



**Report to the Governor,  
Co-Chairs of the Joint Legislative Committee on Capital  
Improvement Program,  
Members of the 151st General Assembly,  
Director of the Office of Management and Budget and  
Controller General**

from the

**Delaware Council on Volunteer Fire Service**

pursuant to

**29 Del. C. § 2721**

**October 2022**



STATE OF DELAWARE  
DEPARTMENT OF FINANCE  
OFFICE OF THE SECRETARY

RICHARD J. GEISENBERGER  
SECRETARY OF FINANCE

October 2022

The Honorable John C. Carney  
Carvel State Office Building  
820 N. French Street  
Wilmington, DE 19801

Dear Governor Carney:

I am pleased to again provide the annual report on the Delaware Volunteer Fire Service Revolving Loan Fund (the "Fund"), a fund administered by the Department of Finance. The report provides a summary of the activities of the Delaware Council on Volunteer Fire Service (the "Council") during the past year and gives an accounting of the Fund's fiscal status. It is available in its entirety electronically via the Department of Finance's website at the following link:

<https://finance.delaware.gov/financial-reports/committee-reports/>.

Through its work, the council continues to provide a substantial funding source for Delaware's fire and emergency services communities. Since October 2021 the Fund committed to three new loans supported by principal and interest payments from the outstanding portfolio and totaling \$882,564. The Council continues to support fire companies by funding their apparatus and equipment purchases with minimal use of alternative lending facilities.

In total, 60 loans worth \$11,628,554 have been originated since the Fund's inception on total appropriations of \$10 million. Thirty-three of those loans have been granted since the beginning of the Carney administration. Thirty-four loans remain outstanding owing \$5,704,187 in principal. With the June 1, 2022 payments on hand, the funds available balance stands at \$5,850,200.

The Council and I appreciate the value that the Administration and the General Assembly recognize in the Fund, and we remain committed to making this low interest funding source available to meet Delaware's public safety goals.

Sincerely,

A handwritten signature in cursive script that reads "Richard J. Geisenberger".

Richard J. Geisenberger, Secretary of Finance  
Chair, Delaware Council on Volunteer Fire Service

Attachments

pc: Representative Debra Heffernan, Chair  
Senator Nicole Poore, Co-Chair

**Annual Report**  
**Volunteer Fire Service Revolving Loan Fund Program**

**Table of Contents**

Summary Report ..... 1

Volunteer Fire Service Revolving Loan Fund Program..... 1

    Delaware Council on Volunteer Fire Service Meetings and Members ..... 1

    Council Action ..... 2

    Revolving Loan Fund Activity ..... 2

    History and Recap of the Loan Portfolio..... 3

Activity Report (Since October 1, 2021) ..... 4

Payment Schedule ..... 6

Retired Loan Summary ..... 7

Outstanding Loan Summary ..... 8

Applicants and Loans Awarded..... 9

Loan Application and Guidelines ..... 11

## Summary Report

### Volunteer Fire Service Revolving Loan Fund Program

The Delaware Council on Volunteer Fire Service maintains a revolving loan fund for the benefit of volunteer fire and emergency services companies servicing Delaware communities. The purpose of the Delaware Volunteer Fire Service Revolving Loan Fund Program (the “Fund”) is to provide a source of low-cost financing for equipment upgrades and facility improvements that are essential to providing adequate fire, rescue, and emergency medical and technical emergency response related services. The Fund is guided by 29 Del C. §2721, was initiated with a \$1 million appropriation in fiscal year 2006 and has been enhanced with additional \$1 million appropriations in fiscal years 2014 and 2019, an additional \$2 million appropriation in fiscal 2020, and a further \$5 million appropriation in fiscal 2022. In total, the Fund has received \$10 million in appropriations since inception. The Fund is administered by the Department of Finance.

### Delaware Council on Volunteer Fire Service Meetings and Members

Since the last annual report filed in October 2021, the Delaware Council on Volunteer Fire Service (the “Council”) held meetings on March 2, 2022 and June 1, 2022. Meetings are generally held on the first Wednesday of March, June, September and December. The Council is made up of the following members:

- Richard J. Geisenberger, Chair, Delaware Council on Volunteer Fire Service and Secretary of Finance;
- Colleen A. Davis, Delaware State Treasurer;
- Dan Carrier, President, Delaware Volunteer Fire Association
- Lynn Truitt, Commissioner, Delaware State Fire Prevention Commission, or designee, Alan Robinson, Vice Chairman, Delaware State Fire Prevention Commission;
- Steven DiVirgilio, appointed by New Castle County Firefighter’s Association;
- Ray Stevens, appointed by the President of the Sussex County Firefighter’s Association;
- Michael D. Layton, appointed by the President of the Kent County Firefighter’s Association.

Non-voting member of Council:

- Warren Jones, Executive Manager, Delaware Volunteer Firefighter’s Association

## Council Action

The Delaware Council on Volunteer Fire Service continues to adapt its program to the needs of its volunteer fire companies, maximizing funding opportunities for the benefit of volunteer fire and emergency service companies. During 2022, the Council amended its guidelines to:

- 1) Increase the maximum loan amounts for apparatus (new) by 63.6%, and increase heavy rescue, aerial, light duty, apparatus (used) and watercraft rescue vehicles by 33.3% to better reflect accurate costs associated with the vehicle types. Loan maximums have rarely been changed since 2007 and inflationary cost pressures have increased prices by roughly 30 percent since 2007. The current maximum loan amounts are located on page two of the attached program guidelines.

