BROWNFIELDS GRANT COMPETITION: PREPARING YOUR 2022 APPLICATION

Tips and tricks for non-profit organizations
WHAT ARE BROWNFIELDS?

“...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.”

- Blighted, abandoned, derelict property
- Contaminated property
- Property that everyone believes is contaminated
- Fear of environmental liability
ADDRESSING BROWNFIELDS CHANGES COMMUNITIES
EPA BROWNFIELD FUNDING OPPORTUNITIES

- Assessment Grant (Testing & Sampling)
- Cleanup Grant
- Revolving Loan Fund Grant (RLF)
- Multipurpose Grant (Assessment & Cleanup)
- Brownfields Job Training Grant

- Targeted Brownfields Assessments (TBA)
- Technical Assistance to Brownfields
# REGIONAL GRANT APPLICATIONS (FY 2021)

<table>
<thead>
<tr>
<th>State</th>
<th>Total Applicants</th>
<th>Non-Profit Orgs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alabama</td>
<td>10</td>
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<tr>
<td>Florida</td>
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<td>5</td>
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<td>Georgia</td>
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<td>1</td>
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<tr>
<td>Kentucky</td>
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<td>Mississippi</td>
<td>9</td>
<td>0</td>
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<tr>
<td>North Carolina</td>
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<td>1</td>
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<tr>
<td>South Carolina</td>
<td>13</td>
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<td>Tennessee</td>
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<td>1</td>
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<tr>
<td><strong>TOTAL:</strong></td>
<td><strong>109</strong></td>
<td><strong>12</strong></td>
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</tbody>
</table>

This includes Multi-purpose, Assessment, and Cleanup Applications
NON-PROFIT “READINESS”

• Assess your capacity to manage a federal grant.
• Connect your organization’s mission with the brownfields redevelopment plans.
• Build partnerships with the local community and form a brownfields team.
• Look for local political support.
• Identify the project area and list of brownfield sites within the area (Inventory/Priority Sites)
• Engage the local community in the redevelopment vision.
• Engage the landowner(s) and secure an access agreement.
• Join a State Brownfield Association to learn more and find support (GA, AL & FL)
GENERAL TIPS

1. Make sure you are ELIGIBLE....only 501(c)(3) organizations may apply for Assessment grants.

2. Connect community’s needs to your project outcomes/benefits.

3. Understand the “hard” sections (1 & 2) and the “easy” sections (3 & 4).

4. Use data to show disproportionate impact (EJScreen, US Census, State health dept., etc.)

5. Do homework: conversations around site selection, reuse planning, and resource identification can begin early – and with the local government authority.
6. Be internally consistent in your story from section to section.

7. Think like a community. The criteria are oriented toward a community-based response.

8. Write to the Evaluation Criteria, not the Ranking Criteria; emphasize how this grant will help.

9. Drill deeper into the geographic area with knowledge from locals.

10. Show that:
   • You know WHERE you are going
   • You know HOW to get there
   • You are READY to hit the ground running
SECTION 1: DESCRIBING YOUR COMMUNITY, BROWNFIELDS SITES, AND VISION

Define your priority Brownfields site(s)

Describe your community’s vision for reuse

Outline your plan to reach your goals
SECTION 1A: PROJECT AREA DESCRIPTION

- **Weakness:** “How is the Brownfield site a priority for the community? Rationale for this was not clearly defined”
- **Solution:** Think at the TARGET AREA/COMMUNITY level; some applicants use census blocks to identify target area.

SECTION 1B: REVITALIZATION PLANS

- **Weakness:** “It is not clear how the reuse plan will advance the local government’s land use”
- **Solution:** Involve local gov’t and community to ensure everyone is on the same page FOR THE PRIORITY SITES.
- **Weakness:** “Applicant has inability to draw funding or create incentives for remediation/revitalization”
- **Solution:** Have a clear plan/road map to bring project to completion.
SECTION 2: COMMUNITY NEED AND COMMUNITY ENGAGEMENT

• Section 2A - Community Need
  
  • **Weakness:** "It's unclear why the community can't draw on other funds for this work."
  
  • **Solution:** Meet with the local government upfront, explore needs and your services. Obtain financial perspective from them.

  • **Weakness:** "Health & Welfare of Sensitive Populations not shown." "What are the health conditions and threats to residents like cancer, asthma, etc., that can plausibly be linked to the site?"

  • **Solution:** Use State/Federal data: Census, county health, etc. Distinguish demographic data and discuss which populations are sensitive. Use general knowledge of the site type and likely contaminants to draw a plausible link to disproportionate health conditions.
SECTION 2: COMMUNITY NEED AND COMMUNITY ENGAGEMENT, CONT’D

• Section 2B - Community Engagement

  • Weakness: "A wide array of interests represented, but too narrow in target areas."
    "Response does not indicate local organizations or local community members."

  • Solution: ALWAYS include the local government and/or local organizations as partners in project involvement.

• Weakness: "Since the reuse is predetermined to be [X], how will you respond if community input suggests something else?"

• Solution: Show preparedness and flexibility. Discuss engagement you’ve already done. Keeping the local government authority as a close partner can help navigate alternative locations or solutions.
CRITERIA 3: TASKS, COSTS, AND MEASURING PROGRESS

Good to Know:

• Explain WHAT tasks need to be done, WHO is responsible for implementing those tasks, and HOW much those tasks are going to cost

• Also describe HOW progress will be measured to ensure the project stays on schedule, in budget, and within the 3-year performance period.

