



Region 9 Workshop on Applying for 2004 Brownfields Grants

Breaking News

- Final Grant Guidelines Posted on EPA HQ Web Site (www.epa.gov/brownfields) on Friday, October 3rd.
- Deadline for Grant Applications is December 4, 2003.
- Region 9 will post final version of the presentation on EPA Region 9 website (<http://www.epa.gov/region09/waste/brown/index.html>)

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Purpose of this Workshop

- Overview of EPA's Brownfields Program
- Overview of the Brownfields Competitive Grants Program
- Eligibility for Grants
- Information and Suggestions for Preparing Your Proposals
- Answer Your Questions Related to EPA Brownfields Programs

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Brownfields Program Overview

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What Is a Brownfield?

- With certain legal exclusions and additions, the term 'brownfield site' means 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.

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Old sites are bringing new opportunities to communities. Returning Brownfields to new and valuable community assets that are:

- helping to speed economic revitalization efforts
- bringing a sense of optimism to community members about their future.



- Reduce environmental and health risks
- Utilize existing infrastructure
- Expand tax base for local governments



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EPA Brownfields Programs

- Competitive Grants
 - Assessment
 - Revolving Loan Fund
 - Cleanup
- Targeted Brownfield Assessments
- Job Training
- State and Tribal Program Development Grants

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Overview of Competitive Grants Programs

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BROWNFIELDS ASSESSMENT GRANTS

**Hazardous Substances
Grant**

**Petroleum
Grant**

- ✓ \$200,000 per grant
- ✓ Maximum of \$400,000 unless a waiver is requested*

Grant funds may be used to:

- ✓ Inventory Brownfields
- ✓ Conduct Phase I and/or II Environmental Assessments
- ✓ Develop site cleanup and reuse plans
- ✓ Conduct community and stakeholder outreach activities

* Applicants may request a waiver of the \$200,000 limits up to \$350,000 for a single site:

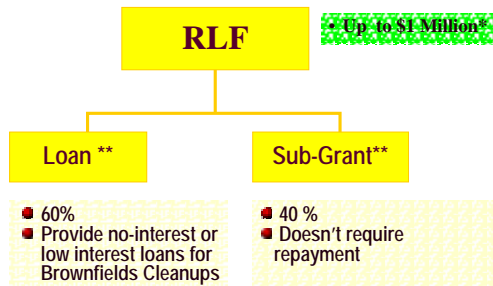
- ✓ contaminated by hazardous substances, pollutants or contaminants; and/or
- ✓ contaminated by petroleum
- ✓ based on the anticipated level of contamination, size or ownership status of the site.

Maximum funding \$700,000

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BROWNFIELDS REVOLVING LOAN FUND GRANTS



* An eligible entity may apply for \$1 million. EPA will accept proposals submitted by "coalitions" (groups of eligible entities) to pool their revolving loan capitalization grant funds. Under a coalition proposal, each eligible entity may apply for up to \$1 million.
 ** 20% match

BROWNFIELDS CLEANUP GRANTS

Brownfields Cleanup Grants*
\$200,000 / site

- Applicant must own the site for which funding is requested
- Non-profit organizations are eligible to apply
- Applicants may apply for funding at up to five sites
- Maximum funding: \$1,000,000 per applicant
- 20% Cost Share*
- Applicant can apply for up to 5 sites (one proposal)

* A cleanup grant applicant may request a waiver of the 20% cost share requirement based on hardship.

