



EPA Mid-Atlantic FY2016 Brownfields

Grant Guidelines Workshop

CLEANUP & RLF GRANT SESSION



Take the Survey





FY 16 Cleanup & RLF Guidelines Workshop

Webinar Information:

Phone Number – 866-299-3188

Conference Code – 215-814-4321#

Web link –

<http://epawebconferencing.acms.com/r43go7wrd2u/>

Speakers:

Humberto Monsalvo 215-814-2163

Joe Nowak 215-814-3303

Mike Taurino 215-814-3371

Mickey Young 215-814-3069





Purpose of Session

- Provide an overview of the Brownfields Cleanup and Revolving Loan Fund (RFL) Grant Guidelines for FY 2016

http://www2.epa.gov/sites/production/files/2015-10/documents/cleanup_15-06_oblr.pdf

- Review application process and requirements

Ranking Criteria Only

- Provide an Opportunity for Questions & Answers

***Should any information provided in the following slides or by the presenter differ from the guidelines, the language written in the guidelines prevails.**





Future Success of Brownfields Program

5

- *This session is structured to provide potential applicants with information that will help you to successfully apply for this funding.*
- *This is in large part dependent on you and starts with a quality application.*
- *A quality brownfields program includes:*
 - ✓ *Meaningful community participation*
 - ✓ *Regular reporting of accomplishments*
 - ✓ *Environmental stewardship and inclusion of sustainable redevelopment practices*
 - ✓ *Innovative thinking in revitalization/reuse*



Estimated FY16 Timeline

- **Proposals Due**
December 18, 2015
- Selections Announced
April – May 2016
- Application (Workplan and
federal forms) submitted
June – July 2016
- Grants Awarded/
Funds Available
July – October 2016



The proposal due date will not change, however, other dates listed above are subject to change.



Cleanup Grant Program

Overview

- Provides funds to carry out **cleanup activities at a specific Brownfield site owned by the applicant.**
- An individual applicant can apply for up to \$200,000 per brownfield site and can submit **up to three** site-specific cleanup proposals.
- A **separate proposal** must be submitted for each site.
- Period of performance is **three** years.





RLF Grant Program

Overview

- **Revolving Loan Fund (RLF)** grants provide funding for a grant recipient to **capitalize a revolving loan fund** and **to provide subgrants to carry out cleanup activities at brownfield sites**.
- Revolving Loan Fund Grants provide **up to \$1,000,000** per eligible entity; they are available for a single recipient or a coalition of eligible entities.
- **Subgrants are limited to \$200,000 per site**; however, after award, the recipient may request that EPA waive the \$200,000 limit on a case-by-case basis. **Entities receiving RLF subgrants must own the site** which is the subject of the subgrant.
- Period of performance is **five** years.



Cleanup Grant Program

Hazardous Substances & Petroleum

- If you are requesting up to \$200,000 to address hazardous substances and petroleum at the **same site**, you must submit **one proposal**, which cannot exceed \$200,000 total.
- If the hazardous substance and petroleum contaminated areas of the site are distinguishable, the proposal must indicate the dollar amount of funding requested for each type of contamination and respond to both the hazardous substance and petroleum eligibility questions in Section III.C.3, including the requirement to provide a petroleum eligibility letter.



Cleanup Grant Program

Hazardous Substances & Petroleum

- For petroleum sites, answer the questions in the guidelines and send the information to the state. The state will prepare the petroleum eligibility letter.
- If the petroleum and hazardous substances are not easily distinguishable, the applicant must indicate which contaminant is predominant and respond to the appropriate site eligibility criteria. If unsure, request hazardous substances funding.

Call Tom Stolle (215-814-3129) or Mickey Young (215-814-3069) if you need advice regarding whether your site is considered petroleum or co-mingled.



Threshold vs Ranking Criteria

- **Threshold Criteria** are **pass/fail**. You must meet all threshold criteria to be evaluated against the Ranking Criteria.
- **Ranking Criteria** contain questions with specific point values. Proposals will be **scored** based on the extent and quality to which the criteria are addressed.



Cleanup Grant Program

Threshold Criteria - **Property Ownership**

- An applicant must be the **sole owner** of the subject property at time of submittal of the proposal.
- For purposes of eligibility determinations in these guidelines only, the term “**own**” means **fee simple title** through a legal document, such as a recorded deed.





Cleanup & RLF Grant Program

Threshold Criteria - **Cost Share**

- Cleanup and RLF applicants must provide a **20 percent cost share** for Cleanup and RLF grants. A \$200,000 cleanup grant will require a \$40,000 cost share.
- The cost share may be in the form of a contribution of **money, labor, material, or services** from a **non-federal source** and **must be for eligible and allowable costs** and cannot include administrative costs.
- Applicants may request a **waiver** of the cost share requirement. EPA will consider hardship waiver requests on a case-by-case basis.
- Instructions for applying for a waiver are on page 21 of the cleanup guidelines and 14 of the RLF guidelines.



Cleanup Grant Program

Threshold Criteria – Other Important Req'ts

- Applicant eligibility
- State Letter – REQUEST NOW!!
- Community Notification
- Site eligibility. Petroleum applications – REQUEST PETROLEUM DETERMINATION NOW!!
- Cleanup Authority & Oversight Structure
- Call Tom Stolle (215-814-3129) if you have threshold questions.

The FY16 Region 3 Threshold Presentation will be posted to under “Helpful Information” at

<http://www2.epa.gov/brownfields/brownfields-and-land-revitalization-delaware-maryland-pennsylvania-virginia-west#pane-2>



Cleanup Grant Program

Threshold Criteria – Other Important Req'ts

STATE CONTACTS

Contact Information for **Threshold Eligibility** and **Petroleum Determinations**:

<http://www2.epa.gov/brownfields/region-3-state-contacts-epas-brownfields-grant-proposals>

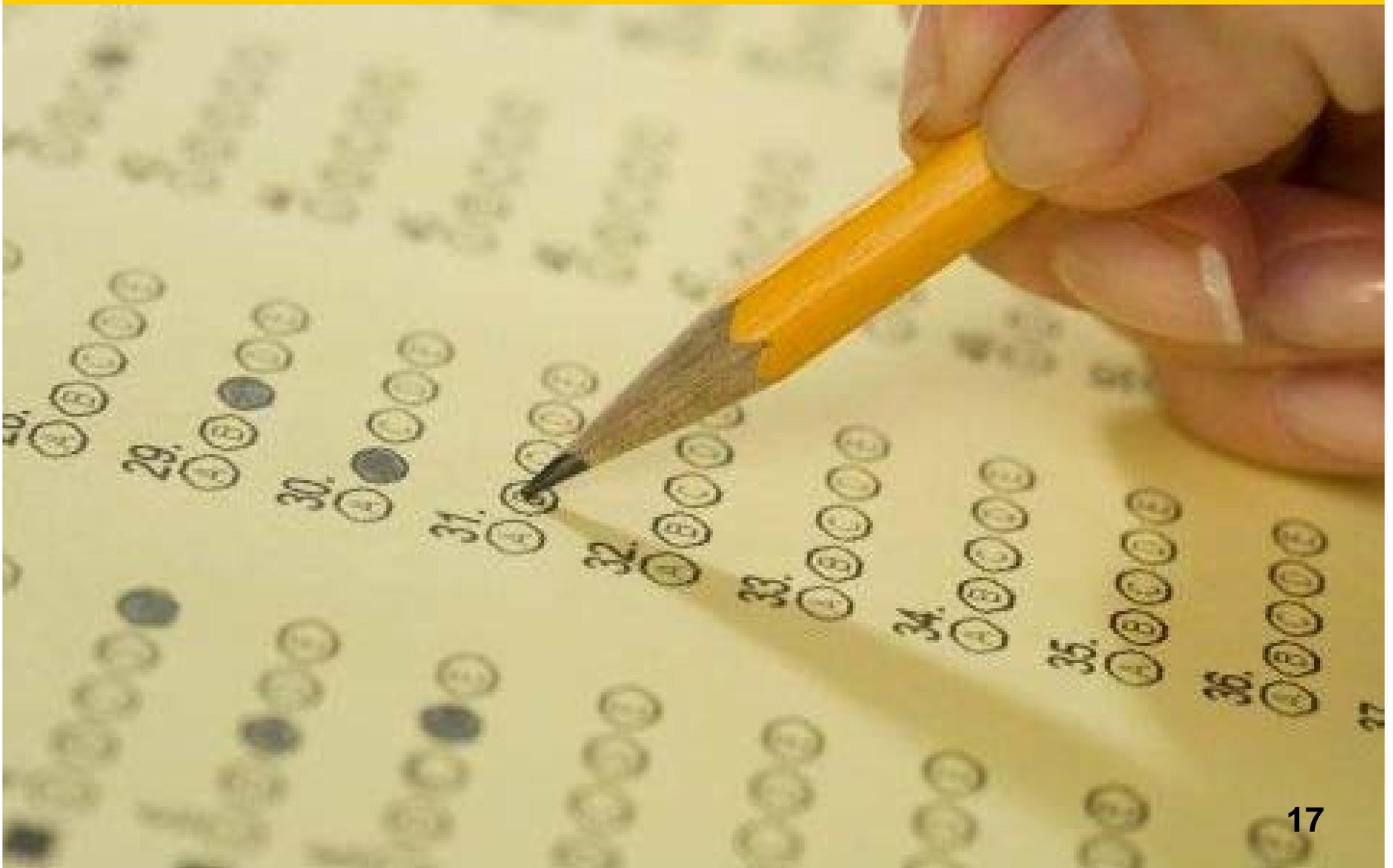
**THESE CAN TAKE UP TO 30 DAYS FOR
PETROLEUM DETERMINATIONS, SO
CONTACT THE STATE IMMEDIATELY
WITH YOUR PROJECT INFORMATION!!!**

Take the Survey





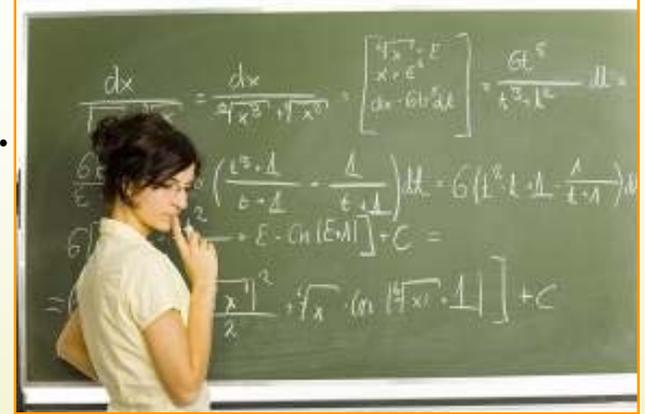
Ranking Criteria – Cleanup





Cleanup - Ranking Criteria

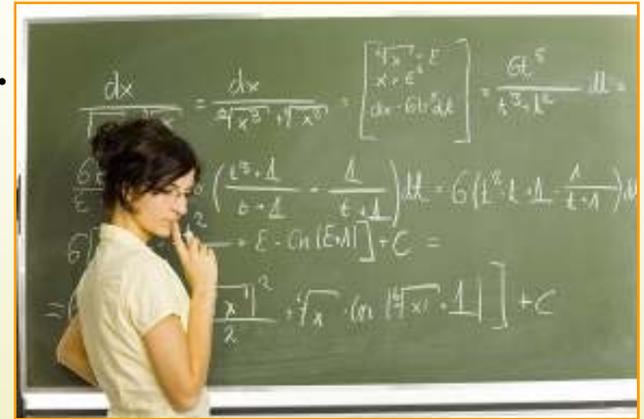
- Ranking Criteria are in Section V.B on pages **29 - 40** of the Cleanup Guidelines.
- There are **five** ranking criteria for a total of **105 points**.
- Make sure you **answer all of the questions** – many have **more than one part** – **unanswered criteria result in ZERO points**.
- **Summary of FY16 Brownfields Guideline Changes** at http://www2.epa.gov/sites/production/files/2015-10/documents/summary_of_fy16_arc_grant_guideline_changes.pdf
- **NEW - FY2016 Cleanup Guideline Checklist:** http://www2.epa.gov/sites/production/files/2015-10/documents/fy16_cleanup_guideline_checklist.pdf





RLF - Ranking Criteria

- Ranking Criteria are in Section V.B on pages **20 - 33** of the Cleanup Guidelines.



- There are **five** ranking criteria for a total of **100 points**.

- Make sure you answer all of the questions – many have more than one part – unanswered criteria result in ZERO points.

