



STATE OF DELAWARE

LOCAL GOVERNMENT AND PRIVATE ORGANIZATION GRANT SUBMISSIONS

Any local government or private organization that is seeking federal financial assistance for an activity within the State of Delaware must submit grant information to the Single Point of Contact (SPOC) for Intergovernmental Review. The information below provides guidance regarding the submission process.

- Request a State Application Identifier (SAI). This number will be used by the SPOC to identify the grant. Submission requests should be made by completing the online form at <http://budget.delaware.gov/clearinghouse/sai.shtml>. The number will be sent via email within 5 business days.
- Submit the application packet to the SPOC. Submissions should be sent via email to OMB_Clearinghouse@state.de.us. The packet should include the OMB-SF 424 and the project narrative.
- Application packets are reviewed by the SPOC within 60 days. If there are substantive or negative comments, they are provided to the local government or private organization. Documentation of review is provided only upon written request.