

ACRES Training: Revolving Loan Fund (RLF) Changes in the Property Profile Form (PPF)

February 25, 2025



Welcome!

The purpose of this webinar is to train RLF cooperative agreement recipients (CARs) and EPA project officers (POs) on some recent changes for RLF loans and subgrants in the Property Profile Form (PPF) in ACRES.



Meet the Training Team

Nicole Wireman	<i>EPA HQ, Office of Brownfields & Land Revitalization (OBLR)</i>
Dorrie Paar	<i>EPA Region 1</i>
Marsha Lay	<i>EPA Region 6</i>
Sarah Gregoria & Efe Jesuorobo	<i>NexTech LinTech (ACRES Support Contractors)</i>



Agenda

1. Reason for changes to the PPF
2. Open RLF Grants (*operating under a Cooperative Agreement*)
3. Questions
4. Post-Closeout RLF Grants (*operating under a Closeout Agreement after Cooperative Agreement project period has ended*)
5. Questions



Logistics for today's training

❖ Questions

- CARs should enter questions in the chat
- May hold some questions until end to complete training within an hour
- POs should hold their questions until after all CAR questions have been answered (or can submit questions to Nicole via email)

❖ Recording will be posted to our website

- <https://www.epa.gov/brownfields/acres-training-tips-and-tools>



Future ACRES Changes

Separate training sessions will be offered for each of the following after they are available in ACRES:

1. Revamp of RLF Quarterly Report (QR) Template in ACRES
2. Creation of Annual Post-Closeout Report (APCR) in ACRES

GREAT NEWS:

- When using the QR and APCR in the future, you will no longer need to enter program income (PI) and post-closeout program income (PCPI) in ACRES via the method discussed in [Sep 2024 training!](#)
- But until those are available in ACRES, you must report PI quarterly and PCPI annually as indicated in that recording.



Reason for changes to the PPF

QUESTION: Why is there a change in how loans and subgrants are entered in ACRES for open grants?

ANSWER: Previously loans and subgrants were entered based on the loan or subgrant value on the agreement but:

1. *This did not capture all loan-related costs (or subgrant-related costs).*

- E.g., if the loan required the borrower to contribute additional funds paid to the cleanup contractor, the CAR could count that as cost share.
 - But that wouldn't be in the loan value which is the sum of the CAR's RLF funds being paid to the borrower.
- Needed to account for “associated eligible programmatic costs.”



Reason for changes to the PPF

- 2. EPA wants additional loan/subgrant details in order to track the 50/50 split of loan to non-loan costs for each cooperative agreement (CA).*

Total award amount = EPA funds + cost share

- ❖ Does not include PI, PCPI, or leveraged funds
- ❖ See [RLF Program FAQ #12](#) for important differences between what counts as PI, cost share, and leveraged funds



50/50 Split Rule for Open RLF Grants

- **At least 50% of each open CA's total award amount** must be used to provide loans for the cleanup of eligible brownfield sites and for associated eligible programmatic costs by the end of the CA project period
- That is, the loan to non-loan cost ratio must be $\geq 50\%$
 - No longer referred to as the loan to subgrant ratio since the non-loan portion includes “everything else” (not just subgrants)
- Under FY23 and later T&Cs, CARs are required to report on their 50/50 split status in quarterly performance reports

$$\text{Loan \% at end of CA} = \frac{\text{Total \$ Spent on Loan-related Expenses (EPA \$ + cost share \$)}}{\text{Total Award Amount (EPA \$ + cost share \$ for the CA)}}$$



What Do These Terms Mean in ACRES?

