

R06-24-A-021



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Office of the Chief

Chuck Hoskin Jr.
Principal Chief

Bryan Warner
Deputy Principal Chief

Narrative Information Sheet
Community-Wide Assessment Grants for States and Tribes
Funding Opportunity Number: EPA-I-OLEM-OBLR-23-14

1. Applicant Identification

Cherokee Nation
Environmental Programs
P.O. Box 948
Tahlequah, OK 74465

2. Funding Requested

- a. *Assessment Grant Type:* Community-Wide Assessment Grants for States and Tribes
CDFA Number: 66.818
- b. *Federal Funds Requested:* \$1,333,883.00

3. Location

All cities and counties that Cherokee Nation proposes to serve are located within the Cherokee Nation Reservation. Cherokee Nation will be focusing on the following target areas within the Cherokee Nation Reservation:

- Marble City, Sequoyah County, Oklahoma
- Tahlequah, Cherokee County, Oklahoma
- Stilwell, Adair County, Oklahoma
- Bartlesville, Washington County, Oklahoma
- Skiatook, Tulsa County, Oklahoma

4. Target Areas and Priority Site/Property Information

- Target Area 1: Marble City, provided 2 priority sites.
- Target Area 2: City of Tahlequah, provided 2 priority sites.
- Target Area 3: City of Stilwell, provided 1 priority site.
- Target Area 4: City of Bartlesville, provided 1 priority site.
- Target Area 5: City of Skiatook provided 2 priority sites.

5. Contacts

- a. *Project Director*
Name: Jason White
Phone Number: (918)-453-5110
Email Address: jason-white@cherokee.org

Mailing Address: Cherokee Nation Environmental Programs, P.O. Box 948
Tahlequah, OK 74465

b. Principal Chief

Name: Chuck Hoskin, Jr.

Phone Number: (918)-453-5211

Email Address: chuck-hoskin@cherokee.org

Mailing Address: Cherokee Nation Environmental Programs, P.O. Box 948
Tahlequah, OK 74465

6. Population

Cherokee Nation has an approximate tribal enrollment of 459,455 tribal citizens, with 280,496 living in Oklahoma and 140,719 tribal citizens living within the Cherokee Nation Reservation. Approximately 450,000 non-tribal citizens live within the Cherokee Nation Reservation. The populations for the selected target areas are as follows:

- Marble City: 194
- Tahlequah: 16,828
- Stilwell: 3,640
- Bartlesville: 37,795
- Skiatook: 8,560

7. Other Factors Checklist

Other Factors	Page #
Community population is 10,000 or less.	1
The applicant is, or will assist, a federally recognized Indian Tribe or United States Territory.	1
The priority brownfield site(s) is impacted by mine-scarred land.	2 and 5
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 and 2
The priority site(s) is in a federally designated flood plain.	1 and 2
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.	N/A
The reuse of the priority site(s) will incorporate energy efficiency measures.	3
The proposed project will improve local climate adaptation/mitigation capacity and resilience to protect residents and community investments.	N/A
At least 30% of the overall project budget will be spent on eligible reuse/area-wide planning activities for Brownfields priority sites with the target areas.	N/A
The target area(s) is located with a community in which a coal-fired power plant has recently closed (2013 or later) or is closing.	N/A

8. Letter from the State of Tribal Environmental Authority

Tribal Authority letter is attached.

9. Releasing Copies of Applications

Sensitive information included in the application includes personal salary rates (budget section), e-mail addresses and phone numbers of Project Partners in Section 2.b.i. (pages 5 and 6). Cherokee Nation requests this information be redacted prior to releasing the document to the public.



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November 9th, 2023

From: Chuck Hoskin Jr,
Principal Chief
Cherokee Nation -c/o Grant Services
PO Box 1669
Tahlequah, OK 74465-1669

To: Paul Johnson
EPA Region 6-Project Officer
Environmental Protection Agency
1201 Elm Street,
Suite 1200
Dallas, TX 75270-2162

RE: 2024-011-Community-Wide Assessment Grants for States and Tribes-Brownfield Assessment;
Opportunity Number: EPA-I-OLEM-OBLR-23-14

Dear Mr. Johnson,

As outlined in the FY24 Environmental Protection Agency (EPA) Brownfield Assessment Grant: Community-Wide Assessment Grants for States and Tribes, Cherokee Nation is required to provide documentation demonstrating our governing body approves the submission and certifying citizen participation in the preparation of the application for the current competition period.

