

The Art of ARC

Tips for drafting and submitting a Brownfields Grant Application in FY25

U.S. EPA Region 9 – Brownfields and Land Revitalization

The Center for Creative Land Recycling

The Sierra Institute for Community and Environment



**VACANT TO
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**LAND
RENEWAL**



**CENTER FOR CREATIVE
LAND RECYCLING**
RECLAIM. CONNECT. TRANSFORM.

Agenda

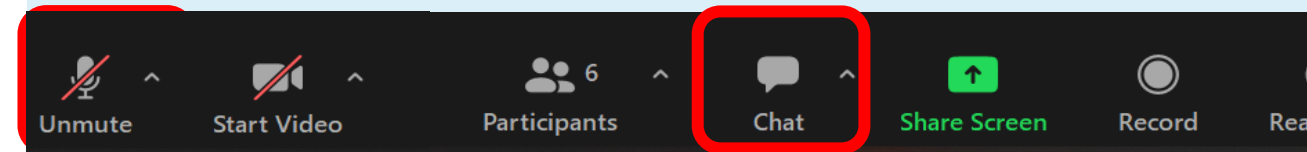
1. Changes to the NOFO
2. Important Data Tools
3. Notes for Non-Profit Applicants
4. Notes for Cleanup Grant Applicants
5. Center for Creative Land Recycling
6. Discussion and Q&A

Zoom Reminders

Mute your
MICROPHONE
during the
presentation

Place your
QUESTIONS
in the
CHAT BOX

*Slides and recording will be available
on our [website](#).



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DISCLAIMER

During open solicitation, EPA personnel may respond to questions regarding threshold eligibility criteria, administrative issues related to the submission of the application, and requests for clarification about the announcement. However, EPA personnel cannot meet with individual applicants to discuss draft applications, provide informal comments on draft applications, or provide advice to applicants on how to respond to Narrative/ranking criteria. CCLR personnel can review and provide comments on draft applications, including responses to the Narrative/ranking criteria.

FY 2025 Brownfields Grant Types

NO COST SHARE – while BIL funding is available

Community Wide Assessment (CWA)

- Brownfields inventory, Phase I/II environmental site assessments, community engagement, cleanup/reuse planning.
- \$500K

CWA for States and Tribes

- Brownfields inventory, Phase I/II environmental site assessments, community engagement, cleanup/reuse planning.
- \$2M – only available to States and Tribal Nations

Assessment Coalition

- Brownfields inventory, Phase I/II environmental site assessments, community engagement, cleanup/reuse planning.
- \$1.2M - one lead member, 2-4 partners

Cleanup

- Remediation, reuse planning, regulatory oversight fees.
- \$500K, \$2M, and \$4M
- Applicant must be owner of the site, completed a Phase II ESA, not considered RP

Revolving Loan Fund

- Funding to support brownfields cleanups through low/no interest loans and subgrants
- \$1M + supplemental funding over time
- Applicant must be able to manage loans and subgrants (priv. owned sites can receive loans)



NOFO Changes

1. Multipurpose Grants are **NOT** being offered this year.

2. **Tribes** are no longer required to follow federal procurement guidelines.

3. Entities that were awarded a **FY22-24 CWAGST** are not eligible to apply for Coalition or CWA in FY25.

4. Drawdown requirements must be met by Oct. 1st, 2024. CWAGST applicants must have **drawn down 60%** - reduced from 70%

5. Coalition applicants must have at least one **non-lead** member who has **never had a MARC grant**.

6. Section for **Cleanup applicants** to demonstrate eligibility for a site with HBM that has not been released outdoors.