- [Summary of FY16 Brownfields Guideline Changes](http://www2.epa.gov/sites/production/files/2015-10/documents/summary_of_fy16_arc_grant_guideline_changes.pdf) at http://www2.epa.gov/sites/production/files/2015-10/documents/summary_of_fy16_arc_grant_guideline_changes.pdf



Cleanup & RLF - Ranking Criteria

TABEZ site at Kansas State University:

<https://www.ksutab.org/resources?cat=sample>

- Provides **sample proposals** from previous year/old format
- Important to review for **how information is presented.**

The screenshot shows a web browser window with the URL <https://www.ksutab.org/resources?cat=sample>. The page content is as follows:

Title	Info	Download
2013 Cleanup Grant Proposal Sample 1		Download
2013 Cleanup Grant Proposal Sample 2		Download
2013 Coalition Assessment Grant Proposal Sample 1		Download
2013 Coalition Assessment Grant Proposal Sample 2		Download
2013 Community-wide Assessment Grant Proposal Sample 1		Download
2013 Community-wide Assessment Grant Proposal Sample 2		Download
2013 Revolving Loan Fund Grant Proposal Sample 1		Download
2013 Revolving Loan Fund Grant Proposal Sample 2		Download
2013 Revolving Loan Fund Grant Proposal Sample 3		Download
2013 Site Specific Assessment Grant Proposal Sample		Download

Showing 1 to 10 of 10 entries

Show 25 entries



Cleanup - Ranking Criteria

1. Community Need (20 Points)
2. Project Description & Feasibility of Success (30 Points)
3. Community Engagement & Partnership (15 Points)
4. Project Benefits (20 Points)
5. Programmatic Capability & Past Performance (20 Points)





Cleanup - Ranking Criteria

1. Community Need (20 Points)

- 1.a. Targeted Community and Brownfields (8 pts)
- 1.b. Impacts on Targeted Community (5 pts)
- 1.c. Financial Need (7 pts) Subparts i, ii

2. Project Description & Feasibility of Success (30 Points)

- 2.a. Project Description (15 pts) Subparts i, ii
- 2.b. Task Description & Budget Table (10 pts)
- 2.c. Ability to Leverage (5 pts)

3. Community Engagement and Partnership (15 Points)

- 3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Project Progress (5 pts)
- 3.b. Partnerships with Government Agencies (5 pts)
- 3.c. Partnerships with Community Organizations (5 pts)



Cleanup - Ranking Criteria

4. Project Benefits (20 Points)

- 4.a. Health and/or Welfare and Environment (10 pts) Subparts i, ii
- 4.b. Environmental Benefits from Infrastructure Reuse/Sustainable Reuse (5pts) Subparts i, ii
- 4.c. Economic and Community Benefits (5pts) Subparts i, ii

5. Programmatic Capability and Past Performance (20 Points)

- 5.a. Programmatic Capability (12 pts)
- 5.b. Audit Findings (2 pts)
- 5.c. Past Performance and Accomplishments (6 pts) – Select applicable Subpart (i, ii, or iii) that applies to your organization



RLF - Ranking Criteria

1. Community Need (15 Points)
2. RLF Program Description & Feasibility of Success (30 Points)
3. Community Engagement & Partnerships (20 Points)
4. Program Benefits (15 Points)
5. Programmatic Capability & Past Performance (20 Points)





RLF - Ranking Criteria

1. Community Need (15 Points)

- 1.a. Targeted Community and Brownfields (5 pts)
- 1.b. Impacts on Targeted Community (5 pts)
- 1.c. Financial Need (5 pts) Subparts i, ii

2. RLF Program Description & Feasibility of Success (30 Points)

- 2.a. Program Description (15 pts) Subparts i, ii
- 2.b. Task Description & Budget Table (10 pts)
- 2.c. Ability to Leverage (5 pts)

3. Community Engagement and Partnerships (20 Points)

- 3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Progress (7 pts)
- 3.b. Partnerships with Government Agencies (6 pts)
- 3.c. Partnerships with Community Organizations (7 pts)



RLF - Ranking Criteria

4. Project Benefits (15 Points)

- 4.a. Health and/or Welfare and Environmental Benefits (7 pts)
- 4.b. Environmental Benefits from Infrastructure Reuse/Sustainable Reuse (4pts) Subparts i, ii
- 4.c. Economic and Community Benefits (4pts) Subparts i, ii

5. Programmatic Capability and Past Performance (20 Points)

- 5.a. Programmatic Capability (12 pts)
- 5.b. Audit Findings (2 pts)
- 5.c. Past Performance and Accomplishments (6 pts) – Select applicable Subpart (i, ii, or iii) that applies to your organization



Cleanup & RLF - Ranking Criteria

Critical Tip:

Be sure to read the **opening paragraphs for each criterion** as it includes important information on how to respond.

FAQs provide additional insight and information at

http://www2.epa.gov/sites/production/files/2015-10/documents/fy16_faqs.pdf





Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

Community Needs provide foundation for:

1. Your project discussion
2. Community engagement and partnerships
3. Benefits to the targeted community

Proposal *evaluated on quality and extent* to which you present

- **compelling picture of Brownfields** and
- **needs of targeted community**



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

ALL PROPOSALS should demonstrate:

1. The grant will serve a community with a need to address or facilitate the *identification and reduction of threats to the health or welfare of children, pregnant women, minority or low-income communities, or other sensitive populations*;

AND *(changed from “AND/OR” last year)*

2. Will serve a community that have an *inability to draw on other sources of funding* because of their **small population or low income**.

3. For RLF Coalitions Proposals - How is grant to serve partners & communities? Be specific, insightful and compelling.



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.a. Targeted Community & Brownfields (8 Pts./ RLF - 5 Points)

Targeted Community

- Describe area and history to establish context of Brownfields challenges
- Identify and describe targeted community (such as neighborhood, district, corridor, census tract, or other locality)

Demographic Information

- Table of demographic information
- Compare statistics of targeted community with City/County, State, and National figures



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.a. Targeted Community & Brownfields (8 Pts./ RLF-5 Pts.)

Brownfields

- Describe property to be cleaned; proximity and effect on targeted community
- Provide overall brownfield challenges nearby
- Nature and extent of brownfields (past uses, potential contaminants, current conditions)
- Discuss real or perceived environmental impacts

Cumulative Environmental Issues

- Describe other various cumulative issues from other sources (power plants, highways) or environmental justices concerns (such as overburdening from existing pollution)



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.a. Targeted Community & Brownfields (8 Pts./ RLF- 5 Pts.)

Targeted Community

- *OVERVIEW OF TARGET COMMUNITY HISTORY: Include a brief description of your city, town, or geographic area to provide the reader **background on its cultural and industrial history that establishes the context for your Brownfields challenges.***
- *COMPELLING STORY OF NEED: Within this geographic area, **identify and describe the targeted community**, such as a neighborhood, district, corridor, census tract or other locality where the property to be cleaned up with this grant is located.*



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.a. Targeted Community & Brownfields (8 Pts./ RLF - 5 Pts.)

Demographic Information

- Provide **demographic information** about your targeted community including pertinent indicators of **population, unemployment, poverty, minorities, and income** such as those shown in the suggested table below, and **clearly cite the sources of your data.**
- EPA anticipates selecting proposals which **demonstrate that the identified targeted community(ies) experience significant socio-economic challenges** (e.g., high percent low-income, high percent poverty, **increased health disparities**) and where the cleanup & redevelopment could be an anchor of transformation for the community(ies).



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

Sample Format for Demographic Information (supplement as appropriate)

	Targeted Community (e.g., Census Tract)	City/Town or County	Statewide	National
Population:				308,745,538
Unemployment:				6.7% ²
Poverty Rate:				11.8 % ³
Percent Minority:				26.7% ¹
Median Household Income:				\$51,371 ³
Other:				

¹Data are from the 2010 U.S. Census data and is available at <http://www.census.gov/>.

²Data are from the Bureau of Labor Statistics and is available at www.bls.gov

³Data are from the U.S. Census 2012 American Community Survey and is available on American FactFinder at <http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml>

For resources to gather demographic information, please go the FAQs at http://www.epa.gov/brownfields/proposal_guides/FY15_FAQs.pdf



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.a. Targeted Community & Brownfields (8 Pts. & RLF - 5 Pts.)

Brownfields

- *Describe the Brownfield property to be cleaned up under this grant, as well as its proximity to, and its effect on your targeted community. Connect targeted community to site by discussing exposure pathway, environmental pathway and welfare impacts. IE ... CONNECT HEALTH, WELFARE, ENVIRONMENT ISSUES TO SITE.*
- *If there are other brownfield sites nearby which may also be affecting the targeted community, provide similar information about those brownfields as well in order to give the reader an understanding of the overall Brownfields challenges you are facing.*



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.a. Targeted Community & Brownfields (8 Pts./ RLF - 5 Pts.)

Brownfields

- Provide information about the ***nature and extent of your Brownfield(s)*** such as past land uses and site activities, potentially related environmental contaminants, and current conditions.
 - ✓ **Be as specific** as possible about **types** of industries, the **number** of sites and **size**. **Examples:**
 - Oil Production, Corner Gas Stations, Heavy Industry, Tanneries
 - Over 15 parcels totaling 10 acres in the heart of this community
- Discuss the ***real or perceived negative environmental impacts associated with the Brownfield(s)***.



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.a. Targeted Community & Brownfields (8 Pts. / RLF - 5 Pts.)

Cumulative Environmental Issues

- *In addition to brownfields, provide a **summary (using existing data & studies) of other various cumulative environmental issues e.g.***

- *siting of power plants*
- *incinerators*
- *industry*
- *landfills*
- *congested highways, or*
- *other sources of air, water and land pollution*

*or other **environmental justice concerns** (such as overburdening from existing sources of pollution) which may be present.*



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.a. Targeted Community & Brownfields (8 Pts./ RLF - 5 Pts.)

Environmental Justice = Healthy, Sustainable, and Equitable Communities

- Creating healthy, sustainable, and equitable communities is a priority of the federal government. Environmental Justice plays a key role in an integrated effort that concurrently addresses housing, environment, transportation and health issues.

<http://www.epa.gov/environmentaljustice/sustainability/index.html>

<http://www.epa.gov/environmentaljustice/>



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF- 15 Points)

1.b. Impacts on Targeted Community (5 Points)

- Describe how the issues you have identified have resulted in disproportionate impacts (e.g. health disparities) on the targeted community.
 - ✓ This information helps to provide context for the story you are telling.
 - ✓ **Think outside the box** in identifying your cumulative environmental issues.
 - ✓ Provide any possible data sources that give information on environmental indicators. Some EPA databases include:
 - Envirofacts – www.epa.gov/envirofw/
 - EJ View – www.epa.gov/environmentaljustice/mapping.html
 - State Databases – Hazardous Waste Sites & Petroleum Sites



Cleanup & RLF - Ranking Criteria

Community Need (20 Points) & (RLF - 15 Points)

1.b. Impacts on Targeted Community (5 Points)

- Provide information describing the **threats to health and/or welfare of sensitive populations** such as
children,
pregnant women,
minority or low-income communities, or
other sensitive groups
in the targeted community potentially subject to environmental exposures, including brownfields.



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.b. Impacts on Targeted Community (5 Points)

Health & welfare of sensitive populations

- ✓ **Children, elderly, women of child bearing age, and minorities.**
 - ❖ Use health & welfare concepts discussed on earlier slide
 - ❖ Use available statistics

- ✓ Provide any **information or data** showing that residents are **disproportionately impacted** by environmental problems caused by your site and other brownfields in your targeted community.
 - ❖ Include Cancer, Asthma Studies Data, Blood Lead Levels
 - ❖ Check With Health Departments; utilize ATSDR website

- ✓ Tie the **location of the Brownfields** to your sensitive populations.

- ✓ **Identify All Information Sources Used**



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

SENSITIVE POPULATIONS

Pregnant and nursing women are especially sensitive to chemicals because:

- During pregnancy, a woman's immune system has to work harder to protect both the mother and the baby.
- Exposure can affect the health of the unborn baby. Anything the mother eats, drinks, or absorbs into her body while pregnant may affect her baby's development and growth.
- If breastfeeding, a mother can pass substances to her baby through her breast milk.



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

SENSITIVE POPULATIONS

Children are more sensitive than adults to chemical exposure because:

- They are more likely to breathe dust and some vapors because they are closer to the ground;
- They are more likely to put their hands in their mouths; sometimes, they might eat dirt;
- Infants and toddlers have a limited diet, so they may have more exposure to contaminants that are only in certain foods;
- Chemicals may pass to a child when breast-feeding; and
- During the teenage years, the body is creating new tissue, particularly in the reproductive system. These tissues are especially sensitive to exposure to chemical substances.



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

SENSITIVE POPULATIONS

Older adults may be sensitive to chemical exposure because

- Their immune systems are often weaker,
- They tend to have more sensitive lungs, making fighting off health effects from breathing contaminants harder,
- They may socialize less and, therefore, be less aware of environmental emergencies,
- They may have trouble moving to a safer place if a spill or chemical release happens, and
- They may suffer from poor nutrition, due to lack of appetite or less interest in cooking, which can impact the immune system.



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.b. Impacts on Targeted Community (5 Points)

- Discuss the impacts **the Brownfields** have on **public health or welfare of your targeted community**, such as:
 - possible **aggravation of public health issues**, such as a greater than normal incidence of diseases or conditions (including, but not limited to, cancer, asthma or birth defects) that may be associated with exposure to hazardous substances, pollutants or contaminants resulting from cumulative environmental conditions, including Brownfields;
 - or -
 - **other impacts on the general health and/or welfare of the targeted community.**



Cleanup & RLF Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.b. Impacts on Targeted Community (5 Points)

Number, size & impacts of Brownfields

- ✓ **Don't omit these impacts from your proposal.**
- ✓ **Tie these impacts to your site in your targeted community.**
- ✓ **Health:** any health department statistics; communities near Brownfields (potential contamination pathways); active industry still a problem.
- ✓ **Welfare:** social negatives; blight, crime, vandalism, illegal dumping, people moving out, lack of neighborhood upkeep, lack of prosperity.
- ✓ **Environment:** polluted waterways; polluted air; contaminated soil.



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

The Agency for Toxic Substances and Disease Registry (ATSDR)

is a federal public health agency of the U.S.

Department of Health and Human Services.

ATSDR serves the public by using the best science, taking responsive public health actions, and providing trusted **health information to prevent harmful exposures and diseases related to toxic substances.**



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

ATSDR Toxic Substances A-Z

<http://www.atsdr.cdc.gov/substances/indexAZ.asp>

Use link above to access the best science, the latest research, and the most important **information about toxic substances and how they affect our health** including:

- Characteristics
- Exposure risks
- Associated health effects
- Related CDC and ATSDR health studies and assessments



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

ATSDR - Toxic Substances - DDT, DDE, DDD - Windows Internet Explorer

http://www.atsdr.cdc.gov/substances/toxsubstance.asp?toxid=20

File Edit View Favorites Tools Help

Waste and Cleanup Risk A... Sign-In Notification Brownfields ACRES 5 Army Installation Sustaina... EPA Financial Data Wareh... CDX Home Free Hotmail

One EPA Workplace ATSDR - Toxic Substan...