As Principal Chief of the Cherokee Nation, I am vested to cause the laws of Cherokee Nation to be faithfully executed, and to conduct in person and in such a manner as shall be prescribed by law, all communications and business of Cherokee Nation, per Article VII of the Cherokee Nation Constitution. Per the Constitution and laws of the Cherokee Nation, including the attached Tribal Council Resolution expressly authorizing the Principal Chief to approve submittal of all grants, I am authorized to fully commit the Nation in this matter.

Cherokee Nation intends to utilize Community-Wide Assessment funding to target areas to determine environmental conditions, conduct ESAs of brownfield sites, conduct cleanup and reuse planning discussions with community officials, and facilitate the reduction of environmental threats. This grant will not only assist with the development of strategic plans for a path forward to the remediation of contamination of brownfields sites but provide lasting partnerships between communities. Should you have any questions regarding this letter, please contact Rhonda Clemons, Director of Grant Services, at grants@cherokee.org.

Respectfully,

DocuSigned by:

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Cherokee Nation

Narrative Proposal Cherokee Nation

1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

a. Target Area & Brownfields

i. Overview of Brownfield Challenges and Description of Target Areas: Cherokee Nation (CN) is a sovereign tribal government and is the largest federally recognized Native American Tribe, with more than 450,000 tribal citizens worldwide. More than 141,000 of those tribal citizens reside within the tribe's reservation boundaries located in northeastern Oklahoma. The reservation covers six (6) counties and parts of an additional eight (8) counties. These counties include Adair, Cherokee, Craig, Delaware, Mayes, McIntosh, Muskogee, Nowata, Ottawa, Rogers, Sequoyah, Tulsa, Wagoner, and Washington.

Many cities and/or communities nationwide have challenges with brownfield sites, which is no different for the cities and/or communities located within the CN Reservation. Challenges could be based on the lack of knowledge and capacity to conduct environmental site assessments (ESAs), businesses closing and lost tax revenues. Knowing what a brownfield site is, identifying the environmental issues, and knowing where to look for resources to assist with any further clean-up that may be needed. In most cases many of the cities and/or communities within the CN Reservation would not have the available funding for an ESA, let alone a clean-up, if it were required.

This grant is essential for the target areas to determine environmental conditions, conduct ESAs of brownfield sites, conduct cleanup and reuse planning discussions with community officials, and facilitate the reduction of environmental threats. This grant will not only assist with the development of strategic plans for a path forward to the remediation of contamination of brownfields sites but provide lasting partnerships between communities. By conducting these much-needed ESAs, communities within the target areas can be revitalized, providing new opportunities for economic growth, in-turn aiding in eliminating the economic distress experienced.

CN Reservation is over 7,000 square miles in northeastern Oklahoma and approximately 51% is rural. Specific target areas within the CN Reservation that will be focused on throughout for this grant include the City of Skiatook, Marble City, City of Tahlequah, City of Stilwell and City of Bartlesville. Marble City has the smallest population with an approximate population of 194 citizens, with the City of Bartlesville coming in with the largest population of approximately 37,795 citizens. The other three (3) target areas range from populations as high as 16,828, to as low as 3,640. None of the target areas are located in a metropolitan area. If the needs are met for these target areas, other cities and/or communities within the CN Reservation with brownfield needs may be selected throughout the duration of this grant.

i. Description of Priority Brownfields Sites: The target areas provided CNEP with eight (8) potential priority brownfield sites during preliminary discussions. These sites were selected based on the target area's needs and future reuse plans for their communities.

The City of Skiatook has provided two (2) potential brownfield sites, both of which are currently not in use and within a special flood hazard area. One site is approximately three (3) acres in size, while the other is approximately 10 acres in size. Bird Creek is located on the east adjacent property. There are no structures located on either property. Since both sites are open fields with vegetation, a potential environmental issue would be solid waste dumping.

The City of Bartlesville has provided one (1) potential brownfield site, which is not currently in use. The site is approximately 2.4 acres in size and is developed with several structures. Potential environmental issues include mold, asbestos containing materials, lead-based paint, and other hazardous materials based on the age of the buildings.

The City of Tahlequah has provided two (2) potential brownfield sites, both sites are currently not in use. The first potential site is an old church building that is located on a Lot. The second potential site is 1.5 acres at the former solid waste transfer station for the city of Tahlequah. Due to the age of the buildings the potential environmental concerns include lead-based paint, asbestos, mold and other hazardous materials. The solid waste transfer station is located in a special flood hazard area and is near Ross Branch creek, hazardous material runoff could be an environmental issue.