## Revolving Loan Fund Activity

All loans in the Fund's portfolio are current and paid to date. Since the last annual report, three new loans were approved for a total of 60 loans in the Fund's history.

In New Castle County, Aetna Hose, Hook and Ladder Company was approved for their first loan from the Fund of \$275,000 for the purchase of two new pumper engine. The total cost of the new trucks is \$1,367,652. The trucks will replace two older model trucks that have been functional past their end of life through extensive, costly and proactive maintenance. Christiana Fire Company was also approved for two loans: a \$60,000 loan for a used aerial apparatus; and \$275,000 for a new pumper engine; however, they declined the loans since they did not cover the full cost of the vehicles.

In Kent County, Felton Community Fire Company was approved for a \$332,564 loan for a new rescue engine to replace a 2001 pumper that will result in a safer unit for the firefighters. The total cost of the new pumper is \$665,128. This is Felton's seventh loan from the Fund. Additionally, Harrington Fire Company was approved for a loan of \$275,000 for the purchase of a new engine/tanker at a total cost of \$776,716. This will be Harrington's seventh loan from the Fund with this newest loan helping replace a 1987 tanker with an ongoing mechanical problem and a costly repair estimate.

Included in this annual report are a recent activity report, schedule of expected payments, a loan portfolio summary, and a list of equipment financed through the Fund.

## History and Recap of the Loan Portfolio

### History and Recap of Activity Since Inception through October 1, 2022

	<b>Appropriation Amount</b>
Initial Funding - 2006 H.B. 315, Grant-in-Aid	\$ 1,000,000
Supplemental Funding - 2014 S.B. 145, Capital Budget	1,000,000
Supplemental Funding - 2019 H.B. 475, Capital Budget	1,000,000
Supplemental Funding - 2020 S.B. 180, Capital Budget	2,000,000
Supplemental Funding - 2022 H.B. 251, Supplemental Budget	<u>5,000,000</u>
	<u>\$ 10,000,000</u>

### Total Loans Made from the Fund by County

	<b>No. of Loans</b>	<b>Original Loan Value</b>
New Castle County	21	\$ 4,270,194
Kent County	21.5	\$ 3,458,256
Sussex County	17.5	\$ 3,900,104
		<u>\$ 11,628,554</u>

### Reconciliation:

Funding Available for Lending	\$ 5,850,200
Loan Receivables (Principal Only)	<u>5,704,187</u>
Assets Available to the Fund	\$ 11,554,386
Original Appropriation Amount	<u>\$ (10,000,000)</u>
Premium Paid by Companies	<u>\$ 1,554,386</u>
Total Loans Made since Inception	\$ 11,628,554
Less: Payments Made by Companies	(7,478,754)
Plus: Premium Paid by Companies	<u>1,554,386</u>
Loans Receivable (Principal Only)	\$ 5,704,187
Funding Available for Lending	<u>\$ 5,850,200</u>
Assets Available to the Fund	<u>\$ 11,554,386</u>

## Activity Report (Since October 1, 2021)

<b>Available Balance</b>		\$ 5,559,630.66	√
<b>Loan Payments Received December 1, 2021</b>			
Brandywine Hundred Fire Company	44,152.36		
Carlisle Fire Company	31,517.78		
Christiana Fire Company	19,284.41		
Citizen's Hose Company No. 1 #1	9,369.76		
Citizen's Hose Company No. 1 #2	10,498.36		
Claymont Fire Company #1	15,191.36		
Claymont Fire Company #2	13,158.00		
Dagsboro Volunteer FD, Inc.	17,134.01		
Dagsboro Volunteer FD, Inc.	26,801.70		
Dagsboro Volunteer FD, Inc.	11,602.72		
Delaware City Fire Company No. 1, Inc.	24,993.19		
Ellendale Volunteer Fire Company	12,246.72		
Felton Fire Company #4	11,319.12		
Felton Fire Company #5	10,477.10		
Felton Fire Company #6	18,415.89		
Five Points Fire Company #3	7,366.35		
Harrington Fire Company #4	13,843.30		
Harrington Fire Company #5	16,893.13		
Hockessin Fire Company #1	11,811.23		
Hockessin Fire Company #2	19,822.88		
Indian River Fire Company	29,477.35		
Indian River Fire Company	61,029.48		
Indian River Fire Company	66,359.35		
Laurel Fire Company	18,461.26		
Laurel Fire Company	7,385.73		
Little Creek Vol Fire Company	22,680.53		
Little Creek Vol Fire Company	15,188.93		
Mid Sussex Rescue	7,186.54		
Minquadale Fire Company Inc., No. 1	14,423.23		
Selbyville Fire Company	34,060.12		
Selbyville Fire Company #2	13,457.46		
Wilmington Manor Fire Company	53,507.83		
Wilmington Manor Fire Company	4,257.15		
Wilmington Manor Fire Company	18,461.26		
		\$ 711,835.59	
		\$ 6,271,466.25	√
<b>Early loan payments received in March</b>			
Wilmington Manor Fire Company	8,465.00		
		\$ 6,279,931.25	√
<b>Loans Awarded</b>			
Aetna Hose, Hook and Ladder (4/1/2022)	\$ (275,000.00)		
Harrington Fire Inc (6/1/2022)	\$ (275,000.00)		
		\$ (550,000.00)	
		\$ 5,729,931.25	√