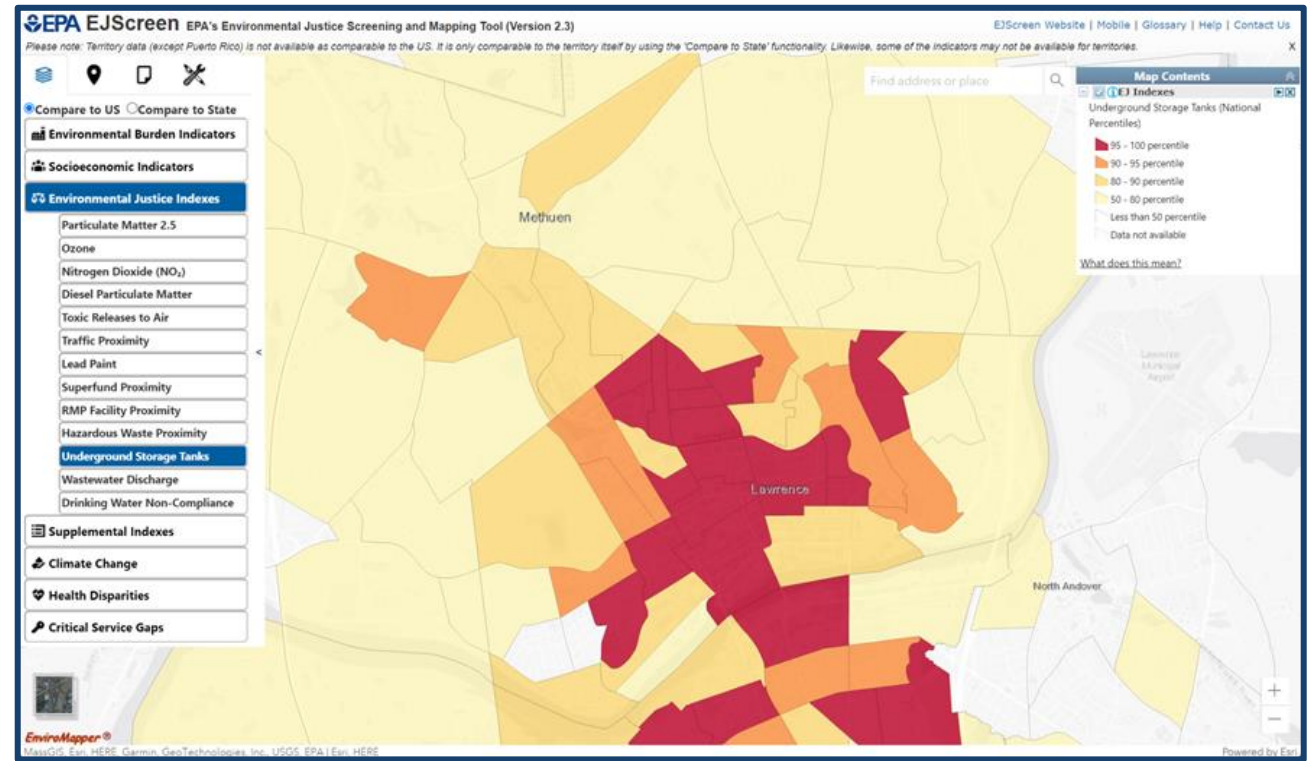
Applications due
November 14th
11:59 ET

[Full Summary of Changes](#)



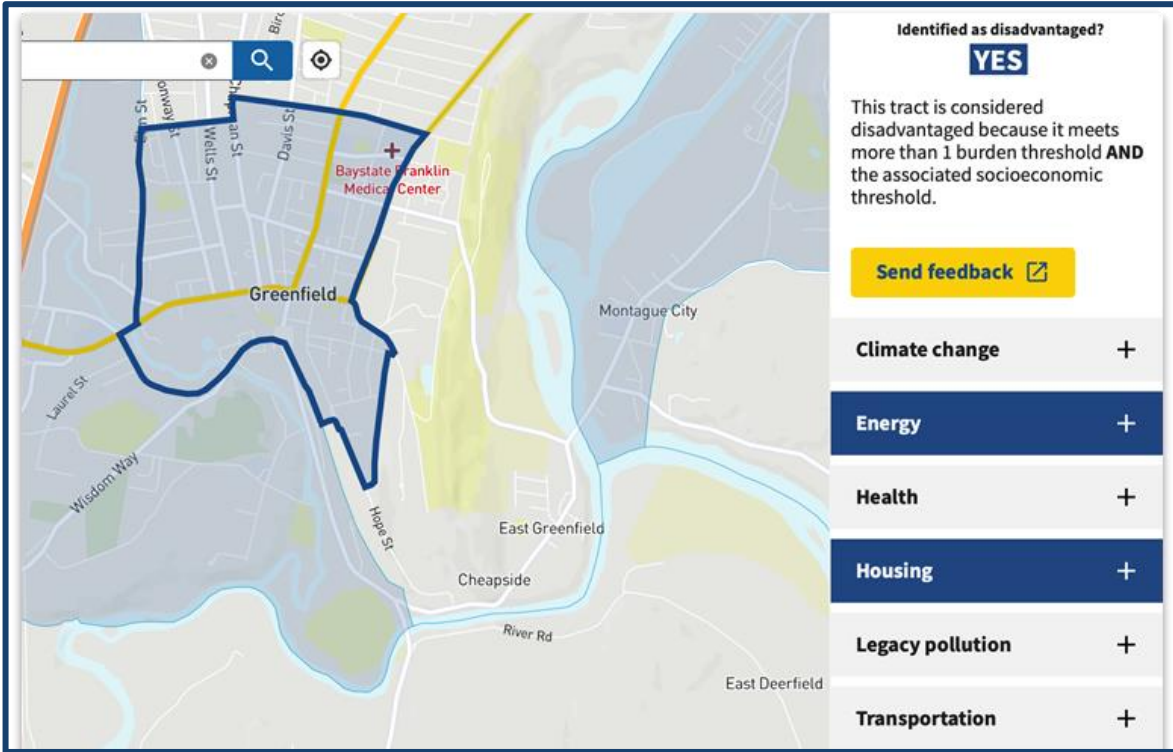
CEJST (Climate and Economic Justice Screening Tool)