Marble City provided two (2) potential brownfield sites in the downtown area that include the old Citizen's State Bank and the Historic Jail that are located on Lot 19. The Citizen's Bank, built in 1911, was built from stones used in the building came from the marble mine located north of town. The building was entered into the National Historic American Buildings Collection on September 8, 1980. Due to the age of the buildings, the potential environmental concerns include lead-based paint, asbestos, mold and other hazardous materials. The second potential site is the City Barn, located downtown on Lot 20, needs to be remodeled and made weatherproof. It is currently used to store the heavy equipment. Potential environmental issues include mold, asbestos containing materials, lead-based paint, and other hazardous materials based on the age of the buildings.

City of Stilwell provided a potential site of 15 acres that is currently undeveloped. There are no structures located on the property, however it is located down gradient from a former cold storage plant. Whether the city plans to expand the Industrial plant or use it for greenspace, the City of Stilwell wants due diligence for any potential contamination or environmental issue since the property is located within a flood plain.

iii. Identifying Additional Sites: CNEP has informed the specific target areas that this grant will operate for five (5) years. Allowing them to know that information gives them time to think about additional sites that can be assessed throughout the duration of this grant. Other potential brownfield sites do exist in some of the target areas that CNEP may consider assessing if funding and/or time allows.

Throughout the grant writing process CNEP reached out to cities and/or communities outside of the target areas within the CN Reservation regarding their community owned structures, properties and lots to gain interest in this project. CNEP plans to take that

feedback to identify additional sites in other areas within the CN Reservation. If the needs are met for the specific target areas mentioned above, brownfield sites in other cities and/or communities within the CN Reservation can be considered.

b. Revitalization of the Target Area

i. Reuse Strategy and Alignment with Revitalization Plans:

The City of Skiatook has potential reuse plans for one (1) site, while the second site has no reuse plans and Skiatook would like to create reuse plans for the second site. The City of Skiatook plans to develop an area suitable for an operational farmers' market for the community.

The City of Bartlesville has potential reuse plans for a homeless shelter in the downtown area for their site. Homelessness is an emerging issue for the City of Bartlesville, so finding ways to address this is a part of the city's strategic plan.

The City of Stilwell plans to develop the vacant property and expand the Industrial Park. Marble City has plans to remediate the Citizen's Bank to preserve the historic building and continue to use it for community events. The proposed plan for the City Barn is to remodel and weatherproof the building to provide a more environmentally safe place for the employees. The property would also allow for secure storage for heavy equipment.

The City of Tahlequah plans to revitalize the former solid waste transfer station by demolishing the structures and turning the site into a public park, this would be an ideal location for the park due to the Ross Branch creek being located adjacent to the site. The City of Tahlequah currently does not have a redevelopment plan for the church building. Target areas are still currently working with their community leadership to develop ideal reuse plans for community need on certain sites based on the outcomes of the potential partnership and opportunity to work with CN on this grant.

ii. Outcomes and Benefits of Reuse Strategy: Several priority brownfield sites located in the target areas have reuse plans that will provide economic development and jobs for their communities. One proposed brownfield site has a reuse plan for a farmers' market, which will allow farmers in the area to sell their produce within their rural community. This reuse plan is making fresh home-grown foods available to community members, providing economic growth to local farmers and addresses food insecurities within the community. Encouraging citizens to "buy local" is an investment that will benefit the environment and the community. Buying local not only assists in reducing the overall carbon footprint of the community but is also more energy efficient. CN will consider using energy efficient measures in the reuse of the buildings by encouraging the use of materials that are more energy efficient than before. Positive outcomes and benefits will include reusing underutilized properties, creating jobs, building housing units, increasing tax revenues and creating greenspaces to cleanup sites.

c. Strategy for Leveraging Resources

i. Resources Needed for Site Reuse: Supporting the cities and/or communities that have taken the step to have an ESA completed on their property to work towards reuse is an

important aspect for CN. CN plans to provide informational resources on available grants and other potential funding sources that could benefit the cities and/or communities that could be used for reuse purposes. The resources include Oklahoma Department of Environmental Quality (ODEQ), Kansas State University Technical Assistance to Brownfields (KSU/TAB) and Cherokee Nation. Other potential sources of leverage funding include the Housing Authority of CN and the CN General Funds.

