



Narrative Information Sheet

1. Applicant Identification

County of Chautauqua Industrial Development Agency
201 West Third Street, Suite 115
Jamestown, NY 14701

2. Funding Requested

- a. Assessment Grant Type: Community-Wide
- b. Federal Funds Requested: \$500,000

3. Location

- a. City – NA
- b. County – Chautauqua
- c. State – New York

4. Target Area and Priority Site/Property Information

- Target Areas: Dunkirk, Jamestown, and other priority sites in Chautauqua County, NY
- Census Tract Numbers:
 - i. Dunkirk: CT 354, CT 355, CT 357,
 - ii. Jamestown: CT 301, CT 303, CT 306, CT 307, CT 308
 - iii. Other: CT 359, CT360, CT 363, CT 364, CT 372 CT 374, CT 375
- Address of Priority Sites:
 - i. Dunkirk: Waterfront block, Stefans block, South Roberts Road, 210-212 Main Street
 - ii. Jamestown: United Lumber, Alpaca Mills, Harrison/Briggs Block, 145 Fairmount Avenue, Harrison and Foote Streets, 134-142 Hopkins Avenue
 - iii. Other: 15-19 Main Street, Sinclairville; 12 Melvin Avenue, Celeron; 233 N. Pearl St, Frewsburg; 184 N. Portage St., Westfield; 30 N. Pearl St., Westfield

5. Contacts

a. Project Director

Nathan Aldrich, Economic Development Coordinator
County of Chautauqua Industrial Development Agency
(716) 363-3672

AldrichN@chqgov.com

201 West Third Street, Suite 115
Jamestown, NY 14701



- b. Chief Executive/Higher Ranking Elected Official
 Mark Geise, CEO
 County of Chautauqua Industrial Development Agency
 (716) 661-8900
geisem@chqgov.com
 201 West Third Street, Suite 115
 Jamestown, NY 14701

6. Population: 126,027

7. Other Factors

Other Factors	Page number
Community population is 10,000 or less.	n/a
The applicant is, or will assist, a federally recognized Indian tribe or United States territory.	n/a
The priority site(s) is impacted by mine-scarred land.	n/a
The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them).	1-3
The priority site(s) is in a federally designated flood plain.	n/a
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.	4-5
The reuse of the priority site(s) will incorporate energy efficiency measures.	4-5
The reuse strategy or project reuse of the priority site(s) considers climate adaptation and/or mitigation measures.	4
30% of the overall project budget will be spent on eligible reuse/area-wide planning activities, as described in Section I.B., for priority site(s) within the target area(s).	4
The target area(s) is located within a community in which a coal-fired power plant has recently closed (2012 or later) or is closing.	n/a

1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

1.a. Target Area and Brownfields

1.a.i. Overview of Brownfield Challenges and Description of Target Area: Chautauqua County is a rural county in Western New York, bordering Lake Erie to the NW, the City of Buffalo to the NE, the State of Pennsylvania to the South and West and Cattaraugus County to the East. Like many rural counties, it has experienced population decline, loss of its younger population to more urbanized areas, a recent influx of migrants and suffers from a multitude of unused post-industrial properties. Its population peaked at 147,305 in 1970 and, according to US Census estimates, declined 14% to 126,027 in 2022. For much of the 20th century, the County benefited from a strong manufacturing sector, a skilled blue-collar workforce and abundant natural resources. Over the past 40 years, the manufacturing sector has declined as a result of global competition, changing consumer preferences and technological advances. In the face of significant job loss in the manufacturing sector, the County is in the process of transitioning to a more diversified economy. The median income of the County's populace is 50% lower than the state and the percentage of people living in poverty is higher than both New York State (NYS) and the US. These hardships are demonstrated through the high number of Disadvantaged Community Census Tracts within the County, concentrated in the cities of Dunkirk, Jamestown and the County Seat of Mayville. Despite these challenges, Chautauqua County's strategic location as a gateway into NYS and its natural resources are tremendous strengths.