Eligibility

Applicant Eligibility

Type of Applicant	Assessment	RLF	Cleanup
General Purpose Unit of Local Government	•	•	•
Land Clearance Authority or other quasi-governmental entity that operates under the supervision and control of, or as an agent of, a general purpose unit of local government	•	•	•
Government Entity Created by State Legislature	•	•	•
Regional Council or group of General Purpose Units of Local Government	•	•	•
Redevelopment Agency that is chartered or otherwise sanctioned by a state	•	•	•
State	•	•	•
Indian Tribe other than in Alaska	•	•	•
Nonprofit organizations ⁵			•

Examples of Eligible Sites

- **Hazardous Substances, Contaminants, and Pollutants**
- **Petroleum**
- Examples include:
 - Plating Shops
 - Landfills
 - Salvage Yards
 - Dry Cleaners
 - Illegal Drug Labs
 - Mine-Scarred Lands
- Examples include:
 - Gas Stations
 - Fuel Terminals
 - Tank Farms
 - Oil Fields



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Site Eligibility Petroleum and Hazardous Substance Sites Have Different Tests!

- **Hazardous**
 - Cannot be CERCLA PRP.
 - You may be a PRP for a hazardous substance site if you voluntarily took ownership of a site prior to January 11, 2002.
- **Petroleum (CERCLA 107 does not apply)**
 - No viable responsible party.
 - Applicant cannot have caused or contributed.
 - Relatively low risk.

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Excluded Sites

- ✓ Facilities listed (or proposed for listing) on the National Priorities List (NPL);
- ✓ Facilities subject to UAOs, court orders, AOs on consent, or judicial consent decrees issued or entered into by parties under CERCLA; and
- ✓ Facilities that are subject to the jurisdiction, custody or control of a department or agency of the United States government (except land held in trust for an Indian Tribe)

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Sites Not Eligible for Funding Without Property-Specific Determination*

- Facilities subject to **planned or ongoing removal actions** under CERCLA;
- Facilities subject to **federal actions or judicial decrees** under RCRA, OPA, TSCA or SDWA;
- Facilities subject to **TSCA PCB cleanup through EPA enforcement action**;
- Facilities receiving assessment / cleanup monies from the **LUST trust fund**;
- **Land disposal units** that have filed a **closure** notification under subtitle C of RCRA

* Applicant must show that Brownfields funding will ensure protection of human health and the environment promote economic development or the creation, preservation or addition to parks, greenways, undeveloped property, other recreational property, or other property used for non-profit purposes

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Getting Started Writing Your Proposal(s)

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Proposals – Key Points

- An eligible entity can only submit one proposal per grant type.
 - Grant types are Assessment, RLE, and Cleanup.
- Proposals can cover petroleum, hazardous substances, or both.
- Funding waiver can only be requested for site specific assessment proposals.

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Proposals – Key Points (cont.)

- Instead of limiting your proposal to a **single** site, you can submit an application for a community wide assessment (**multiple** sites) to:
 - Conduct an inventory.
 - Evaluate and rank potential sites.
 - Perform Phase I and/or II assessments on top priority sites.
 - Develop cleanup plans.

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Proposal Evaluation Criteria

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Threshold Criteria

Applicability by Grant Type

Grant Type →	Assessment	RLF	Cleanup
Applicant Eligibility	•	•	•
Community Notification	•	•	•
Letter from the State or Tribal Environmental Authority	•	•	•
Site Eligibility and Property Ownership Eligibility	•	•	•
Legal Authority to Manage Revolving Loan Fund		•	
Cleanup Authority and Oversight Structure		•	•
Cost Share		•	•

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Threshold

Applicant Eligibility (A,R,C)

- Ask EPA if you are unsure of your eligibility.
- If you apply as a coalition (RLF only):
- Ensure that each member of the coalition is an eligible entity.
- Clearly define coalition partner roles and responsibilities.
- Describe the benefits of the coalition proposal over single entity applications.

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Threshold

Community Notification (A,R,C)

- Describe how the community affected by the project was specifically notified and given opportunity to comment on this grant proposal.
- Relying on past community involvement activities to address this criterion is not considered acceptable community notification for your new proposal.

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Threshold

Letter From State or Tribal Environmental Authority (A,R,C)

- Obtain a letter from your State or Tribal Environmental Authority acknowledging this specific proposal as soon as you know you are applying.
- Do not substitute a letter from local or county oversight agencies or use last year's letter from the State Environmental Authority.