Census Tracts identified as disadvantaged or not based on 8 different indicators of burden.



EJ Screen

Presents data as a continuum of burden and vulnerability. Results in the form of percentiles.



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Other Data Tools

Target Area and Priority Site Description

- Environmental Justice Screening & Mapping Tool ([EJScreen](#))
- Climate & Economic Justice Screening Tool ([CJEST](#))
- American Community Survey ([ACS](#)) Census
- EPA [Cleanups in My Community](#)
- FEMA National Risk Index ([NRI](#))
- Bureau of Labor Statistics: [Unemployment](#)
- Social Vulnerability Index ([SVI](#))
- National League of Cities Federal Grant Navigation [Equity Dashboard](#)
- ALICE (Asset Limited, Income Constrained, Employed) [National Overview](#)

Community Need and Sensitive Population Info

- Repeated: EJ Screen , CJEST, CDC SVI, Census
- IPCC Data Distribution Center ([DDC](#))
- National Cancer Institute [Statistics](#)
- ASTDR [Portal](#)
- CDC National Vital Statistics System ([NVSS](#))
- City-Health [Dashboard](#)
- Department of Health & Human Services (HHS) [Data Warehouse](#)
- National Institute of Diabetes (NIDDK) [Statistics](#)
- Office of Minority Health [SVI](#)
- Radon Zone [Map](#)



Notes for Non-Profit Applicants

Evaluating Capability Prior to Award

- 1. Financial Stability
- 2. Quality Management Systems
- 3. History of Performance
- 4. Reports and Findings from Previous Audits
- 5. Ability to effectively implement statutory, regulatory, or other requirements imposed on non-Federal entities.

Verifying Capability after Award Recommendation

- 1. Fill out EPA Form 6600-09
- 2. Potential for pre-award or special conditions.



U.S. ENVIRONMENTAL PROTECTION AGENCY
Washington, DC 20460

OMB Control No. 2030-0020
Approval expires 06/30/2024

Appendix A

EPA Administrative Capability Questionnaire

This collection of information is approved by OMB under the Paperwork Reduction Act, 44 U.S.C. 3501 et seq. (OMB Control No. 2030-0020). Responses to this collection of information are required to obtain an assistance agreement (40 CFR Part 30, 40 CFR Part 31, and 40 CFR Part 33 for awards made prior to December 26, 2014, and 2 CFR 200, 2 CFR 1500, and 40 CFR Part 33 for awards made after December 26, 2014). An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. The public reporting and recordkeeping burden for this collection of information is estimated to be 4 hours per response. Send comments on the Agency's need for this information, the accuracy of the provided burden estimates and any suggested methods for minimizing respondent burden to the Regulatory Support Division Director, U.S. Environmental Protection Agency (2821 T), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.

The Environmental Protection Agency (EPA) uses the standards set forth in the Code of Federal Regulations, Title 2, Parts 200 and 1500, "Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards" to assess the adequacy of administrative management systems. These regulations can be found by searching the Electronic Code of Federal Regulations by Title and Part at: <http://www.ecfr.gov/>.

If your organization is being recommended for an EPA grant, and your organizational policies and procedures do not fully cover the areas outlined in the questionnaire, revised or new policies may be necessary to comply with Federal financial management standards.

PART I - GENERAL

1.	Legal Name of the Organization	
2.	Other Organizational Names or Acronyms Used	
2a	Please Identify any affiliated organizations	
3.	Unique Entity Identifier (aka Dun and Bradstreet (D&B) Data Universal Numbering System (DUNS)) Number	
4.	Is your accounting system accrual based or cash based?	
5.	Is your accounting system manual, automated or combination?	
6.	Has an audit been performed on the organization's financial statement?	
7.	What was the audit opinion?	
8.	If the organization has expended more than \$750,000 in federal grant funds within a year, has an Single audit been performed?	
9.	If yes, were there any major findings?	
10.	Does the organization have an approved indirect cost rate with the Federal government?	
11.	Has the organization filed any certification/questionnaire regarding its financial managements systems to other Federal agencies? If yes, please list and provide a copy.	