The County of Chautauqua Industrial Development Agency (CCIDA) intends to address economic challenges through an EPA Brownfield Community-wide Assessment Grant. The boundary of this application encompasses all of Chautauqua County, NY; however, strategic areas and sites have been identified as key to spurring economic growth, while maintaining the County's rural identity. The Brownfield Opportunity Area Program (BOA) was developed by NYS to assist communities with numerous brownfields to create plans for reuse that increase quality of life. The cities of Dunkirk and Jamestown, within Chautauqua County, contain three such BOAs, demonstrating the dire plight and negative impact of brownfields within the two cities. Due to existing brownfield inventory, high concentrations of poverty and the opportunity for reuse alignment with existing revitalization plans, the cities of Dunkirk and Jamestown are priority Target Areas of the Assessment Grant funding. However, other sites exist in communities throughout the County.

The Dunkirk BOA, located in northern Chautauqua County along Lake Erie, consists of over 500 acres of brownfield, vacant and underutilized properties. Because of its large, natural harbor along Lake Erie, Dunkirk became an industrial center linking shipping, rail and highway transportation. Following the loss of its historical manufacturing base, the City of Dunkirk now has a high concentration of poverty and vacant brownfield sites yearning for reuse along its waterfront.

The City of Jamestown encompasses two BOAs encompassing over 1300 acres. Both of these BOAs include residential neighborhoods in close proximity to vacant post-industrial properties along the Chadakoin River. The Chadakoin River was once a bustling corridor for varying manufacturing operations. Much like Dunkirk, industry rapidly declined within the City, leaving large areas along the river's edge contaminated and sources of blight.

Other sites are located throughout the County and demonstrate a multitude of brownfield challenges, including vacant gas stations, old scrap yards and autobody shops. These lie in small communities, such as Westfield and Frewsburg, NY, and diminish the quaint, small town charm that they embody. These communities have limited funds to address potentially contaminated sites, and are in dire need of the catalyst an EPA Brownfields Assessment Grant can provide.

1.a.ii. Description of the Priority Brownfield Site(s): Through community planning efforts, CCIDA has identified over 30 brownfield, abandoned and underutilized sites (totaling over 60 acres) in need of environmental assessment. A selection of priority sites is below:

Property Address/Description	Acres	Former Use	Current Use	Potential/Known Contaminants
<i>City of Dunkirk</i>				
Waterfront block	1.9	Auto repair, dry cleaner, machine shop	Vacant	VOCs, SVOCs, metals
Stefans block	1.9	Auto dealer/repair	Vacant	VOCs, SVOCs
South Roberts Road	32	Steam locomotive manufacturing, metal recycling	Vacant	VOCs, SVOCs, metals
210-212 Main Street	0.6	Dry cleaner	Vacant	VOCs
<i>City of Jamestown</i>				
United Lumber	2	Sash manufacturing	Vacant	VOCs, SVOCs, metals
Alpaca Mills	3.6	Fabric/wool mills, dry cleaner	Vacant	VOCs, SVOCs, metals
Harrison/Briggs Block	2	Auto repair, machine shops, manufacturing	Multiple vacant structures	VOCs, SVOCs, metals
145 Fairmount Avenue	1.2	Furniture manufacturing, adjacent gas stations and rail	Warehouse/garage building, office building	Ethylbenzene, petroleum, SVOCs, metals
Harrison and Foote Streets	4.5	Gas station, lumber yard, paint shop, manufacturing	Large, vacant structure	VOCs, SVOCs, metals, petroleum
134-142 Hopkins Avenue	0.1	Machining	Partially vacant	VOCs, SVOCs, metals
<i>Other County sites</i>				
12 Melvin Avenue, Celeron	0.2	Auto scrap yard	Auto body shop	Metals
233 North Pearl Street, Frewsburg	5.75	Auto scrap yard	Vacant	Metals
15-19 Main Street, Sinclairville	0.4	Auto body shop	Vacant	Petroleum, metals
184 North Portage Street, Westfield	0.33	Gas station	Vacant	VOCs, SVOCs, petroleum
30 West Pearl Street, Westfield	1	Commercial/ industrial	Vacant	VOCs, SVOCs

Two key priority sites are the 206-212 Main Street properties in Dunkirk and the 233 North Pearl Street location in Frewsburg, NY. The Main Street location in Dunkirk is adjacent to a rail line that runs the daily Lakeshore Limited passenger train. It was once home to a former dry cleaner,

with potential remaining contaminants used in solvents, such as perchloroethylene (PCE). A Phase I Environmental Site Assessment (ESA) has been completed on this site, but funds are lacking to conduct the recommended Phase II ESA. This site has been identified as a prime location to work with Amtrak to establish a new stop along the daily route that connects Boston, New York City and Chicago, which would serve residents, nearby SUNY Fredonia students and visitors to the City and its waterfront.

