



EPA Region 1 Brownfields

# EPA New England FY2021 Brownfields Grant Guidelines Webinar

## MULTIPURPOSE GRANT RANKING & EVALUATION CRITERIA SESSION

SEPTEMBER 17, 2020



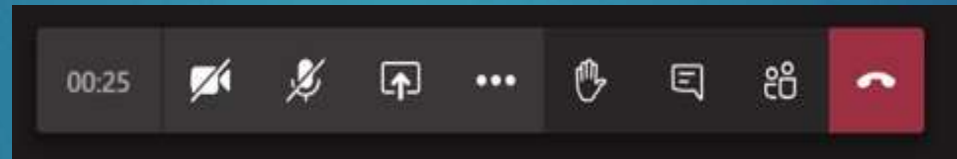
# Microsoft Teams Webinar Tips

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EPA Region 1 Brownfields

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# Purpose of this Session

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EPA Region 1 Brownfields

- ▶ FY2021 Brownfields **Multipurpose Grant** Guidelines
- ▶ Application Process
  - Ranking & Evaluation Criteria
- ▶ Q&A Session
- ▶ Should any information provided in the following slides or by the presenters differ from the Guidelines, the language written in the Guidelines shall prevail.

# Section IV.E


## Narrative/Ranking Criteria

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### ► Logistics

- Ranking Criteria (p. 17-27); Evaluation Criteria (P. 28-35).
- Include page numbers, criteria numbers and titles in narrative.
- Narrative **MUST NOT** exceed 12 single-spaced pages.
- FY2021 total point score: 170 

### ► Key Points

- Provide **FULL** detail for **EVERY** section.
- You will be **evaluated** on the level of detail you provide.

# Section IV.E

## Narrative/Ranking Criteria (170 points)

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1. Project Area Description & Plans for Revitalization (45 points)
2. Community Need & Community Engagement (35 points)
3. Task Descriptions, Cost Estimates, & Measuring Progress (55 points)
4. Programmatic Capability & Past Performance (35 points)

**Be sure to read each criterion carefully and make sure you respond to all sub-criteria.**

# Narrative/Ranking Criteria

## 1. Project Area Description & Plans for Revitalization

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- a. Target Area & Brownfields (15 points)
  - i. Background & Description of Target Area (5 points)
  - ii. Description of the Priority Brownfield Site(s) (10 points)
- b. Revitalization of the Target Area (15 points)
  - i. Overall Plan for Revitalization (10 points)
  - ii. Outcomes & Benefits of Overall Plan for Revitalization (5 points)
- c. Strategy for Leveraging Resources (15 points)
  - i. Resources Needed for Site Reuse (10 points)
  - ii. Use of Existing Infrastructure (5 points)

# Narrative/Ranking Criteria

## 1.a Target Area & Brownfields (15 points)

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### i. Background & Description of Target Area (5 points)

- **Think about:**

- ✓ Your overall area/community & target area(s) may contain:
  - Signs of distress, blight or neglect
  - Known or potential brownfields sites
  - Sensitive or vulnerable populations
  - Need for cleanup and redevelopment
- ✓ How the story you are telling connects to the brownfields sites in your target areas(s).



# Narrative/Ranking Criteria

## 1.a Target Area & Brownfields (15 points)

8



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### ii. Description of the Priority Brownfield Site(s) (10 points)

- **Think about:**

- ✓ Why the site(s) may be a candidate for assessment, cleanup, and/or redevelopment activity.

- Past & current land uses

- Current site conditions

- Potentially related environmental issues

- ✓ **Note: A recipient of a Multipurpose Grant may not expend any grant funds for the remediation of a brownfield site unless they own the brownfield site and are not responsible for the contamination.**



# Narrative/Ranking Criteria

## 1.b Revitalization of Target Area (15 points)

9



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### i. Overall Plan for Revitalization (10 points)

- **You need to:**

- ✓ If an overall plan for revitalization of brownfield sites within the target area **already exists**, you need to:
  - Describe how the proposed Multipurpose Grant activities align with that plan.
  - Explain the extent to which a feasible site reuse strategy already exists for at least one of the priority brownfield site(s) to be addressed under the grant.
  - Discuss how the brownfields revitalization plan(s) aligns with and supports the local government's broader land use and revitalization efforts.

# Narrative/Ranking Criteria

## 1.b Revitalization of Target Area (15 points)

10



EPA Region 1 Brownfields

### i. Overall Plan for Revitalization (10 points)

- **You need to:**

- ✓ If an overall plan for revitalization of brownfield sites within the target area **does not exist**, you need to:
  - Describe how the activities performed using Multipurpose Grant funds will result in an overall plan for revitalization of brownfield sites, including a feasible site reuse strategy for each brownfield site addressed under the grant.
  - Discuss how your brownfields revitalization plan(s) will align with and support the local government's broader land use and revitalization efforts.