EPA Form 6600-09



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Cleanup Grant Eligibility Requirements

- ☐ Applicant must be the **sole owner** of the site
- ☐ Applicant must be exempt from, or have a defense to **CERCLA liability** at the site
- ☐ Applicant must be an **eligible entity** (State, Tribe, Local Gov, Non-profit)
 - ☐ If applicant is a non-profit entity, must attach your **tax-exempt status**

*Reach out to Lisa Hanusiak for **eligibility questions**



Cleanup Grant Pre-Application Requirements

- ☐ Completed **Phase II Environmental Site Assessment** (or equivalent report)
- ☐ Draft **Analysis of Brownfields Cleanup Alternatives** (ABCA) report or equivalent document
- ☐ **Letter from State or Tribal Environmental Authority** -ensuring that the site is sufficiently characterized and the status of the site in the state or Tribal voluntary response program.
- ☐ Release a **Community Notification Ad** – must be placed no later than **14 days** before application submission (Nov. 14th, 2024)
- ☐ Host a **Public Meeting** – must be held to discuss and **consider comments** on the Cleanup Grant application and draft ABCA. Applicants must be able to demonstrate how this feedback was considered.



How CCLR Can Help – Grant Review



Help you plan out your application narrative approach



Help you engage stakeholders and partners



Help you navigate CEJST, EJ Screen, and other data platforms



Connect you to grantees that have had success in applying for and managing MARC grants



Provide resources to help you navigate the application process and craft a compelling narrative



Provide a thorough review of your application including multiple rounds of edits



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"I learned so much through the process of working with ... CCLR and have been able to apply my learning to other grant applications as well! Thank you for your "tough love" and constructive feedback!"