Many reuse, development and redevelopment funding opportunities provided by a state or government entity could require an ESA. Knowing that some communities may not have the resources to have an ESA completed, an opportunity could be missed for funding that could allow reuse of a property. This grant could fill that gap and assist cities and/or communities within the CN Reservation that opportunity once an ESA has been completed.

ii. Use of Existing Infrastructure: Several sites identified by the specific target areas have existing infrastructure in place such as public water, electric, roads, and/or waste treatment systems that would be readily available for the reuse of the sites. CN will account for all existing infrastructure during the site assessments and evaluate any needs for upgrades if needed. If there is need for additional infrastructure to complete revitalization plans CN will provide input to target areas on available funding resources.

2. **COMMUNITY NEED AND COMMUNITY ENGAGEMENT**

a. Community Need

i. The Community's Need for Funding: None of the selected target areas have a Brownfield Programs or the resources to address their own brownfields site. Several of the target areas are communities with extremely low populations. Several potential site reuse plans will meet vital needs for the selected target area communities, such as a homeless shelter and a public park. Other reuse plans will help provide jobs, revenue for the communities and reuse of dilapidated buildings. Many of the reuse plans that have been provided to CNEP will be focusing on local issues and concerns that the target areas have identified. With the aid of this grant, CNEP will assist cities and/or communities within the CN Reservation with identification, assessment, and planning for sites that have the potential for reuse, redevelopment and/or development.

The five selected cities have various backgrounds that have environmental justice concerns that range from low income, poverty levels, high unemployment or other signs of financial hardship in the target areas. The economic impacts for all the participating cities and/or communities include levels of poverty and unemployment rates demonstrate the need for redevelopment and reuse in these communities. Poverty levels are consistently higher than the national average. Each city has different approaches and ideas to promote development. For example, one target area would like to utilize one of their properties to provide access to fresh food and create a farmer's market where local farmers and ranchers can sell various food options and provide opportunities to have access to local capital. Another city has need for a homeless shelter and adequate housing options. CN will work with CN Housing Authority to see if affordable housing can be built in these selected communities.

ii. Threats to Sensitive Populations:

(1) *Health or Welfare of Sensitive Populations:* According to the U.S. Environmental Protection Agency (EPA) EJ Screening Tool all selected target areas are considered EJ Communities. Minorities are the sensitive populations living in the target areas. The racial makeup for the City of Tahlequah, the Headquarters of CN is White 44%, American Indian 32%, Hispanic 10% and Black 4%. Within this area there is 48% of the population that is considered low income with a poverty rate of 20.1% and an unemployment rate of 7%. There are a large number of residents who are dependent on government assistance and are in desperate need of job opportunities and housing. Many properties which are in the target areas are vacant or abandoned which creates an opportunity for trespassers, vandals, and other criminal activity. The obvious negative blight on the community has created an economic and social drain, resulting in the gradual disinvestment.

(2) *Greater Than Normal Incidence of Disease and Adverse Health Conditions:* Sensitive populations face more significant risk of disease and health conditions such as cancer and asthma because of conditions present at brownfield sites in their neighborhoods. Several dilapidated buildings located in the target areas are creating an ongoing air quality threat as the lead-based paint and asbestos from older buildings continue to sit and decay. The priority sites and additional properties throughout the target area that may include former gas stations, solid waste transfer stations, suspected laundry/dry-cleaning facilities and other industrial facilities are situated in close proximity to homes, parks, schools and creeks, rivers and lakes. Historical releases of hazardous substances and petroleum products from leaking underground storage tanks (USTs), old dry cleaners and other industrial facilities can go undetected for years and thus present a continuing threat for vapor encroachment conditions (VECs) inside buildings. Many of the compounds are carcinogenic and can lead to several forms of cancers. With this grant CNEP will be able to address, identify and facilitate the reduction to environmental threats in the selected target areas.

(3) *Environmental Justice: (a) Identification of Environmental Justice Issues:* This project supports EPA Strategic Plan Goal 2, Objective 2.1 by promoting environmental justice and civil rights at the federal, tribal, state, and local level. The Cherokee Nation's struggle for environmental justice and civil rights dates back to 1492. To this day, Cherokee people struggle to attain equity across the societal and governmental spectrums. CNEP will work with cities and/or communities and evaluate ways to address underserved communities and vulnerable populations. The EJ Screening Tool will be used to help identify needs. The absence of infrastructure will leave an entire community economically, environmentally, and technologically disadvantaged. The concept of Brownfields redevelopment and reuse will help these communities greatly. One of the cities that CN would like to partner with is Marble City, a small town located in Sequoyah County that mined marble stone. The population has been declining and CN would like to help revitalize the dying town. CN is looking at ways to provide businesses, reuse underutilized property and provide infrastructure development that will create jobs, revenue and utility services to the community. **(b) *Advancing Environmental Justice:*** Reusing abandoned or underutilized property will advance environmental justice, provide

jobs, create new businesses, increase revenue and help with the displacement of residents to provide target areas with any resources that may become available.

