Fall 2010 Brownfields Assessment Grant Webinar

Presented by:

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www.epa.gov/region8/brownfields

EPA Region 8 - Serving communities in ND, SD, MT, UT, WY, CO & 27 Tribal Nations

Agenda

- Brownfields definition and EPA's involvement
- Overview of assessment grant threshold criteria
- **Explanation of assessment grant ranking criteria**
- Application preparation tips
- Additional resources and contacts
- Questions and discussion

Agenda cont.

- This is <u>not</u> an introduction to Brownfields

    An archived copy of the slides and streaming audio of the presentation"An Introduction to Brownfields in EPA Region 8" from May 29, 2008 are available at:

    http://www.clu-in.org/conf/tio/r8bfintro_052908/

- This presentation does not cover EPA cleanup, revolving loan fund or job training grant programs (see slide #47 for additional training dates/times)

- The slides will be available at www.epa.gov/region8/brownfields following the presentation
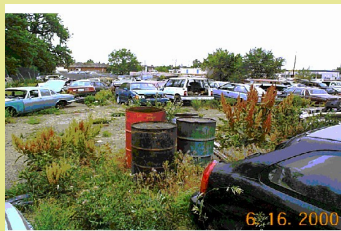
What is a Brownfield?

- *"...real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant." from SBLRBRA (aka the Brownfields Law of 2002)*

- Abandoned, idled, or underused industrial or commercial properties
- Reuse/redevelopment is complicated by real or perceived environmental contamination

Typical Brownfields Challenges

Examples:

- Abandoned gas & service stations
- Idle factories, offices & warehouses
- Dump sites, scrap yards & machine shops
- Lands impacted by mining (tails, slag, adits, etc.)
- Illegal drug labs (e.g. meth labs)
- Sick buildings (lead paint/asbestos)

EPA's Investment in Brownfields Grants

- *Since 1995*, EPA has awarded 2,200 brownfields grants totaling more than $670M. This has helped:
  - Assess more than 13,900 properties.
  - Leverage more than $13 billion in brownfields cleanup and redevelopment funding from the private and public sectors.
  - Generate more than 54,500 jobs.

Types and Amounts of EPA Brownfields Grants

Then…

Now

Peanut Mine Cleanup
Crested Butte, Colorado

Annual EPA Brownfields Funding (national level)

$85-93 Million

$50 Million

ASSESSMENT GRANTS (~$52M)

CLEANUP REVOLVING LOAN FUND GRANTS

DIRECT CLEANUP GRANTS

JOB-TRAINING GRANTS

TARGETED BROWNFIELDS ASSESSMENTS

STATE & TRIBAL RESPONSE PROGRAM GRANTS

Brownfields Assessment Grant Program

- *EPA Brownfields Assessment grants are very competitive.*

- *Applicants should be prepared to put time and effort into constructing a winning proposal.*

FY2011 Assessment Application Timeline

- Aug 26, 2010 – Request for Proposals (RFP) Issued at www.epa.gov/brownfields

- October 15, 2010 – Proposal Submission Deadline

- Spring 2011 – Approx. $52.4 million awarded nationwide

Assessment Grants – Getting Started

- FY2011 Proposal guidelines for assessment grants available at:
  www.epa.gov/brownfields/applicat.htm
  or: www.grants.gov

- This training is *NOT a SUBSTITUTE* for reading and closely following the detailed Guidelines!

Applicant Options

- To inventory, characterize, assess, and <u>conduct planning and community involvement</u> related to brownfield sites.

- 3 ways to apply (choose one)
    - Community-wide
    - Site-specific
    - Assessment coalition

Applicant Options *(con't)*

- Community-wide
    - Up to $200,000 for hazardous substance (including asbestos, lead paint, other environmental hazards), or up to $200,000 for petroleum. OR…

    - Applicant can apply in **ONE community-wide assessment proposal** for $200k Hazardous Substance and $200k Petroleum, for a combined total of $400k.

- Site-specific
    - Up to $200,000 for petroleum or hazardous substances (or comingled)
        - ✓ Up to $350K per property with approved waiver.
        - ✓ No more than 1 property per eligible entity, per year.

- Assessment Coalitions
  - Up to $1 million for hazardous substance and/or petroleum (e.g. $500k hazardous, $500k petroleum)
    - ✓ 3 or more eligible entities
    - ✓ Must assess a <u>minimum</u> of 5 sites
    - ✓ Coalition members are <u>not</u> eligible to apply for individual, community-wide or, site-specific assessment grants in the year they apply as part of a coalition.

