



RESILIENT COMMUNITY PARTNERSHIP PROGRAM

CALL FOR LETTERS OF INTEREST

Deadline for Submission:

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Delaware Department of Natural Resources and Environmental Control.
Division of Energy, Climate and Coastal Programs
100 W. Water Street, Suite 7B, Dover, Delaware 19901 (302) 739-9283

I. PURPOSE

Improving the management and wise use of land and water resources while promoting compatible economic development of the coastal zone is a key goal of the Delaware Coastal Programs (DCP) of the Department of Natural Resources and Environmental Control. The Resilient Community Partnership program provides technical assistance and potential funding to plan for and reduce the impacts of coastal hazards related to flooding from sea level rise, coastal storms and climate change through the development of planning strategies at the local level.

The DCP is soliciting Letters of Interest (LOI) from state, county, and municipal government entities within the State of Delaware to enter into a Resilient Community Partnership for projects that will support local resilience planning and adaptation activities in Delaware.

Limited funding is available for activities that require advanced technical assistance and are required to support the project objectives. The DCP will work with RCP awardee(s) to determine the technical needs of the proposed project and, as appropriate, retain subject matter experts or contractors to meet project requirements and deadlines.

Applicants are encouraged to communicate with DCP staff to help answer any questions and ensure all submissions address the specified criteria. Examples of previous partnerships can be found at <http://de.gov/resilientcommunity>.

II. ELIGIBILITY

State, county, and municipal government entities within the state of Delaware are eligible to submit a Letter of Interest with planning project ideas for review.

III. HOW TO APPLY

IMPORTANT DATES

April 27, 2018	Request for Letters of Interest Announced.
June 29, 2018	Letters of Interest due to Delaware Coastal Programs Office no later than 4:30 pm. <i>Submissions received after that time will not be reviewed.</i>
July 18, 2018	Selected Partnership(s) announced.

LETTER OF INTEREST:

The Letter of Interest should demonstrate your community's interest in, organizational support for, and capacity to enter into a partnership effort. The LOI should be a maximum of 8 pages, not including letters of support. For consideration, the following information must be provided:

- 1) Community Information: Provide (a) the name of your community, (b) current population and number of households, (c) annual budget, (d) the number of staff your community/city/county employs, (e) the name of your city/county manager or administrator, and (f) the name and contact information (email, phone, mailing address, department, and staff role) of the person who would serve as the primary contact going forward.
- 2) Resilience Statement: Provide a statement that demonstrates your community's interest in and commitment to improving resilience.
- 3) Administrative Capacity: A successful partnership will require an ongoing commitment of time to coordinate and work collaboratively in partnership. This section should demonstrate the community's general capacity to actively collaborate in a partnership effort with the Delaware Coastal Programs office and to effectively engage community partners or stakeholders where appropriate.
- 4) Proposed Projects: Provide a list and short (3–5 sentence) descriptions of up to 3 potential projects to be considered for the partnership. The list should serve to provide a general idea of the types of projects your community is interested in pursuing.

Examples of eligible projects include, but are not limited to:

1. Assessments of vulnerability to flooding due to sea level rise, coastal storms, and nuisance flooding (sunny day flooding),
2. Assessments of local land use ordinances, zoning codes and building codes for the purpose of identifying barriers and opportunities, and recommending improvements,
3. Adaptation plans that outline short and long-term actions that can be taken to reduce vulnerability and increase preparedness, including updating comprehensive land-use plans. Such plans can be drafted for a specific community, town, or region or for a specific type of resource or infrastructure,
4. Design of on-the-ground adaptation projects,
5. Improving communication of risk and adaptation options to affected populations from flooding due to sea level rise, coastal storms, and nuisance flooding.

Ineligible Projects:

Construction projects, deficit reduction activities, projects that have already been completed, or activities that constitute legally required mitigation for the adverse effects of

a regulated activity or otherwise governed by state or federal law are not eligible for this partnership.

- 5) Public Involvement: Meaningfully engaging residents and other stakeholders is often critical to the success of local sustainability and resilience efforts. Explain (a) how the public and stakeholders will be informed about and involved in the project(s) if you were selected as our community partner; (b) how this would build upon existing public outreach and engagement efforts; and (c) how these efforts would continue beyond the end of the formal partnership.
- 6) Long-Term Benefits: Describe what you anticipate as the long-term benefits and/or outcomes of a partnership with RCP. How would this partnership help you “move the needle” on the key challenges and opportunities facing your community?
- 7) Demonstration of Support: Include letters of support or formal resolutions from one or more of the following: city/county manager or administrator, mayor, elected governing body (city council, county board), department heads, and partner organizations.

SUBMISSION OF LETTERS OF INTEREST:

An electronic copy of the LOI and supporting materials (e.g. project support letters from partners) must be submitted to the Delaware Coastal Programs via email **no later than 4:30 pm, June 29, 2018**. LOI shall be submitted to:

Kelly Valencik
kelly.valencik@state.de.us
Subject Line: Resilient Community Partnership Submission

NOTE: If the time stamp on the email is after 4:30 pm, the submission will not be reviewed.

Electronic submissions are preferred, however, paper copies will be accepted in lieu of electronic submissions to the following address. All submissions must be received **no later than 4:30 pm, June 29, 2018**.

Kelly Valencik
ATTN: RESILIENT COMMUNITY PARTNERSHIP SUBMISSION
Delaware Coastal Programs
100 W. Water Street, Ste. 7B
Dover, DE 19901
(302) 739-9283

IV. SELECTION PROCESS

Each Letter of Interest will receive an initial screening by the Delaware Coastal Programs to ensure its completeness and meets basic eligibility. A committee of resource experts will then review and make recommendations to the Delaware Coastal Programs for the partnership.

V. CONTACT INFORMATION

For further details regarding the Resilient Community Partnership Program, applicants are encouraged to contact the DCP staff members listed below:

Kelly Valencik (302) 739-6377; kelly.valencik@state.de.us

Lara Jennings (302) 739-6377; Lara.Jennings@state.de.us