b. Community Engagement

i. Project Involvement and ii Proposed Roles: CNEP will work with CN Housing Authority, CN Commerce Department and other CN Departments. In addition, CNEP would work with organizations including EPA, Oklahoma Corporation Commission (OCC), and Oklahoma Department of Environmental Quality (ODEQ). CN will work with City Managers, Mayors, Community leaders, Community-based Organizations and members of the community to prioritize sites and include community engagement. Working together will assist in identifying ways to address community needs and CN will provide technical assistance through site work and community outreach/education.

PARTNER	POINT OF CONTACT	SPECIFIC ROLE
Marble City	Tamara Hibbard [REDACTED]	Community liaison and will assist with community outreach and needs assessment for the target area.
City of Tahlequah	Taylor Tannehill [REDACTED]	City Administrator-point of contact for the site assessments and assist with community meetings.
City of Skiatook	Brad White [REDACTED]	City Manager, City of Skiatook. Will assist with community outreach for community meetings and providing information for environmental site assessments.
City of Bartlesville	Mike Bailey [REDACTED]	City Manager, City of Bartlesville. Will assist with community outreach for community meetings and providing information for environmental site assessments.
City of Stilwell	Larry Nettles [REDACTED]	City Clerk, Town of Stilwell will assist with community outreach for community meetings and providing information for environmental site assessments.

iii. Incorporating Community Input: CN will work with city and/or community partners throughout the CN Reservation. This will be accomplished by meeting in person, virtually via Microsoft Teams and over the phone. CN will host community meetings within the cities and/or communities that CN will actively be providing ESAs in or if there are potential sites within the city and/or community that would benefit from an ESA. The community meetings will consist of providing information on potential brownfield projects within the communities, educational outreach pertaining to brownfields, as well as providing citizens an opportunity for Q&A and input. The public will be encouraged to assist with identifying community needs, participate in community meetings and help with identifying ways this grant can meet the community’s expectations. CN will provide a process for verbal or written comments to be submitted

from citizens and then address community concerns from the input received from meetings. A Cherokee Speaker will be available to translate if needed. Community Outreach will include meetings, publicity, sharing and distributing information to the public and to the cities to use for education outreach. The Brownfields Program website and social media will be used to distribute information and advertise meetings. CN will work to develop partnerships with local and state environmental, health agencies and city government agencies.

3. TASK DESCRIPTIONS, COST ESTIMATES, & MEASURING PROGRESS

a. Description of Tasks/Activities & Outputs

TASK 1: Program Management
<p>i. Project Implementation:</p> <p>A. Cooperative Agreement Management, CNEP will complete required progress reports, manage in-house databases, maintain and update ACRES.</p> <p>B. CNEP will meet with city and/or community officials to discuss outreach efforts, sites, reuse plans and other necessary phases of this grant that directly involve their partnership.</p> <p>C. CNEP will provide a grant update to Secretary of Natural Resources (SONR)/CNEP each year.</p>
<p>ii. Anticipated Project Schedule:</p> <p>Year 1: 5 Community Official Meetings; 5 Community Meetings; 1 SONR/CNEP Update</p> <p>Year 2: 1 Community Official Meeting; 2 Community Meetings; SONR/CNEP Update</p> <p>Year 3: 2 Community Official Meetings; 1 Community Meetings; 1 SONR/CNEP Update</p> <p>Year 4: 2 Community Official Meetings; 2 Community Meetings; 1 SONR/CNEP Update</p> <p>Year 5: 2 Community Official Meetings; 5 Community Meetings; 1 SONR/CNEP Update</p> <p><i>Anticipated project schedule is based on community needs.</i></p>
<p>iii. Task/Activity Lead: CNEP (applicant)</p>
<p>iv. Outputs: 12 Community Official Meetings, 20 Community Meetings, 5 SONR/CNEP updates, complete required quarterly reports, grant reporting forms and management of the files for the tracking databases and ACRES entries.</p>
TASK 2: Community Engagement
<p>i. Project Implementation: CNEP will conduct community engagement with the target areas which will include community meetings, advertisement for community meetings, educational outreach, updating CN/Inter-Tribal Environmental Council (ITEC) Website Brownfields Program page and the development of outreach materials (factsheets, brochures, flyers and announcements for community meetings).</p>
<p>ii. Anticipated Project Schedule: There will be five (5) cities/communities involved in this project. <i>Anticipated project schedule is based on community needs.</i></p>
<p>iii. Task/Activity Lead: CNEP will have several meetings, within each community to focus on community engagement activities.</p>
<p>iv. Outputs: Community Engagement with five (5) cities/communities per year. Several meetings will take place with city officials and residents of the communities to determine environmental conditions by discussing environmental issues, conduct site work, and focus on reducing environmental threats within their communities. Educational Outreach activities will increase the communities' awareness and understanding, along with participation in community cleanup, reuse of</p>

underutilized property and the redevelopment initiative of the Brownfields Program.