# Narrative/Ranking Criteria

## 1.b Revitalization of Target Area (FAQs S.1-4)(10 points)

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### ii. Outcomes & Benefits of Overall Plan for Revitalization (5 points)

- **Think about:**

- ✓ **Economic benefits**, such as:

- Increased employment
- Expanded tax base
- Increased property values

- ✓ How these **economic benefits** are part of your overall plan for revitalization.

- ✓ How these outcomes link to your challenges outlined in **2.a Community Need**.



# Narrative/Ranking Criteria

## 1.b Revitalization of Target Area (10 points)

12



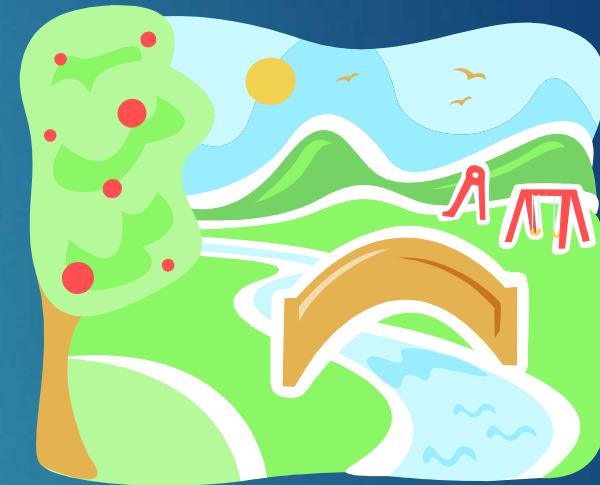
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### ii. Outcomes & Benefits of Overall Plan for Revitalization (5 points)

- **If applicable, think about:**

- ✓ **Greenspace**, such as:

- Parks
- Recreation areas
- Greenways
- Wetlands & open space



- ✓ How economic development and greenspace are not mutually exclusive.
- ✓ How these **greenspace benefits** are part of your overall plan.

### ii. Outcomes & Benefits of Overall Plan for Revitalization (5 points)

- **If applicable, think about:**

- ✓ Renewable energy opportunities for your proposed site(s).  
See [Renewable Energy and Approaches](#) for ideas.

- ✓ **Non-Profit & Charitable Reuse**, such as:

- Affordable housing
- Community centers
- Local governmental uses



- ✓ How these **non-profit & charitable reuse benefits** are part of your overall plan.

# Narrative/Ranking Criteria

## 1.b Revitalization of the Target Area (15 points)

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### ii. Outcomes & Benefits of Overall Plan for Revitalization (5 points)

- **Think about Opportunity Zones (OZs):**

- Low-income census tracts in need of economic investment
- Identified by each state as eligible for OZ funding
- Advantage of shared geography between Brownfields and OZs



- **To receive the maximum points under this criterion the proposed project must either be in an OZ or will help spur economic growth within an OZ.**
- Is your project in an Opportunity Zone? Click on State links below.

[CT](#)

[ME](#)

[MA](#)

[NH](#)

[RI](#)

# Narrative/Ranking Criteria

## 1.c Strategy for Leveraging Resources (15 points)

15



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### i. Resources Needed for Site Reuse (10 points)

- **Think about:**

- ✓ Your eligibility to obtain funds from other resources for project related costs.
- ✓ Discussing the funds you may already have for your project/priority site(s).
- ✓ Discussing any funding you are seeking or considering applying for.
- ✓ **Clearly identifying the sources of these funds.**



# Narrative/Ranking Criteria

## 1.c Strategy for Leveraging Resources (15 points)

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### i. Resources Needed for Site Reuse (10 points)

- **Examples of potential resources:**

- ✓ Other grants
- ✓ Historic tax credits
- ✓ Federal (HUD HOME, HUD CDBG, EDA, DOI, TBA, Brownfields Tax Incentive)
- ✓ State (State TBA, Tax Credits, RLF)
- ✓ Local (TIF, Tax, Bond)
- ✓ Private (Foundation, Investors, Donations)





# Narrative/Ranking Criteria

## 1.c Strategy for Leveraging Resources (15 points)

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### ii. Use of Existing Infrastructure (5 points)

- **Think about:**

- ✓ Water & Sewer
- ✓ Power
- ✓ Transportation
- ✓ High Speed Internet
- ✓ How the existing infrastructure works with your reuse plan.
- ✓ If you need additional infrastructure, make sure you describe how you are going to get it.