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Threshold

Site Eligibility and Property Ownership

Eligibility (A,R,C)

For petroleum contaminated sites

Contact the state (ASAP) and request a determination that the site is:

- Relatively low risk.
- There is no viable responsible party.
- The funding will not be used by a party potentially liable,.
- And the site is not subject to a RCRA 9003(h) corrective action order.

Threshold

Site Eligibility and Property Ownership

Eligibility (A,R,C)

- For community wide assessment proposals, describe the types of sites you expect to find in your project area (e.g. landfills, plating shops, salvage yards, gas stations)
- Describe how access will be obtained at the site if the applicant does not own the site.
- Submitting a letter of intent to provide site access or an access agreement is encouraged.
- You must have at least a Phase I assessment if you are applying for hazardous substance cleanup.

Threshold

Cost Share (R,C)

- How will your cost-share be provided?
- Cash or In-kind?
- Identify the source.

Threshold

Cleanup Authority and Oversight Structure (R,C)

- Use of a state Voluntary Cleanup Program is encouraged. Please indicate in your application whether you plan to enter a State Voluntary response program for cleanup after submitting your application.

Ranking Criteria Applicability by Grant Type

Grant Type →	Assessment	RLF	Cleanup
Proposal Budget	5	5	5
Community Need	15	15	15
Site Selection Process	10	na	na
Sustainable Reuse of Brownfields/Development Potential	10	10	10
Creation and/or Preservation of Greenspace/Open Space (or other non-profit use)	5	5	5
Reuse of Existing Infrastructure	5	5	5
Community Involvement	15	15	15
Reduction of Threats to Human Health and the Environment	10	10	10
Leveraging of Additional Resources	15	15	15
Ability to Manage Grants	10	10	10
Description of Target Market for RLF Loans and Subgrants	na	10	na
Business Plan	na	10	na

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Ranking

Budget (A,R,C)

- For assessment grant proposals, a substantial portion of the funding should be budgeted for assessment activities (A)
- Budgets that have unreasonable costs or a high percentage in management costs typically receive lower scores. (A,R,C)
- Ensure that your direct costs are reasonable. The more money that you can capitalize into loans or sub grants, the better (R).

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Ranking

Community Need (A,R,C)

- Describe how the Brownfields sites in the community contribute to the demographics.
- Discuss the Brownfield impact on your community and how the community will benefit from the grant.

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Ranking

Site Selection Process (A)

- Keep in mind EPA's Brownfields Program goals when describing your prioritization efforts: sustainable redevelopment
 - Job creation.
 - Economic revitalization.
 - Providing for or protecting green and open spaces.
- Provide access agreements, or letters describing intent of owner to provide access

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Ranking

**Sustainable Reuse of Brownfields /
Development Potential (A,R,C)**

- **Be clear, concise, and specific in articulating your vision.**

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Ranking

**Creation and/or Preservation of Greenspace / Open
Space / Non-Profit Uses (A,R,C)**

- Describe how cleanup and redevelopment will help relieve pressure to develop greenfields or provide for the creation of open space/greenspace in other areas of your community (that may not be directly related to your project).
- Explore ways to incorporate green and/or open space into your project / proposal.
- Describe plans for non-profit uses such as child care centers, clinics, elder care facilities or other non-profit activities.

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Ranking

Community Involvement (A,R,C)

- If appropriate, describe multiple approaches to inform your community about your proposal such as press releases, Web sites, public access TV, etc.

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Ranking

**Reduction of Threats to Human Health
and the Environment (A,R,C)**

- Discuss how threats will actually be reduced or describe such reductions qualitatively
- Include steps you have taken or will take to involve your state or local environmental authority in the cleanup and redevelopment of your property

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Ranking

Leveraging of Additional Resources (A,R,C)

- Describe current sources of funding for cleanup and construction activities.
- Identify sources of funding that you may seek in the future to fund site cleanup and the construction of the re-use project.