-FY2024 Grant Review TA Recipient

Criteria	Pts	Description	11/6	Date	Date
1. Project Area	40	(2-3p)			
a. Target Area & Brownfields	20				
a.i. Overview of Brownfield Challenges and Description of Target Area(s)	5	Identify the geographic boundary(ies) where you are proposing to conduct eligible activities	1		The extent to which the geographic boundary(ies) is clearly identified. The extent to which the brownfield challenges are clearly discussed and the degree to which the brownfield challenges impact the area(s) in the geographic boundary(ies). The extent to which this grant will potentially help address those challenges and impacts. The extent to which the applicant clearly identifies and describes the specific target area(s) within the geographic boundary(ies) where it plans to focus grant activities.
		discuss the brownfield challenges and their impacts.	3		
		Overview of how this grant will potentially help address those challenges and impacts	2		
		Within these city(ies), town(s), or geographic area(s), identify and describe the specific target area(s) where you plan to perform assessment activities, such as a neighborhood, district, corridor, or census tract. Depending on the scope and design of your project, one or more target areas may be presented.	3		
a.ii. Description of the Priority Brownfield Site(s)	10	Provide an overview of the brownfield sites in the target area(s) with information such as number, size, and environmental concerns.	1		The extent to which the response provides a clear overview of the brownfield sites. The degree to which one or more sites are highlighted as a priority. The degree to which the priority site(s) is clearly described. The degree to which it is clear why the site(s) identified as a priority (for assessment and reuse) has been selected.
		Specifically highlight one or more sites that are a priority	1		
		Discuss why the site(s) is a priority for assessment and reuse	1		
		Include information such as past and current land uses, current site conditions (including structures), and potentially related environmental issues.	1		
a.iii. Identifying additional Sites	5	Describe the plan to identify additional sites for eligible activities throughout the geographic boundary(ies) identified in 1.a.i. in the event that grant funds remain after addressing the target area(s)/priority site(s). Identify the criteria that will be used to prioritize additional sites for selection.	2		The extent to which there is a clear plan to identify additional sites for eligible activities and the degree to which the prioritization criteria that will be used to select additional sites are identified.
		All applicants except Tribes or eligible Tribal entities – Describe how your prioritization criteria will consider whether a site is located in an underserved community or disadvantaged census tract.			
b. Revitalization of the Target Area	10				
b.i. Reuse Strategy and Alignment with Revitalization Plans	5	Describe the reuse strategy, or projected reuse, for the priority brownfield site(s) to be assessed	2		The extent to which a reuse strategy/projected reuse is clearly identified for the priority brownfield site(s) The extent to which the reuse strategy/projected reuse clearly aligns with and advances the local government's land use and revitalization plans or related community priorities.
		Discuss how the reuse strategy/projected reuse aligns with the local government's land use and revitalization plans or related community priorities.	3		
b.ii. Outcomes and Benefits of Reuse Strategy	5	Describe the potential of the proposed project or revitalization plans to stimulate economic development upon completion of the cleanup of the priority sites; and/or how the grant will facilitate the creation of, preservation of, or addition to a park, greenway, undeveloped property, recreational property, or other property used for nonprofit purposes	3		Given the type of community being served (e.g., urban, rural, Tribal, etc.), the degree to which the proposed project or revitalization plans will potentially stimulate economic development in the target area(s) upon completion of the cleanup of the priority site(s) and/or the degree to which the grant will facilitate the creation of, preservation of, or addition to a park, a greenway, undeveloped property, recreational property, or other property used for nonprofit purposes in the target area(s). The degree to which these outcomes clearly correlate with the applicant's reuse strategy/projected site reuse(s). The extent to which the proposed project will improve local climate adaptation/mitigation capacity and resilience to protect residents and community investments. When applicable, the extent to which the reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy, or will incorporate energy efficiency measures.
		If applicable, describe how the reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy; or will incorporate energy efficiency measures.	3		
		If the proposed project or revitalization plans may potentially cause the displacement of residents and/or businesses, describe the strategies and/or policies that will be implemented to minimize displacement.	3		
c. Strategy for Leveraging Resources	10				
c.i. Resources Needed for Site Reuse	5	Describe your access to monetary funding from other resources and how the grant will stimulate the availability of additional funds for environmental site assessment or remediation, and subsequent reuse.	1		The extent to which the applicant has access to monetary funding from other resources, and the extent to which the grant will stimulate the availability of additional funds to support the completion of the environmental site assessment or remediation, and subsequent reuse strategy at the priority site(s). (Note, a response may not earn full points if the applicant duplicates sources that are listed in 3.a. Description of Tasks/Activities and Outputs.)
c.ii. Use of Existing Infrastructure	5	Describe how work performed under this grant will facilitate the use of existing infrastructure at the priority site(s) / target area	1		The extent to which work performed under this grant will facilitate the use of existing infrastructure at the priority site(s) and/or within the target area(s). When additional infrastructure needs or upgrades are needed, the extent to which a clear description of the infrastructure needs/upgrades and the extent to which the identified funding resources that will be sought to implement the work are relevant to the project.
		If additional infrastructure needs or upgrades are key to the revitalization plans for the priority site(s), describe the infrastructure needs/upgrades, and describe the funding resources that will be sought to implement that work.	3		

Example of a completed grant review scoring rubric. This always accompanies a redline-edited draft of your application narrative.

Resources relevant to FY2025 ARC

[EPA's MARC webpage](#) – Including anticipated FY2025 award amounts; updates from the 2025 solicitation; and guidelines, FAQs, and webinars from the FY2024 solicitation.

[CCLR's Tips on Getting Started with MARC](#) – Including tips for success and key FY2025 solicitation updates

[CCLR's Successful EPA MARC grant examples](#)

CCLR's Webinar on Writing a MARC application - [Return of the MAC](#) (only covers Multipurpose, Assessment, and Cleanup grants offered) and [Mr. Cleanup](#) (only covers cleanup)