<b>Loan Payments Received June 1, 2022</b>		
Aetna Hose, Hook, and Ladder	20,319.81	
Carlisle Fire Company	31,517.78	
Christiana Fire Company #2	19,284.40	
Citizen's Hose Company No. 1 #1	9,369.76	
Citizen's Hose Company No. 1 #2	10,498.36	
Claymont Fire Company #1	15,191.36	
Claymont Fire Company #2	13,158.00	
Dagsboro Volunteer FD, Inc.	17,134.01	
Dagsboro Volunteer FD, Inc.	26,801.70	
Dagsboro Volunteer FD, Inc.	11,602.71	
Delaware City Fire Company No. 1, Inc.	24,993.19	
Felton Fire Company #4	11,319.12	
Felton Fire Company #5	10,477.10	
Felton Fire Company #6	18,415.88	
Five Points Fire Company #3	14,659.80	
Harrington Fire Company #4	13,843.30	
Harrington Fire Company #5	16,893.13	
Harrington Fire Company #6	18,476.86	
Hockessin Fire Company #1	11,811.23	
Hockessin Fire Company #2	19,822.88	
Laurel Fire Company	18,461.26	
Laurel Fire Company	7,385.72	
Little Creek Vol Fire Company	22,678.78	
Little Creek Vol Fire Company	15,187.75	
Mid Sussex Rescue	7,186.54	
Minquadales Fire Company Inc., No. 1	14,423.23	
Selbyville Fire Company #2	13,457.46	
Wilmington Manor Fire Company	18,461.26	
	\$ 452,832.38	\$ 6,182,763.63
<b>Loans Awarded</b>		
Felton Fire Company #7 (8/1/2022)	\$ (332,564.00)	\$ (332,564.00)
		\$ 5,850,199.63 ✓



## Payment Schedule

Delaware Volunteer Fire Revolving Loan Fund			
Payment Schedule			
October 1, 2022			
	December 1, 2021	June 1, 2022	Annual Total
1 Aetna Hose, Hook, and Ladder	-	20,319.81	
2 Brandywine Hundred Fire Company	\$ 44,152.36	-	
3 Carlisle Fire Company	31,517.78	31,517.78	
4 Christiana Fire Company #2	19,284.41	\$ 19,284.40	
5 Citizen's Hose Company No. 1 #1	9,369.76	9,369.76	
6 Citizen's Hose Company No. 1 #2	10,498.36	10,498.36	
7 Claymont Fire Company #1	15,191.36	15,191.36	
8 Claymont Fire Company #2	13,158.00	13,158.00	
9 Dagsboro Volunteer FD, Inc.	17,134.01	17,134.01	
10 Dagsboro Volunteer FD, Inc.	26,801.70	26,801.70	
11 Dagsboro Volunteer FD, Inc.	11,602.72	11,602.71	
12 Delaware City Fire Company No. 1, Inc.	24,993.19	24,993.19	
13 Ellendale Volunteer Fire Company	12,246.72	-	
14 Felton Fire Company #4	11,319.12	11,319.12	
15 Felton Fire Company #5	10,477.10	10,477.10	
16 Felton Fire Company #6	18,415.89	18,415.88	
17 Five Points Fire Company #3	7,366.35	14,659.80	
18 Harrington Fire Company #4	13,843.30	13,843.30	
19 Harrington Fire Company #5	16,893.13	16,893.13	
20 Harrington Fire Company #6	-	18,476.86	
21 Harrington Fire Company #7	-	-	
22 Hockessin Fire Company #1	11,811.23	11,811.23	
23 Hockessin Fire Company #2	19,822.88	19,822.88	
24 Indian River Fire Company	29,477.35	-	
25 Indian River Fire Company	61,029.48	-	
26 Indian River Fire Company	66,359.35	-	
27 Laurel Fire Company	18,461.26	18,461.26	
28 Laurel Fire Company	7,385.73	7,385.72	
29 Little Creek Vol Fire Company	22,680.53	22,678.78	
30 Little Creek Vol Fire Company	15,188.93	\$15,187.75	
31 Mid Sussex Rescue	7,186.54	\$7,186.54	
32 Minquedale Fire Company Inc., No. 1	14,423.23	\$14,423.23	
33 Selbyville Fire Company	34,060.12	-	
34 Selbyville Fire Company #2	13,457.46	13,457.46	
35 Wilmington Manor Fire Company	53,507.83		
36 Wilmington Manor Fire Company	4,257.15		
37 Wilmington Manor Fire Company	18,461.26	18,461.26	
Sub-Total	\$ 711,835.59	\$ 452,832.38	
Total Payments Expected			\$ 1,164,667.97