Grant Process Overview

Proposal Process Step 1:

Pass/Fail Threshold Criteria

- Evaluated by Region 8
- Region 8 can answer questions from applicants on eligibility before submittal
- Region 8 may request more information from applicant to determine eligibility after submittal
- If project does not meet threshold criteria, application will not be ranked (ineligible for grant)

Proposal Process Step 2:

Receive Ranking Criteria Score

- Evaluated by a national panel
- EPA cannot offer direct assistance to applicants

Threshold Criteria – Must Pass

- Applicant eligibility

- Letter from the state or tribal environmental authority

- Site eligibility and property ownership eligibility (site-specific assessment only)

Threshold Criteria- Applicant Eligibility

- All applicants <u>must</u> describe how they are an eligible entity in order to receive an assessment grant.
- Eligible entities are:
  - General purpose unit of local government (as defined under 40 CFR Part 31)
  - States and Tribes
  - Quasi-government entities (e.g., regional councils, redevelopment authorities, economic development agencies, etc.)

Coalition Applicants

- Three or more coalition members
  - All separate legal entities
  - All eligible applicants

Include in proposal:

  - Documentation that all members are eligible entities
  - Coalition members' letters agreeing to be part of coalition

Threshold Criteria- Letter from State or Tribal Environmental Authority

- Provide a *current* letter from the state or tribal environmental authority acknowledging that the applicant plans to conduct or oversee assessment activities and to apply for grant funds.

- If you are applying for multiple types of grant program activities, you need to submit only one letter acknowledging the relevant grant activities. *However, you must provide the letter as an attachment to <u>EACH proposal</u>*.

- Provide your state/tribal environmental authority sufficient notice.

- The Brownfields Law prohibits EPA from providing grant funds to an entity that is considered potentially liable for a subject site.

- Liability for site owners is highly dependent on *HOW* and *WHEN* the site was acquired.

- Therefore, site eligibility is dependent on *HOW* and *WHEN* the site was acquired.

- **The bottom line - contact EPA prior to beginning your application if applying for a site-specific assessment grant**

Before

Peru Creek Mine-Scarred Lands

Summit County, CO

After

Ranking Criteria - Overview

- Proposal must have passed the "Threshold Criteria" to be "Ranked."

- <u>4 Ranking Sections = 100 total possible points</u>:
    1. Community need (20 points)
    2. Project description and feasibility of success (35 points)
    3. Community engagement and partnerships (20 points)
    4. Project benefits (25 points)

- Each criterion is made up of Sub-criteria, answer each individually!

1. Community Need (20 points)

- <u>Community Need</u> - Under this criterion, proposals will be evaluated on:
    - Applicant's description of the health, welfare, environmental, *and*
    - Financial needs of the targeted community as it is affected by the presence of brownfields.

- <u>Health, Welfare, and Environment</u> *Provide information on the number and size of the brownfields and the health, welfare, and environmental impacts of these sites in your targeted community.*

- Brownfields effect on target community
    - Type, number, size, location of sites
    - Typical contamination
  - Sensitive population in community
    - For example: minorities, children, and women of child-bearing age
  - Disproportionate environmental impact data
    - For example: cancer studies, asthma

The majority of assessment applications are community-wide.

Clearly identify your TARGET community!

URGENT! Identify all information sources!

- **<u>Financial Need</u> -** Describe the economic impact of brownfields on the targeted community/Demonstrate the economic needs of the targeted community's residents

  - Provide rates of poverty, household income, unemployment rate, and other widely available demographic information (Provide Examples)
    - Use current and relevant data sources
    - Use Table Format
    - Compare to State and National Data

  - Discuss the impact of closed factories, i.e. number of jobs lost, property tax impacts, etc.

  - Provide factors explaining why other financial resources are <u>Not</u> available for assessment of brownfields
    - For example: fiscal condition?, population size

URGENT! Identify all information sources!

2. Project Description/Feasibility of Success (35 points)

- <u>Project Description and Feasibility of Success</u> - Under this criterion, proposals will be evaluated on Applicant's ability to Demonstrate:
  - Reasonable approach to the project
  - Sufficient resources to complete the project, and
  - Capability to complete the project in a timely manner.

Tying the proposed project to an existing area-wide plan or proposing area-wide planning as a key component of the project will be viewed favorably (see next slide)

Proposals that budget the majority of grant funds for conducting site assessments will be viewed more favorably than those that focus only on inventory or planning activities.