ATSDR Agency for Toxic Substances & Disease Registry

A-Z Index A B C D E F G H I J K L M N O P Q R S T U V W X Y Z #

Toxic Substances Portal

Toxic Substances Portal

- Substances List
- DDT, DDE, DDD**
- Substances Resources
- Substances Map
- Health Effects of Exposure to Substances and Carcinogens
- Chemical Classifications
- Community Members
- Emergency Responders
- Medical Education and Training
- Toxicological and Health Professionals

Toxic Substances Portal

[Toxic Substances Portal](#)

DDT, DDE, DDD

CAS ID #: 50-29-3, 72-55-9, 72-54-8, 72-55-9,72-54-8

Affected Organ Systems: Developmental (effects during periods when organs are developing), Endocrine (Glands and Hormones), Hepatic (Liver), Neurological (Nervous System), Reproductive (Producing Children)

Cancer Effects: Reasonably Anticipated to be a Human Carcinogen

Chemical Classification: Pesticides (chemicals used for killing pests, such as rodents, insects, or plants)

Summary: DDT (dichlorodiphenyltrichloroethane) is a pesticide once widely used to control insects in agriculture and insects that carry diseases such as malaria. DDT is a white, crystalline solid with no odor or taste. Its use in the U.S. was banned in 1972 because of damage to wildlife, but is still used in some countries. DDE (dichlorodiphenyldichloroethylene) and DDD (dichlorodipenyldichloroethane) are chemicals similar to DDT that contaminate commercial DDT preparations. DDE has no commercial use. DDD was also used to kill pests, but its use has also been banned. One form of DDD has been used medically to treat cancer of the adrenal gland.

On This Page

- Community Members
- Toxicological and Health Professionals

Contact Us:

Agency for Toxic Substances and Disease Registry
4770 Buford Hwy NE
Atlanta, GA 30341
800-CDC-INFO (800-232-4636)
TTY: (888) 232-6348
New Hours of Operation
8am-8pm ET/Monday-Friday
Closed Holidays
[Contact CDC-INFO](#)

Text size: S M L XL

Email page

Print page

Bookmark and share

Environmental Health Substances Map

Community Members

Trusted sites | Protected Mode: Off

100%

Take the Survey





Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.b. Impacts on Targeted Community (5 Points)

- Describe how the property that will be cleaned up under this grant adversely impacts the targeted community.

**** You must tie health and welfare issues to the presence of Brownfields in the targeted area to be scored favorably.*

TIP: See also slides in section 4.a of this training now for additional reference/info which also describe health/welfare.



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.c. Financial Need (7 Pts./ RLF - 5 Pts.)

i.) **Economic Conditions** [3 points]

- Describe why **you as applicant** need this funding and are unable to draw on other sources of funding because of small population, low income, or other factors of the targeted community.
- Describe **how local economic conditions may have been made worse** due to industrial decline, plant closures, natural disasters, or other significant economic disruption.



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.c. Financial Need (7 Pts./ RLF - 5 Pts.)

Describe factors limiting cleanup resources

- Identify fiscal conditions and/or population size that limit or draw resources away from Brownfields redevelopment (tax base, properties in foreclosure, city spending, state and city budget deficits, disasters, geographic issues).
- Explain why **your** town(s) and/or city(ies) lack available funding and why **you** – as the APPLICANT - need this grant.





Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.c. Financial Need (7 Pts./ RLF - 5 Pts.)

EPA Brownfields grants and why you need additional funds

- **Existing Brownfields Grantees Only**
 - ✓ Describe importance of why this cleanup grant is needed (why do you need cleanup funds for your site).
 - ✓ Build on the success of past work.
 - ✓ Continued momentum is essential.
 - ✓ Part of a Master Plan for reuse.
- If you have not had a grant, say so.





Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.c. Financial Need (7 Pts./ RLF - 5 Pts.)

i.) **Economic Conditions** [3 points]

- Describe how *local economic conditions may have been made worse* due to industrial decline, plant closures, natural disasters, or other significant economic disruption.



Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.c. Financial Need (7 Pts./ RLF - 5 Pts.)

Economic needs such as economic distress or significant economic disruption

- ✓ Think of all the bad things that have happened in your community in the last few years.
- ✓ Discuss specific examples (the furniture factory closed, the potato processing plant closed, closure of small businesses in the downtown area, etc).
- ✓ Include any economic disruptions due to natural disasters such as floods or hurricanes.





Ranking Criteria – Cleanup & RLF

1. Community Need (20 Points) & (RLF - 15 Points)

1.c. Financial Need (7 Pts./ RLF - 5 Pts.)

ii.) **Economic Effects of Brownfields** [4 pts./ RLF - 2 pts.]

- *Elaborate on the demographic table above (section 1(a)) and **discuss the key economic effects** (e.g. reduced tax base, lost jobs and business opportunities, depressed property values, ongoing costs to secure vacant properties, etc.) of the Brownfields on the targeted community.*



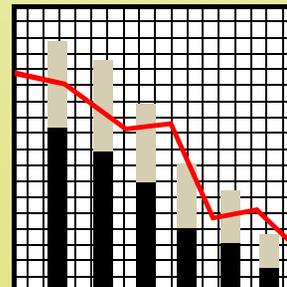
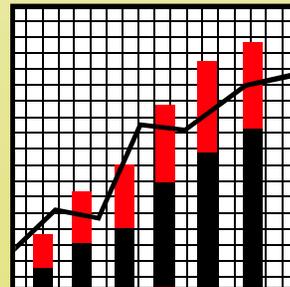
Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.c. Financial Need (7 Pts./ RLF - 5 Pts.)

Table of demographic information

- Use the “other” line to identify specific issues in your targeted community such as:
 - ✓ % elderly
 - ✓ % children
 - ✓ % high school graduates
- What aspect of life does your community struggle with?
- For resources to gather demographic information, see guidelines and FAQs.





Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF - 15 Points)

1.c. Financial Need (7 Pts./ RLF - 5 Pts.)

ii.) **Economic Effects of Brownfields** [4 pts./ RLF - 2 pts.]

- Describe **other economic effects** associated with Brownfields such as **blight, property vacancy, community disinvestment, burden on municipal services** etc. To the extent that this discussion may include quantitative estimates and statistics, clearly cite the sources of such data.



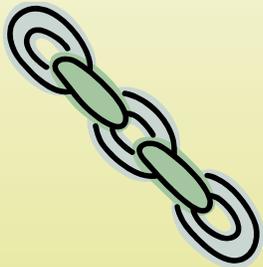
Cleanup & RLF - Ranking Criteria

1. Community Need (20 Points) & (RLF _ 15 Points)

1.c. Financial Need (7 Pts./ RLF - 5 Pts.)

Economic impact of Brownfields

- This is where you want to say what the numbers in the chart mean
 - ✓ Include **context of the community**
 - ✓ Any **regional considerations that demonstrate economic needs**



- Minority, single head of household, rent vs. ownership, crime rate, drop out rate, etc.
- Impact of jobs lost, property tax loss, population loss, revenue loss.
- **Link the associated key economic issues to your site and other Brownfields in your target community**
- **Identify all information sources**



Ranking Cleanup & RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.a. Cleanup Project Description (15 Points)

- i. Existing conditions (5 Points)
- ii. Proposed cleanup plan (10 Points)

2.b. Task Description & Budget Table (10 Points)

Task Descriptions

Budget Table

2.c. Ability to Leverage (5 Points)



RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.a. RLF Program Description and Marketing Strategy (15 Points)

- i. Program Description (10 Points)
- ii. Marketing Strategy (5 Points)

2.b. Task Descriptions & Budget Table (10 Points)

Task Descriptions

Budget Table

2.c. Ability to Leverage (5 Points)



Cleanup & RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

- This section of your proposal describes your *project* (*program for RLF*) and how it will be implemented.
- This section should demonstrate the **feasibility of the project** (*program for RLF*) you will fund with this grant, and the extent to which the grant will stimulate the **availability of other funds** for *cleanup* (*assessment or remediation for RLF*) and the **subsequent reuse** of the site and the target area in which the site is located.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

Cleanup Proposals will be evaluated on the quality and extent to which you demonstrate:

- ✓ how your project aligns with the targeted community's land use and revitalization plans;
- ✓ a reasonable approach and methodology to achieve project goals;
- ✓ a realistic basis for project costs; and
- ✓ the availability of, and access to, sufficient resources to complete the project and implement the reuse plan or achieve community revitalization plans.



RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

RLF Proposals will be evaluated on the quality and extent to which you demonstrate:

- ✓ how your program will further the targeted community's land use and revitalization plans or vision;
- ✓ a reasonable approach and methodology to achieve program goals, and expend funds in a timely and efficient manner;
- ✓ a realistic basis for program costs;
- ✓ a reasonable plan to track and measure project progress; and
- ✓ the availability of, and access to, sufficient resources to ensure that projects funded by RLF loans and subgrants achieve their planned cleanup and redevelopment goals.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

- **Cleanup Proposals** should demonstrate the majority of grant funds are allocated for tasks directly associated with environmental remediation.
- Refer to Section VI.D, *Brownfields Programmatic Requirements*, to **read EPA expectations** of projects funded with brownfields cleanup grants.



RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

- **RLF Proposals** should demonstrate the majority of grant funds are allocated for tasks directly associated with loans and subgrants and the associated environmental cleanup.
- Applicants **must allocate 50% or more of the grant funds towards the loan pool**. Proposals with a higher loan-to-subgrant ratio may be evaluated more favorably -- unless there are compelling reasons that only 50% of the total grant funds can be allocated towards the loan pool.



RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

- In addition, **RLF** proposals should demonstrate the existence of **firm leveraging commitments, including funds or other resources (specifically private resources)**, that will result in an effective program and/or facilitate a greater likelihood of completion of funded projects.
- Refer to Section VI.D, *Brownfields Programmatic Requirements*, to **read EPA expectations** of programs funded with brownfields RLF grants.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.a. Cleanup Project Description [15 Points]

i. Existing Conditions (5 points)

** Describe the **existing conditions and reuse planning** of the subject property including **extent of contamination and current uses**.*

** Describe any **buildings or structures** on the site. Describe the proposed or projected **reuse** of the subject property including **specific redevelopment plans** which may already be in place.*

** Describe how cleanup of the property will encourage **further revitalization of the overall community** and how the project aligns with the **targeted community's land use and revitalization plans or vision**.*



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.a. Cleanup Project Description (15 Points)

1. *Existing Conditions (5 Points)*

- ✓ Tell the reader the story of your cleanup and redevelopment of the site.
- ✓ Describe the current conditions of your site. What contamination exists. Where it is located.
- ✓ Describe the site redevelopment and reuse plans.
- ✓ **Describe how the site reuse plan aligns with the larger community revitalization plans.**
- ✓ Describe any previous assessment and cleanup activities.



Cleanup Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.a. Cleanup Project Description (15 Points)

i. Existing Conditions (5 Points)

- ✓ Tell the reader the big picture (Who, Why, When, How).
- ✓ Be succinct – why are you applying for this funding?
- ✓ Describe how the cleanup project aligns with the targeted community plan.

Discuss any planning documents, and the site reuse vision within the context of the community's overall revitalization efforts.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.a. Cleanup Project Description (15 Points)

ii. Proposed Cleanup Plan (10 Points)

Describe the proposed cleanup plan and cleanup methods that are being considered such as contaminated soil removal, treatment, or containment.

What will be cleaned up. **How** it will be cleaned up.

Be specific. This shows that the cleanup plan is well developed.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.a. Cleanup Project Description (15 Points)

ii. Proposed Cleanup Plan (10 Points)

***** Ensure that this discussion is *consistent with the information submitted in the draft ABCA attachment.***

- ✓ Do the construction funds match the contractual etc. funds in budget?
- ✓ Are quantities and scope of work consistent?



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.a. Cleanup Project Description (15 Points)

Include, if applicable, specific **engineering** and **institutional controls** (e.g. planned restrictions on property use).

- ✓ Include any specific **engineering controls**.
(Physical remedy that limits exposure to contaminants.
e.g., soil cap)
- ✓ Include any specific **institutional controls**.
(Legal measures that restrict access or use of the site,
e.g., deed restriction)



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

Engineering Controls - examples

- **Asphalt Pavement** – A layer of hot-mix asphalt installed to prevent direct contact with residual waste left on site.
- **Concrete Pavement and Building Floor Slabs** – A layer of concrete pavement installed to prevent direct contact with residual waste left on site.
- **Stone Blankets** – A layer of small stones or recycled concrete installed to prevent direct contact with residual waste left on site.
- **Flexible Liners** – A flexible membrane liner typically installed beneath a protective layer of soil, or other structural element, to prevent direct contact with residual waste left on site.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

- **Clean Soil Cover** – A layer of clean soil installed to prevent direct contact with residual waste left on site above demarcation layer (i.e. boundary layer, such as a geotextile layer, which separates contaminated soil from clean soil) in landscape areas.
- **Vegetative Cover** – A layer of clean soil planted with vegetation installed to prevent direct contact with residual waste left on site.
- **Groundwater Control Technologies** - Approaches to groundwater control include: seepage barriers, sealing utility lines, interceptor wells and trenches, slurry walls, and permeable reactive barriers.
- **Vapor Control Technologies** – Various technologies for vapor control and recovery include: sealing, passive barriers, building pressurization and ventilation, active soil depressurization, and air cleaning.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

Institutional Controls - examples

- **Zoning** - Local governments specify land uses for certain areas.
- **Local ordinances or permits** – Outline specific requirements before authorizing an activity (examples are building codes, drilling permit requirements).
- **Tailored ordinances** – Local government controls placed on access to or use of certain areas
- **Ground water use restrictions** – Limit or prohibit certain uses of ground water (example: ground water management zones).
- **Property condemnation** – Government takes over property title to prevent sites from being used.



RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.a. RLF Program Description and Marketing Strategy [15 Points]

i. Program Description (10 Points)

Describe your RLF program, including a description of your program's loan and subgrant products and how your program will:

- **align** efforts with targeted **community's land use and revitalization plans**;
- structure and maintain a competent team to **ensure an effective program** or (for coalition proposals) implement an effective governance structure amongst coalition partners;
- **select borrowers/projects**;
- **structure and administer loans** and subgrants, and facilitate **financial underwriting**;



RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.a. RLF Program Description and Marketing Strategy *[15 Points]*

i. Program Description continued (10 Points)

- incorporate reasonable and **prudent lending practices**;
- **leverage funding** to cover all brownfields redevelopment activities and costs;
- incorporate innovative approaches to **encourage the funds to revolve and be sustained** after the cooperative agreement is closed; and
- **maximize resources (especially private resources) for lending and provide gap financing** to address high-risk sites in vulnerable communities.



RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.a. RLF Program Description and Marketing Strategy

[15 Points]

ii. Marketing Strategy (5 Points)

Describe your program's marketing strategy including:

- the types of **applicants and projects you are targeting;**
- **what you have already done to gauge interest or market** your program;
- specific **projects and applicants that you have already identified** as likely RLF loan or subgrant candidates (if applicable); and
- **how you will continue to market** your program to ensure you reach potential borrowers/subgrantees.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Cleanup Task Description and Budget Table (10 Points)

Task Descriptions

* *List the tasks required to implement the proposed project.*

* *Describe the work that will take place under each task including **grant-funded work and any supplemental work** or services necessary to carry out the project that will be **funded by sources other than this grant**. (Activities not supported by the grant should not be included in the budget table.)*

Take the Survey





Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Cleanup Task Description and Budget Table (10 Points)

Task Descriptions

** Identify and enumerate specific **OUTPUTS** from the project, which may include, but are not limited to, cleanup plans, community involvement plans, final Analysis of Brownfields Cleanup Alternative documents, administrative records, and cleanup completion report or letter. (Refer to section I.E.1 for an explanation of outputs.)*

NOTE: Section I.E.2 also requires the applicant to describe **OUTCOMES** – these are required in Project Benefits section 4.c.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Cleanup Task Description and Budget Table

(10 Points)

Task Descriptions

** Provide a **cost estimate** for each grant-funded task, which describes the basis for the estimated costs and specifies costs by the budget categories shown in the table below. Where appropriate, present unit costs and quantify work products (e.g., Contractual Costs: five tank pulls at a cost of \$13,000 per tank for a total of \$65,000).*



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Cleanup Task Description and Budget Table

(10 Points)

Task Descriptions

**Applicants requesting hazardous substance and petroleum funding in the same proposal must distinguish hazardous substance related tasks from petroleum related tasks.*

** **Explain all costs**, especially those costs that might appear to be atypical (i.e., unusually high or low).*

TIP: Make sure your funds match any estimates/scope in draft ABCA.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Cleanup Task Description and Budget Table (10 Points)

Task Descriptions

** Do not include tasks for activities that are **ineligible** uses of funds under EPA's cleanup grant (e.g., land acquisition, building demolition that is not necessary to cleanup contamination at the site, or administrative costs, such as indirect costs).*

NOTE: Please refer to the *Brownfields FAQ*

http://www2.epa.gov/sites/production/files/2015-10/documents/fy16_faqs.pdf for additional examples of ineligible uses of funds. For questions not covered by the *FAQ*, contact your Regional Brownfields Coordinator.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Cleanup Task Description and Budget Table (10 Points)

Task Descriptions

** Discuss the **specific activities and tasks** that will be covered by the **Cost Share**. Cost share activities must be otherwise eligible activities under the grant.*



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Cleanup Task Description & Budget Table (10 Points)

Task Descriptions

Describe **EACH** task in detail, including the quantitative basis for the estimated costs. For example:

- ❖ Travel costs: 2 people to 1 Brownfields conference, estimate \$xx
Airfare/lodging/per diem for each = \$xx; \$xx set aside for local travel (estimate xx miles at \$0.55/mile).
- ❖ Supplies: provide a list of supplies reflective of cost in table.
- ❖ Contractual: e.g., estimate soil removal at \$xx/ton x 30 tons + placement of cap material = \$xx total contractual in task.
- ❖ Personnel: e.g., Community Involvement and Outreach.
x hours x \$xx/hour
- ❖ Other: this is where you would put state voluntary program fees or service activities like printing, mailing etc.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Cleanup Task Description & Budget Table (10 Points)

Budget

Cost Share:

Required Cost Share = 20% of grant funds requested.

e.g., Grant request of \$200K; additional \$40K cost share required.

Include REQUIRED cost share in budget table.

Voluntary Cost Share: Any grantee contribution in excess of required cost share. For eligible expenses (personnel, labor, supplies, equipment, \$\$ for contractual). **DO NOT INCLUDE VOLUNTARY COST SHARE IN BUDGET TABLE.** Consider stating as LEVERAGED funds in 2.c.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. *Cleanup* Task Description & Budget Table (10 Points)

Budget – Research Cost Eligibility

- ✓ **If a reader doubts a task's eligibility, you will lose points.**
- ✓ Any cost eligibility questions, call EPA or check the FAQs.
- ✓ There is an administrative cost ban. For details refer to the Appendix and to the FAQs for other ineligible costs.
- ✓ Indirect costs are not allowed.
- ✓ Do not include any costs for equipment.





Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. *Cleanup* Task Description & Budget Table (10 Points)

Budget – Recommended General Strategy

- ✓ Contractual funds should be major % of budget
- Keep personnel costs low
- Keep supplies costs low
- Keep travel funds low
- Must include 20% Cost Share



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Cleanup Task Description & Budget Table (10 Points)

Budget – Personnel Costs and Strategies

- ❖ When charging personnel costs, the reviewer is **looking for a reasonable association between the amount of activities** described and the amount charged in the table.
- ❖ Think **in terms of estimated hours and rates** in establishing activity costs.
- ❖ NOTE: Include **ONLY EPA grant funds** and **required cost share** (20% of requested federal funds) in table. **Discuss specific activities that will be covered by cost share.**



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Cleanup Task Description and Budget Table

(10 Points)

Budget Table

- * The table format included in the guidelines can be used to present the allocation of EPA grant funds to the specific tasks described above.*
- * Specify the costs by budget category.*
- * Include only EPA grant funds and required cost share in this table.*



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Cleanup Task Description and Budget Table (10 Points)

Budget Table

** Applicants requesting a combination of hazardous substance and petroleum funding in the same proposal may present combined total figures in this table. The relative breakdown/proportions of the two types of funding can be explained via footnotes.*

Alternately, applicants may choose to ***provide two separate budget tables, or two separate line items within one budget table, which distinguish hazardous substance funds from petroleum funds.***

Task descriptions and budget estimates must distinguish hazardous substance funds from petroleum funds.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. *Cleanup* Task Description & Budget Table (10 Points)

Budget Table (5 Points)

- ✓ Prepare the budget using the table format provided.

Please **make sure it adds up**. **This is how you lose points!!!**

- ✓ We recommend that Task 1 be identified as “Cooperative Agreement Oversight” and includes such items as grant management, and any travel and supplies costs.

Some common major tasks might include:

- ❖ Task 1 - Cooperative Agreement Oversight
- ❖ Task 2 - Community Outreach & Engagement
Recommended to include this task.
- ❖ Task 3 – Cleanup Activities





Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Cleanup Task Description & Budget Table (10 Points)

Budget – Hazardous Substance and Petroleum Funding

- ✓ If you are submitting a proposal that includes a request for both hazardous substances and petroleum funding, include two budget tables and two sets of task descriptions (view sample proposals for layout).
- ✓ Total cannot exceed \$200K for the federal portion of request.





Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Sample Format for Cleanup Budget

Budget Categories	Project Tasks (\$) [programmatic costs only]				
	[Task 1]	[Task 2]	[Task 3]	[Task 4]	Total
Personnel					
Fringe Benefits					
Travel ¹					
Equipment ²					
Supplies					
Contractual					
Other (specify) _____					
Total Federal Funding (not to exceed \$200,000)					
Cost Share³					
Total Budget					

¹ Travel to brownfields-related training conferences is an acceptable use of these grant funds.

² EPA defines equipment as items that cost \$5,000 or more with a useful life of more than one year. Items costing less than \$5,000 are considered supplies. Generally, equipment is not required for RLF grants.

³ Applicants must include the cost share in the budget even if applying for a cost share waiver. If the applicant is successful and the cost share waiver is approved, it will be removed in pre-award negotiation.

Reminder: Administrative costs, such as indirect costs, of grant administration with the exception of financial and performance reporting costs are ineligible grant activities.



RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. RLF Task Description and Budget Table (10 Points)

Task Descriptions (differences from Cleanup)

- Specific outputs from the program may include, but are not limited to, **loans/subgrant awards** and sites cleaned up.
- Explain **any costs that appear to be atypical**.
- **Ineligible uses of funds under EPA's RLF grant** include land acquisition, building demolition that is not necessary to clean up contamination at the site, building or site preparation, or administrative costs, such as indirect costs.



RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. RLF Task Description and Budget Table

(10 Points)

Budget Table (differences from Cleanup)

- Applicants must **demonstrate that funds allotted to loans is at least 50% of the total** amount of federal funding.
- Sample format for RLF Budget includes Hazardous Substance Funds and Petroleum Funds in separate sections.



RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.b. Sample Format for RLF Budget

Sample Format for Budget

Funding Type	Budget Categories	Program Tasks (\$) [programmatic costs only]				Total
		[Task 1]	[Task 2]	[Task 3]	[Task 4]	
Hazardous Substance Funds (HS)	Personnel					
	Fringe Benefits					
	Travel ¹					
	Equipment ²					
	Supplies					
	Contractual					
	Loans (must be at least 50% of the amount requested)					
	Subgrants					
	Other (specify) _____					
	Subtotal					
Petroleum Funds (P)	Personnel					
	Fringe Benefits					
	Travel ¹					
	Equipment ²					
	Supplies					
	Contractual					
	Loans (must be at least 50% of the amount requested)					
	Subgrants					
	Other (specify) _____					
	Subtotal:					
Federal Funding Subtotal (HS + P)						
Cost Share³						
Total Budget						

(Plus footnotes)

Take the Survey





Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.c. Cleanup Ability to Leverage (5 Points)

- *Describe **other sources of funding**, or other resources that you have, or may be seeking to ensure the successful cleanup of the brownfield site.*
- *Similarly discuss the sources of **funding** associated with the **potential revitalization of the site**. Leveraged funds may include any public or private resources beyond this grant.*
- **Attach copies of any letters or documentation to substantiate firm commitments of leveraged funding.**



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.c. Cleanup Ability to Leverage (5 Points)

- *If you are **not yet able to identify sources of leveraged funding** needed for this project, then **provide a recent example** where you or your project partners have successfully leveraged resources to achieve an environmental or revitalization goal of your community (not necessarily on a brownfields site).*
- *Attach copies of documentation to this proposal for any “firm leveraged” resources identified in this section. See the Brownfields FAQ at:
http://www2.epa.gov/sites/production/files/2015-10/documents/fy16_faqs.pdf for more information on how to demonstrate leveraging commitments.*



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.c. Cleanup Ability to Leverage (5 Points)

- ***Leveraging*** commitments, unlike the ***cost share match***, should not be included in your budget table.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.c. Cleanup Ability to Leverage (5 Points)

Leveraging

Under this criterion applicants who can demonstrate firm commitments for additional funds/resources (beyond the required 20% match**) for completion of the project may be evaluated more favorably.**

Demonstrate how you will leverage additional funds/resources beyond the grant funds awarded to support the proposed project activities. **Specifically, describe how these funds will be used to contribute to the performance and success of the proposed project.** This includes, but is not limited to, funds and other resources leveraged from businesses, non-profit organizations, education and training providers, and/or Federal, state, tribal and local governments.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.c. Cleanup Ability to Leverage (5 Points)

Leveraging

Describe the **amount(s)** and **type(s)** of leveraged resources to be provided, **how you will obtain** the leveraged resources, the **likelihood the leveraging will materialize during the grant**, the **strength of the leveraging commitment** and the **specific role** the leveraged resources will play to support the proposed activities.

Attach letters or other documentation from sources, if applicable, indicating additional funds/resources are committed to the project.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.c. Cleanup Ability to Leverage (5 Points)

Leveraging

... explain how you are securing additional funding.



- ✓ If your cleanup project will exceed the funds requested in this grant application, **explain how you are securing additional funding.**
- ✓ Describe the funding or resources you have or will seek to complete the additional work. Describe other sources of funding or resources you have or are seeking to ensure the successful revitalization of the site cleaned up with this grant.

NOTE: Demonstrating secure funding will rank higher.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.c. Cleanup Ability to Leverage (5 Points)

Leveraging

Describe how these funds will be used...

- ✓ Describe any gap funding available to keep sites moving beyond this grant:
 - ❖ Assessment
 - ❖ Cleanup
 - ❖ Cleanup Planning
 - ❖ Reuse
- ✓ Address both smaller gap funding (additional assessment work) and larger gap funding (cleanup and redevelopment).
- ✓ Do not imply your cleanup grant funding is enough.
- ✓ **Explain each source and how much potential funding they could provide.**
- ✓ **Do not say you have no other funding. You potentially have access to the state's 128a funding and local Revolving Loan Funds.**



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.c. Cleanup Ability to Leverage (5 Points)

Leveraging

Describe the amount(s) and type(s) ...

- ✓ **Provide examples of past leveraging** successes from similar projects, particularly public/private partnerships (explain benefits given back to community).
- ✓ Describe funding **already leveraged** (both public and private). **This is most favorable!**

Voluntary cost share (> the 20% required cost share) is leveraging.

e.g., In-kind services – Personnel performing eligible activities not charged to grant.