The North Pearl Street site in Frewsburg is a large former auto scrap yard that now sits vacant. Metal contamination in the soil is suspected. A developer has plans to construct two 8-unit apartment buildings on the site, targeted toward semi-retired and elderly residents. This proposal has community support and helps to fill a housing gap in the area; however, it cannot move forward until the contamination is characterized and remediated.

1.a.iii. Identifying Additional Sites: Upon grant award, CCIDA will establish a plan to identify additional sites in the event that grant funds remain once priority sites have been addressed. CCIDA will incorporate questions regarding additional sites into community engagement events throughout the duration of the grant period. Therefore, by Year 3 of the grant period, if CCIDA anticipates remaining funds, it will have information to draw from for consideration of additional sites. Final prioritization and selection of additional sites will lie with the grant team, who will consider public recommendations, as well as the following criteria: proximity to underserved areas and potential community benefits of redevelopment (e.g., services for underserved communities); avoidance of resident displacement; extent of potential contaminants; BOA recommendations; extent of potential economic benefits of reuse options; and property owner commitment.

1.b. Revitalization of the Target Area

1.b.i. Reuse Strategy and Alignment with Revitalization Plans: CCIDA recognizes the potential to reinvigorate the County as an attractive, progressive and safe community. The reuse of sites is clearly aligned with the 2020 Chautauqua County Economic Development Strategic Plan that seeks to promote the cleanup and reuse of brownfield sites throughout the County. Specifically, initiatives laid out in this plan bolster the reuse strategies of the priority sites mentioned in the previous section, including Tourism and Destination Development and Housing. Rehabilitation of the Main Street location in Dunkirk is intended to enhance the visitor experience, helping to make Dunkirk a destination along this established rail line. The Frewsburg site will further the County's initiative to construct 500 new housing units by 2030, by constructing 16 units targeted for an older population that are downsizing their living space.

A county-wide Brownfields Marketing Plan (2020) that ties in closely to the Brownfield Assessment grant goals, includes a series of short-, medium- and long-term actions that are intended to enhance the visibility of the program to the development community, promote its available sites and highlight the extensive brownfield planning activities that have taken place in Chautauqua County, specifically within the Target Areas. Related to this plan, the City of Dunkirk is conducting a BOA Brownfield Marketing Plan and recently held a widely attended Developer's Forum, highlighting priority brownfield sites within the City that are prime for redevelopment.

The CCIDA and the City of Jamestown completed the Chadakoin River Strategic Business Plan in 2021. The Business Plan's overall goal was to redevelop vacant sites along the Chadakoin River (corridor within the Jamestown Target Area) as a way to increase economic activity and strengthen the community's relationship with its natural resources. This directly correlates with the goal of using Assessment Grant funds to begin the process of restoring sites for reuse.

Chautauqua County's 2011 Comprehensive Plan specifically notes the action of 'Creating and maintaining adequate development sites to start and support local businesses (brownfield

redevelopment areas) through state and federal programs.’ The Assessment grant is directly aligned with and will advance proposed action from the Comprehensive Plan, further promoting the protection of the County’s natural resources, including wetlands and 100-year floodplains. The plan also emphasizes preservation of water resources and energy sustainability. Reuse plans include installation of green infrastructure, renewable energy projects, including solar, and the potential for a new biodigester.

The CCIDA is currently working to distribute its first loan under its recent EPA Revolving Loan Fund (RLF) Grant. The RLF grant was sought because the CCIDA recognizes that one of the best ways to achieve the revitalization goals identified in the various planning efforts is through the redevelopment of brownfield sites. The two most important aspects of brownfield redevelopment are knowledge of contamination and funding. The funding piece is now in place; this EPA Brownfield Assessment grant will provide the knowledge.