For Assessment Coalitions, you must assess a minimum of five sites under the grant.

- Area-wide Planning (a new focus) **NEW!**
  - Grant funds may be used for conducting area-wide planning activities within a specific brownfields-impacted area, such as a neighborhood, district, city block or corridor, that lead to the development of an area-wide plan. Activities may include:
    - Planning to identify potential future uses for brownfields properties.
    - Creating a set of area-wide strategies which will help ensure successful assessment, cleanup and reuse of the brownfield site(s) within the brownfields-impacted area.
    - Developing strategies for facilitating the reuse of existing infrastructure.
    - Determining next steps and identifying resources needed to implement the area-wide plan.

- **Budget**
  - Table (use the provided format for budget)
  - Narrative
    - (Describe each task (please no acronyms e.g., ESA - spell it all out)
    - Give quantitative outputs (e.g., 5 Ph I, 2 Ph II) and associated costs where possible
  - Know cost eligibility (administrative cost ban, purpose of grant)
    - <u>Never</u> use the word "administrative" to describe a task. Use "program development" or something similar.
  - Equipment costs
    - It is always useful (and strongly suggested) to explain and justify equipment and/or supply budget items.

Format for 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[3]					
Other (specify) _____					
Total:					

[1] Travel to brownfield-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 comply with the procurement procedures contained in 40 CFR 31.36, or for non-profits, with 40 CFR 30.40 through 30.48.

2. Project Description/Feasibility of Success *(con't)*

- **Leveraging -** If you determine that additional work (*e.g.*, assessment and/or cleanup) may be required, describe the funding or resources (public and private) you have or will seek to complete the additional work.
  - Describe any gap in overall project funding
    - Assessment,
    - Cleanup planning,
    - Cleanup, and
    - Reuse
  - Describe **ALL** possible gap funding sources
  - Provide examples of past leveraging

- **Programmatic capability and past performance –** Applicants must clearly demonstrate your ability to manage grants, oversee the proposed work and complete the project in a timely manner.

    - Describe the management system and key personnel and (if necessary) describe how key expertise will be acquired

    - Past Performance -prior EPA Brownfields grantees only

        - Past grant(s) management & performance

            - Funding expenditure

            - Compliance

            - Accomplishments

        - Adverse audit findings? If none, make note of it!

        - Corrective action for past grant management issues if any

- **Past Performance-** for applicants that have never received an EPA Brownfields grant
    - Identify current and/or prior federal and/or non-federal grants received (up to 5 total) in recent years
    - Discuss your management & performance
    - Adverse audit findings? If none, make note of it!
    - Corrective action for any past grant management issues

3. Community Engagement and Partnerships (20 points)

- **Community Engagement and Partnerships** - Under this criterion, proposals will be evaluated on:
  - *Applicant's* plan for engaging the targeted community in the project to be funded under this grant;
  - *Extent* to which the applicant has identified and established relationships with the partners necessary to achieve the project's goals; and
  - *Extent* to which the support letters provided by community-based organizations involved with the project demonstrate specific and valuable commitments to the project.

- **<u>Community engagement</u>** - Describe your plan for Community involvement:
  - Site selection
  - Cleanup planning
  - Site reuse planning
- Past community involvement
- Project progress reporting plan
- Address any language barriers
- Create an aggressive and detailed plan

- **Partnerships** - Describe your efforts and/or plans to develop partnerships with **Both**

- Environmental and Health Agencies

  - Plan for partnerships

  - Past efforts toward partnerships

  - Show knowledge of state programs

  - Indicate plan to enroll in state programs

- **<u>Community-based Organizations</u>** - Provide a description of, and role of, the key community-based organizations involved in your project.
  - Describe organizations
    - Describe role in project
    - Describe any commitments by organizations
    - Support letter from EACH organization
      - Proposal attachment
      - Must describe role
      - Must describe commitments
      - NO FORM LETTERS
  - Community-based organizations are NOT your congress persons or other elected officials. It is NOT the Mayor's office.

3. Community Engagement and Partnerships *(con't)*

- Examples of **community based organizations**
  - Neighborhood groups
  - Business groups such as chambers of commerce
  - Environmental groups
  - Economic development organizations
  - Local festival organizations
  - Volunteer fire departments
  - Social, fraternal, and religious organizations

4. Project Benefits (25 points)

- **Project Benefits -** Under this criterion, proposals will be evaluated on the extent to which your project's anticipated outcomes:

  - Promote general welfare through the improvement of the public health and safety, economy, and environment of the targeted community; and

  - Contribute to your overall community "vision" for the revitalization of brownfield sites.