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.c. Cleanup Ability to Leverage (5 Points)

Leveraging

- ✓ Describe all possible funds being sought:
 - ❖ Federal (HUD BEDI, EDA, DOI, TBA, Brownfields Tax Incentive)
 - ❖ State (State TBA, Tax Credits)
 - ❖ Local (TIF, Tax, Bond)
 - ❖ Private (Foundation, Investors, Donations)



Cleanup - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.c. Cleanup Ability to Leverage (5 Points)

Leveraging

Attach letters or other documentation...

- ✓ You need to attach letters to support the leveraging you have identified in this criterion.
- ✓ The letters should be from the source of the leveraged funds and be addressed to you.
- ✓ **Letters that come in after the proposal due date will not qualify, so work on this right away!**
- ✓ Other Documentation of leveraged funds should be attached.
 - Other grant award notifications
 - Press clippings demonstrating commitments to your project



RLF - Ranking Criteria

2. Project Description & Feasibility of Success (30 Points)

2.c. RLF Ability to Leverage (*differences from Cleanup*) (5 Points)

- Describe **other sources of funding**, or other resources that you have, or may be seeking, **to ensure the successful revitalization of brownfields sites cleaned up with this grant.**
- (*Cleanup proposals similarly discuss the sources of funding associated with the potential revitalization of the site.*)



Cleanup & RLF - Ranking Criteria

3. Community Engagement & Partnerships

Cleanup = 15 points; RLF = 20 points

3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Project Progress
(5 Points) (7 Points RLF)

3.b. Partnerships with Government Agencies
(5 Points) (6 Points RLF)

3.c. Partnerships with Community Organizations
(5 Points) (7 Points RLF)



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

- This section of your proposal demonstrates how you will **involve and inform the community** and other stakeholders **during the planning and implementation** of your project.
- Your responses to the criteria will also explain how your proposed **community engagement plan will meet the needs of the targeted community** identified in Community Need (Section V.B.1) portion of your proposal and **identify the stakeholders and partners** necessary to achieve the benefits discussed in Project Benefits (Section V.B.4).



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

- Proposals should discuss and demonstrate **meaningful involvement of community** groups or representatives directly affected by the site (**RLF: loans and subgrants**), in addition to the broader community.
- **Cleanup:** Information provided should include the following as applicable to the project: a **plan for developing partnerships, or describing existing partnerships, and plans for connecting with appropriate health agencies.** (**Good info for RLF proposal as well.**)



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

- **RLF: Coalition proposals** should demonstrate how all communities will be **engaged and informed** throughout the program. Coalition proposals should demonstrate that the grant recipient will ensure that community engagement is **tailored specifically** to the needs of **each targeted community** and **coalition member**.



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

Proposals will be evaluated on the quality and extent to which they:

1. Demonstrate actions or plans to **effectively involve and inform the community groups or representatives** directly affected by the site, as well as other relevant stakeholders (**RLF: the targeted community and relevant stakeholders**);
2. Identify how partnership with the state/tribal environmental authority **will ensure the cleanup is protective** of human health and the environment, or if not applicable, explains demonstrates how they will ensure the cleanup is protective;
3. Identify **roles for other relevant governmental partnerships**, including health agencies if applicable; and
4. Identify the **relevant roles of community organizations** and affirm their involvement to the project through **commitment letters**.



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Project Progress (5 Points Cleanup) (7 Points RLF)

- *Discuss your plan for involving the targeted community and other stakeholders (such as neighborhood organizations, citizens groups, borrowers, and developers) in the planning and implementation of your project.*

NOTE: Community involvement activities may occur throughout the planning, cleanup decision, or reuse planning phases.

Include activities that have already occurred!!



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Project Progress (5 Points Cleanup) (7 Points RLF)

Discuss your **plan for involving the affected community...**

- ✓ Consider all the types of **partners** listed in the question and show the **plan/process for searching them out, working with them** as part of the grant, and how you will **get input from the local citizens and community** on cleanup decisions and reuse planning **throughout the project.**

These partners include:

- Neighborhood organizations
- Citizen's groups
- Developers
- Other community stakeholders



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Project Progress (5 Points Cleanup) (7 Points RLF)

Discuss your **plan for involving the affected community...** in cleanup decisions and reuse planning.

- ✓ Describe **Aggressive** and **Detailed** plans for using:
 - Applicant's & partners' websites
 - Press releases and other uses of the print media
 - Discuss use of social media
 - More public meetings
 - ❖ Commit to number, frequency, or milestone
 - ❖ Convenient meeting location for the affected community
 - ❖ Hold meeting in neighborhood of the site
 - ❖ Schedule meeting for working public





Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Project Progress (5 Points Cleanup) (7 Points RLF)

- ✓ Flyers
- ✓ Partner with other community group meetings
- ✓ Describe future plans for responding to questions:
 - Anticipated response time
 - Methods of response: e-mail, phone, record/store comments & responses at local library or city office; social media, flyers for community members without computers or internet capability etc.

***** DESCRIBE WHY YOUR METHODS SELECTED ARE THE BEST APPROACH TO ENGAGING THE COMMUNITY.**

++ **TIP:** The methods described have been demonstrated to be successful in current plan & past community involvement activities.



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Project Progress (5 Points Cleanup) (7 Points RLF)

Include any community engagement activities that have already occurred via:

- ✓ Prior EPA brownfields grants
- ✓ Community planning activities
- ✓ Master planning activities
- ✓ Describe **past Community comments** and Your Organization's **responses** to comments given to date:
 - Provide this update even if no responses have been received from any of the community involvement held to date.



Demonstrate that community engagement will continue throughout the project.



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Project Progress (5 Points Cleanup) (7 Points RLF)

- *Discuss how you will seek out and consider concerns that local residents may have with regard to health, safety, and community disruption potentially posed by the proposed cleanup activities.*
- *Describe how you will ensure that your cleanup is conducted in a manner that is protective of sensitive populations and nearby residents.*

TIP: Work with local health department or other state authorities to ensure protection of sensitive populations. Include/address sensitive populations in health and safety plan.



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Project Progress (5 Points Cleanup) (7 Points RLF)

Suggested considerations:

- Include the sensitive populations discussed in community need and **plan for their protection.**
- Discuss the efforts your **consultant will make to protect the public.**
 - ✓ Operating under health and safety plan.
 - ✓ Erecting signs during project phases (with call in numbers for questions or concerns).
 - ✓ Dust control on and off site.
 - ✓ Flag persons protecting children and the public around heavy equipment operation.
 - ✓ Install temporary fencing during site activities, if appropriate.
- Discuss **notices to the public** and house-to-house notifications to neighbors adjacent to the site.



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Project Progress (5 Points Cleanup) (7 Points RLF)

- *Describe your plan for communicating the progress of your project to citizens. Also, describe how the identified communication plans are appropriate and effective for the targeted community(ies).*

Note: Applicants may address this criterion by various means that **show meaningful public engagement where information is shared and views and input are actively solicited**, including public meetings, webinars, use of media, and internet forums. Applicants must demonstrate **how they will engage the targeted community in meaningful ways** to ensure success of the proposed project.



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Project Progress (5 Points Cleanup) (7 Points RLF)

Tip: include **plans for communicating in languages commonly used** in the community.

- ✓ If English is the most commonly spoken language, say so. **But also state you will provide translation services if necessary – address this aspect in your plan as well.**
- ✓ Address **all potential** language barrier(s). (Even if language issues are minimal - indicate you will address any issues that arise.)
 - Plans to translate materials (at meetings & literature)
 - Plans to accommodate cultures and those with hearing/reading impairments (translators)
 - Relate to demographic data provided in the Community Need section



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.b. Partnerships with Government Agencies

(5 Points Cleanup) (7 Points RLF)

- Local/State/Tribal Environmental Authority - Please identify and provide information on the agency which runs the relevant brownfields, voluntary cleanup or other similar program at the local/state/tribal level (i.e., the environmental agency and/or health agency). Discuss the roles they may have in ensuring your cleanup meets applicable standards or otherwise is protective of human health and the environment.
- ***Cleanup:*** *If applicable, discuss the roles the state or local health agencies may play in your project.*



Ranking Criteria – **RLF**

3. Community Engagement & Partnerships

3.b. Partnerships with Government Agencies (6 Points)

RLF VERSION:

- Other Governmental Agencies - Identify and provide information on other relevant federal, state, and/or local governmental agencies with which you will partner during your RLF program (e.g., EPA, DOT, HUD, a health agency).

TIP for **Cleanup** and **RLF**: List names of contacts you have established relationships with such as VCP program, etc.



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.b. Partnerships with Government Agencies

(5 Points Cleanup) (7 Points RLF)

- ✓ Describe your current efforts and plans to **initiate and develop new partnerships** or to **develop your existing partnerships** with relevant governmental entities; including a description of the ***role they may play to ensure your cleanup or RLF brownfields program is successful.*** :
 - i. Local/State environmental & health agencies
 - ii. Other relevant federal and state governmental agencies
- ✓ If you are new to Brownfields grants, describe your efforts and plans to establish these partnerships. If you are existing, show your experience (the reviewer expects this).
- ✓ Become knowledgeable about and demonstrate that knowledge regarding your state programs.



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.b. Partnerships with Government Agencies

Discuss the **key role** the agencies play in your grant, and the process for how you will work together during the various phases of the cleanup work.

Local/State/Tribal **Environmental Agencies**

- Include the state's role and the process for developing or approving **cleanup plans** for sustainable redevelopment, reviewing **environmental reports**, attending **community meetings**, serving on **planning committee**, and providing **technical expertise**.
- Let the reviewer know how your state's voluntary cleanup program operates (their role, certificates of completion, liability protections, etc.).
- Indicate definitive plans to **enroll site(s) in state voluntary cleanup programs. (HIGHLY RECOMMENDED!)**



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.b. Partnerships with Government Agencies

Health Agencies, if applicable

- Discuss the setup of the health agencies in your area (they are different all over the country and the reviewer will need this overview to understand your situation).
- Include the services they can provide and the role they will play in your grant (only if applicable to your cleanup project) during the various phases of cleanup work, including:
 - ❖ Information on known health risks in your community and on your site.
 - ❖ Information on sensitive populations in your community
 - ❖ Situations of identified immediate risks to human health



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.b. Partnerships with Government Agencies

- ✓ Discuss the role of other federal agencies such as:
 - **community and economic** development issues:
HUD, EDA
 - foster **infrastructure investments** for brownfields revitalization: DOT, USACE
 - promote **green strategies** and **climate smart** brownfields:
DOI, NOAA, DOE
- ✓ If you are part of a HUD/EPA/DOT partnership, don't forget to mention your role and involvement.
- ✓ Discuss the role other **state agencies** will play in your project.
- ✓ **!!! MENTION EPA AS A PARTNER !!!**





Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.c. Partnerships with Community Organizations

(5 Points Cleanup) (7 Points RLF)

- *Describe your current efforts and plans to **initiate and develop partnerships** with community organizations, and*
- *Discuss **how they will be involved** in the planning and implementation of your project.*
- *Include a description of **each organization** involved in your project, and*
- *Include a description of each organization's **role in and commitments** to the planning and implementation of the project.*



Ranking Criteria – Cleanup

3. Community Engagement & Partnerships

3.c. Partnerships with Community Organizations

(5 Points Cleanup) (7 Points RLF)

- Letters of **Commitment** - Attach current letters of commitment to the proposal from all of the community organizations discussed. These letters should discuss their support for the project, and describe and affirm their **roles and commitments to the planning and implementation of the project.**
 - * The numbers of partners is not as important as the contributions and the **relevance** of their organization.
 - * Letters should affirm information provided by the applicant.

NOTE: ROLES and COMMITMENTS can be translated to costs that can be included as leveraged funds in Section 2c.



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.c. Partnerships with Community Organizations

(5 Points Cleanup) (7 Points RLF)

Note: If there are no community organizations in your community, then affirm this by providing background and demonstrate how the community is engaged and will continue to be involved in your project. This can be done by including support letters from residents, letters from residents to the editors of local newspapers, attendance lists at public meetings concerning the project, comments from local citizens received on the plans and implementation of the project, etc.





Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.c. Partnerships with Community Organizations

(5 Points Cleanup) (7 Points RLF)

Note: Community organizations do not include local government departments, the local planning department/district/office, local contractors, the mayor's office, or other elected officials. See FAQs http://www2.epa.gov/sites/production/files/2015-10/documents/fy16_faqs.pdf for more information about Community Organizations.

Subawards to Community Organizations:

If you intend to fund a community organization with a subaward, please review Section IV.F carefully.



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.c. Partnerships with Community Organizations

Provide a **description of each community-based organization** that will be involved in your project, as well as their **role in and commitments to** the planning and implementation of the project.

- ✓ **Non-Government Entities:** Local citizens, environmental groups, civic groups, and educational institutions.
- ✓ **No Contractors.**
- Describe the makeup of the group, the services they can provide, and when and how you work together during the grant. **The use of a chart can work well here to present your information.**
- **Present them as partners and their assistance in the grant in terms of commitments.**



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.c. Partnerships with Community Organizations

- ✓ **Letter** from **EACH** community organization is required.
 - Required proposal attachment is a letter that describes their **role in and commitments to the planning and implementation** of the project.
 - Do **NOT** use form letters. This will not work. Each letter should speak from that organization's view of your brownfields work.
 - Must describe their **relevant project role**.
 - Must describe their **relevant commitment**.
 - The commitments specified in the letters should mirror those presented in the proposal.
 - How many community organizations do you need? How many will get you the full points for this section?





Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.c. Partnerships with Community Organizations

- ✓ **Letters of Commitment** from **EACH** community organization **MUST** be:
 - Addressed to the applicant.
 - Included with the applicant's proposal package.
 - Do NOT send directly to EPA.





Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.c. Partnerships with Community Organizations

(5 Points Cleanup) (7 Points RLF)

Examples of what community organizations can do for your project:

- Provide financial or legal advice.
- Helping to post community outreach material on web and/or in newsletters. Help engage the community.
- Host public meetings.
- Provide technical assistance (Quality Assurance).
- Participation on cleanup project committee.
- Provide some portion of the cost share by providing materials or equipment or hosting a public meeting.



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.c. Partnerships with Community Organizations

Examples of community organizations (create a balanced mix but emphasize your local organizations):

- Chambers of Commerce
- Churches
- Environmental non-profits (i.e. rail to trail type organizations)
- Economic development organizations
- Community Development Corporations (CDCs)
- Social services providers
- Downtown development committees
- Revitalization committees
- Affordable housing organizations
- Land trusts
- Neighborhood associations
- Regional economic strategy groups
- Health organizations
- Education institutions
- Historic and cultural organizations



Ranking Criteria – Cleanup & RLF

3. Community Engagement & Partnerships

3.c. Partnerships with Community Organizations *(5 Points Cleanup) (7 Points RLF)*

Note: EPA may conduct reference checks to ensure organizations identified are supportive and involved with the brownfields project.





Useful Tips

- ***Link Your Story Together: Community Engagement & Partnerships***
 - *Here's my step-by-step plan for how my partners and I will engage the community in this project and involve them in the decisions being made.*
- Be descriptive in how the targeted community will be engaged, and why your approach is appropriate and effective.
- Provide examples of previously successful approaches and methods used to engage the targeted community.
- Demonstrate that you have already engaged the targeted community in efforts discussed in the proposal.
- Describe how community input was solicited and incorporated into any decisions already made.
- Health monitoring, if proposed, should also be discussed in the community engagement activities.



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.a. Health and/or Welfare and Environment (10 Points)

- i. **Health and/or Welfare Benefits (5 Points)**
- ii. **Environmental Benefits (5 Points)**

4.b. Environmental Benefits from Infrastructure Reuse/Sustainable Reuse (5 Points)

- i. Planning, Policies or Other Tools (2 Points)
- ii. Integrating Equitable Development or Livability Principles (3 Pts)

4.c. Economic and Community Benefits (5 Points)

- i. Economic or Other Benefits (3 Points)
- ii. Job Creation Potential: Partnerships with Workforce Development Programs (2 Points)





Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

Don't forget to finish the story!

*Check For
Consistency!*

In this section, you should explain how all of your welfare, public health, environmental, economic and non-economic benefits solve the problems you discussed in **Community Need.**



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

- Describe the **overall outcomes and benefits expected** from your project in the context of the **needs you discussed in the Community Need** (Section V.B.1), **the broader planning efforts** (as discussed in Project Description (Section V.B.2), including sustainable redevelopment and the near-term efforts to support sustainable environmental practices in the community.
- Describe how the **outcomes** of this cleanup will **contribute to the overall community plan** for the revitalization of brownfields sites. (*Refer to section I.E.2 for an explanation of outcomes.*)



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

- Proposals will be evaluated on the quality and extent to which the proposal demonstrates the potential of the project, or the development plan for the project or the project area, to
 - **realize significant outcomes and benefits to the health/welfare and environment of the community,**
 - **facilitate environmentally sustainable redevelopment planning, and**
 - **stimulate economic or non-economic benefits.**
- RLF Loans & subgrants must demonstrate its associated benefits.



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.a. Health and/or Welfare and Environment (10 Pts)

i. Health and/or Welfare Benefits (5 points)

Describe the **health and/or welfare benefits anticipated from the cleanup and revitalization of the property.*

Describe how these benefits will address the **health and/or welfare challenges discussed in the Community Need section of your narrative (Section V.B.1).*



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.a. Health and/or Welfare and Environment (10 Pts. / RLF - 7 Pts.)

i. Health and/or Welfare Benefits (5 points)

✓ Example **Health Benefits**

Reduced exposure to contamination yields reduced health threat.

- Elimination of health threats from direct contact, inhalation, and indoor vapor intrusion of site contaminants;
- Asthma Reduction Due to Improved Air Quality (Diesel Emissions)
- Lower Blood Lead Level
- Drinking Supply Protection or Restoration



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.a. Health and/or Welfare and Environment (10 Pts./ RLF - 7 Pts.)

i. Health and/or Welfare Benefits (5 points)

✓ Example **Welfare Benefits**

Welfare may mean **less directly measurable** effects on quality of life, such as **degraded and/or abandoned structures**, high crime, and general blight in the target area. Examples of welfare impacts are social negatives: **blight, crime, vandalism, illegal dumping, people moving out, lack of neighborhood upkeep, lack of prosperity.**



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.a. Health and/or Welfare and Environment (10 Pts./ RLF - 7 Pts.)

i. Health and/or Welfare Benefits (5 points)

How will cleanup of the property addressed under this grant increase welfare benefits for the community?

- Blight reductions
- Quality of life
- People moving back
- Crime reduction
- Community cohesion



Provide quantities and source of all measurable benefits for maximum points!!!



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.a. Health and/or Welfare and Environment (10 Pts./
RLF - 7 Pts.)

ii. Environmental Benefits (5 points)

Describe the **environmental benefits anticipated from the cleanup and revitalization of the property.*

Describe how these benefits will address the **environmental challenges discussed in the Community Need section of your narrative (Section V.B.1).*



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.a. Health and/or Welfare and Environment (10 Pts./ RLF - 7 Pts.)

ii. Environmental Benefits (5 points)

✓ Example Environmental Benefits

- Cleaner sites through **removal and stabilization of site contaminants** (highlight industry or broad contaminants in your target areas)
- **Improved air, surface water, groundwater, and soil quality** in your target community (highlight local terrain, greenspace and rivers to add sense of reality).



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.b. Environmental Benefits from Infrastructure

Reuse/Sustainable Reuse [5 pts./ RLF - 4 Pts.]

i.) Planning, Policies or Other Tools [2 points]

- *Describe how your community is using planning, policies, ordinances or other tools to foster and implement sustainable redevelopment.*





Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.b. Environmental Benefits from Infrastructure

Reuse/Sustainable Reuse (5 Pts./ RLF - 4 Pts.)

i.) Planning, Policies or Other Tools [2 points]

- ***Provide examples which may be pertinent to the proposed project such as using existing infrastructure, green buildings, energy efficiency, water management, green remediation, construction and demolition materials recycling, diesel emissions reductions, and renewable energy.***



Greener Cleanups

- ❑ Cleaning up contaminated properties improves environmental and public health conditions. However, **cleanup activities use energy, water, and material resources creating their own environmental footprint.**
- ❑ In recognition of the potential environmental footprint caused by cleanup activities and in support of the Agency's climate change policy, the Office of Solid Waste and Emergency Response developed *Principles for Greener Cleanups*, <http://www.epa.gov/oswer/greenercleanups/>.
- ❑ In addition, as part of EPA's ongoing efforts to support greener cleanups, EPA participated in ASTM International's standards development process for the development of **ASTM's Standard Guide for Greener Cleanups E2893-13.**



Greener Cleanup Standard

- ❑ The purpose of the *ASTM Guide for Greener Cleanups* is to **encourage greener cleanups at contaminated sites** by describing a process for evaluating, implementing, documenting, and reporting activities to reduce the environmental footprint of cleanups while working within the applicable regulatory framework and satisfying all legal requirements.
- ❑ **TIP: Consider the Guide as a potentially valuable new resource as you continue your efforts to advance the use of greener cleanup practices.**
- ❑ The greener cleanup guide is available from ASTM International at www.astm.org.



Greener Cleanups

Minimize Total Energy Use and Maximizes Use of Renewable Energy

- **Minimize energy consumption**
- **Power cleanup equipment through onsite renewable energy sources**
- **Purchase commercial energy from renewable resources**

Minimize Air Pollutants and Greenhouse Gas Emissions

- **Minimize the generation of greenhouse gases**
- **Minimize generation and transport of airborne contaminants and dust**
- **Use heavy equipment efficiently**
- **Maximize use of machinery equipped with advanced emission controls**
- **Use cleaner fuels to power machinery and auxiliary equipment**
- **Sequester carbon onsite**

Minimize Water Use and Impacts to Water Resources

- **Minimize water use and depletion of natural water resources**
- **Capture, reclaim and store water for reuse**
- **Minimize water demand for revegetation**
- **Employ best management practices for stormwater**



Greener Cleanups

Reduce, Reuse and Recycle Material and Waste

- Minimize consumption of virgin materials
- Minimize waste generation
- Use recycled products and local materials
- Beneficially reuse waste materials
- Segregate and reuse or recycle materials, products, and infrastructure

Protect Land and Ecosystems

- Minimize areas requiring activity or use limitations
- Minimize unnecessary soil and habitat disturbance or destruction
- Minimize noise and lighting disturbance

TIP: Incorporate Greener Cleanup considerations into Analysis of Brownfields Cleanup Alternatives (ABCA) and consultant Request for Proposals!



Brownfields Greener Cleanups

Where could this fit in my process?

- ***Grant Proposal and Workplan***
- ***Consultant RFPs/RFQs***
- ***Community Relations Plan***
- ***Analysis of Brownfields Cleanup Alternatives***
(ABCA)
- ***Remedial Action Plan***
- ***Quarterly Reporting***
- ***Outreach Materials***



LEED ND

- **LEED for Neighborhood Development integrates the principles of smart growth, urbanism and green building into the first national system for neighborhood design.**
- Whole neighborhoods, portions of neighborhoods, multiple neighborhoods—there is no minimum or maximum size for a LEED for Neighborhood Development project.
- Thoughtful neighborhood planning can **limit the need for automobiles** and their greenhouse gas emissions. Mixed-use development and pedestrian-friendly streets **encourage walking, bicycling and public transportation**. Green buildings and infrastructure also **lessen negative consequences for water resources, air quality and natural resource consumption**.



LEED ND

- The **character of a neighborhood**, including its streets, homes, workplaces, shops and public spaces, **affects quality of life**. Green developments respect historic resources and the existing community fabric. They preserve open space and encourage access to parks.
- Combine the substantial environmental and social benefits, and the case for green neighborhoods makes itself.

TIP: Consider LEED ND as a supplement to your sustainable redevelopment plan.



LEED ND – Local Government Guide

The guide, <http://www.usgbc.org/sites/default/files/Local-Government-Guide.pdf>, reviews the basics of the LEED ND certification, the constraints facing municipalities with regard to LEED ND, and four approaches used in successful communities.

TIP: Guide can provide various avenues for incorporating LEED & Sustainability into your cleanup project and other future reuse options.



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.b. Environmental Benefits from Infrastructure

Reuse/Sustainable Reuse (5 Pts./ RLF - 4 Pts.)

ii. Integrating Equitable Development or Livability Principles (3 points)

*Describe how your approach to address and revitalize brownfield sites will **incorporate equitable development practices** or **livability principles**; such as improved transportation choices, affordable housing, and other considerations as described on page 7 of the guidelines.*



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.b. Environmental Benefits from Infrastructure

Reuse/Sustainable Reuse (5 Pts./ RLF - 4 Pts.)

Here are some ideas: (Also see guidelines page 7)

- ✓ Include information on redevelopments with affordable housing.
- ✓ Include information on incentives to retain local businesses in mixed-use or commercial developments; and incentives to retain local residents who have been affected by brownfields.
- ✓ Does reuse include community center or public space that benefits residents?
- ✓ Relation to master plans for transit oriented design or smart growth.
- ✓ Describe partnerships with local community development corporations if you are working with them to redevelop sites.



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.b. Environmental Benefits from Infrastructure

Reuse/Sustainable Reuse (5 Pts./ RLF - 4 Pts.)

- ✓ Remember that **infrastructure reuse comes from the *Brownfields law***. It is not just idle language we dreamed up!
- ✓ Discuss all possible **Infrastructure Reuse** and how this will play into site selection. What is existing infrastructure?
 - Water
 - Sewer
 - Electricity
 - Roads & Waterways
 - Side Walks & Pathways
 - Storm Water Systems
 - Public Transit
 - Buildings



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.b. Environmental Benefits from Infrastructure

Reuse/Sustainable Reuse (5 Pts./ RLF - 4 Pts.)

Describe all **Sustainable Reuse** possibilities that you will work on incorporating into the cleanup and redevelopment of your site. Such as:

- ✓ Green Building (LEED Certification, EnergyStar Certification, etc.)
- ✓ Smart Growth Principles
- ✓ Energy and Resource Efficiency
- ✓ Historical Building/Material Preservation and/or Renovation
- ✓ Innovative Storm Water Controls
 - Pervious Pavement
 - Gray Water Reuse
 - Onsite retention and/or treatment (bioswales, raingardens, etc.)
- ✓ Ecological Revitalization



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.b. Environmental Benefits from Infrastructure

Reuse/Sustainable Reuse (5 Pts./ RLF - 4 Pts.)

Describe all **Sustainable Reuse** (cont'd)

- ✓ Sustainable and Low-Impact Landscaping
- ✓ Maintenance and/or Promotion of Community Character and Livability
- ✓ Use of Local Materials and Resources
- ✓ Greener Cleanups
 - Biodiesel or Alternate Fuel Equipment
 - Construction & Demolition Recycling
 - Debris Sorting
 - Conservation of Resources





Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.b. Environmental Benefits from Infrastructure

Reuse/Sustainable Reuse (5 Pts./ RLF - 4 Pts.)

Describe **existing or future sustainability** measures in your community which may apply to your project. Such as:

- ✓ Multiuse Zoning
- ✓ Transit Oriented Development
- ✓ Development of a Community Vision or Plan
- ✓ Consider Ordinance Development



Sustainability Success

In Proposals

Examples of *Positive* Proposal Components

Environmental Benefits from Infrastructure Reuse/ Sustainable Reuse

- *Utilities exist for the lighting and maintenance.*
- *Low Impact Development stormwater management will be incorporated.*
- *Goal is to use 98% of demolition materials in accordance with LEED.*
- *Will comply with town requirements and state guidelines on green building.*
- *Will minimize impact of remediation through green remediation techniques.*

Examples of *Negative* Proposal Components

- *Says they will follow and implement initiatives but not how they will.*
- *Does not discuss infrastructure reuse.*
- *Only discussed infrastructure reuse.*
- *No mention of construction & demolition recycling/reuse.*
- *Does not make the connection between green use and economic benefits.*
- *No policy, resources or plans cited to support stated sustainability goals.*

Take the Survey





Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.c. Economic and Community Benefits (5 Pts./ RLF - 4 Pts.)

i.) Economic or Other Benefits [3 Ps. RLF - 2 Pts.)