1.b.ii. Outcomes and Benefits of Reuse Strategy: Chautauqua County has tremendous economic and social needs (see section 2), which are only exacerbated by vacant and blighted sites. Addressing targeted brownfields will further economic goals as well as bring a multitude of benefits to Chautauqua County. Plans to redevelop brownfield sites, particularly the Frewsburg priority site, into diverse housing, including senior residences, student housing, townhomes and market rate homes, will provide hundreds of new units throughout the County for current and new residents of varying needs, bringing the County closer to its goal of adding 500 housing units by 2030. Bringing over 60 acres and thousands of square feet of vacant and unused sites back into active use will increase the tax base in the County, increasing the collective wealth of the community. In the cities of Dunkirk and Jamestown, reuse of over 20 of acres of priority brownfield sites will help connect their downtowns to Lake Erie and Chadakoin River, providing recreation for visitors and residents, as well as promotion of active behaviors such as walking and biking, leading to improved health outcomes. Identifying and subsequently addressing environmental contaminants will also result in improved health outcomes, as many of the suspected contaminants, such as VOCs, petroleum and PCE, are linked to cancers and respiratory issues. The opportunities to incorporate sustainability and resilience measures into reuse plans, such as green infrastructure for stormwater capture (particularly near the waterfront areas), installation of solar and other renewable energy and the potential new biodigester will help to improve the community’s ability to combat climate change and save resources.

Brownfields across Chautauqua County are a source of blight that discourage community investment. Addressing these issues will not only improve the physical and environmental attributes of sites, but will also improve perceptions among potential investors.

There is no expectation of residential or business displacement through this project; however, potential occurrences will be reviewed thoroughly by the grant team and will be discussed in public forums. Displacement strategies will aim to minimize impacts on residents and businesses.

1.c. Strategy for Leveraging Resources

1.c.i. Resources Needed for Site Reuse: The CCIDA assists communities within the County to address brownfield sites to transform them back into productive use. In 2022, CCIDA was awarded a county-wide EPA RLF Grant, which is intended to provide subgrants to developers and nonprofits to clean up contaminated sites. This EPA Assessment Grant will augment the County’s RLF by identifying additional sites in need of cleanup and providing a funding source for investigation and development. Further, the CCIDA and municipal partners are eligible to receive NYS, federal and private funding which will stimulate the availability of additional funds for both environmental assessment, site remediation and reuse, including:

- National Grid Brownfield Redevelopment Grants: CCIDA works with private business owners to obtain grants up to \$250,000 from National Grid to fund utility-related costs for the redevelopment of brownfield sites.
- NYS Brownfield Cleanup Program (BCP): Many developers within the County are working to obtain tax credits and liability protection for the remediation and reuse of brownfield sites through the NYS BCP.
- Historic Tax Credits: CCIDA works with owners of properties listed on the National Register of Historic Places to obtain a 20% federal income tax credit for the rehabilitation of historic properties.
- NYS DEC Environmental Restoration Program: This program provides 90% funding for investigation/remediation of municipally-owned brownfield sites.
- NY State Energy Research and Development Authority (NYSERDA): CCIDA is working to obtain NYSERDA support for several renewable energy initiatives.
- NYS Empire State Development (ESD): Projects that will lead to job creation and direct investment will be able to apply for competitive grants awarded by the state via the Western New York Regional Economic Development Council.
- NYS Department of State Local Waterfront Revitalization Program (LWRP): The LWRP provides funding for waterfront development within communities that have a completed an approved LWRP plan.

1.c.ii. Use of Existing Infrastructure: All of the priority sites have existing water, sewer, gas, high speed internet and electric infrastructure in place, as they are within already developed areas. Promoting the remediation and reuse of these sites advances the County’s strategy of smart growth by avoidance of developing on greenfield properties. Both the cities of Dunkirk and Jamestown have done extensive work on maintaining infrastructure to allow for redevelopment of previously developed sites.