# Questions?

# Narrative/Ranking Criteria

## 2. Community Need & Community Engagement (35 points)

19



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### a. Community Need (20 points)

i. The Community's Need for Funding (5 points)

ii. Threats to Sensitive Populations (15 points)

1) Health or Welfare of Sensitive Populations (5 points)

2) Greater Than Normal Incidence of Disease & Adverse Health Conditions (5 points)

3) Economically Impoverished/Disproportionately Impacted Populations (5 points)

### b. Community Engagement (15 points)

i. Project Involvement (5 points)

ii. Project Roles (5 points)

iii. Incorporating Community Input (5 points)

# Narrative/Ranking Criteria

## 2.a Community Need (20 points)

20



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### i. The Community's Need for Funding (5 points)

- **Think about:**

- ✓ Emphasizing that the target community (ies):
  - Are of small population (10,000 or less) **and/or**
  - Have low income residents.
- ✓ How this impacts the **community's** ability to obtain initial funding for your project.
- ✓ How this grant will meet the needs of that community.
- ✓ Funding for assessment, cleanup, planning, and reuse.

# Narrative/Ranking Criteria

## 2.a Community Need (FAQs D.6 & R.3) (20 points)

21



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### ii. Threats to Sensitive Populations (15 points)

#### 1) Health or Welfare of Sensitive Populations (5 points)

- **Think about:**

- ✓ Who are the most sensitive populations (such as children, pregnant women, minority or low-income communities) in the target area(s)?
- ✓ What are the most pressing health and welfare issues affecting the sensitive populations?



- ✓ **How this grant will help to reduce these threats.**

# Narrative/Ranking Criteria

## 2.a Community Need (20 points)

22



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### ii. Threats to Sensitive Populations (15 points)

#### 1) Health or Welfare of Sensitive Populations (5 points)

- **For Health Issues, think about:**

- ✓ Health issues that are impacting your sensitive populations.
- ✓ The availability of health department statistics.
  - If health statistics are not available for your target community, be sure to state it in your response and explain how that lack of information impacts health and welfare of the community
- ✓ Potential contamination pathways.
- ✓ Link all of the health disparities back to the potential contaminants from the Brownfields sites AND tell us how THIS grant funding will help to overcome those disparities and reduce these threats.

# Narrative/Ranking Criteria

## 2.a Community Need (20 points)

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### ii. Threats to Sensitive Populations (15 points)

#### 1) Health or Welfare of Sensitive Populations (5 points)

- **For Welfare Issues, think about:**

- ✓ Social negatives such as blight, crime, vandalism, illegal dumping, people moving out, lack of neighborhood upkeep, and lack of prosperity.
- ✓ Abandoned properties
- ✓ Community disinvestment
- ✓ Burden on municipal services
- ✓ Other impacts specific to your targeted community(ies)



### ii. Threats to Sensitive Populations (15 points)

#### 2) Greater Than Normal Incidence of Disease & Adverse Health Conditions (5 points)

- **Think about:**

- ✓ The potential contaminants that may be connected to your site(s).
- ✓ The potential health threats that may affect your community (you must address one of the green highlighted threats).

- **Cancer rates**
- **Asthma rates**
- **Birth defect rates**
- Blood lead levels
- Obesity



- ✓ **How this grant will help to identify and reduce these threats.**

- ✓ See [Environmental Contaminants Often Found at Brownfields Sites.](#)



# Narrative/Ranking Criteria

## 2.a Community Need (20 points)

25



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### ii. Threats to Sensitive Populations (15 points)

#### 3) Disproportionately Impacted Populations (5 points)

- **Think about:**

- ✓ Lack of job opportunities
- ✓ Lack of access to services
- ✓ Lack of public transportation
- ✓ Zoning issues
- ✓ Food deserts
- ✓ Loss of population
- ✓ Air pollution
- ✓ Drinking water & soil issues
- ✓ Low property values
- ✓ Disinvestment



- **How this grant will help to identify and reduce these threats.**
- **See Section I.E for more information on Environmental Justice.**

# Narrative/Ranking Criteria

## 2.b Community Engagement (15 points)

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### i. Project Involvement (5 points)

### ii. Project Roles (5 points)

- Per the Ranking Criterion in **Section IV.E.2.b**, applicants may consolidate information for 2.b.i and 2.b.ii into one response.
- Use the sample chart on **page 21** to respond to both items.