TASK 3: Site Assessment Work

i. Project Implementation: CNEP will work with cities to conduct five (5) Phase I ESAs each year that will be done by CNEP Staff. Activities to be conducted by a selected contractor to conduct Phase II ESAs in accordance with current ASTM standards, as well as the EPA’s All Appropriate Inquire Rule. CNEP will work closely with CN’s Procurement Department on the solicitation, bidding and the selection of a contractor. Activities to be conducted by a selected contractor to conduct Phase II ESAs in accordance with current ASTM standards, as well as the EPA’s All Appropriate Inquire Rule. CNEP will work closely with CN’s Procurement Department on the solicitation, bidding and the selection of a contractor. *CNEP* will conduct lead-based paint and asbestos surveys for sites that may require additional investigation, or the age of the structures located on the site are within the parameters that asbestos or lead-based paint could be present.

ii. Anticipated Project Schedule: There will be five (5) Phase I ESAs and two (2) Phase II ESAs completed during each year of the grant. The grant is written for a 5-year schedule. Asbestos and lead-based paint will be projected by community needs.

iii. Task/Activity Lead: CNEP (applicant) and Qualified Environment Professional (contractor (s) not yet selected).

iv. Outputs: Completion of 25 Phase I ESAs and 10 Phase II ESAs in 5-year timeframe. Complete up to 15 Lead-Based Paint and Asbestos Surveys and Assist with up to 10 Site Clean-Up and Reuse Planning Discussions.

TASK 4: Cleanup & Reuse Planning

i. Project Implementation: Activities to be conducted by a selected contractor to conduct three (3) Cleanup Plans, 1 City Reuse Plan. CNEP will work closely with CN’s Procurement Department on the solicitation, bidding and the selection of a contractor. CNEP will work with community officials on clean-up and reuse planning discussions for sites that need additional assistance.

ii. Anticipated Project Schedule: There will be three (3) Cleanup Plans and 1 Reuse Plan completed during each year of the grant. *Anticipated project schedule is based on community needs.*

iii. Task/Activity Lead: CNEP (applicant) and Qualified Environment Professional (contractor (s) not yet selected)

iv. Outputs: Completion of three (3) Cleanup Plans and 1 Reuse Plan.

b. Cost Estimates

Cost estimated are described in the budget category template below. The project tasks are split into four (4) tasks: Task #1 Program Management, Task #2 Community Engagement, Task #3 Site Assessment Work and Task #4 Cleanup and Reuse Planning. The task are budgeted out for each task for a grant period of 5 years.

Cost Estimate Table is show as the following:

Budget Categories		Project Tasks (\$)				Total
		(Task 1)	(Task 2)	(Task 3)	(Task 4)	
Direct Costs	Personnel	██████	██████	██████	-	██████
	Fringe Benefits	██████	██████	██████	-	██████

	Travel	-	-	-	-	-
	Equipment	-		-	-	-
	Supplies	-	50,000	50,000	-	100,000
	*Contractual	-		200,000	220,000	420,000
	Construction	-		-	-	-
	Other	-	54,750	28,750	-	83,502
Total Direct Costs		109,448	323,414	437,501	-	1,290,365
Indirect Costs		5,473	16,171	21,876	-	43,518
Total Budget						
(Total Direct Costs + Indirect Costs)		114,921	339,585	659,377	220,000	1,333,883
* Contractual amounts are not subject to Indirect costs.						

c. Plan to Measure and Evaluate Environmental Progress and Results

CNEP plans to measure, evaluate and track progress through various platforms, including Microsoft Access tracking databases, ACRES and the Brownfields Inventory. The Director, Jason White, will receive monthly reports and hold staff meeting to ensure tasks are as scheduled. The Access databases will provide information such as city and/or community contact information, site locations, community meeting dates, Phase I and II completion dates, budget information, and any other major milestones completed for each city and/or community over the 5-year grant period. ACRES and the Access databases will be used to evaluate and measure progress and results. Quality of outputs will be measured by Quality Assurance Project Plans.