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

2.a. Community Need

2.a.i. The Community’s Need for Funding: The EPA Assessment grant program is necessary for the County to spur redevelopment due to its declining population, low-income households and overall lack of financial resources. As mentioned previously, the County’s population has been in decline for decades. Chautauqua County’s median household income is 50% lower than NYS (\$50,408 vs. \$75,157). The number of County residents living at or below poverty level is 17.2% higher than NYS (14.3%) The US Census has identified several tracts in the County as areas of persistent poverty, particularly among children (28% to 37% of children ages 5 to 17). Overall educational attainment within the County is lower than NYS averages, with only 23% having a Bachelor’s degree or higher compared to NYS, at 38%. Overall, the tax base to draw on for publicly funded initiatives is limited, making grant funding key to stimulating redevelopment and investment. Further, vacant sites not on the tax rolls are an undue burden on local municipalities.

2.a.ii. Threats to Sensitive Populations

(1) Health or Welfare of Sensitive Populations: Chautauqua County is home to several areas and population groups that are particularly sensitive to the risk contaminated sites pose. According to CJEST, large areas within the County are considered disadvantaged, including the cities of Dunkirk and Jamestown. These areas are low income and face challenges regarding legacy pollution (in Dunkirk) and lead paint in households. Jamestown also sees high levels of asthma, diabetes, heart disease and suffers from low life expectancy.

More than 20% of County residents are 65 and older, higher than both NYS and the Western NY region. Twenty percent of residents are under 18 years of age. The Hispanic population in the County has increased in the last several years in Dunkirk and Jamestown, making up 30% of the City of Dunkirk population and 10% of the City of Jamestown (2020 US Census estimates). Chautauqua County is also seeing rapidly rising rates of homelessness, up from 383 in 2016 to 842 in 2020, as noted in the most recent County Community Needs Assessment (2023). A higher percentage of the population (16%) lives with a disability than in NYS (12%). Almost 20% of households utilize SNAP benefits and almost 14% of residents reported a lack of access to reliable food in the past 12 months, both statistics higher than the NYS averages. This, along with almost 7% of the County having low access to supermarkets (which is continually worsening), puts the county at “high risk” for food security, according to the NYS Department of Health. Additionally, children younger than 72 months in Chautauqua County have greater incidence of high blood lead levels ($>10\mu\text{g}$) than NYS (3/1,000 tested compared to 17/1,000 tested). Finally, Chautauqua County residents have a lower level of access to health care providers than NYS, particularly for dental, mental health and primary care.

Addressing brownfields throughout Chautauqua County will help to improve the welfare of these sensitive groups. Cleanup of metal contamination at redeveloped sites will reduce potential for exposure and is expected to reduce the growing blood lead levels of children in the County. An increase in safe housing options will help to improve quality of life for many residents, such as seniors, those living in substandard conditions and the large homeless population. And, transitioning brownfields to medical facilities, as is slated for the Harrison/Briggs block in Jamestown, provides greater access to medical care.

(2) Greater Than Normal Incidence of Disease and Adverse Health Conditions: In 2023, Chautauqua County was ranked 56th of New York’s 62 counties in overall health outcomes, according to County Health Rankings and Roadmaps. It was also ranked 49th for health factors, which takes into account healthy behaviors, access to care, socioeconomic factors and the physical environment. The following table displays health indicators in the County, compared to all of NYS, according to the NYS Department of Health Community Health Indicator Report.

Health Indicator	Chautauqua County	NYS
Cancer incidence	737/100,000	600/100,000
Cancer mortality	217/100,000	173/100,000
Prostate cancer incidence	237/100,000	169/100,000
Lung and bronchus cancer incidence	107/100,000	73/100,000
Breast cancer incidence	189/100,000	171/100,000
Chronic lower respiratory disease mortality	68/100,000	36/100,000

The high incidence of prostate cancer in the County is considered very high risk by NYS DOH. Cardiovascular disease, congestive heart failure and coronary heart disease occurrences are all higher in the County than NYS (12–32% higher). Chronic lower respiratory disease mortality has “significantly worsened” in the last few years, according to the NYS DOH. While asthma rates in Chautauqua County are similar to NYS and the Western NY region, they are notably increasing. With the large number of sites that have potential environmental contaminants in Chautauqua County, many of these diseases are likely attributed to poor environmental conditions. Suspected contaminants, such as VOCs, petroleum and metals are linked to various cancers as well as respiratory disease, which are prevalent throughout the County. EPA funding will allow the community to take the first step of identifying the extent of contamination. Establishing an

understanding of the contaminants that exist will allow for remediation and reuse that will lessen the negative effects on residents' health.