### Sample Format for List of Project Partners & Roles

Name of organization/entity/group	Point of contact (name, email & phone)	Specific role in the project
<i>Add rows as needed</i>		

# Narrative/Ranking Criteria

## 2.b Community Engagement (FAQs D.5) (15 points)

27



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### i. Project Involvement (5 points)

- **Think about:**

- ✓ Your **local community partners (organizations/entities/groups)** and how they are **relevant** and **meaningful** to your project.
- ✓ Involvement from planning all the way to reuse.

### ii. Project Roles (5 points)

- **Think about:**

- ✓ How will your identified project partners be **involved** in the site selection, assessment, cleanup **and** future reuse of your site(s)?
- ✓ This is much more than just support, it's active participation!

### iii. Incorporating Community Input (5 points)

- **Think about:**

- ✓ How your plans to communicate are **appropriate** and **effective** for your site(s) and targeted community(ies).
- ✓ The sensitive and disproportionately impacted populations that you described in **2.a.ii Threats to Sensitive Populations** and how to accommodate them.
- ✓ How you will reach your affected communities during the Covid-19 pandemic (i.e. elderly, parents of young children). See [Socially Distant Engagement Ideas](#) for options.

- 🔑 ✓ **What methods you will use to solicit, consider, and respond to any community input.**

# Questions?

# Narrative/Ranking Criteria

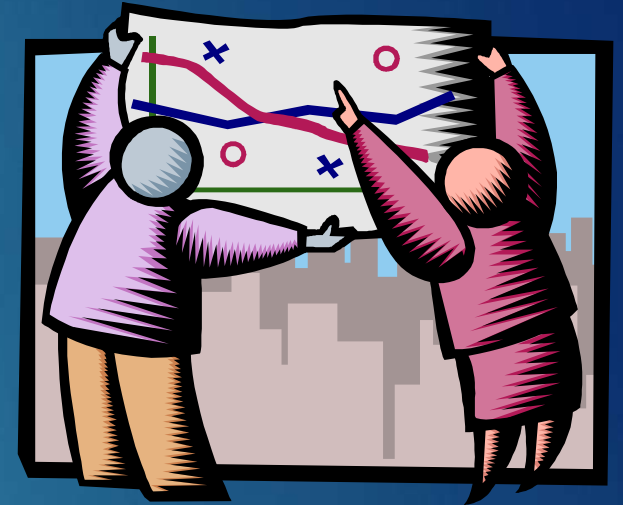
## 3. Task Descriptions, Cost Estimates & Measuring Progress (55 points)

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- a. Description of Tasks/Activities & Outputs (25 points)
  - i. Project Implementation (10 points)
  - ii. Anticipated Project Schedule (5 points)
  - iii. Task/Activity Lead (5 points)
  - iv. Outputs (5 points)
- b. Cost Estimates (25 points)
  - i. Development of Cost Estimates (10 points)
  - ii. Application of Cost Estimates (5 points)
  - iii. Funds Allocated Toward Site-specific Work (5 points)
  - iv. Eligibility of Cost Share Activities (5 points)
- c. Measuring Environmental Results (5 points)



# Narrative/Ranking Criteria

## 3.a Description of Tasks/Activities & Outputs (25 points)

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- Provide a list and description of the tasks/activities required to implement the proposed project.
- You may respond to all four parts of this criterion using the following format for each task/activity. See **page 22**.

### Task/Activity:

- i. Project Implementation
  - Discussion of EPA-funded activities for the priority sites(s):
  - Discussion of EPA-funded activities for non-priority site(s), if applicable:
  - Non-EPA grant resources needed to carry out task/activity, if applicable:
- ii. Anticipated Project Schedule:
- iii. Task/Activity Lead(s):
- iv. Output(s):

# Narrative/Ranking Criteria

## 3.a Description of Tasks/Activities & Outputs (25 points)

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- **Local government applicants** may use up to 10% of the total grant award for health monitoring activities.
- Agreements with successful applicants under this RFA will be subject to the **administrative cost limitation** described at CERCLA § 104(k)(5)(E) (5% limit on administrative costs).
- The \$40,000 cost share must only include costs associated with eligible activities under the grant.
- **Do not** include activities that are ineligible uses of funds under EPA's Multipurpose Grant (e.g., land acquisition; building demolition that is not necessary to assess contamination at the site; building construction).



# Narrative/Ranking Criteria

## 3.a Description of Tasks/Activities & Outputs (25 points)

33



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### i. Project Implementation (10 points)

- **Think about doing it this way:**

- ✓ Identify **Task 1** as "**Cooperative Agreement Oversight**" and include such items as grant management, and your travel and supply costs.
- ✓ Include the most common major tasks:
  - **Task 1** - Cooperative Agreement Oversight
  - **Task 2** - Community Engagement & Planning
  - **Task 3** – Phase I & Phase II Assessments
  - **Task 4** – Cleanup Activities



# Narrative/Ranking Criteria

## 3.a Description of Tasks/Activities & Outputs (25 points)

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### i. Project Implementation (10 points)

- **Think about doing it this way:** (continued)

- ✓ **Stick to a total of 4 Tasks.**

- ✓ **DO NOT** include any equipment costs.