## Retired Loan Summary

**Delaware Volunteer Fire Revolving Loan Fund  
Loan Portfolio Summary  
October 1, 2022**

Retired Loan Summary			Annual/ Semi-Annual Payment Schedule		Original Term of Loan (in years)	Original Loan Amount	Principal Amount Due (after last payment)
	Date of Loan	Borrower					
1	1/20/2007	Bowers Fire Company	S	K	5	\$ 40,000.00 *	-
2	10/1/2012	Brandywine Hundred Fire Co.	S	NC	5	275,000.00	-
3	9/22/2008	Christiana Fire Company #1	S	NC	10	86,925.56	-
4	10/4/2010	Citizens' Hose Company	S	K	5	31,214.00	-
5	1/1/2013	Felton Fire Company	S	K	5	50,000.00	-
6	1/1/2015	Felton Fire Company #2	S	K	5	67,956.50	-
7	1/4/2015	Felton Fire Company #3	S	K	5	25,000.00	-
8	10/13/2006	Five Points Fire Company	A	NC	10	145,000.00 *	-
9	11/1/2011	Five Points Fire Company	A	NC	5	90,000.00	-
10	11/1/2013	Frederica Fire Company	S	K	5	150,000.00	-
11	7/1/2007	Georgetown American Legion	S	S	5	90,000.00	-
12	1/20/2007	Harrington Fire Company	S	K	5	90,000.00 *	-
13	7/1/2012	Harrington Fire Company #2	S	K	5	90,000.00	-
14	7/1/2012	Harrington Fire Company #3	S	K	5	175,000.00	-
15	8/1/2008, 9/15/2008	Hockessin Fire Company	S	NC	10	86,925.56	-
16	11/1/2013	Indian River Fire Company	A	S	10	300,000.00	-
17	1/1/2021	Mid Sussex Rescue	S	S	10	25,625.00	-
18	4/1/2020	Millville Volunteer Fire Company Inc	S	S	10	175,000.00	-
19	10/13/2006	Odessa Fire Company	A	NC	10	225,000.00 *	-
20	3/1/2011	Odessa Fire Company #2	A	NC	5	90,000.00	-
21	3/1/2007	Rehoboth Beach Fire Company	A	S	10	275,000.00 *	-
22	7/1/2016	Rehoboth Beach Fire Company	A	S	5	175,000.00	-
23	12/1/2007	Townsend Fire Company	A	NC	10	225,000.00 *	-
24	12/31/2017	Wilmington Manor Fire Company	S	NC	5	41,457.10	-
25	2/1/2017	Wilmington Manor Fire Company	S	NC	5	521,513.00	-
<b>Total Retired Loans</b>						<b>\$ 3,546,616.72</b>	

\*Loans originated from the original \$1 million appropriation.

## Outstanding Loan Summary

Outstanding Loan Summary			Annual/ Semi-Annual Payment Schedule	Original Term of Loan (in years)	Original Loan Amount	Principal Amount Due (after last payment)
1	5/1/2022	Aetna Hose, Hook and Ladder	S NC	7	275,000.00	254,909.36
2	4/1/2020	Brandywine Hundred Fire Co.	A NC	5	215,000.00	172,280.97
3	9/1/2020	Carlisle Fire Company	S K/S	10	600,000.00	540,761.68
4	10/1/2019	Christiana Fire Company #2	S NC	5	183,862.08	111,762.29
5	2/1/2016	Citizens' Hose Company	S K	10	169,493.00	80,248.27
6	4/1/2020	Citizens' Hose Company	S K	10	200,000.00	170,681.72
7	10/1/2014	Claymont Fire Company #1	S NC	10	273,211.00	102,183.33
8	10/1/2014	Claymont Fire Company #2	S NC	10	236,644.00	88,508.66
9	10/1/2018	Dagsboro Volunteer Fire Departmer	S S	5	161,883.00	83,301.46
10	7/1/2019	Dagsboro Volunteer Fire Departmer	S S	10	484,450.92	394,464.04
11	4/1/2020	Dagsboro Volunteer Fire Departmer	S S	5	113,310.00	79,654.19
12	1/1/2020	Delaware City Fire Company	S NC	10	474,950.00	406,355.08
13	4/1/2020	Ellendale Volunteer Fire Company	A S	5	59,635.41	47,786.26
14	10/16/2017	Felton Fire Company #4	S K	5	110,000.00	33,617.61
15	12/31/2017	Felton Fire Company #5	S K	5	102,028.25	31,119.56
16	8/1/2019	Felton Fire Company #6	S K	5	175,000.00	106,728.79
	8/1/2022	Felton Fire Company #7	S K	10	332,564.00	332,564.00
17	2/1/2018	Five Points Fire Company #3	S NC	5	70,000.00	21,664.36
18	1/1/2016	Harrington Fire Company #4	S K	10	250,000.00	118,582.05
19	12/1/2018	Harrington Fire Company #5	S K	5	160,000.00	81,989.67
20	12/1/2021	Harrington Fire Company #6	S K	6	175,000.00	175,000.00
21	4/1/2022	Harrington Fire Company #7	S K	10	275,000.00	275,000.00
22	3/1/2019	Hockessin Fire Company	S NC	5	111,587.12	68,542.87
23	1/1/2020	Hockessin Fire Company	S NC	5	193,119.00	136,101.27
24	2/1/2017	Indian River Fire Company	A S	10	275,000.00	109,286.50
25	4/1/2021	Indian River Fire Company	A S	10	600,000.00	600,000.00
26	12/1/2018	Laurel Fire Department Inc.	S S	5	175,000.00	89,755.78
27	12/1/2018	Laurel Fire Department Inc.	S S	5	70,000.00	35,896.06
28	12/1/2018	Little Creek Volunteer Fire Company	S K	5	215,000.00	110,273.86
29	8/1/2019	Little Creek Volunteer Fire Company	S K	5	275,000.00	223,548.73
30	7/1/2020	Mid Sussex Rescue	S S	5	70,000.00	56,234.11
31	5/1/2020	Minquedale Fire Company Inc., No.	S NC	10	275,000.00	234,501.94
32	2/1/2013	Selbyville Fire Company	A S	10	306,951.00	66,129.76
33	7/1/2018	Selbyville Fire Company	S S	10	243,248.75	174,996.81
34	12/1/2018	Wilmington Manor Fire Company	S NC	5	175,000.00	89,755.78
<b>Outstanding Loans Originated</b>					<b>\$ 8,081,937.53</b>	
<b>Total Loans Originated</b>					<b>\$ 11,628,554.25</b>	
Total Principal Due						<b>\$ 5,704,186.81</b>