(3) Environmental Justice: According to the EPA's EJScreen, many of the environmental justice (EJ) areas within Chautauqua County are concentrated in the cities of Dunkirk and Jamestown; however, several are found throughout the County. Dunkirk, Jamestown and Westfield include areas in the 90-100th percentiles for low income and unemployment, and Jamestown falls in the 95-100th percentile for heart disease, asthma and overall life expectancy, as well as county-wide broadband service gaps. Dunkirk, Westfield and Frewsburg have areas with particularly high occurrences of lead paint, and both Dunkirk and Jamestown have areas in close proximity to hazardous waste. This data shows that there are thousands of residents, many of whom are high-risk or sensitive populations, who have a disproportionality high concentration of environmental burden, putting them at an increased risk for environmentally-related disease and health conditions. CJEST also identifies Jamestown and Dunkirk, as well as other rural areas in the County, as disadvantaged, with low income and proximity to legacy pollution, lead paint and poor health outcomes.

Assessing brownfield sites will provide prospective developers important information on environmental conditions, thereby improving the likelihood that existing businesses would expand or new businesses would come to the County. This will result in both the cleanup of potentially contaminated sites and redevelopment of the area, creating healthier physical conditions, as well as jobs and much needed economic opportunity for the region.

2.b. Community Engagement

2.b.i. Project Involvement & 2.b.ii. Project Roles: CCIDA has been working with local and regional citizens, business groups and community organizations for several years. CCIDA will continue to foster these relationships as well as develop new partnerships for this grant. Many involved groups will have an active role in the EPA grant including:

Partner Name	Contact	Specific Role in the Project
City of Dunkirk	Vince DeJoy, Director of Development and Planning ehayes@cityofdunkirk.com	Assistance with identification of sites for redevelopment
City of Jamestown	Crystal Surdyk, Director of Development surdyk@cityofjamestownny.com (716) 483-7659	Assistance with identification of sites for redevelopment
Southern Tier West Regional Planning & Development Board	Richard Zink rzink@southerntierwest.org (716) 945-5301	Supports federal funding requests, identifies priority projects for inclusion in the Southern Tier West Comprehensive Economic Development Strategy
Chautauqua County Health Department	Christine Schuyler, Commissioner of Social Services/Public Health Director cchealth@chqgov.com	Assistance with prioritization of sites/health monitoring
Chautauqua County Land Bank	Gina Paradis, Executive Director gparadis@chautauqualandbank.org	Assistance with outreach and prioritization of brownfield sites
Gebbie Foundation	Greg Edwards, CEO gedwards@gebbie.org	Assistance with strategic planning and funding for redevelopment

2.b.iii. Incorporating Community Input: The CCIDA has made a great effort to encourage community involvement in past brownfield projects and will continue to do so for this EPA Community-wide Assessment Grant. Community engagement will include:

- *Steering Committee Meetings:* Meetings will occur every 8-12 weeks (virtually) with individuals and organizations identified above to discuss assessments and sites.
- *Public Meetings:* Public meetings will be held to obtain community input on reuse alternatives and sites, as well as inform the community of reuse planning progress. The public meetings will be held virtually as well as at multiple locations throughout the County (community centers/local schools/parks) to ensure ample participation and opportunities for distancing from all community members.
- *Press Releases:* CCIDA will use local and regional news outlets (i.e., Buffalo News, the Post Journal and WBFO) and the CCIDA website to keep the public informed on progress and upcoming meetings.
- *Social Media:* Press releases and notifications of public meetings will be posted on various social media outlets such as Twitter, Facebook and Instagram.
- *Spanish Community:* The County intends to inform its growing Hispanic population through methods such as meetings in Hispanic community halls, as well as having Spanish-speaking interpreters and marketing materials available.

During public engagement activities, minutes will be recorded and all materials created by the community will be tabulated or photographed. Materials will be posted on the CCIDA website and at local libraries, senior centers and educational facilities within Chautauqua County. An email address will be created so community members can directly ask questions regarding the project.

3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

3.a. Description of Tasks/Activities and Outputs

3.a.i., a.ii., a.iii. & a.iv.