- ✓ **DO NOT** use the term '**consultant**'.

- ✓ Typically not more than 10% of funds should be allocated toward personnel costs. If your estimate of these costs is higher than 10%, **explain why** and who is doing what to justify your costs.

# Narrative/Ranking Criteria

## 3.a Description of Tasks/Activities & Outputs (25 points)

35



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### i. Project Implementation (10 points)

- **Think about:** (continued)

- ✓ Describing any additional funding you will provide, such as in-kind services (e.g. personnel), that will help carry out this grant.  
**Be careful not to duplicate sources you described in 1.c.i Resources Needed for Site Reuse.**
- ✓ Making sure your activities do not include ineligible uses of funds. See FY21 [FAQs](#) F.10-11.
- ✓ All aspects of eligible multipurpose activities.

# Narrative/Ranking Criteria

## 3.a Description of Tasks/Activities & Outputs (25 points)

36



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### i. Project Implementation (10 points)

#### • **Examples of Eligible Activities**

- ✓ Procuring a Qualified Environmental Professional (QEP)
- ✓ Conducting Phase I assessments in accordance with ASTM E1527-13 standards and complying with AAI
- ✓ Reuse planning
- ✓ Phase II assessments
- ✓ Cleanup
- ✓ Enrolling sites into the state's voluntary program (if appropriate)
- ✓ Area-wide Planning.



# Narrative/Ranking Criteria

## 3.a Description of Tasks/Activities & Outputs (25 points)

37



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### ii. Anticipated Project Schedule (5 points)

- **Think about:**

- ✓ The timeline you will use to complete the activities you described in **3.a.i Project Implementation** during the 5-year grant period.



# Narrative/Ranking Criteria

## 3.a Description of Tasks/Activities & Outputs (25 points)

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### iii. Task/Activity Lead (5 points)

- **You will be evaluated on:**

- ✓ The extent to which the entity overseeing each task/activity is appropriate.
- ✓ The degree to which the applicant demonstrates an ability to direct grant activities.
- ✓ When applicable, the degree to which the local health agency is involved in health monitoring activities.



# Narrative/Ranking Criteria

## 3.a Description of Tasks/Activities & Outputs (25 points)

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### iv. Outputs (5 points)

- **Think about:**

- ✓ Fully describing the outputs/deliverables you will achieve in the 5-year grant period (see **Section I.D Measuring Environmental Results: Anticipated Outputs/Outcomes**).
  - Quarterly Reports
  - Market Feasibility Studies
  - Phase I & Phase II Assessment Reports
  - Site Cleanup Plans
  - Area-wide Plans and Community Meetings



# Narrative/Ranking Criteria

## 3.b Cost Estimates (25 points)

40



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### Sample Format for Budget (do not change Budget Categories)

Budget Categories		Project Tasks (\$)				Total
		(Task 1)	(Task 2)	(Task 3)	(Task 4)	
Direct Costs	Personnel					
	Fringe Benefits					
	Travel <sup>1</sup>					
	Equipment <sup>2</sup>					
	Supplies					
	Contractual					
	Other (include subawards) (specify type) _____					
Total Direct Costs <sup>3</sup>						
Indirect Costs <sup>3</sup>						
Total Budget (Total Direct Costs + Indirect Costs)						

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

<sup>2</sup> 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 Brownfields Grants.

<sup>3</sup> Administrative costs (direct and/or indirect) for the Assessment Grant applicant itself cannot exceed 5% of the total EPA-requested funds.



# Narrative/Ranking Criteria

## 3.b Cost Estimates (25 points)

41



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- i. Development of Cost Estimates (10 points)
- ii. Application of Cost Estimates (5 points)
- iii. Funds Allocated Toward Site Specific Work (5 points)
  - Per the Ranking Criterion in **Section IV.E.3.b**, applicants will consolidate information for 3.b.i – 3.b.iii into one response.
- iv. Eligibility of Cost Share Activities (5 points)



### i. Development of Cost Estimates (10 points)

- **Think about:**

- ✓ Your experience with current and previous grants or discussion with QEPs for good estimates of project costs.
- ✓ Allocating the cost share to the appropriate tasks/activities.
- ✓ You do not have to distinguish between hazardous substances and petroleum funding.
- ✓ The range of all eligible activities you discussed earlier such assessment, planning, and cleanup.
- ✓ **Only include EPA grant funds and the required cost share in this table.** Leveraged resources should not be included in the budget table.