Property

- Permanent record in ACRES containing all property data

Cooperative Agreement (CA)

- Permanent record in ACRES for each signed CA containing all CA data

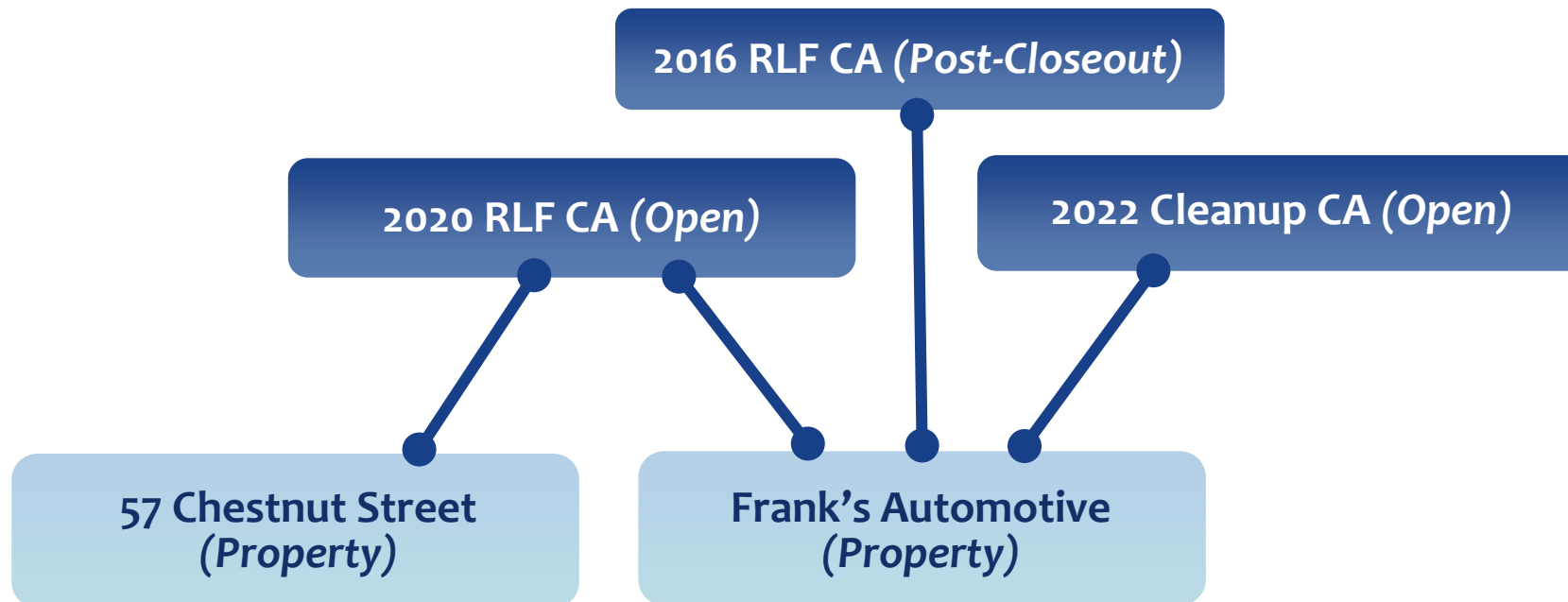
Work Package (WP)

- An electronic version of the original hard-copy ***Property Profile Form (or PPF)***
- Temporary file created when you click “Edit data”; no longer exists after moving through work flow process
- When approved, a WP updates information for a single property along with a single associated CA



How Are Data Organized in ACRES?

- Each CA can have multiple properties associated
- Similarly, a single property record may be associated with more than one CA
- To update data, create a WP for a particular CA/Property combo
(each connector needs a different WP for updates)



Open RLF Grants



ACRES DEMO:

How to enter Loans/Subgrants for Open grants in PPF



Any Questions
on entering
Loans or
Subgrants for
Open RLF
Grants?



Post-Closeout RLF Grants

GOOD NEWS:

- **The 50/50 Split Rule doesn't apply to post-closeout grants!**
- **Under a Closeout Agreement (COA), there are no EPA funds, cost share, or PI so you are now just reporting PCPI!**



Post-Closeout RLF Grants

ACRES DEMO:

How to enter Loans/Subgrants for Post-Closeout grants in PPF



Any Questions
on entering
Loans or
Subgrants for
Open or Post-
Closeout RLF
Grants?



If you need help:

**Please contact either
your EPA Project Officer
or
the ACRES Help Desk**

acres_help@epa.gov

703-284-8212