The following table outlines the tasks (3.a.i), schedule (3.a.ii), responsible parties (3.a.iii) and outputs (3.iv) associated with the proposed project.

<i>i. Project Implementation</i>	<i>ii. Anticipated Schedule</i>	<i>iii. Task Lead</i>	<i>iv. Outputs</i>
Task 1-Cooperative Agreement Oversight, Consultant Selection and Reporting			
Non-EPA tasks/activities: To be conducted using CCIDA funds			
• General grant administration	6/24-9/28	Nathan Aldrich	Executed contract
• Consultant selection	6/24-8/24	Nathan Aldrich	RFP, bid documents
• Progress reporting to EPA	6/24-9/28	Nathan Aldrich	ACRES input, quarterly reports
• Final report completion	9/28	Nathan Aldrich	Final report
Task 2-Staff Training			
EPA-funded tasks/activities:			
• EPA Brownfield Conference Attendance	8/25 (anticipated)	Nathan Aldrich	Conference summary

<ul style="list-style-type: none"> Other brownfield training events, TBD 	6/24-9/28	Nathan Aldrich	Event agendas, attendee lists, seminar summaries
Task 3-Reuse Planning, Prioritization, and Outreach			
EPA-funded tasks/activities:			
<ul style="list-style-type: none"> Completion of brownfield site inventories on up to 34 sites 	6/24-6/25	Consultant	Site inventories
<ul style="list-style-type: none"> Development of Site Access Agreements on up to 34 sites 	6/24-12/24	Nathan Aldrich/ Consultant	Site Access Agreements
<ul style="list-style-type: none"> Development of Property Approval Forms on up to 34 sites 	6/24-12/24	Consultant	Property Approval Forms
<ul style="list-style-type: none"> Hosting of public meetings, presentations and distribution of public surveys 	6/24-9/28 (every 3-6 months)	Nathan Aldrich/ Consultant	Meeting agendas and summaries, survey results
<ul style="list-style-type: none"> Selection of additional sites, if needed 	6/27-3/28	Nathan Aldrich/ Consultant	List of additional sites
Task 4-Phase I ESAs			
EPA-funded tasks/activities:			
<ul style="list-style-type: none"> Completion of up to 34 Phase I ESAs, including site visit, records review, environmental review, historical review, past ownership interviews 	11/24-9/27	Consultant	Written reports, work plans for each Phase I ESA
Task 5-Phase II ESAs			
EPA-funded tasks/activities:			
<ul style="list-style-type: none"> Completion of up to 12 Phase II ESAs, including project planning, QAPP preparation, drilling and/or excavation, analysis of soil and/or groundwater, reporting and remedial cost estimating 	6/25-3/28	Consultant	Written reports for each Phase II ESA

3.b. Cost Estimates: CCIDA is requesting \$500,000 to complete 34 Phase I ESAs (\$4,000/site) and 12 Phase II ESAs (\$30,000/site). Funding for ESAs is not available under the NYS BOA program, so the EPA grant will complement the planning activities already undertaken. Total cost for two attendees to the bi-annual EPA conference equals \$3,000, which includes \$200/person for attendance registration, \$300/person for food, \$400/person for air transportation, and \$600/person for hotel expenses. Staff will also attend brownfield roundtables in Albany, NY and other trainings as they arise, at \$1,000 for registrations and travel, as necessary.

Budget Categories	Task 1 Oversight	Task 2 Travel	Task 3 Outreach	Task 4 Phase I ESAs	Task 5 Phase II ESAs	Total
Travel	\$0	\$4,000	\$0	\$0	\$0	\$4,000
Contractual	\$0	\$0	\$0	\$136,000	\$360,000	\$496,000
Total	\$0	\$4,000	\$0	\$136,000	\$360,000	\$500,000

3.c. Measuring Environmental Results: CCIDA expects to finalize a prioritized list of sites, as well as complete 34 Phase I ESAs and 12 QAPPs/Phase II ESAs. The amount of budget utilized and project milestones will be tracked by the Project Manager, Nathan Aldrich. He will utilize internal shared tracking documents, as well as EPA’s ACRES system, to monitor and manage all assessments and outcomes. Mr. Aldrich will lead monthly conference calls with team members to ensure all components are accomplished. Outcomes of this grant will include assessment results on over 60 acres of land, minimization of exposure to hazardous substances and a strong community consensus on reuse goals. Should the project deviate from its expected schedule or financial track, CCIDA will work with the EPA and its selected consultant to create a corrective measures plan that outlines specific spending and timeline goals.