### i. Development of Cost Estimates (10 points)

- **Examples of Cost Estimates**

- ✓ Personnel costs – grant funded: Be precise in explaining what your personnel cost will be. Project Manager at \$xx/hr times xx hours = \$xx. Describe what each person is going to do.
- ✓ If applicable, identify any in-kind personnel resources that you are contributing to the project.
- ✓ Travel costs – grant funded: 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).

# Narrative/Ranking Criteria

## 3.b Cost Estimates (25 points)

44



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### i. Development of Cost Estimates (10 points)

- **Examples of Cost Estimates** (continued)

- ✓ Supplies – grant funded: Provide a list of supplies and their estimated costs reflective of cost in table.
- ✓ Phase I Assessments – grant funded: Estimate x number of Phase Is at \$xx each = \$xx total contractual in task.
- ✓ Phase II Assessments – grant funded: Estimate x number of Phase IIs at \$xx each = \$xx total contractual in task.
- ✓ Area-wide Planning - grant funded: Estimate one area-wide plan at \$xx total contractual in task.
- ✓ Contractual – grant funded: Estimate soil removal at \$xx/ton x 30 tons + placement of cap material = \$xx total contractual cost in task.

# Narrative/Ranking Criteria

## 3.b Cost Estimates (25 points)

45



EPA Region 1 Brownfields

### ii. Application of Cost Estimates (5 points)

- **Think about:**

- ✓ Making sure your budget table reflects the calculated costs and also adds up.
- ✓ Ensuring that the costs for each site are clearly shown in the budget table.
- ✓ Are the proposed costs reasonable and realistic to carry out the tasks/activities you described?

### iii. Funds Allocated Toward Site-specific Work (5 points)

- **Think about:**

- ✓ Projects that allocate at least 70% of the funds for tasks directly associated with site specific work and at least \$200,000 designated toward site remediation will be reviewed more favorably.

### iv. Eligibility of Cost Share Activities (5 points)

- **Think about:**

- ✓ Making sure you account for the entire \$40,000 cost share in your tasks/activities.
- ✓ Making sure the budget table reflects your cost share by task.
- ✓ In-kind services (police details, DPW assistance, supplies, personnel time to manage the grant, etc.)
- ✓ Provide the source and for what task.
- ✓ Third party contributions (from a developer, etc.)

# Narrative/Ranking Criteria

## 3.c Measuring Environmental Results (5 points)

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- **Think about:**

- ✓ A reasonable plan to track, measure, and evaluate your project progress via:
  - ACRES
  - Quarterly Reporting
  - Work Plans/Project Schedule/Other Deliverables
- ✓ Do you have a system in place to monitor progress?
- ✓ How project goals will be achieved in an efficient manner.
- ✓ See **Section I.D Measuring Environmental Results: Anticipated Outputs/Outcomes.**



# Questions?



# Narrative Proposal/Ranking Criteria

## 4. Programmatic Capability & Past Performance (35 points)

49



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- a. Programmatic Capability (20 points)
  - i. Organizational Structure & Experience (10 points)
  - ii. Description of Key Staff (5 points)
  - iii. Acquiring Additional Resources (5 points)
- b. Past Performance & Accomplishments (15 points)
  - i. Currently Has or Previously Received an EPA Brownfields Grant (15 points)
  - ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements (15 points)
  - iii. Never Received Any Type of Federal or Non-Federal Assistance Agreements (8 points)

**Note: Response must be from the applicant's perspective.**

# Narrative/Ranking Criteria

## 4.a Programmatic Capability (15 points)

50



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- i. Organizational Structure (5 points)
- ii. Description of Key Staff (5 points)
  - Per the Ranking Criterion in **Section IV.E.4.a**, applicants may present information for 4.a.i and 4.a.ii in the same response.



# Narrative Proposal/Ranking Criteria

## 4.a Programmatic Capability (20 points)

51



EPA Region 1 Brownfields

### i. Organizational Structure & Experience (10 points)

- **Think about:**

- ✓ Your organization's ability to manage and complete your project in 5 years.
- ✓ Your **project management team** (technical, financial & administrative) and how they will manage this grant.
- ✓ **Your organization's experience in working with the local community to successfully assess, clean up, and reuse sites in the past.**



# Narrative Proposal/Ranking Criteria

## 4.a Programmatic Capability (20 points)

52



EPA Region 1 Brownfields

### ii. Description of Key Staff (5 points)

- **Think about:**

- ✓ How your team will ensure that you spend your funds timely and successfully on the tasks/activities you have presented in your application.
- ✓ Name names and discuss the experience and qualifications of your key staff members (a short bio for each member works well here).

