

PDF Version of RACP Webpage (version 2/12/16)
Commonwealth of PA – Office of Budget – Bureau of Revenue, Capital & Debt
Redevelopment Assistance Capital Program (RACP)

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RACP PROCESS OVERVIEW

[A printer friendly PDF version of this webpage is available.](#)

[Flowchart visualizing this overview](#) (PDF)

A project is eligible for RACP funding only if that project has been itemized in a PA Capital Budget Project Itemization Act, and such itemizations have remaining “Project Allocation” amounts and have not been statutorily “sunset” according to Act 77 of 2013. Candidates who have an authorized and eligible project will need to submit a Business Plan to the Office of the Budget. Please refer to the [Business Plan Submission Process](#) section of this website for more detailed information on eligibility, funding schedules, and submission requirements.

All submissions that pass an initial review of eligibility and completeness will be scored according to the five (5) sectors of project scoring methodology. For a complete detail of the five (5) sector scoring methodology, please see the [Selection Criteria](#) section of this website.

There is a 30-day “public comment period” from receipt of the Business Plan (BP) until an award can be made. Once all the projects have been scored in accordance with the published criteria, the Office of the Budget will forward a complete listing of projects, corresponding scores, and summaries to the Administration for determination of grant awards.

The final selection results will be posted to the Listing of Candidates & Selection Results section of our website and all Candidates will be notified via individual correspondence whether or not the Business Plan submission has resulted in a Grant Award. An Award Letter shall serve as written notification authorizing the preparation and submission to the Office of the Budget of a formal and complete RACP Grant Application for the project.

Grant applicants must then notify OB within 30 days of receipt of their award letter as to whether or not they are accepting the grant award. If accepting, the applicant will have six (6) months to submit an application to the OB for the drafting of a RACP grant. For more detailed information on the process and submission of applications, please see the Application Procedures section of this website.

Once a Grant is drafted, it will be sent to the Grantee for signature and returned to OB for circulation through the commonwealth for execution. Upon execution of the Grant Agreement, the Grantee should work to satisfy all term and conditions of the grant. The Grantee may start to submit Payment Requests once eligible construction costs have been incurred. For more detailed information on the procedures for requesting grant funds, please see the Reimbursement Procedures section of this website.

Upon submission of a final payment request, the Grantee will be contacted for a close-out audit of the project. For more detailed information on this, please see the Legislatively-Mandated Close-Out Audit section of this website.

DEFINITIONS

- **Candidate:** Any entity that has an authorized eligible project and, subsequently, has submitted a business plan but has not received an award or rejection letter. For project eligibility requirements, please see the Program Guidelines.
- **Applicant:** An eligible entity that has submitted a RACP application for a project that has received a RACP award letter. It may be the candidate itself, or if they're not an eligible applicant, a separate "sponsor" entity selected by the candidate.
- **Sub-applicant:** In cases where a RACP candidate is not an eligible applicant, the candidate becomes the sub-applicant and selects an eligible applicant to "sponsor" them and submit the application.
- **Grantee:** An applicant that meets eligibility requirements and has received a grant agreement for execution. For grantee eligibility requirements, please see the [Program Guidelines](#) section of this website.
- **Sub-grantee:** An entity that, through the cooperation of a grantee, will use RACP funds for an eligible project.