## Applicants and Loans Awarded

Applicant	Equipment Purchased	Loan Amount Awarded
Five Points Fire Co.	Ladder and Trailer replacement for Ladder 17	145,000
Bowers Fire Co.	Ambulance to replace '98 Ford	40,000
Townsend Fire Co.	Rescue truck to replace '91 Mack Truck	225,000
Odessa Fire Co.	Rescue truck to replace '86 Freightliner	225,000
Harrington Fire Co.	Ambulance to replace '01 Ford Mobile Medical	90,000
Rehoboth Beach Volunteer Fire Co.	Quint aerial truck	275,000
Odessa Fire Co. #2	2011 Freightliner M2 Road Rescue Ambulance	90,000
American Legion Sussex Post 8 – Georgetown	2007 Ford Horton Ambulance	90,000
Hockessin Fire Company	Crimson Pumper	86,926
Christiana Fire Company, Inc.	2008 Seagrave Fire Apparatus Rescue Truck	86,926
Citizen's Hose Company	Breathing Apparatus	31,214
Five Points Fire Co.	Ambulance	90,000
Harrington Fire Co. #2	Brush Truck	90,000
Harrington Fire Co. #3	Ambulance	175,000
Brandywine Hundred Fire Company	Spartan rescue truck	275,000
Felton Fire Company	Ambulance	50,000
Selbyville Volunteer Fire Company	Aerial Tower Truck	306,951
Frederica Volunteer Fire Company	Pumper Tanker	150,000
Indian River Fire Company	Pumper Tanker	300,000
Claymont Fire Company	Pumper Rescue	273,211
Claymont Fire Company	Pumper Tanker	236,644
Felton Fire Company	Light Duty Command Vehicle	25,000
Felton Fire Company	Brush Truck	67,956
Harrington Fire Company	Pumper and accessory equipment	250,000
Citizen's Hose Company No.1	Tanker/Trailer and accessory equipment	169,493
Rehoboth Beach Volunteer Fire Co.	Ambulance	175,000
Indian River Fire Company	Rescue Pumper	275,000
Wilmington Manor Fire Company	Equipment	521,513
Wilmington Manor Fire Company	Equipment	41,457
Felton Fire Company	SCBA Equipment	110,000
Felton Fire Company	SCBA Equipment	102,028
Five Points Fire Company	Ambulance Rehabilitation	70,000
Selbyville Volunteer Fire Company	2019 Typhoon Rescue Pumper	243,249
Dagsboro Volunteer Fire Department Inc.	F550 Road Rescue Ultramedic	161,883
Laurel Fire Department Inc.	2017 Ford Horton F550 ambulance (demo)	175,000
Laurel Fire Department Inc.	Rehabilitate 2011 Intl / Horton Terrastar ambulance	70,000
Wilmington Manor Fire Company	2020 Freightliner Ambulance	175,000
Little Creek Volunteer Fire Company	SCBA Equipment	215,000
Harrington Fire Company	2018 Ford Horton ambulance	160,000
Hockessin Fire Company	Rehabilitate ambulance on new F550 4x4 chassis with power loader	111,587
Felton Fire Company	2019 Ford F550 Classic Ambulance	175,000

<b>Applicant</b>	<b>Equipment Purchased</b>	<b>Loan Amount Awarded</b>
Dagsboro Volunteer Fire Department Inc.	2019 Sutphen SP70 Quint	484,451
Little Creek Volunteer Fire Company	2019 Pierce Enforcer/Tanker	275,000
Christiana Fire Company, Inc.	Equipment	183,862
Hockessin Fire Company	SCBA Equipment	193,119
Delaware City Fire Company No. 1	2019 Pierce Enforcer/Tanker	474,950
Minquadale Fire Company Inc., No. 1	Pierce Enforcer Pumper Truck	275,000
Millville Volunteer Fire Company Inc.	4th Ambulance; a 2020 Freightliner M2 14'	175,000
Brandywine Hundred Fire Company No. 1	30 complete sets of SCBA gear	215,000
Dagsboro Volunteer Fire Company	15 complete sets of SCBA gear	113,310
Ellendale Volunteer Fire Company	12 sets of Motorola Radios and Chargers	59,635
Citizens' Hose Company	Facility Renovation	200,000
Mid Sussex Rescue	re-chassis rehabilitation with a 2020 Dodge B550 chassis	70,000
Carlisle Fire Company	2020 Pierce Ascendant 100' Aerial	600,000
Mid Sussex Rescue	Emergency Generator	25,625
Indian River Fire Company	2021 Pierce Arrow XT 100' Tower Ladder	600,000
Harrington Fire Company	2021 Ford Horton ambulance	175,000
Aetna Hose, Hook & Ladder	2022 Pierce Enforcer Pumper Truck	275,000
Harrington Fire Company	2022 Pierce Enforcer Pumper Truck	275,000
Felton Fire Company	2022 Pierce Enforcer Rescue Truck	332,564
	<b>TOTAL</b>	<b>11,628,554</b>