### iii. Acquiring Additional Resources (5 points)

- **Think about:**

- ✓ Your organization's competitive procurement methods to acquire needed expertise and resources (State & Federal procurement requirements).
  - Qualified Environmental Professional (QEP)
  - Legal assistance for access agreements
  - Planning or Landscape Architecture Firms
  - Cleanup Contractors



# Narrative/Ranking Criteria

## 4.b Past Performance & Accomplishments (15 points)

54



EPA Region 1 Brownfields

- i. Currently Has or Previously Received an EPA Brownfields Grant (15 points)
- ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements (15 points)
- iii. Never Received Any Type of Federal or Non-Federal Assistance Agreements (8 points)

**You must respond to only one of these criteria. Be careful which one you respond to!**

# Narrative/Ranking Criteria

## 4.b Past Performance & Accomplishments (15 points)

55



EPA Region 1 Brownfields

- If you have ever received an EPA Brownfields Multipurpose, Assessment, Cleanup, Revolving Loan Fund Grant, and/or 128(a) Grant please respond to **item i**. (Do not include information on Targeted Brownfields Assessments, Area-Wide Planning grants, Environmental Workforce Development & Job Training grants, and subawards from another Brownfield Grant recipient.)
- If you have never received an EPA Brownfields Grant, but have received other federal or non-federal assistance agreements (such as a grant or cooperative agreement), please respond to **item ii**.
- If you have never received any type of federal or non-federal assistance agreements, please respond to **item iii**.

# Narrative Proposal/Ranking Criteria

## 4.b Past Performance & Accomplishments (15 points)

56



EPA Region 1 Brownfields

- i. Currently Has or Previously Received an EPA Brownfields Grant (15 points)
  - **Describe no more than three previous grants.**
    - 1) Purpose and Accomplishments (5 points)
    - 2) Compliance with Grant Requirements (10 points)





# Narrative Proposal/Ranking Criteria

## 4.b Past Performance & Accomplishments (15 points)

57



EPA Region 1 Brownfields

### i. Currently Has or Previously Received an EPA Brownfields Grant (15 points)

#### 1) Purpose and Accomplishments (5 points)

- **Think about:**

- ✓ Looking in ACRES for your past accomplishments.
- ✓ Are your current/prior grant(s) accomplishments up to date in ACRES?
- ✓ What are some of the key site accomplishments you could highlight?

# Narrative Proposal/Ranking Criteria

## 4.b Past Performance & Accomplishments (15 Points)

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EPA Region 1 Brownfields

- i. Currently Has or Previously Received an EPA Brownfields Grant (15 points)
  - 2) Compliance with Grant Requirements (10 points)
    - **Think about:**
      - ✓ How have you complied with your current/prior grant(s) workplan, schedule and T&Cs?
      - ✓ Checking in with your Project Officer to make sure reporting is up to date.
      - ✓ If you owe us reports, get them done ASAP! Update your quarterly report submissions and do your ACRES data input!

# Narrative Proposal/Ranking Criteria

## 4.b Past Performance & Accomplishments (15 Points)

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EPA Region 1 Brownfields

- ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements (15 points)
  - **Describe no more than three**
    - 1) Purpose and Accomplishments (5 points)
    - 2) Compliance with Grant Requirements (10 points)



# Narrative/Ranking Criteria

## 4.b Past Performance & Accomplishments (15 points)

60



EPA Region 1 Brownfields

ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements (15 points)

1) Purpose & Accomplishments (5 points)

- **Think about:**

- ✓ Assistance agreements of similar size, scope, and relevance to the proposed project.
- ✓ The quality of the accomplishments of the project supported by the assistance agreement(s).
- ✓ Being specific about the information you are providing.

ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements (15 points)

2) Compliance with Grant Requirements (10 points)

- **Think about:**

- ✓ Your compliance with the workplan, schedule, and terms and conditions under the current/prior assistance agreement(s).
- ✓ How progress was made (and reported on), or was being made, towards achieving the expected results of the agreement(s) in a timely manner. If expected results were not achieved, the extent to which the measures taken to correct the situation were reasonable and appropriate.
- ✓ A demonstrated history of timely and acceptable reporting.