4. PROGRAMMATIC CAPABILITY & PAST PERFORMANCE

a. Programmatic Capability

i. Organizational Capacity: CN’s Contracts department and the Office of the Attorney General review all contracts and legal agreements to ensure CN remains in compliance with all terms, conditions, and requirements within. As a tribal government involved in numerous grant projects, cooperative agreements, and contracts, CN has the administrative, legal, and financial experience and infrastructure to comply with all applicable laws and regulations regarding the receipt of funds and grant management.

CN ensures the oversight of federal funds through CN’s organizational policies and procedures. CN utilizes multiple levels of preventative policies and procedures in order to ensure compliance with federal and non-federal grantor regulations. These policies and procedures cover all aspects of accounting for grant funds: Accounts Payable, Budgets, Financial Systems, Internal Controls, Payroll, Travel, Cash Management, and Grants Management Policies. CN reviews all policies and procedures for update on an annual basis; Necessary updates are made as needed.

The CNEP receives a variety of support services from other divisions, departments, and offices of the CN. Such support services include procurement of items and services through the CN’s office of Acquisition Management. Acquisition Management works

with the CNEP to ensure that items (such as sampling equipment) and services (such as laboratory and other contractor services) procured for the CNEP meet the data quality requirements of CNEP.

CNEP can ensure successful completion of all required aspects of this project and grant by management of CN Grant Services, which is a model for compliance to law and regulation while providing speedy responses to programmatic needs. CNEP Brownfields Program has received funding since 2002. As a result of EPA funds, CNEP has enrolled 65 sites in the Brownfields Program.

ii. Organizational Structure: CNEP is under the SONR. CN administers a variety of programs and services related to the preservation and conservation of air, land, water and animal and plant life. As one of the largest tribal environmental offices in the United States, CNEP has the unique distinction of working with not only local, state and federal partners but with other tribal nations as well.

iii. Description of Key Staff: The CN Brownfields Team consists of five (5) Members that have various years of experience. The Cherokee Nation/ITEC Brownfields Program was created in 2001. The Brownfields Team consists of Chelsea Jones, Karen Dye, Sheila Sevenstar-Horn, Jason White, and Laura Downing.

Jason White

Jason White, Environmental Director, has been with CNEP 27 years and has a B.S. in Environmental Management and Safety Management, as well as a M.S. in Industrial Management. Jason will serve as the program director and will coordinate with program staff on projects and site work as needed.

Chelsea Jones

Chelsea Jones, Environmental Specialist IV, has been with CNEP 8 years and has a B.S. in Environmental Health and Safety Management. Chelsea will serve as an environmental professional on projects, which will consist of writing, reviewing and performing environmental site assessments (Phase I and II ESAs). Chelsea will also assist with community outreach efforts where needed.

Sheila Sevenstar-Horn

Sheila Sevenstar-Horn, Environmental Specialist IV, has been with CNEP 30 years and has B.S. in Microbiology. Sheila will serve as an environmental professional on projects, which will consist of writing, reviewing and performing environmental site assessments (Phase I and II ESAs). Sheila will also assist with community outreach efforts where needed.

Karen Dye

Karen Dye, Environmental Specialist III, has been with CNEP for 15 years and has a B.A. in Geography. Karen will serve as the community liaison, which will consist of communication between CNEP, cities and/or communities, conducting environmental site assessments (Phase I and II ESAs) and the completion of all reporting requirements for this Grant.

Laura Downing

Laura Downing, Environmental Specialist I, has been with CNEP for 1 year and has B.S. in Wildlife and Fishery Sciences. Laura will assist with community outreach efforts, site inspections, and any lead-based paint audits.

iv. Acquiring Additional Resources: CNEP has received 128 (a) Brownfields grant funding since 2001 and anticipated continued funding. CNEP has access to work with other CN Staff from Housing Authority, Commerce, Cultural and Community Outreach Departments; along with lead-based paint and asbestos programs. CNEP will work with Cherokee Nation Procurement and Contracts Department to bid out and procure a contractor to perform certain assessment activities. Cherokee Nation will follow federal procurement regulations in acquiring contractors. CNEP has also worked with the Oklahoma Department of Environmental Quality (ODEQ) and the Oklahoma Corporation Commission (OCC) on various projects in the past.

b. Past Performance & Accomplishments

i. Currently Has/Previously Received an EPA Brownfields Grant: Through a Memorandum of Agreement signed in October of 1992, the CN serves as the lead agency for a consortium of Tribes identified as the ITEC. As the lead agency for ITEC and through an expanded role, the CNEP manages several U.S. EPA programs which include General Assistance Program (GAP), Superfund, Brownfields, Pesticides, Clean Air, and Underground Storage Tank/Leaking Underground Storage Tank. Other programs operated by CNEP include Clean Water, ATTAINS, Tribal Mentorship, Native American Housing Assistance and Self-Determination Act – National Environmental Policy Act Compliance Program, and the Lead Certification Program.

