanthropy Delaware, and the United Way of Delaware will review applications to ensure compliance with federal regulations.

Please direct questions to decaresfunds@delawarenonprofit.org.

Program Overview:

I. Coronavirus Operations Reimbursement Funding (Part I)

- Reimbursement will be made available to eligible organizations for operational expenses incurred during the period January 1, 2021 through July 12, 2021 not otherwise in the entity's approved budget as of March 27, 2020 due to response efforts to COVID-19.
- Eligible expenses for reimbursement include:
 - Personal protective equipment (PPE, including sanitizer, masks, face shields, gowns, etc.)
 - Equipment purchased to make business suitable for COVID-19 safety (plexi-glass, air purifiers, etc.).
 - Enhanced cleaning and disinfecting services
 - Expenses for technical assistance on mitigation of COVID-19 related threats

- Costs incurred to conduct enhanced screenings for employees and consumers
 - Technology and tele-services needed to adjust program delivery
 - Signage necessary because of the COVID-19 pandemic
 - Marketing and media expenses incurred to respond to COVID-19
 - Reimbursement for staff or consulting services incurred in order to respond to COVID-19 may be included if the organization was not eligible for the Paycheck Protection Program
- Examples of Ineligible expenses
 - Reimbursement for lost program or fundraising revenue
 - Reimbursement for salaries and benefits for staff or contractors (if the organization was eligible for the Paycheck Protection Program)
 - Expenses that have been or will be reimbursed under any Federal Program, such as the FEMA Public Assistance program;
 - Reimbursement of donors for donated items or services previously donated; this includes reimbursement for items purchased by the non-profit with funds specifically donated and designated for the response to COVID-19
 - Any expense not related to the current COVID-19 public health emergency;
 - Damages covered by insurance;
 - Workforce bonuses or severance pay;
 - General capital improvement projects that are not necessary expenditures due to the COVID-19 public health emergency.
 - Any costs incurred prior to January 1, 2021.
 - Any costs incurred after July 12, 2021.

II. Coronavirus Capacity Grants (Part II)

- Reimbursement will be available to Delaware nonprofit organizations based on the organization's documented increase in both personnel and non-personnel expenses associated with expanding its service offerings, caseload or other service increases attributable to the pandemic between January 1, 2021 and July 12, 2021 not otherwise in the entity's approved budget as of March 27, 2020.
- Eligible organizations include those providing services in the following areas:
 - Health and human services, to include those organizations that are making homes safe for occupancy
 - Homelessness, shelter assistance, and those serving the housing insecure
 - Food assistance
 - Services for youth in crisis
 - Protection from abuse
 - Substance abuse counseling and services
 - Income assistance or assistance to those who have lost employment
 - Individuals with physical or developmental disabilities

- Individuals experiencing mental health or trauma
- Medical or dental services
- Educational support services
- Aging adults and those with disabilities
- Job training
- Technical and digital device access and services to support educational, employment and tele-health access