# Narrative/Ranking Criteria

## 4.b Past Performance & Accomplishments (15 points)

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EPA Region 1 Brownfields

- iii. Never Received Any Type of Federal or Non-Federal Assistance Agreements (8 points)
- Clearly affirm that the organization never received any type of federal or non-federal assistance agreement.
  - **You will receive a neutral score of 8 points.**
  - **Note: Failure to indicate anything in response to this sub-criterion may result in zero points.**



# Questions?

# What To Do Now?

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EPA Region 1 Brownfields

- ▶ **Use THIS year's guidelines!!**
- ▶ Draft your proposal
- ▶ Contact
  - EPA with eligibility questions
  - Partners for assistance in preparing and/or reviewing your proposal
- ▶ Get a new State acknowledgement letter
- ▶ Make sure
  - Your [www.SAM.gov](http://www.SAM.gov) registration is active; and
  - Register now for [www.grants.gov](http://www.grants.gov) if you are not already registered.





# Regional Courtesy Copy (**Requested**)

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EPA Region 1 Brownfields

- ▶ We request you to send an **email (PDF)** of your application to the EPA Regional Brownfields Contact. For New England:
  - **Dorrie Paar**
  - [paar.dorrie@epa.gov](mailto:paar.dorrie@epa.gov)
- ▶ **The Regional courtesy copy is not the official proposal submission.**



## ▶ EPA National Outreach Webinar

- Took place on September 14, 2020.
- Check the [national brownfields application resource page](#) for webinar presentation, recording and Q&A.

## ▶ Technical Assistance to Brownfields (TAB)

- New Jersey Institute of Technology (NJIT) at [tab@njit.edu](mailto:tab@njit.edu).
- NJIT TAB's free grant proposal critique services
  - ✓ Deadline for submitting your draft proposal to NJIT for review is **October 14, 2020**.
  - ✓ Send draft narrative to [tab@njit.edu](mailto:tab@njit.edu) in **Microsoft Word** format.

- ▶ [FY2021 MARC Proposal Announcement Page](#)
  - [Assessment Guidelines](#)
  - [Multipurpose Guidelines](#)
  - [Cleanup Guidelines](#)
- ▶ [FY2021 Frequently Asked Questions \(FAQs\)](#)
- ▶ [FY2021 Summary of Changes](#)
- ▶ [FY2021 Sample Federal Forms](#)
- ▶ [Grants.gov Tip Sheet](#)
- ▶ [Eligible Planning Activities](#)



- ▶ [EPA Brownfields Page](#)
- ▶ [EPA Region 1 Brownfields Page](#)
- ▶ [NJIT TAB Program](#)
- ▶ [Build Act Summary](#)
- ▶ [Cleanups in My Community](#)
- ▶ [Opportunity Zones](#)
- ▶ [CDFA Opportunity Zone Resource Center](#)
- ▶ Environmental Data
  - [MyEnvironment](#)
  - [EPA EnviroAtlas](#)



# Contact Info

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EPA Region 1 Brownfields

## EPA

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US EPA Region 1

617-918-1432

## Connecticut

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## Maine

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## Massachusetts

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# Contact Info

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EPA Region 1 Brownfields

## New Hampshire

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## Rhode Island

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Office of Land Revitalization and  
Sustainable Materials Management  
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401-222-2797 Ext. 7108

## Vermont

**Trish**

**Coppolino** ([patricia.coppolino@vermont.gov](mailto:patricia.coppolino@vermont.gov))

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Waste Management &  
Prevention Division  
Sites Management Section  
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# Roadmap to Mill Redevelopment Webinar Series

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EPA Region 1 Brownfields

The New Jersey Institute of Technology's Technical Assistance to Brownfields Program (NJIT TAB), in association with EPA Region 1 is offering a **free**, 4-part webinar series focused on the redevelopment of New England's iconic mills. This series will feature many, repurposed New England mills, as experts delve into the trials and triumphs of mill redevelopment.

Webinars will take place on September 24, October 6, October 15 & October 27, 2020.

Go to <https://www.njit.edu/tab/news#Mills> for more information.



# BROWNFIELDS 2021

SUSTAINABLE COMMUNITIES  
START HERE



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EPA Region 1 Brownfields

**POSTPONED**

We hope this message finds you well and healthy. EPA and ICMA are closely monitoring the Coronavirus (COVID-19) situation and are adapting our in-person conference experience in consideration of your health and safety. We look forward to seeing you at the **National Brownfields Training Conference** in Oklahoma City.

SAVE THE DATE: **OKLAHOMA CITY, OK | APRIL 27-30, 2021**

 **EPA** | **ICMA**



# REVITALIZING NEW ENGLAND: BROWNFIELDS SUMMIT 2021



**OCTOBER 6 & 7, 2021**

Devens Common Center | Devens, MA

# Questions?