

Wilmington, Delaware  
December 4, 2025

**#0151**

**Sponsor:**

**Council  
Member  
Cabrera**

**WHEREAS**, pursuant to Section 2-363 of the City Code, City Council deemed it necessary and proper to specify the requirements for review and approval of City-sponsored grant applications and proposals, including authorization for expedited grant applications when necessary prior to Council's approval by resolution; and

**WHEREAS**, the Department of Land Use and Planning submitted a grant application to the Delaware Department of State, Division of Historical and Cultural Affairs ("DHCA") for a Federal Fiscal Year 2024/City Fiscal Year 2025 pass-through grant from the U.S. Department of the Interior in the amount of \$15,707.00 to support the City's Historic Preservation Planning Program, which has been in existence for over thirty-five (35) years; and

**WHEREAS**, as it has historically, the Department intends to use the grant funds to partially fund the Historic Preservation Planner position during the period from July 1, 2024 through September 30, 2026; and

**WHEREAS**, the Historic Preservation Planner (i) supports all City departments in providing essential City functions in historic neighborhoods, (ii) performs mandatory reviews for U.S. Department of Housing & Urban Development-supported City projects, (iii) responds to constituent requests for information on historic properties, federal, state, and local incentives for maintenance, and sources of information for best maintenance practices and research, (iv) develops history-based outreach projects and contributes to the efforts of other organizations, and (v) participates in history-based statewide initiatives for planning, commemoration, and public awareness; and

**WHEREAS**, the grant requires matching funds that equal forty percent (40%) of the minimum total grant award, which amounts to \$10,472; and

**WHEREAS**, the City will provide a total match of \$63,378, which is more than the minimum requirement, in order to fully fund the Historic Preservation Planner position; and

**WHEREAS**, the matching funds will be provided by already budgeted funds; and

**WHEREAS**, City Council deems it necessary and appropriate to authorize the grant application for the aforesaid purpose.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WILMINGTON** that the Department of Land Use and Planning’s grant application to DHCA in the amount of \$15,707.00, or such other amount that DHCA awards, to support the City’s Historic Preservation Planning Program is hereby authorized.

**BE IT FURTHER RESOLVED** that the Director of the Department of Land Use and Planning, or his designee, is hereby authorized to take all necessary actions to apply for and accept any and all funds associated with the grant application and to fulfill the grant requirements.

Passed by City Council,

ATTEST: \_\_\_\_\_  
City Clerk

**SYNOPSIS:** This Resolution authorizes the Department of Land Use and Planning’s Federal Fiscal Year 2024/City Fiscal Year 2025 grant application to the Delaware Department of State, Division of Historical and Cultural Affairs (“DHCA”) in the amount of \$15,707.00, or such other amount that DHCA awards. The funds will be used to support the City’s Historic Preservation Planning Program, which has been in existence for over thirty-five (35) years.

**FISCAL IMPACT STATEMENT:** There is no negative fiscal impact to the City by accepting this grant. Although the grant requires local matching funds of forty percent (40%) of the minimum total grant award, sufficient funds have already been budgeted to satisfy the match requirement and complete the entire funding for the Historic Preservation Planner position. The grant funds will partially defray the costs of the Historic Preservation Planner position.