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

4.a. Programmatic Capability

4.a.i. Organizational Capacity, 4.a.ii. Organizational Structure & 4.a.iii. Description of Key Staff:

The CCIDA is an economic development organization authorized by NYS and Chautauqua County, with an operating budget of \$2.4 million. The CCIDA provides incentives such as low interest loans and tax abatements to companies that create and retain jobs by relocating, expanding or reinvesting in their facilities. The CCIDA collaborates with the County and its municipalities to increase the tax base and promote job creation. Governed by an 8-member Board of Directors, the agency has a 9-person staff with the capacity to effectively manage this Assessment Grant.

CCIDA Economic Development Manager Nathan Aldrich will serve as the Project Manager and oversee project execution. Mr. Aldrich has a Master’s degree in Urban Planning with a specialization in Economic Development. He has worked in planning and development-related roles in Chautauqua County for seven years and offers expertise in marketing, planning, economic and real estate development and community engagement.

Richard Dixon, CCIDA Chief Financial Officer, will manage the administrative and financial requirements of the Assessment Grant. Mr. Dixon has been with CCIDA for 16 years and manages loan portfolios, currently totaling in excess of \$20 million.

4.a.iv. Acquiring Additional Resources: When additional expertise is required during the assessment, CCIDA will use a competitive procurement process, consistent with 40 CFR 31.36, to select a consultant to assist with environmental assessments or complete other necessary activities.

4.b. Past Performance and Accomplishments

4.b.i. Currently Has an EPA Brownfields Grant: CCIDA was awarded a \$600,000 EPA Revolving Loan Fund (RLF) in 2022. The period of performance for this award is 10/1/2022 to 9/30/2027. This project is establishing a revolving loan fund for businesses, local and regional developers and community development entities to apply for and borrow funds to conduct cleanup activities at brownfield sites. To date, CCIDA’s RLF grant team has procured a consultant to assist with RLF management, is in the process of establishing the loan requirements and is preparing for community engagement and marketing of known brownfield sites to eligible applicants. It is currently in compliance with the grant agreement, workplan and schedule, and is on track to expend the funds as intended by the end of the grant period.

Threshold Criteria

1. **Applicant Eligibility:** The County of Chautauqua Industrial Development Agency (CCIDA) is eligible to apply for this assessment grant, as the CCIDA is an economic development organization authorized and empowered by the State of New York. Documentation is attached that certifies the CCIDA's status.
2. **Community Involvement:** CCIDA has made a great effort to encourage community involvement in past brownfield projects and will continue to do so for this EPA Community-wide Assessment Grant. Community engagement will include:
 - *Steering Committee Meetings:* Meetings will occur every 8-12 weeks (virtually) with partner organizations to discuss assessments and sites.
 - *Public Meetings:* Public meetings will be held to obtain community input on reuse alternatives and sites, as well as inform the community of reuse planning progress. The public meetings will be held virtually as well as at multiple locations throughout the County (community centers/local schools/parks) to ensure ample participation and opportunities for distancing from all community members.
 - *Press Releases:* CCIDA will utilize local and regional news outlets, such as the Buffalo News, the Post Journal and WBFO (public radio), and the CCIDA website to keep the public informed on program progress and upcoming meetings.
 - *Social Media:* Press releases and notifications of public meetings will be posted on various social media outlets such as Twitter, Facebook and Instagram.
 - *Spanish Community:* The County intends to inform its growing Hispanic population through methods such as meetings in Hispanic community halls, as well as having Spanish-speaking interpreters/marketing materials available.

During public engagement activities, minutes will be recorded and all materials created by the community will be tabulated or photographed. Materials will also be posted on the CCIDA website and at the local libraries and senior centers within Chautauqua County. An email address will be created so community members can directly ask questions regarding the assessments.
3. **Expenditure of Existing Grant Funds:** CCIDA does not currently have an open EPA Assessment or Multipurpose grant.
4. **Contractors and Named Subrecipients:** n/a