## Delaware Volunteer Fire Service Revolving Loan Fund Application

The Delaware Volunteer Fire Service Revolving Loan Fund was established to upgrade equipment and improve facilities that are essential to providing adequate fire, rescue, emergency medical and technical emergency response related service to Delaware communities. Loan funds are limited and are not available for equipment that has already been delivered or for the expansion of facilities and parking that has already been completed. For consideration, equipment and expansions must be deemed necessary to provide adequate fire, rescue and emergency medical and technical emergency response services to the surrounding community by the Delaware Council on Volunteer Fire Service. See the Program Guidelines for additional information.

**PLEASE NOTE: One original copy of the application should be delivered to State of Delaware, Dept. of Finance, Office of the Secretary, 820 N. French Street, 8<sup>th</sup> floor, Wilmington, DE 19801.**

### A. General Information

1. Applicant's Legal Name and Mailing Address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. County: \_\_\_\_\_ 3. Applicant's Federal Tax I.D. #: \_\_\_\_\_

4. Name/Position of Contact Person: \_\_\_\_\_

5. Mailing Address, if different: \_\_\_\_\_  
\_\_\_\_\_

6. E-mail Address: \_\_\_\_\_

7. Phone Numbers: (identify home/work/pager/cell) \_\_\_\_\_

The following information will be considered for prioritizing loan applications.

### B. Organizational Profile

8. Name of applicant's primary protection district: \_\_\_\_\_

9. Population of applicant's primary protection district: \_\_\_\_\_

10. Square Miles of applicant's primary protection district: \_\_\_\_\_

### C. Checklist of Financial Information to include with application

\_\_\_ Compilation Review and Audit Report, for two years preceding the year of application. *Include a copy of confirmation letter that most recent audit has been submitted to the State Fire Prevention Commission.*

11. \_\_\_ Proposed Operating and Capital Budgets, for two years preceding the year of application

12. \_\_\_ IRS Form 990, for two years preceding the year of application

13. \_\_\_ Inventory of applicant's assets

14. \_\_\_ Company's Resolution to Procure and Borrow for Requested Asset

15. \_\_\_ List of Company Officers

16. Please describe any income, revenue or other financial support from any source not reflected in the financial statements, for example, in-kind services, energy or city services provided by an outside source. \_\_\_\_\_

17. Describe Asset to Be Acquired

**VEHICLES AND APPARATUS**

***Part 1 Describe asset to be acquired***

New                       Used                       Rehabilitated Vehicle  
 Addition                       Replacement  
 Rescue Truck               Heavy Rescue               Aerial               Pumpers               Ambulance  
 Light Duty Rescue               Watercraft Rescue               Other Used Apparatus  
Year \_\_\_\_\_              Make \_\_\_\_\_              Model \_\_\_\_\_  
Tank cap./gal \_\_\_\_\_              Pumping cap./gal \_\_\_\_\_              Ladder/ft. \_\_\_\_\_

If used:  
Odometer \_\_\_\_\_              Vehicle ID# \_\_\_\_\_

***Part 2 Describe asset to be replaced, if applicable***

Rescue Truck               Heavy Rescue               Aerial               Pumpers               Ambulance  
 Light Duty Rescue               Watercraft Rescue               Other Used Apparatus  
Year \_\_\_\_\_              Make \_\_\_\_\_              Model \_\_\_\_\_  
Odometer \_\_\_\_\_              Vehicle ID# \_\_\_\_\_  
Tank cap./gal \_\_\_\_\_              Pumping cap./gal \_\_\_\_\_              Ladder/ft. \_\_\_\_\_

***Part 3 Describe vehicle to be rehabilitated/repared as well as rehabilitation efforts, if applicable***

Rescue Truck               Heavy Rescue               Aerial               Pumpers               Ambulance  
 Light Duty Rescue               Watercraft Rescue               Other Used Apparatus  
Year \_\_\_\_\_              Make \_\_\_\_\_              Model \_\_\_\_\_  
Odometer \_\_\_\_\_              Vehicle ID# \_\_\_\_\_  
Does vehicle meet applicable NFPA Standards? \_\_\_\_\_  
\_\_\_\_\_

**EQUIPMENT**

New  
 Accessory Equipment               Communications Equipment               Personal Protective Equipment  
Accessory equipment: ***any equipment used to support fire rescue and EMS; for example; hoses, saws and fans.*** List the type of accessory, communications or personal protective equipment being acquired:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**FACILITY**

- New Construction                       Modernization                       Renovation/Repair

Describe the organization’s existing facilities and explain why they are inadequate. Describe the construction, renovations, repairs or modernization that is planned. If the facility address is, or will be different from the address listed in Section A of this application, please indicate the new address. Attach plans and detailed estimates of construction costs.

