



Delaware Land & Water Conservation Trust Fund

Park Grant Guidance

Program Summary

The Delaware Land and Water Conservation Trust Fund (DTF) was established in 1986 as an investment of state monies to provide an annual source of funding for the acquisition of open space and the development of outdoor recreation projects. Since that time the Fund has provided over \$17 million in matching grant assistance to local governments throughout Delaware. The DTF Grant Program is administered by the Delaware Division of Parks and Recreation, Department of Natural Resources & Environmental Control.

Annually, Trust-earned income is split equally between park projects and greenway/trail projects. The Program is designed to assist local governments and park districts by providing matching grants for the planning, acquisition, and development of parks, greenways and trails.

Eligible Grant Applicants

Only county and municipal governments and park districts may sponsor grants and receive DTF grant assistance. Projects sponsored by municipalities and counties may receive up to fifty percent (50%) in DTF assistance of an approved project's total costs; park districts are eligible to receive up to seventy-five percent (75%) in DTF assistance of an approved project's total costs. The balance of funding of an approved project must be provided by the project Sponsor. The Sponsor may obtain its share through partnerships with other governmental agencies, non-profit organizations, and other non-traditional recreation providers. Partnerships with other agencies and organizations are encouraged however, only the municipalities and counties are eligible to apply for DTF assistance.

Eligible Grant Projects

DTF grant assistance is available for the following types of projects:

- Fee simple acquisition of parkland, open space or conservation areas;
- Purchase of development rights for public parkland, open space or conservation areas;
- Replacement of out-dated and unsafe outdoor facilities;
- Outdoor recreation facility engineering and design;
- Outdoor recreation facility construction for example:
 - Athletic fields and courts
 - Playground equipment
 - Swimming pools
 - Picnic tables and pavilions
- Park maps for information boards or kiosks;
- Park infrastructure such as entrance roads, parking, restrooms, and composting toilets;
- Municipal or countywide park/open space comprehensive plans;
- Universal accessibility upgrades to outdoor recreation facilities;
- Professional services for park master planning.

Funds for indoor projects are not eligible. A Sponsor's expenses associated with administering and managing an approved DTF grant is not an eligible source of project match nor may the project Sponsor submit administrative costs for reimbursement. Park operations and maintenance may not be funded through the DTF Program.

Long Term Responsibilities

When an eligible grant application has received all approvals, the Division of Parks and Recreation will prepare a Project Agreement outlining the project scope and funding that both the State and the

Sponsors are providing. The Project Agreement is a contract between the State and the Sponsor and is signed by each. When a Sponsor accepts Delaware Land and Water Conservation Trust Fund grant assistance, the Sponsor agrees to dedicate the land acquired or improved with Trust Fund assistance to public outdoor recreation use in perpetuity and assume responsibility for continuing operation, maintenance and stewardship of the area.

Grant Match Sources

The following funding sources may be used to match Delaware Land and Water Conservation Trust Fund:

- City/ County cash
- Transportation Enhancement (TE)
- Federal grant funds (NOAA, NERR, EPA)
- Community Transportation Funds (CTF)
- Corporate or private donations
- Foundation grants
- Donated materials or labor
- Volunteer or in-kind labor
- Value of land (only if pre-approved by the Division of Parks and Recreation)

A Sponsor's expenses associated with administering and managing an approved DTF grant is NOT an eligible source of match nor may the project sponsor submit administration costs for reimbursement.

Grant Pre-Applications

Pre-Applications are available on line at

<http://www.dnrec.delaware.gov/parks/Services/Pages/Grants.aspx> or mailed to:

Robert Ehemann
Grant Coordinator
Park Resource Office
DNREC, Division of Parks & Recreation
89 Kings Highway
Dover, DE 19901

Grant Applications

After Pre-Applications are evaluated, a Sponsor of an eligible project will be invited to complete a full DTF Grant Application. An application will be mailed to the Sponsor.

Questions or information, contact Bob at Robert.Ehemann@state.de.us or telephone at 302 739-9241.