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Ranking

Ability to Manage Grants (A,R,C)

- If you have not managed federal grants in the past, describe other types of similar experiences managing funds, working within budgets, regular reporting, etc.

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Ranking

Description of Target Market for RLF Loans and Subgrants (R)

- Identify likely sites and borrowers, if possible.

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Ranking

Business Plans (R)

- Emphasize your vision for the RLF cleanup program, especially the revolving part of the loan program.
- Describe your understanding of the financial management tasks as well as the environmental management tasks. Consider having your business plan written or reviewed by someone with revolving loan fund experience.
- Consider applying for the RLF only if you fully intend to set up a long-term revolving loan program.

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General Suggestions

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General Suggestions

Format

- Read guidelines carefully, follow the format and answer all questions.
- If a criterion IS NOT applicable, please explain why.
- In your response, avoid restating or rephrasing the question or the criteria in your answer.
- Follow Threshold and Ranking Criteria format. When responding to criteria, write the actual criteria in bold type, if you can do this and NOT exceed the 15-page limit.
- Number pages, including the attachments
- Include header or footer on each page noting applicant and project title.

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General Suggestions

Planning

- If you are applying for an assessment grant, describe how you are planning to complete site cleanup activities, if the site is found to be contaminated and requires cleanup.
 - What sources of funds could be used?
 - Will the applicant market the site and look to a developer to complete site cleanup?
 - What are the planned or possible re-uses of the property once it has been cleaned up?

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General Suggestions

And Don't Forget

- Give yourself sufficient time to write your proposal
- Be specific, stay on point without being overly detailed.
- Look for inconsistencies and conflicting information or statements.
- Conduct a thorough review of your proposal before submitting it.

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Approximate Grant Competition Timeline

- December 4, 2003 – Proposals due
- Dec 2003- March 2004 – Proposals Reviewed by Ranking Panels
- April/May 2004 – Successful Proposals announced
- June – July 2004 – Grant Forms Submitted and Workplans Negotiated
- September 2004 – Grants Awarded

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Limitations on Applicant-Specific Assistance Available From EPA During Proposal Process

- EPA Can Help with:
 - Applicant Eligibility Issues
 - Site Eligibility Issues
 - General Questions Related to Brownfields Program
- EPA Cannot:
 - Review or Comment on Draft Proposals
 - Discuss Answers to Ranking Criteria
 - Hold Individual Meetings to Discuss Proposal Process

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Funding Available for This Grant Cycle

- The Brownfields law authorizes up to \$200 million for competitive brownfield grants.
- In 2004, we currently estimate that \$100 million will be available for 200 grants.
- Amount of money to be distributed in each region is not pre-determined.
- National goals for each grant type.
- 25% of funds will be awarded for petroleum.

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Summary of Last Years Competition

- \$73.1 million awarded nationally.
 - 117 assessment grants totaling \$30.7 million.
 - 69 cleanup grants totaling \$12 million.
 - 28 revolving loan fund grants totaling \$30.4 million.
- Over \$7 million awarded in EPA Pacific Southwest Region (AZ, CA, HI, NV, Tribes, Pacific Islands).

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Useful Info For Applicants

- EPA Brownfields Application Info Website:
<http://www.epa.gov/brownfields/applicat.htm>
- Region 9 Contacts

Name	Specialty	Phone / E-mail
Wallace Woo	Assessment	Woo.wallace@epa.gov 415-972-3270
Susanne Perkins	RLF	Perkins.susanne@epa.gov 415-972-3208
Diane Strassmaier	Cleanup	Strassmaier.diane@epa.gov 415-972-3247
Carolyn Douglas	Tribal	Douglas.carolyn@epa.gov 415-972-3092
Steven Linder	Petroleum	Linder.steven@epa.gov 415-972-3369

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Brownfields 2003
Oregon Convention Center
Portland, Oregon
October 27-29, 2003

for more information please contact the Brownfields 2003 Hotline number:
1-877-343-5374
or via e-mail at: brownfields2003@dyncorp.com