- Describe the **long-term outcomes and benefits** that will result from implementation of this grant. Include **specific discussion of economic benefits**, such as increased employment and expanded tax base;

OR ...



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.c. Economic and Community Benefits (5 Pts. RLF - 4 PTs.)

i.) Economic or Other Benefits [3 pt. RLF - 2 Pts.]

...OR

Discuss non-economic benefits associated with the cleanup of your site to be reused for greenspace or other not-for-profit activities. Examples may include areas redeveloped for uses such as parks, recreation areas, greenways, environmental buffers and other not-for-profit, governmental or charitable organization spaces such as libraries, schools, health centers, community centers, fire stations, etc.



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.c. Economic and Community Benefits (5 Pts./ RLF - 2 Pts.)

i.) Economic or Other Benefits [3 pts./ RLF - 2 Pts]

- ✓ Notice the “or” here. This language gives economic and greenspace benefits equal billing. However, economic, greenspace, and non-profit benefits should all be addressed when appropriate.
- ✓ Remember that **economic revitalization** can be guided to include greenspace and community benefits, and conversely, greenspace and non-profit reuse can spur economic benefits.
- ✓ Keep your targeted **community and partnering community organizations** in mind in the development of this section.
- ✓ Even if your specific reuse plans may not be finalized, describe the potential benefits based on the **vision of your overall story** and what your **community needs**. After all, creating redevelopment in your community is the reason you are applying for this grant.



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.c. Economic and Community Benefits (5 Pts./ RLF - 4 Pts.)

i.) Economic or Other Benefits [3 pts./ RLF - 2 Pts.]

Economic Benefits

- ✓ Describe all **economic benefits** from the cleanup and redevelopment of your site.
- ✓ Provide **quantitative estimates** where feasible.
 - Number and types of jobs created
 - Tax revenue increase (Property, Sales, Income)
 - Property values increase
 - Stimulate area-wide development



*** **DON'T Forget to provide source of data!**



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.c. Economic and Community Benefits (5 Pts./ RLF - 4 Pts.)

i.) Economic or Other Benefits [3 pts./ RLF - 2 Pts.]

Describe All **Non-Economic** Benefits potentially created by this grant.

- ✓ Non-Profit & Charitable Reuse
 - Affordable housing
 - Community Center
 - Governmental (City Hall, Library, Police)

- ✓ Greenspace Reuse
 - Wetlands, greenspace & open space
 - Recreational & pocket parks
 - Greenspace components in commercial and industrial redevelopment
 - Rails to trails
 - Preservation of open space on urban edge





Sustainability Success

In Proposals

Economic Benefits and/or Greenspace

Examples of *Positive* Proposal Components

- *An opportunity for community groups to carry out gardening/ landscaping, hold events, and encourage residents to be a part of park maintenance and beautification.*
- *Benefits include a community parking lot, native landscaping, decorative lighting, and public art.*
- *Good narrative that touches on economic and non-economic benefits.*
- *Good numbers and references.*

Examples of *Negative* Proposal Components

- *Did not provide any information on economic benefits.*
- *No discussion of green space, a comprehensive plan, or smart growth.*
- *Would have included economic benefits of preventing stated imminent threat of drinking water aquifer contamination.*
- *No attempt to quantify the anticipated outcomes.*
- *Does not focus on site to be remediated.*



Sustainable Communities

Six Livability Principles:

- + **Provide more transportation choices.**
- + **Promote equitable, affordable housing.**
- + **Enhance economic competitiveness.**
- + **Support existing communities.**
- + **Coordinate and leverage federal policies and investment.**
- + **Value communities and neighborhoods.**

<http://www.sustainablecommunities.gov/>



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

4.c. Economic and Community Benefits (5 Pts./ RLF - 4Pts.)

ii. Job Creation Potential: Partnerships with Workforce Development Programs [2 points]

- Describe any planned efforts to **promote local hiring and procurement, or to link members of the community to potential employment opportunities related to your proposed project**. Such efforts may include, but are not limited to, **partnering with local workforce development entities** or **Brownfields job training grantees**. A list of Brownfields job training grantees can be found at http://cfpub.epa.gov/bf_factsheets/index.cfm.



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

Local environmental job training programs

- ✓ Make yourself familiar with your local job training program(s), EPA or other, so that you can discuss the role job training organization(s) will play in your project.
- ✓ ***If there are no job training programs in your immediate area, describe efforts to link members of the community to potential employment opportunities related to your proposed project.***
 - Discuss local hiring.
 - Make connections between job training graduates and the contractors you will be hiring.
 - Refer to brownfields toolbox for information on EPA funded Job Training Programs at www.brownfields-toolbox.org



Ranking Criteria – Cleanup & RLF

4. Project Benefits (20 Points) & (RLF - 15 Points)

TIP: Review criteria 4 a, b, and c and make sure you are discussing the benefits of your actions.

Do not repeat the problems discussed under Community Need.

Focus on anticipated benefits to your targeted community.

This is the happy ending of your story.



Ranking Criteria – Cleanup and RLF

5. Programmatic Capability & Past Performance (20 Points)

5. *Programmatic Capability and Past Performance* (20 Points)

- This section of your proposal demonstrates that your organization (“the applicant”) has programmatic capability (**experience, knowledge and resources, or ability to obtain them**) necessary to ensure successful completion of all required aspects of this project and grant as discussed in the previous section of your proposal and Section VI of the these guidelines.



Ranking Criteria – Cleanup and RLF

5. Programmatic Capability & Past Performance (20 Points)

5. *Programmatic Capability and Past Performance (20 Points)*
- Proposals will be evaluated on the quality and extent to which your proposal demonstrates the ability of your organization to **successfully manage and complete the project, considering your programmatic and administrative capacity, plans for measuring and reporting your outputs and outcomes, and your past and/or current performance** under federally and/or non-federally funded assistance agreements (past and current).



Ranking Criteria – Cleanup and RLF

5. Programmatic Capability & Past Performance (20 Points)

5. *Programmatic Capability and Past Performance (20 Points)*
 - a. *Programmatic Capability (12 Points)*
 - Describe the **organizational structure** you will utilize to **ensure the timely and successful expenditure of funds and completion of all technical, administrative and financial requirements** of the project and grant. Include a brief discussion of the **key staff** including their **roles, expertise, qualifications, and experience**.
 - Describe the system(s) you have in place to appropriately **acquire any additional expertise and resources** (e.g. contractors or subawardees) required to successfully complete the project. Please refer to Section IV.F regarding contractors and subawards.



Ranking Criteria – Cleanup and RLF

5. Programmatic Capability & Past Performance (20 Points)

TIPS:

- Describe the management system you have in place.
- Describe your project manager and staff expertise, qualifications and experience.
 - ✓ Explain who will be involved with this grant and point out other expertise you can draw on in your organization.
 - ✓ **Do not name a specific contractor.** Contractors must be competitively procured after the grant is awarded.
 - ✓ **Emphasize your management system for RLF (admin. financial and legal). Provide leadership when coordinating with your partners.**
- **Discuss the means** you will use to retain project leadership or recruit qualified staff should employee turnover occur.
- Explain experience in acquiring needed expertise and resources through competitive procurement.



Ranking Criteria – Cleanup and RLF

5. Programmatic Capability & Past Performance (20 Points)

5.b. Audit Findings (2 Points)

- Describe any **adverse audit findings**. If you have had problems with the administration of any grants (e.g., compliance reporting, expenditure of funds, etc.), please **describe how you have corrected, or are correcting, the problems**. If you have not, please affirm that you have not had any adverse audit findings. Respond to this criterion regardless of whether or not you have had a federal or non-federal assistance agreement.

NOTE: Failure to address this section will result in zero points for this factor.



Ranking Criteria – Cleanup and RLF

5. Programmatic Capability & Past Performance (20 Points)

TIPS: Adverse Audits

- ✓ Describe any adverse audit findings.
- ✓ Describe any past grant management issues and how you corrected them.
- ✓ **If you have no adverse audit findings, tell us that!** This is where many applicants lose points. Be sure to respond to this criterion.





Ranking Criteria – Cleanup and RLF

5. Programmatic Capability & Past Performance (20 Points)

5.c. Past Performance and Accomplishments (6 Points)

- If you have ever **received an EPA brownfields grant (including Assessment, Cleanup, Revolving Loan Fund, and 128(a) grants)**, please respond *to item i.*

OR

- If you have never **received an EPA brownfields grant, but have received other federal or non-federal assistance agreements** (an assistance agreement is a grant or cooperative agreement) please respond *to item ii.*

OR

- If you have **never received any type of federal or non-federal assistance agreements** please indicate this in response to **item iii**, and you will receive a neutral score of 3 points for this factor.



Ranking Criteria – Cleanup and RLF

5. Programmatic Capability & Past Performance (20 Points)

5.c. *Past Performance and Accomplishments (6 Points)*

- **SELECT THE CORRECT SUBPART**
- AND
- **ANSWER ALL REQUIREMENTS**

NOTE: *DON'T LOSE EASY POINTS BY NOT RESPONDING WITH ALL REQUIRED INFO.*



Cleanup and RLF - Ranking Criteria

5. Programmatic Capability & Past Performance (20 Points)

5.c. *Past Performance and Accomplishments (6 Points)*

i) **Currently or Has Ever Received an EPA Brownfields Grant (including Assessment, Cleanup, Revolving Loan Fund, and 128(a) grants)** (6 Points)

- Identify and provide information regarding each of your current and most recent EPA brownfields grant(s) (but no more than five).
- Demonstrate how you successfully managed the grant(s), and successfully performed all phases of work under each grant by providing information on the following:



Cleanup & RLF - Ranking Criteria

5. Programmatic Capability & Past Performance (20 Points)

5.c. *Past Performance and Accomplishments (6 Points)*

i) **Currently or Has Ever Received an EPA Brownfields Grant (including Assessment, Cleanup, Revolving Loan Fund, and 128(a) grants)** (6 Points)

1. Compliance with grant requirements [3 points]

- Discuss your **compliance with the work plan, schedule and terms and conditions**. Include whether have made, or are making, **sufficient progress** towards achieving the expected results of the grant in a timely manner? If you are not, please explain why. Discuss what **corrective measures** you took, or are you taking, and how the corrective measures were documented and communicated.



Cleanup and RLF - Ranking Criteria

5. Programmatic Capability & Past Performance (20 Points)

5.c. *Past Performance and Accomplishments (6 Points)*

i) **Currently or Has Ever Received an EPA Brownfields Grant (6 Points)**

1. Compliance with grant requirements [3 points]

- Discuss your history of **timely and acceptable quarterly performance and grant deliverables (FY16 change)**, as well as, ongoing Assessment, Cleanup and Redevelopment Exchange System (**ACRES**) **reporting**.
- If you have an open EPA Brownfield grant(s), please explain your **need for additional funding**. Additionally, for all open grant(s) indicate the grant period (start and end date), if there are funds remaining, and the plan to expend funds by the end of the grant period.



Cleanup and RLF– Ranking Criteria

5. Programmatic Capability & Past Performance (20 Points)

5.c. *Past Performance and Accomplishments (6 Points)*

i) **Currently or Has Ever Received an EPA Brownfields Grant (6 Points)**

1. Compliance with grant requirements [3 points]

TIP: Check with your Project Officer. If you owe us reports, go home and get them done! Update your quarterly report submissions and do your ACRES data input!

- **For all closed EPA Brownfields grant(s), indicate if there were funds remaining at the time of closure, the amount of remaining funds and a brief explanation of why the funds were not expended.**



Cleanup and RLF - Ranking Criteria

5. Programmatic Capability & Past Performance (20 Points)

5.c. *Past Performance and Accomplishments (6 Points)*

i) **Currently or Has Ever Received an EPA Brownfields Grant (6 Points)**

2. Accomplishments [3 points]

- Describe the **accomplishments and specific outputs and outcomes (FY16 change)** of your grant funded program, including at minimum, the number of sites assessed and cleaned up.
- Discuss whether these outputs and outcomes were **accurately reflected in ACRES** at the time of this proposal submission, and if not, please explain why?



Cleanup and RLF - Ranking Criteria

5. Programmatic Capability & Past Performance (20 Points)

5.c. *Past Performance and Accomplishments (6 Points)*

ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements (6 Points)

- Identify and describe each of your current and/or most recent federally and non-federally funded grants (no more than five) that are most similar in size, scope, and relevance to the proposed project. Demonstrate how you successfully managed the grant(s), and successfully performed all phases of work under each grant by providing the following information.



Cleanup - Ranking Criteria

5. Programmatic Capability & Past Performance (20 Points)

5.c. *Past Performance and Accomplishments (6 Points)*

ii. **Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements** (6 Points)

1. Purpose and Accomplishments [3 points]

- Describe the **awarding agency/organization, amount** of funding, and **purpose** of the grant(s) you have received.
- Discuss the **specific accomplishments and outputs and outcomes of the project** supported by these grants, including specific measure of success for the project supported by each type of grant received.



– Cleanup and RLF Ranking Criteria

5. Programmatic Capability & Past Performance (20 Points)

5.c. *Past Performance and Accomplishments (6 Points)*

ii. *Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements*

2. Compliance with grant requirements [3 points]

- Describe your **compliance with the work plan, schedule and terms and conditions**. Include whether you made or are making **sufficient progress** towards achieving the expected results of the grant in a timely manner. Discuss what **corrective measures** you took, or are taking, and how the corrective measures were documented and communicated.
- Discuss your history of **timely and acceptable reporting**, as required by the awarding agency/organization.