Tips:

• Show unit costs AND cost calculations for ALL budgeted items.

• Make sure all costs are eligible and are calculated correctly.

• Carefully consider outreach costs.

• Include information on EPA quarterly reporting requirements, ACRES, and project closeout.
COST CALCULATIONS EXAMPLES

- Program Management/Personnel: $24,000 – 480 hours at average hourly rate of $50/hour; per quarter estimate: 10 hours for EPA reporting/records management, 10 hours for monthly progress meetings, and 20 hours for site-specific and community engagement work = 40 hours per quarter

- Travel: $7,200 – 2 people to attend National Brownfield Conference; per person estimate: $500 airfare, $800 for 4 nights at hotel, $500 for 4 days per diem and incidentals = $3,600 per person

- Environmental Site Assessments:
  - 3 Phase I ESAs: $12,000 – estimated cost of $4,000 per ESA
  - 3 Phase II ESAs: $69,000 – estimated cost of $23,000 per ESA
  - 2 Hazardous Materials Surveys: $20,000 – estimated cost of $10,000 per survey

- Include brief explanation of where the cost estimates came from (previous related experience, local contractor average costs, etc.).
Allocate >50% of the budget for direct environmental assessment work.

**BUDGET TABLE EXAMPLE**

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<tr>
<th>Budget Categories</th>
<th>Project Tasks</th>
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<tr>
<td>(programmatic costs only)</td>
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<tr>
<td>Supplies</td>
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<td>Contractual</td>
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Can charge up to 5% of the amount requested from EPA funds for administrative costs (direct costs for grant administration + indirect costs). Costs must be classified as direct or indirect consistently and may not classify the same cost in both categories.

Label Tasks:
- Should match SF-424 and SF-424A
- Includes the up to 5% for administrative costs
• **Good to Know:**
  - Describe YOUR organization's staff, grant management experience, and procurement process.
  - Smaller non-profits may partner with other organizations, but this relationship must be clearly defined.

Past EPA Grantee  
- ensure that your accomplishments are recorded in ACRES

Have managed non-EPA Grants  
- describe outputs  
- verify that followed Terms & Conditions

No previous grants  
- receive neutral (less than full) score
NEXT STEPS:

• Request for Applications is expected soon with a deadline in November (open for 60 days)

• National training webinar will follow publication of Request for Applications

• Pay close attention to changes in criteria
  - Current Tip Sheet is based off last year’s guidelines

• https://www.epa.gov/brownfields

• https://www.epa.gov/brownfields/region4

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ENVIRONMENTAL JUSTICE PROGRAM
GRANTS
EJ SMALL GRANTS

• Since 1994, awarded $28M in funding to over 1,400 community-based, local, and tribal organizations that work with communities facing environmental justice issues.

• **Goal:** Help affected communities create self-sustaining, community-based partnerships that will continue to improve environments.

• **Eligible applicants:** 1) Located within the same state, territory, commonwealth, or tribe where the proposed project will be located; and 2) Able to demonstrate that it has worked directly with the affected community.

• **Who Can Apply:** 1) Incorporated, non-profit, community-based organizations. This includes environmental justice networks, faith-based organizations and those affiliated with religious institutions; 2) Federally recognized tribal governments; OR 3) Tribal organizations

• **Funding Amount:** $30,000  *(Grant Notice: 11/17/2020 to 2/21/2021)*

• **More Info:** Refer here, for ideas & info on previous grants
EJ COLLABORATIVE PROBLEM-SOLVING (CPS) COOPERATIVE AGREEMENT PROGRAM

• **Goal:** Enable community-based organizations to partner with stakeholders from across industry, government, and academia to develop and implement solutions that will significantly address environmental and/or public health issues at the local level.

• **Eligible Applicants:** Located within the same state, territory, commonwealth, or tribe in which the proposed project is located, and must demonstrate that they have worked directly with the affected community.

• **Who Can Apply:** 1) Nonprofit organization- including, but not limited to, EJ networks; 2) Federally recognized tribal governments; or Native American Organizations (includes Indian Groups, cooperatives, partnerships, and or associations)

• **Funding Amount:** $120,000  (Grant Notice: 11/17/2020 to 2/21/2021)

• **More Info:** [Refer here](#), for ideas & info on previous grants
STATE ENVIRONMENTAL JUSTICE COOPERATIVE AGREEMENT (SEJCA) PROGRAM

• **Goal:** Support and/or create model state activities that lead to measurable environmental or public health results in communities disproportionately burdened by environmental harms and risks.

• **Who Can Apply:** 1) Any state, U.S. territory, commonwealth, or instrumentality of a state; 2) State or Federally recognized tribal governments (including Alaska Native Villages) and local governments (including cities, towns and municipalities)

• **Funding Amount:** $200,000 (Grant Notice: )

• **More Info:** Refer here, for ideas & info on previous grants
MORE INFORMATION (EPA REGION 4)

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• Tami Thomas-Burton; EJ Coordinator; thomas-burton.tami@epa.gov; 404-562-8027
• Brian Holtzclaw; Manager; holtzclaw.brian@epa.gov; 404-821-0697
• EJ Website and Resources: www.epa.gov/environmentaljustice
• EjSCREEN Tool: https://www.epa.gov/ejscreen