[Technical Assistance to Brownfield \(TAB\) Communities Providers](#) - **CCLR**

Coming Soon! – MARC Grant Helpful Hints

Criteria	Pts	RFA Question	Helpful Hints
1. Project Area Description and Plans for Revitalization (2-3p)	40	Your grant will be reviewed by people not familiar with your area or with your city or situation. A person from a different EPA region will review your application to California could review a grant from Nebraska. Do not assume that the reviewer, for example, will know that shops, factories, etc. in your community closed and base. Discuss relevant facts but provide sufficient context to tell your story. This will help the reviewer understand why your community really needs this grant to	
a. Target Area & Brownfields	20		
a.i. Overview of Brownfield Challenges and Description of Target Area(s)	5	Identify the geographic boundary(ies) where you are proposing to conduct eligible activities	• Describe the location of your brownfields, i.e., in the center of town, outskirts, close to or in neighborhoods/schools, in a historic section, along a reinvestment corridor, or near other sensitive populations, etc.
		Discuss the brownfield challenges and their impacts	• Demonstrate the cumulative impact of brownfields on the surrounding community and how residents are overburdened when compared to the rest of the city/town, region, or larger geographic area. • Support your statements by highlighting key statistics (population loss over time, poverty, unemployment, job loss, environmental justice issues) that you present in Section 2. (Sources: See Statistics and Census Information in the current MARC FAQs)
		Overview of how this grant will potentially help address those challenges and impacts	• Focus on the brownfields challenges for the impacted community (blighted properties, higher crime rate, job loss, etc.) and how this grant will help alleviate or address those challenges. • Include a discussion on the extent you plan to address these sites with the funding requested.
		Within the geographic area(s), identify and describe the specific target area(s) where you plan to perform assessment activities, such as a neighborhood, district, corridor, or census tract. Depending on the scope and design of your project, one or more target areas may be presented.	• Provide a description based on physical surroundings. Examples include proximity to a known body of water, interstate(s), direction from downtown, major industry (like a port), or known landmarks. • If you have more than one target area, make sure they do not overlap. • If the target area is already included in an active EPA grant, consult with your EPA region.
a.ii. Description of the Priority	10	Provide an overview of the brownfield sites in the target area(s) with information such as number, size, and environmental concerns. Include information such as past and current land uses, site conditions (including structures), and potentially related environmental issues.	• Provide a clear overview of the brownfield sites in the target area. (Include properties like longtime-vacant lots, blighted or aging buildings, historic dry cleaners, historic gas stations, etc.) • Describe the extent of the brownfields problem including their potential relationship to the health and well-being of people in the target area. Search state databases for contaminated sites in the target area and describe how these and underutilized sites significantly impact the target area and the specific types of challenges/impacts they are causing to the community. Do not include demographic and health data here - refer the reader to the Section 2 subsection where this information is detailed.

CCLR does much more than just grant review!

Brownfields 101 Training, Custom Trainings, and Resource Dissemination

- Providing a primer for those who have never worked with brownfields and/or managed a brownfields grant.
- Beginning guide to understanding the brownfields redevelopment process.
- Understanding liability including CERCLA and the Brownfields Law.
- Primer on EPA grants and other funding opportunities in R10.
- Providing custom educational workshops or training on topics including grant writing, procurement, grant reporting, etc.
- Manages an **online resource center** with readily available information, webinar recordings, and documents to assist practitioners in navigating the different steps of the brownfield redevelopment process.

Redevelopment Planning

- Identifying, inventorying, and prioritizing brownfields for redevelopment.
- Creating strategic plans, work plans, and setting goals for property reuse.
- Assisting communities with demographic research, health, and environmental data
- Conducting economic market and feasibility analysis for brownfields properties.
- Helping practitioners assess and analyze existing plans and conditions to inform area-wide redevelopment plans.
- Evaluate the potential reuse of existing infrastructure; and identify sites that can help spur revitalization and economic development.

Redevelopment Financing; Grant Prep/Management; Procurement

- Identifying funding opportunities and creative financing approaches.
- Developing redevelopment roadmaps and funding matrices.
- Providing guidance during brownfields grant application preparation.
- Providing thorough review of draft grant applications.
- Supporting grant management and programmatic activities including quarterly/annual reporting, understanding and inputting data into ACRES, and reimbursements through ASAP.
- Assisting with understanding your Cooperative Agreement (CA) and Workplan.
- Assisting with and navigating the procurement process.
- Developing *RFPs* and *RFQs* including evaluation criteria and process of selecting contractors or consultants.

Remediation Support

- Procuring a contractor to conduct environmental site assessments and due diligence.
- Interpreting environmental technical reports including remedial investigations, Phase I and Phase II environmental site assessments, analysis of remediation alternatives, feasibility studies, and cleanup plans.
- Navigating and interpreting regulatory requirements by facilitating conversations with applicable state agencies.
- Understanding voluntary cleanup programs and their requirements.
- Assessing potential risk and liability associated with a brownfield property.

Stakeholder Engagement

- Facilitating and planning community involvement activities and developing community engagement plans.
- Helping practitioners communicate the reuse process, risks, and benefits to community stakeholders.
- Connecting and convening the community with other relevant stakeholders and practitioners including agency officials, consultants, attorneys, and more.
- Assisting with marketing sites, including developing Property Profile Sheets, to third parties interested in purchasing properties.



Get in Touch and Stay in Touch!