---

---

---

18. Estimate of Contract or Bid Cost: \_\_\_\_\_

19. Purpose of Loan Request:

- Buy new apparatus/equipment/facility     Refinance existing apparatus/equipment/facility

20. Amount of Loan Requested: \_\_\_\_\_

21. Term of Loan Requested: \_\_\_\_\_

22. Repayment Option (circle one): Semi-Annually / Annually

23. How will the proposed expenditure be funded if the loan application is denied?

---

---

---

24. Other Funding sources and types (Loan/Allocation/Donation or Grant)

Source	Amount	Type	Expected Loan Rate
Self-funding	_____	_____	_____
Bank or other lending institution	_____	_____	_____
Municipality	_____	_____	_____
Relief Assoc./Org. or Individual	_____	_____	_____
Other _____	_____	_____	_____

25. Please describe both your need for the apparatus, equipment or facility proposed as well as your need for a DVFS revolving loan. Attach a separate page, if necessary.

---

---

---

---

---



**D. Signature/Certification**

We, the undersigned and duly authorized officers of \_\_\_\_\_ do hereby certify that the information presented in this application, including all attachments, is true and accurate and that we are authorized by Resolution to apply for a loan and to borrow from the Delaware Volunteer Fire Service Revolving Loan Fund. Said Resolution, in the form attached, is signed, sealed and submitted with this application.

---

Name: \_\_\_\_\_ Date \_\_\_\_\_  
Signature of Volunteer Company President

---

Name: \_\_\_\_\_ Date \_\_\_\_\_  
Signature of Volunteer Company Secretary

(Affix Corporate Seal)

Delaware Volunteer Fire Service Revolving Loan Fund  
Inventory List

Please describe applicant's fleet, including vehicles, apparatus and equipment.

Year	Type	Make/Model	Year Purchased	Cost	Estimated Value



## RESOLUTION TO PROCURE AND BORROW FOR REQUESTED ASSET

I, \_\_\_\_\_, an officer of \_\_\_\_\_,  
certify that the corporate officers of this organization have been authorized to procure  
\_\_\_\_\_.

Said officers are also authorized to file an application to borrow money in the amount of  
\$\_\_\_\_\_ from the Delaware Volunteer Fire Service Revolving Loan Fund. Minutes from  
the relevant meeting of the board are attached.

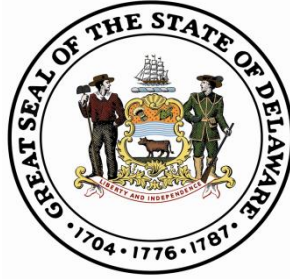
\_\_\_\_\_  
Signature of Company Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Company Secretary

\_\_\_\_\_  
Date

(Affix Company Seal)



## Delaware Volunteer Fire Service Revolving Loan Fund

### Program Guidelines

The Delaware Volunteer Fire Service Revolving Loan Fund was established to upgrade equipment and improve facilities that are essential to providing adequate fire, rescue, emergency medical and technical emergency response related service to Delaware communities. Loan funds are limited and are not available for equipment that has already been delivered or for the expansion of facilities including parking that has already been completed. For consideration, equipment and expansions must be deemed necessary to provide adequate fire, rescue and emergency medical and technical emergency response services to the surrounding community by the Delaware Council on Volunteer Fire Service.

The Delaware Council on Volunteer Fire Service (the “Council”) is comprised of the President of the Delaware Volunteer Firemen’s Association, the Chairman of the State Fire Prevention Commission, three members, one each appointed by the Presidents of the New Castle, Kent and Sussex County Firemen’s Associations, the State Treasurer and the Secretary of Finance.

The Council will approve loan applications based on the availability of funds and criteria that assess the relative needs for fire service and loan assistance throughout the State. The criteria include financial need, age and condition of existing equipment and the demographic, geographic and financial conditions of the communities served. The loan fund should not be considered an organization’s sole source of funding.

#### **1. Who May Apply?**

1.1. All volunteer fire, rescue and emergency medical service companies located in the State of Delaware.

## 2. Guidelines for Apparatus and Equipment Loans

2.1 The purchase of new and used apparatus will be considered, provided new and used apparatus pass all Federal, State, and/or county certifications. For all apparatus and equipment requests, applicant should include product specifications.

2.2 Loan funds are available to upgrade equipment and improve facilities that are essential to providing adequate fire, rescue, emergency medical and technical emergency response related service to Delaware communities and shall not be made available for equipment that has already been ordered.

2.3 Interest will be fixed at the rate of 2.0%. Repayment schedules will have semi-annual or annual payments. Annual payments will be due December 1st; semi-annual payments will be due June 1st and December 1<sup>st</sup>. All payments must be made via ACH as outlined in the promissory note.