❖ *Consideration will be given to how public health issues are addressed during the project, the anticipated benefits of redevelopment, and the incorporation of sustainable practices.*

- **<u>Welfare and/or Public Health</u>** - Describe the environmental, social, and/or public health benefits anticipated from the redevelopment of sites assessed and/or cleaned up under this grant. Communicate all benefits including:
  - Direct & indirect from assessment, cleanup, and/or site reuse
    - For example: exposure, risk & blight reductions
  - Plan for protecting nearby & sensitive populations from project contaminants
    - For example: signs, fences, dust control

- **<u>Economic benefits and/or green space</u>** - Explain how the grant will produce economic and/or non-economic benefits.
  - Describe all direct economic benefits to be accomplished by your project – be specific!
    - For example: expected results in x% increase in tax revenues, x number of jobs, x% increase in property values

  - Describe all other non-economic benefits
    - For example: non-profit reuse, charitable reuse, x number of acres created for green space, open space, developed parks, recreational, preservation of open space on urban edge

- **<u>Environmental benefits from infrastructure reuse/sustainable reuse</u>**
  - Describe how the grant *will help* facilitate infrastructure reuse –be specific!
    - For example: water, sewer, electricity, roads
  - Describe how the grant *will help* facilitate sustainable reuse - be specific!
    - For example: public transit, green buildings, energy efficiency, storm water management, green remediation, diesel emissions reduction and renewable energy production
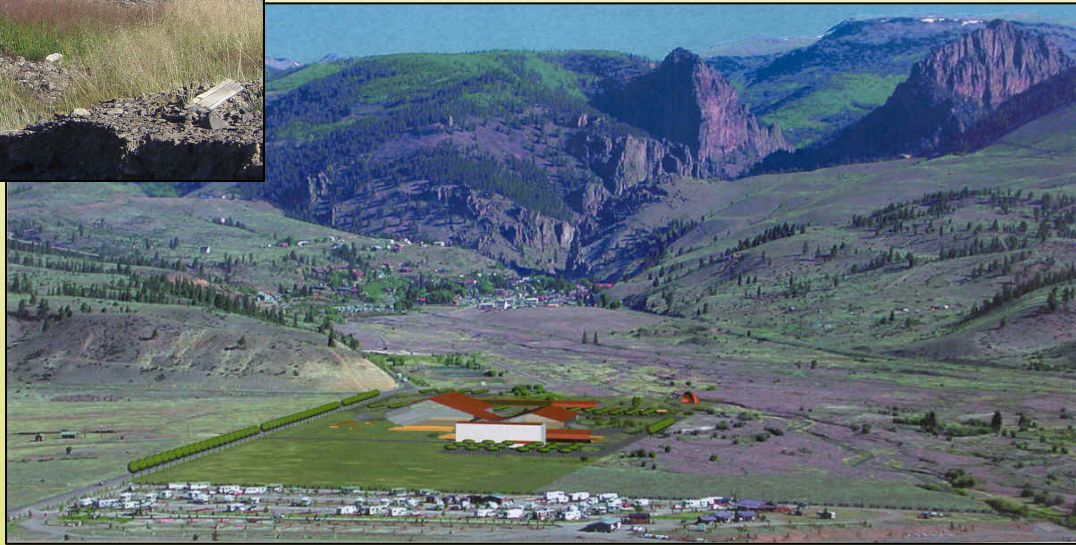
Creede, CO
Cleanup Grant

Mock-up of
Mineral County
Fairgrounds

Encourage Good Basic Proposal Prep

- Read entire *NEW FY11* guidelines and follow directions.

- Get mentoring from prior grantees (listed at www.epa.gov/brownfields/bfwhere.htm)

- Write as though the reader knows NOTHING about your community.

- Address each and every criteria – *if it doesn't apply say so and explain why. Do so by…*

    - Following and Including the Guidelines numbering (i.e. *"V.B.1.b. Financial Need – The brownfields located along main street have a clear and substantial economic impact on local residents and the town's overall…"*)

Encourage Good Basic Proposal Prep *(con't)*

- Use the proposal *check list* at the end of the ranking criteria section.