Cleanup & RLF - Ranking Criteria

5. Programmatic Capability & Past Performance (20 Points)

5.c. *Past Performance and Accomplishments*

iii. *Has Never Received Any Type of Federal or Non-Federal Assistance Agreements* [**3 points** **MAXIMUM FOR THIS CATEGORY**]

- Affirm that your organization has never received any type of federal or non-federal assistant agreement (grant). ***[Failure to indicate anything in response may result in zero points for this factor.]***





Cleanup & RLF - Other Factors

V.C Other Factors

- In making final selection recommendations from among the most highly ranked applicants, EPA's Selection Official may consider other factors if appropriate.
- Applicants should provide a summary in their proposal on **whether and how any of the potentially applicable special considerations** (see Cleanup page 40 and RLF page 33) **apply**.
- In Appendix 3 (Cleanup page 61 and RLF page 56), "Cleanup Other Factors Checklist," applicants will identify which if any items apply to their community and project, and **include the page number where each applicable factor is discussed** in the proposal.



Cleanup - Proposal Checklist

V.D Proposal Checklist for Cleanup Grants (page 41)

<input checked="" type="checkbox"/>	Transmittal Letter (2-page limit)	
<input checked="" type="checkbox"/>	Other Factors Checklist (located in Appendix 3) attached to Transmittal Letter	
<input checked="" type="checkbox"/>	The Narrative Proposal, which includes the responses to ranking criteria (15-page limit)	
<input checked="" type="checkbox"/>	Documentation of all applicable threshold criteria (see Section III. B and C)	
<input checked="" type="checkbox"/>	Letter from the state or tribal environmental authority (see Section III.C.2.)	
<input checked="" type="checkbox"/>	Draft Analysis of Brownfields Cleanup Alternatives (ABCA) (see FAQs and Section III.C.6.)	
<input checked="" type="checkbox"/>	Documentation indicating committed firm leveraged resources, if applicable (see Section V.B.2.c)	
<input checked="" type="checkbox"/>	Letters of Commitment from all community organizations identified in the Community Engagement and Partnerships ranking criteria (see Section V.B.3.)	
<input checked="" type="checkbox"/>	Documentation of community notification, including copies of ads (or equivalent) and comments received by you, your organization's responses to those comments, and meeting notes and sign-in sheets (see Section III.C.6.)	
<input checked="" type="checkbox"/>	Documentation of nonprofit status, if applicable (see Section III.C.1.a.)	
<input checked="" type="checkbox"/>	Documentation of applicant eligibility if other than city, county, state, or tribe (see Section III.C.1.a.)	
<input checked="" type="checkbox"/>	Justification for cleanup cost-share waiver, if applicable (see Section III.C.5.)	
<input checked="" type="checkbox"/>	Property-Specific Determination request, if applicable (see Section III.C.3.d.)	
<input checked="" type="checkbox"/>	Petroleum eligibility determination information, if applicable (see Section III.C.3.i.)	
PLEASE ALSO REMEMBER TO COMPLETE THE FOLLOWING ITEMS.		
<input checked="" type="checkbox"/>	Register on www.grants.gov and www.sam.gov as soon as possible.	
<input checked="" type="checkbox"/>	Submit your complete proposal package through www.grants.gov no later than December 18, 2015 at 11:59 p.m. Eastern Time.	
<input checked="" type="checkbox"/>	Email a courtesy copy of your proposal package to the appropriate Regional Brownfields Contact listed in Section VII.	



CLEANUP - REQUIRED ATTACHMENTS

Cleanup Attachments (Please submit **only** the required attachments.) There is no page limit for attachments.

- a. Threshold Documentation including cost-share documentation (see Section III.B and C)
- b. Letter from the state or tribal environmental authority (see Section III.C.2.)
- c. Letters of commitment from all community organizations identified in the community engagement and partnerships ranking criteria (see Section V.B.3.). You must attach commitment letters to your proposal or EPA will not take the community organization's support into consideration.



CLEANUP - REQUIRED ATTACHMENTS

- d. Documentation indicating leveraged funds are committed to the project (see Section V.B.2.c.)
- e. Documentation of community notification, including copies of ads (or equivalent) and comments received by you, your organization's responses to those comments, and meeting notes and sign-in sheets (see Section III.C.6.)
- f. Draft Analysis of Brownfields Cleanup Alternatives (ABCA) (see Section III.C.6.)
- g. Documentation of nonprofit status, if applicable (see Section III.C.1.)



CLEANUP REQUIRED ATTACHMENTS

- h. Documentation of applicant eligibility if other than city, county, state, or tribe (see section III.C.1.)

- i. Justification for cleanup cost-share waiver, if applicable (see Section III.C.5.)

- j. Property-Specific Determination request, if applicable (see Section III.C.3.d.)

- k. Petroleum eligibility determination information, if applicable (see Section III.C.3.i.)



Cleanup - Community Notification

Community Notification Requirements

(See Cleanup guidelines page 22 and FAQs for examples)

Must be completed **prior** to proposal submission.

1. Place a community notification ad (or equivalent) at least 2 weeks prior to proposal submission. **December 4, 2015** is last date to publish.
2. Hold **Public Meeting** to discuss the draft proposal and consider public comments prior to submittal of proposal.
 - Community notification must clearly indicate that a copy of this grant proposal, including draft ABCA, is available for public review and comment by stating where it is located (e.g., town hall, library, website).
 - Community notification must also announce the date and time of the public meeting.



Cleanup - Community Notification

Attach to the proposal:

- A copy of the **draft ABCA**.
- A **copy of the ad** (or equivalent) that demonstrates notification to the public and solicitation for comments on the proposal(s).
- The comments or a summary of the **comments received**.
MENTION IF NONE RECEIVED.
- **Your response** to the public comments.
MENTION IF NONE REQUIRED.
- **Meeting notes or summary from the public meeting(s)**.

*If one or more of the above requested attachments are not submitted with the proposal, please explain **why** the requested attachment is not included.



Analysis of Brownfield Cleanup Alternatives (ABCA)

- Draft ABCA must be attached to proposal.
- See FAQ #72 & 73 and guidelines page 43 for full requirements http://www2.epa.gov/sites/production/files/2015-10/documents/fy16_faqs.pdf
- **CHECKLIST: How to Address Changing Climate Concerns in an Analysis of Brownfield Cleanup Alternatives**
<http://www2.epa.gov/brownfields/climate-adaptation-and-brownfields>
- Questions on ABCA, contact Mickey Young
215/814-3069 or young.mickey@epa.gov



Cleanup - Primary Elements of ABCA

- ✓ Describe the site and **nature & extent of contamination**.
What contaminants are present. Where are they located.
- ✓ Summarize the **cleanup goals, cleanup standards** (e.g., State Standard for industrial or residential reuse), **& applicable laws**.
- ✓ **Evaluate 3 cleanup alternatives** including “No Action” based on:
 - Effectiveness in meeting cleanup goals;
 - Implementability;
 - Cost;
 - Reasonableness;
 - **Resilience of the remedial options in light of reasonably foreseeable changing climate conditions.**
- ✓ **Identify preferred cleanup alternative.**



Cleanup - Primary Elements of ABCA

To ensure that cleanups remain effective as the climate changes, EPA has added a **term and condition** starting in the FY13 Cleanup and Revolving Loan Fund (RLF) grants that requires recipients to **evaluate the resilience of the remedial options in light of reasonably foreseeable changing climate conditions.**

- ✓ Link to fact sheet:
<http://www2.epa.gov/brownfields/climate-adaptation-and-brownfields>



RLF - REQUIRED ATTACHMENTS

RLF Attachments (Please submit **only** the required attachments.) There is no page limit for attachments.

- a. Threshold Documentation including cost-share documentation (see Section III.B)
- b. Letter from the state or tribal environmental authority (see Section III.B.1.)
- c. Documentation of applicant eligibility if other than city, county, state, or tribe (see Section III.B.1.).
- d. Legal opinion establishing that the applicant has authority to (1) access and secure sites in the event of an emergency or default of a loan agreement or non-performance under a subgrant; and (2) to make loans and accept payments of fees, interest, and principal (see Section III.B.4.).



RLF - REQUIRED ATTACHMENTS

RLF Attachments *continued* (Please submit **only** the required attachments.) There is no page limit for attachments.

e. Letters of commitment from all community organizations identified in the community engagement and partnerships ranking criteria (see Section V.B.3.). You must attach commitment letters to your proposal. Letters not attached or sent separately will not be considered.

f. Documentation indicating leveraged funds are committed to the program (see Section V.B.2.c.).

g. Justification for RLF cost share waiver, if applicable (see Section III.B.5.).

h. RLF coalition member letter(s), if applicable (see Section III.B.1.).



RLF - Proposal Checklist

V.D Proposal Checklist for RLF Grants (page 34)

<input checked="" type="checkbox"/>	Transmittal Letter (2-page limit)	
<input checked="" type="checkbox"/>	Other Factors Checklist (located in Appendix 3) attached to Transmittal Letter	
<input checked="" type="checkbox"/>	The Narrative Proposal, which includes the responses to ranking criteria (15-page limit)	
<input checked="" type="checkbox"/>	Documentation of all applicable threshold criteria (see Section III. B)	
<input checked="" type="checkbox"/>	Letter from the state or tribal environmental authority (see Section III.B.3.)	
<input checked="" type="checkbox"/>	Documentation of applicant eligibility if other than city, county, state, or tribe (see Section III.B.1)	
<input checked="" type="checkbox"/>	Legal opinion establishing that the applicant has authority to (1) access and secure sites in the event of an emergency or default of a loan agreement or non-performance under a subgrant; and (2) to make loans and accept payments of fees, interest, and principal (see Section III.B.4)	
<input checked="" type="checkbox"/>	Documentation indicating committed firm leveraged resources, if applicable (see Section V.B.2.c)	
<input checked="" type="checkbox"/>	Letters of Commitment from all community organizations identified in the Community Engagement and Partnerships ranking criteria (see Section V.B.3.)	
<input checked="" type="checkbox"/>	RLF coalition member letter(s), if applicable (see Section III.B.1)	
<input checked="" type="checkbox"/>	Justification for RLF cost share waiver, if applicable (see Section III.B.5)	
	PLEASE ALSO REMEMBER TO COMPLETE THE FOLLOWING ITEMS.	
<input checked="" type="checkbox"/>	Register on www.grants.gov and www.sam.gov as soon as possible.	
<input checked="" type="checkbox"/>	Submit your complete proposal package through www.grants.gov no later than December 18, 2015 at 11:59 p.m. Eastern Time.	
<input checked="" type="checkbox"/>	Email a courtesy copy of your proposal package to the appropriate Regional Brownfields Contact listed in Section VII.	



Cleanup & RLF - Proposal Submission

See Appendix 2 – Grants.gov Proposal Submission Instructions

- In preparation for submitting your grant application through www.grants.gov, your group first must **obtain a Dun and Bradstreet Data Universal Numbering System (DUNS) number and register with the federal government's System for Award Management (SAM)** at www.SAM.gov. Register at least two weeks prior to the proposal submission deadline.
- Fact Sheet - “Tips for Submitting Proposals through Grants.gov”
http://www2.epa.gov/sites/production/files/2015-10/documents/grantsgov_tip_sheet.pdf



Resources





Resources

- ✓ FY16 Brownfields Proposal **Guidelines, Checklists, & Frequently Asked Questions (FAQ)**
<http://www2.epa.gov/brownfields/new-request-proposals-fy-2016-brownfields-assessment-revolving-loan-fund-and-cleanup>
- ✓ New EPA Region 3 Brownfields & Land Revitalization Website
<http://www2.epa.gov/brownfields/brownfields-and-land-revitalization-delaware-maryland-pennsylvania-virginia-west>
- ✓ Sign up for the EPA Region 3 Brownfields & Land Revitalization **electronic mailing list**
<http://www2.epa.gov/land-revitalization/forms/region-3s-land-revitalization-email-updates-signup-form>
- ✓ EPA Brownfields Cleanup **Success Stories**
<http://www2.epa.gov/brownfields/brownfields-success-stories>



Resources

TAB EZ <http://www.tabez.org/> is Updated & Ready-To-Use for FY16 EPA Assessment and Cleanup Grant Proposals

TAB EZ provides a framework for your proposal and provides strategies and links to reduce time in writing the proposal.

Resources

- Cleanup Grant Applications Helpful Hints
- **Sample Grant Applications**

EPA Webinar - FY16 TABEZ National Webinar (Recorded)

<https://www.ksutab.org/education/webinars/details?id=193>



Resources

NJIT Technical Assistance to Brownfield (TAB)

Need assistance preparing your
EPA Brownfields grant proposal?

The New Jersey Institute of Technology (NJIT), through a cooperative agreement with EPA, serves as an independent resource to communities and nonprofits attempting to clean up and reclaim brownfields. The NJIT Technical Assistance to Brownfield Communities Program (TAB) provides a wide range of assistance to state, regional, local and tribal governments and nonprofits in EPA Regions 1 & 3.

Call the NJIT TAB Hotline at 973-642-4165

NJIT TAB email: tab@njit.edu

<http://www.njit.edu/tab/>



Resources

NALGEP & TAB Presentation

“Tips for Successful Brownfields Grant Proposals”

NALGEP, the Center for Creative Land Recycling (CCLR), the KSU Technical Assistance to Brownfields Communities Program, and the New Jersey Institute of Technology organized a webinar in 2014 to provide advice on preparing a successful application.

Slides available: <http://nalgep.org/news/33/15/Slides-Available-October-30-Webinar-on-Tips-for-Successful-Brownfields-Grant-Proposals.html>



GOOD LUCK! This Could Be YOU!





Questions?