Send your application to
MARCreview@cclr.org



Schedule a TA call



Subscribe to our
newsletter and follow us
on Social

Joelle



R10 Lead,
MARC,
Procurement
Reuse
Planning

Ignacio



R9 Lead,
MARC, Reuse
Planning

Devyn



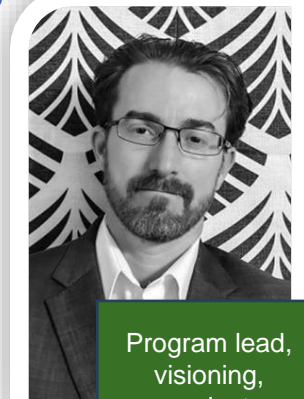
EJ programs
coordinator, TA
delivery

Denise



EPA MARC
Review

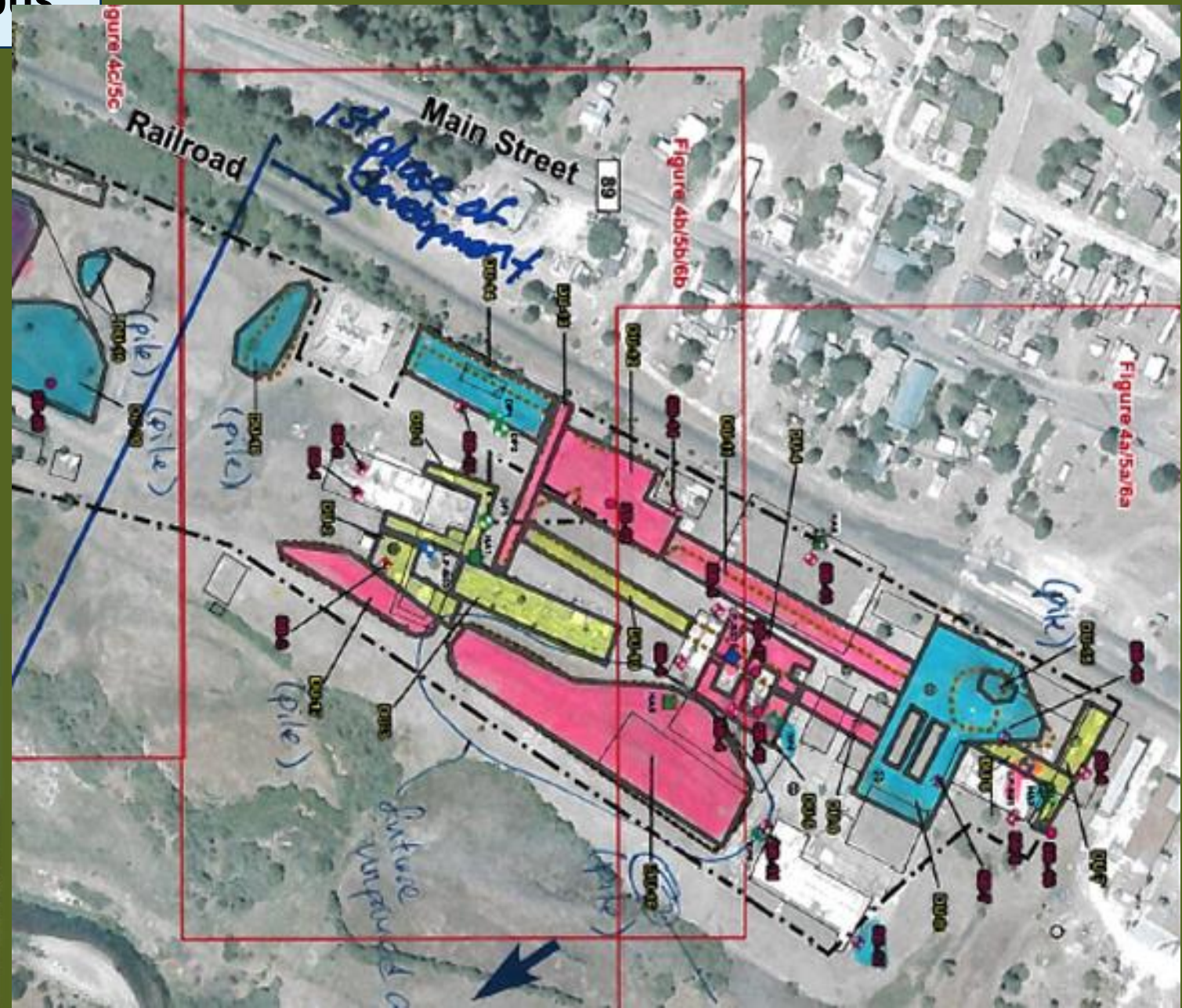
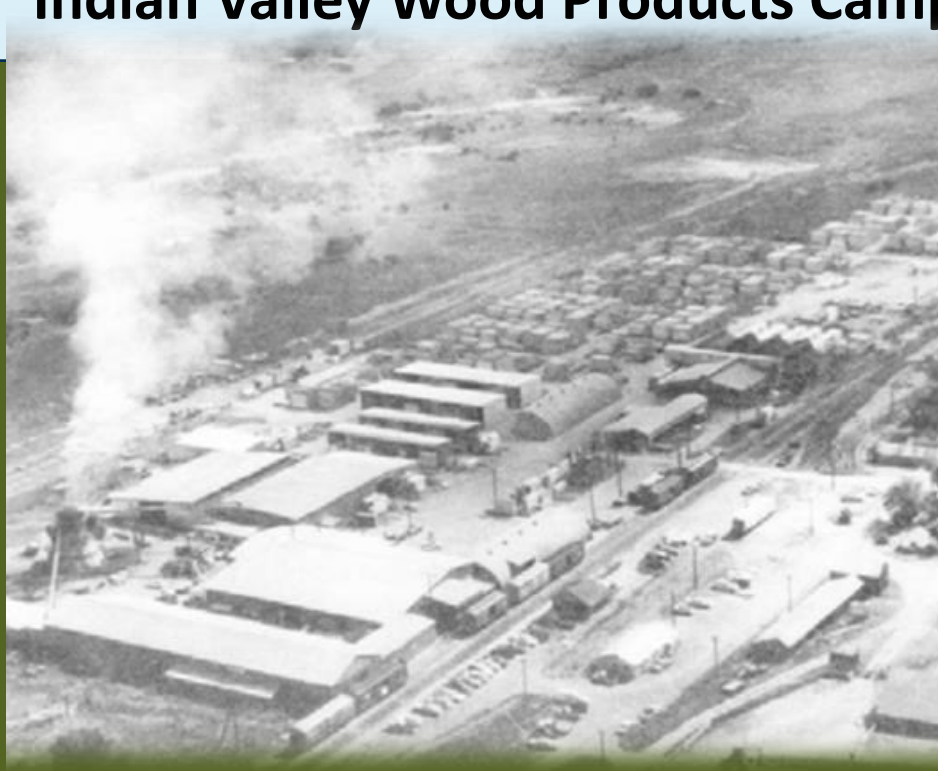
Norman



