



New Castle County Winter Ready Restaurant Grant Program FAQs

Q. Who is eligible to participate?

A. Any dining establishment with an active Temporary Commercial Outdoor Sales permit through the New Castle County Department of Land Use; or an equivalent temporary or permanent permit from the City of Wilmington or other municipality located in New Castle County.

Q. Am I eligible to apply if I am an operator who lives outside of New Castle County, but my business is located in New Castle County?

A. Yes. All independent and locally owned food and drink establishments may apply, as well as Delaware-based franchises. Non-local franchises are ineligible for the Winter Ready Grant Program.

Q. How can the Winter Ready Grant Funds be used?

A. Prior to funds being disbursed, the applicant must submit a budget of planned expenses (up to a maximum of \$5,000) for review and approval. Winter Ready Grant Funds can be used to purchase, but are not limited to:

- Tents (rental or purchase)
- Awnings and side panels
- Heaters (rental or purchase)
- Propane
- Lighting
- Furniture

Q. I purchased materials and supplies for my outdoor dining space prior to the Winter Ready Grant Program. Am I eligible for reimbursement if proof of purchase is provided?

A. Yes. Winter Ready Grant funds may be used for outdoor dining expenditures incurred after March 1, 2020 if proof of purchase is provided with your application.

Q. What information will I need to provide in order to apply for a Winter Ready Grant?

A. Submit an application at www.committeeof100.com. Applicants should be prepared to provide copies of a W9 Form, valid Delaware Business License, and an active Temporary Commercial Outdoor Sales Permit, or equivalent permit from the appropriate city or town.

Q: Are other permits required?

Contact your jurisdictional Fire Marshal to determine if additional approvals are needed for tents and heaters. See contact information in the next section.

For unincorporated areas of New Castle County, contact Mike Chionchio in the State Fire Marshal's Office at Michael.Chionchio@delaware.gov or (302) 739-3312. The Tent Permit application can be downloaded here: <https://statefiremarshal.delaware.gov/place-assemblies-special-permits/tent-permits/>

You may submit your Winter Ready Grant application while seeking approval for tents and heaters.

Q: How can I obtain a Temporary Commercial Outdoor Sales Permit?

A: Contact the appropriate jurisdiction below.

New Castle County

Obtain a Temporary Commercial Outdoor Sales permit through the New Castle County Department of Land Use. Information related to this request can be found at www.newcastlede.gov/224/Use or by calling (302) 395-5400.

City of Wilmington

Contact Licenses and Inspections Commissioner Jeff Starkey to review the requirements for outdoor seating, tent and heater permits at jstarkey@wilmingtonde.gov or by calling (302) 576-3030.

City of Newark

Contact Tim Poole to review the requirements for outdoor seating permits at tpoole@newark.de.us or by calling (302) 366-7000 ext. 2067. Information related to tent and heater permits can be obtained from Fire Marshal Dave Tynan at dtynan@newark.de.us or by calling (302) 366-7000 ext. 2061.

City of New Castle

Contact Fire Marshal Jeff Bergstrom to review the requirements for outdoor seating, tent and heater permits at jbergstrom@newcastlecity.delaware.gov or by calling (302) 322-9813.

Town of Middletown

Contact Ray Hudson to review the requirements for outdoor seating permits at rhudson@middletown.delaware.gov or by calling (302) 378-5673.

NOTE: For all jurisdictions, applicants that hold a liquor license must also have their expanded outdoor seating plans reviewed by the Office of Alcoholic Beverage Control (<https://date.delaware.gov/OABCC/>).

Q. Will I need to report my expenditures?

A. Yes. Funds must be spent by December 30, 2020, and an expenditure report must be submitted by January 15, 2021. The expenditure report must include support documentation for actuals, including, but not limited to, receipts and paid invoices for all direct costs. Quotes will not be considered sufficient as proof of purchase.

Q. When will the funds be released?

A. Applications will be accepted beginning October 14, 2020 and funds will be released on a rolling basis shortly thereafter.

Q. Who can I contact if I have further questions?

A. Please submit questions to info@committeeof100.com.