2.4 Maximum loan amount and term:

	Maximum Loan	Maximum Term
<b>Apparatus (New)</b> i.e., rescue, pumpers, tankers	\$450,000 or 50% (whichever is less)	10 years
<b>Heavy Rescue</b>	\$600,000 or 50% (whichever is less)	10 years
<b>Aerial</b> i.e., Tower trucks or Quints	\$800,000 or 50% (whichever is less)	10 years
<b>Light Duty Vehicles</b> i.e., brush trucks, fire police vehicles, command vehicles, 12 to 15 passenger utility vans	\$120,000 or 50% (whichever is less)	5 years
<b>Apparatus (Used)</b>	\$80,000 or 50% (whichever is less)	5 years
<b>Ambulances</b>	\$175,000 or 75% (whichever is less)	5 years
<b>Water Craft Rescue</b>	\$60,000 or 50% (whichever is less)	5 years
<b>Rehabilitation</b>	\$70,000 or 50% (whichever is less)	5 years
<b>Equipment</b> i.e., breathing apparatus, SCBA's, radios, turnout gear	\$215,000 (once per 15-year period)	5 years
<b>Smaller Equipment for Apparatus</b>	\$50,000 (once per 5-year period)	5 years

### 3. Guidelines for Facility Loans

3.1 Applications will be considered for establishing or renovating facilities that house fire fighting and rescue equipment, and emergency medical and technical emergency response services.

3.2 Proceeds of the loan shall be used only for construction and shall not be used for land acquisition, payment of fees for design, planning and preparation of application or any other cost not directly attributable to construction.

3.3 The applicant shall present an estimated construction cost for the project from a reliable engineering or architectural firm. A new or renovated facility must meet all requirements and codes of the Federal, State and local jurisdiction, included local firemen's association standards.

3.4 Interest will be fixed at the rate of 2.0%. Repayment schedules will have semi-annual or annual payments. Annual payments will be due June 1<sup>st</sup>; semi-annual payments will be due June 1<sup>st</sup> and December 1<sup>st</sup>. Payments must be made via ACH as outlined in the promissory note.

3.5 Maximum loan amount and term:

<b>Facility</b>	\$200,000 or 50% (whichever is less)	10 years
-----------------	---	----------

### 4. Guidelines for Loan application process

4.1 All applications must be prepared in accordance with Delaware Council on Volunteer Fire Service guidelines. Failure to comply with Council guidelines may be cause for rejection of the application. The Council may reserve the right to correct minor errors or irregularities in the application.

4.2 An original application must be provided to the Council. Financial statements and proposed operating and capital budgets must be completed and provided, along with the completed application, for the two fiscal years immediately prior to the fiscal year in which the application is made.

4.3 Each applicant must submit IRS Form 990 for each year presented on the financial statements.

4.4 Each applicant must submit a copy of the confirmation letter that the most recent annual financial audit has been submitted to the Delaware State Fire Prevention Commission.

4.5 Each applicant must submit an accepted bid or signed agreement for the apparatus being purchased.

4.6 Each applicant must submit an inventory of equipment and fleet of vehicles.

4.7 Applicant must supply **one original copy** of the application package to:

State of Delaware  
Department of Finance, Office of the Secretary  
820 N. French Street, 8<sup>th</sup> floor  
Wilmington, Delaware 19801

An application package consists of the original application and inventory list, financial statements and budgets, IRS Form 990, Company's Resolution and List of Officers and estimate and plans, if any.

4.8 In addition to financial statements submitted with the application, applicants must agree to supply annual financial statements, as may be required.

4.9 A representative from the company will be required to be available and prepared to answer questions about the apparatus or facility to be financed as well as financial operations related to the applicant's company. Additionally, a company officer must be available to sign a promissory note at the time the loan is received by the company.

4.10 Applications are valid until December 31<sup>st</sup> of the year the application was submitted, unless otherwise determined by the Council.

4.11 Within 12 months of the time the loan was granted, the volunteer company must submit documentation to the Council reflecting the actual expenditures of the loan proceeds.

4.12 Applicant must agree via promissory note to make loan payments via the State of Delaware's ACH facility, which can be found here: <https://www.velocitypayment.com/client/delaware/finance/index.html>. Loan payments will not be accepted via paper check.

## **5. Prioritization of Loan requests**

5.1 It is the intent of the Council to manage the fund in a prudent and fiscally responsible manner and to extend loans to companies that can demonstrate the ability to repay the loan in accordance with its terms. Within that context, the priority for receiving loans will be established based on the criteria set forth below and the availability of funds.

5.1.1 New vehicles and apparatus will have the highest priority followed by new equipment, renovations or rehabilitations of apparatus or equipment and facility improvements.

5.1.2 Further, priority consideration will be given to those companies demonstrating the greatest need considering financial need, age and condition of existing equipment and apparatus and demographic, geographic and financial conditions of the communities served.

5.1.3 The Council would also consider refinancing to prevent an event of default.

## **6. Loan Review and Approval Process**

6.1 Applications may be submitted at any time and will be considered by the Council on a quarterly basis coincident with the schedule for meetings of the Executive Committee of the Delaware Volunteer Firefighter's Association.

6.2 The Council shall review each loan request received from an applicant in accordance with the stated criteria.

6.3 Applicants will be notified of loan approvals by the Council. In addition, companies will be notified of any further requirements for loan closing.

## **7. Event of Default on Loans**

7.1 The Council will follow prudent underwriting standards when considering a loan. In lieu of property and equipment liens, the Council may withhold future state funding including payments from insurance premium taxes and grant-in-aid funding.

7.2 Any volunteer fire, rescue and emergency medical service company awarded a loan through the Delaware Volunteer Fire Service Revolving Loan Fund should consider the purchase of a performance bond to protect against financial loss should an equipment or construction contractor default, or fail to deliver equipment, according to the terms of the contract.

7.3 Should a company be unable to make its loan payments in a timely manner, the company officers are required to notify the Council as soon as possible.