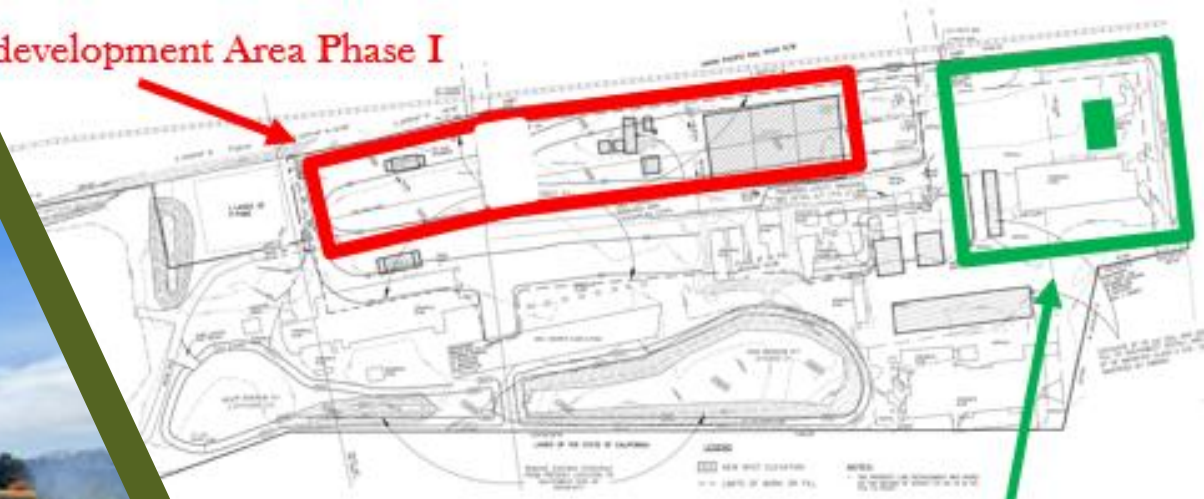
Program lead,
visioning,
project
development



Indian Valley Wood Products Campus



Redevelopment Area Phase I



Chip Processing/Storage





Discussion

Word Doc format,
APPLICANT_STATE_GRANT TYPE_Review Request
MARCreview@cclr.org by **Friday, November 1st.**



Q&A



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