- Avoid using acronyms and technical/organizational jargon

- Use "white space" and obey *18* page limits (not including the 2-page cover letter)!

- **Consider the breakdown of the 100 points across the 4 criteria and then give each proportional attention and space/pages!**

- 1" margins; 12 pt font; no binders; NO COLOR.

- Limit attachments to required and relevant documents and letters. 20 page limit on attachments – Make them count!

  - Avoid maps and photos as they don't reproduce well.

Encourage Good Basic Proposal Prep *(con't)*

- Contact State/Tribe/EPA with threshold and eligibility questions **immediately**

- Contact partners for assistance in preparing and/or reviewing your proposal immediately!

- Set up public meetings and get meaningful public input now on the proposed project!

- Tie into previous and ongoing master planning efforts and economic development initiatives and explain how the proposed project will fit into and/or benefit these efforts and stakeholders

Upcoming Trainings & Workshops

- Understanding the EPA Brownfields Proposal Guidelines
  - Additional grant specific online seminars
    - Clean-up grants: August 25, 2010 (9:00 – 10:00 MT)
    - Revolving Loan Fund: August 26, 2010 (9:00-10:00 MT)
    - Job Training Grants: October 13, 2010 (9:00 – 10:00 MT)
- Western Brownfields Workshop
  - September 14-16, 2010 in Missoula, MT
- Details on all of the above under "what's new" at: www.epa.gov/region8/brownfields

EPA Region 8 Brownfields Team

- Dan Heffernan*, Brownfields Coordinator
  - 303-312-7074 *(for general questions or getting started)*
- Ted Lanzano*, Revolving Loan Fund Lead
- Barbara Benoy*, Tribal Response Lead
- Christina Wilson*, Assessment and Brownfields Job Training Lead
- Bill Rothenmeyer*, Cleanup and Targeted Assessment Lead
- Stephanie Wallace*, Montana Brownfields Lead
- Stephanie Metz*, Communication and Outreach
- Johanna Miller*, Unit Chief

*contact information available @
http://www.epa.gov/region8/land_waste/bfhome/bfcont.html

State Brownfield Leads in Region 8

- **Colorado Dept. of Public Health and Environment**
  Dan Scheppers, 303-692-3398; daniel.scheppers@state.co.us
  http://www.cdphe.state.co.us/hm/rpbrownfields.htm

- **Montana Dept. of Environmental Quality**
  Jason Seyler, 406-841-5071 ; jseyler@mt.gov
  http://www.deq.state.mt.us/Brownfields/Index.asp

- **North Dakota Dept. of Health**
  Curt Erickson, 701-328-5166; cerickso@nd.gov
  http://www.ndhealth.gov/WM/BrownfieldsProgram.htm

State Brownfield Leads in Region 8 *cont.*

- **South Dakota Dept. of Environment and Natural Resources**
  Kim McIntosh , 605-773-3296; Kim.McIntosh@state.sd.us
  http://denr.sd.gov/des/gw/Brownfields/Brownfields.aspx

- **Utah Dept. of Environmental Quality**
  Bill Rees, 801-536-4167; brees@utah.gov
  http://www.environmentalresponse.utah.gov

- **Wyoming Dept. of Environmental Quality**
  Vickie Meredith, 307-332-6924; vmered@state.wy.us
  http://deq.state.wy.us/volremedi/brownfields.asp

Community Brownfields Foundation (CBF)

- CBF is an EPA subgrant recipient under a Technical Assistance to Brownfield Communities (TAB) grant

- Available to provide brownfields assistance to communities across EPA Region 8

- Expertise in all aspects of brownfields identification, assessment, cleanup and reuse

- http://www.coloradobrownfieldsfoundation.org/

- 303-962-0940 (Jesse Silverstein, Executive Director)

Web-Based Resources

- **FY11 Assessment Proposal Guidelines –**
  http://epa.gov/brownfields/applicat.htm

- **FY11 Frequently Asked Questions (FAQ) -**
  http://epa.gov/brownfields/applicat.htm

- **Fact sheet on Brownfields Assessment Grants –**
  http://www.epa.gov/brownfields/grant_info/assess/assessment_factsheet.pdf

Web-Based Resources cont.

- **Region 8 Brownfields Information Online –**

  www.epa.gov/region8/brownfields

- **SmartE- Online Sustainable Management Approaches and Revitalization Tools –**

  www.smarte.org

- **TAB EZ – Online grant writing tool for potential brownfields grant applicants**

  http://www.tabez.org/

Questions?