



NOTICE OF 2025 CITY OF LANCASTER LOI PROCESS & DEADLINE

The City of Lancaster Invites Community Organizations to Participate in Letter of Interest Process for 2025 City-Directed Funding Opportunities

Date: March 11, 2025

From: Administrative Services Department of Community Planning & Economic Development

The City of Lancaster is launching a Letter of Interest (LOI) process for its anticipated 2025 funding opportunities. Eligible community organizations are invited to express their interest in applying for the projected 2025 City-directed funding sources for programs and projects designed to meet demonstrated community needs. Potential funding opportunities include:

- **City/County Consortium:** *HOME Investment Partnerships Program (HOME) Entitlement Funding*
- **City of Lancaster:** *Community Development Block Grant (CDBG) Entitlement Program*
- **Department of Community and Economic Development (DCED):**
 - *Neighborhood Assistance Program (NAP)*
 - *Neighborhood Partnership Program (NPP)*
 - *Charitable Food Program (CFP)*
 - *Special Program Priorities (SPP)*
- **Commonwealth of Pennsylvania:**
 - *Local Share Account (LSA) Funding*
 - *Redevelopment Assistance Capital Program (RACP)*

Interested organizations should review the **LOI Response Instructions** for specific information and requirements about participating in this process, which can be viewed [here](#).

LOI responses must be submitted utilizing the **2025 City Funding LOI Response Form**, which can be downloaded [here](#).

Organizations shall submit one (1) response form for each program/project for which they are pursuing funding based on the anticipated 2025 City funding opportunities (see **LOI Response Instructions**, linked above, for more details).



The City will review and evaluate LOI responses to determine suitability for available funding opportunities and provide recommendations, opportunities for technical assistance, and capacity building advice and guidance, as needed. Specifically, LOI responses will be evaluated on the following basis:

- Program/Project Alignment with Available Funding Sources
- Viability of Project Timeline with Application Process(es)
- Demonstration of Organizational Capacity
- Ability to Meet Grant Requirements
- Level of Risk

Please be advised that responding to this LOI does not guarantee the award of any funding. All respondents will be responsible for completing any subsequent grant application processes based on the recommendations provided. Additionally, all LOI responses indicating an interest in pursuing LSA funding will be vetted for program/project viability. The City will use the information contained in the LOI response to determine whether or not it will pursue LSA funding on an organization's behalf in 2025.

LOI responses are due by 5:00 PM on Friday, April 18, 2025. Response Forms should be emailed to Jenn Rummel, Community Development Administrator, at jrummel@cityoflanasterpa.gov.

The City will hold one (1) **information session** about the 2025 LOI process, in-person and virtually, on Tuesday, March 25, 2025, at 2:00 PM in City Hall, City Council Chambers located at 120 N. Duke Street, Lancaster, PA 17602. Subsequently, it will hold **virtual office hours** on April 8th and April 14th from 10:00 AM – 11:00 AM. Please contact Jenn Rummel at jrummel@cityoflanasterpa.gov to obtain a link to these sessions.

Please note that not responding to this LOI **does not preclude organizations from submitting applications to secure related grant funding nor does it supersede other required application processes**, except for City-supported LSA applications. ***All organizations intending to apply for LSA funding through the City must submit an LOI response for assessment and approval.*** Apart from LSA funding, this process mainly supports information gathering and technical assistance opportunities to help match community programs/projects with available City funding sources.