CNEP has received annual funding under the Brownfields 128 (a) grant since 2002 and has been successfully managed. CNEP Tribal Response Grant has been used to work towards achieving the goals of developing and implementing inventory of brownfield site and providing opportunities for public participation. The goals and objectives have been in compliance with the work plan, schedule, and terms and conditions for our cooperative agreements. CN uses ACRES and maintains updates on a regular basis. CNEP currently has Brownfields 128(a) and Bipartisan Infrastructure Law (BIL) grants. For FY23, three (3) Phase I ESAs and 1 Phase II Asbestos Containing Materials (ACMs) Survey for the Brownfields 128(a) were completed. Under the BIL, CNEP completed two (2) Phase II analytical reports. Accomplishments of the Brownfields 128(a) include conducting Phase I ESAs for ITEC Member Tribes and also provided services to perform Phase II ESAs. With this grant our Brownfields Program was able to provide a Phase I ESA Training. Staff provided technical assistance on Brownfields related topics to ITEC Member Tribes.

Accomplishments for the Brownfields BIL Grant include hosting an ASTM Training for Tribes and a Tribal Brownfields Roundtable Meeting, creating educational videos for Brownfields to be used to showcase CN Brownfields Site Success Stories and to educate communities on what a Brownfields Program is for educational outreach.

FY2019-FY2023 – RP-01F53101 - past EPA 128(a) Cooperative Agreement
\$1,108,831 granted over four (4) years; All funds were expended for period ending September 30, 2023. Within the grant period, 24 Phase I ESAs and four (4) Phase II ESAs were completed, and 26 sites enrolled in the Tribal Response Program. CNEP is in compliance with the terms on this grant with meeting the required reporting requirements and the funding was committed to eligible activities.

Threshold Criteria for Assessment Grants

III.B.1. Applicant Eligibility

Cherokee Nation Environmental Programs (CNEP) is applying for the Community-Wide Assessment as a federally recognized tribe, and as such is eligible for funding.

III.B.2. Community Involvement

Community involvement with the cities/community stakeholders is a vital component for this proposal. CNEP understands the importance of being visible and available to the citizens within the Cherokee Nation Reservation. CNEP contacted city/county officials to inquire whether there were sites in their location that they had interest in developing or redeveloping. CNEP created a target area list of sites from the correspondences.

Upon receiving the award, CNEP will contact the city officials and set up meetings to discuss assessments, redevelopment, and development of potential target sites. CNEP will inform and involve the city/community officials and other stakeholders during the planning and implementation phases of the projects. CNEP will provide as much transparency as possible throughout the entire grant process. Any information that needs to be made public will be disseminated through the city/community officials.

III.B.3. Named Contractors and Subrecipients

Contractors: n/a. Subrecipients: n/a.

III.B.4. Expenditure of Assessment Grant Funds

Not applicable. CN does not have an EPA Brownfields Community-Wide Assessment Grant.

III.C. Additional Threshold Criteria for Site-Specific Applications Only

Not applicable

III.D. Additional Threshold Criteria for Community-wide Assessment Grants for States and Tribes Only

Target Areas	Priority Sites
City of Skiatook	3 Acres Skiatook, OK 74070 <i>Located in Census Tract</i>
	10 Acres Skiatook, OK 74070 <i>Located in Census Tract</i>
City of Bartlesville	2.4 Acres Bartlesville, OK 74006 <i>Located in Census Tract</i>

City of Tahlequah	<p><i>Old Church Building</i> Tahlequah, OK 74464 <i>Located in Census Tract 9780</i></p>
Marble City	<p><i>Citizen's Bank</i> 101 Main Street Marble City, OK 74945 <i>Located in Census Tract 30101</i></p>
	<p><i>City Barn</i> Main Street Marble City, OK 74945 <i>Located in Census Tract 30101</i></p>
City of Stilwell	<p><i>15 Acres</i> Industrial Access Rd Stilwell, OK 74960 <i>Located in Census Tract 3760</i></p>