Request for Proposals
New Jersey Institute of Technology’s Technical Assistance to Brownfields Communities Program (NJIT TAB)

Higher Education Partners
Student/Community Engagement
“Brownfields Ambassadors”

General Information

The New Jersey Institute of Technology (NJIT) is requesting proposals from institutions of higher education interested in working with its Technical Assistance to Brownfield Communities Program (TAB). The NJIT TAB program, funded through a cooperative agreement with EPA, provides free technical assistance to government entities and nonprofits interested in learning about, identifying, assessing, remediating, and redeveloping brownfield properties.

A brownfield is defined as ‘real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant’.

A vital component of the NJIT TAB Program is engaging with communities and building community capacity, especially in small, rural, and/or underserved communities.

Potential Scope of Services

NJIT is seeking institutions of higher education partners that will develop and implement activities that connect their students with local brownfield-challenged communities to help build community capacity, especially in small, rural, and underserved communities. These “Brownfield Ambassadors” would be a cohort of the institution’s students collaborating directly with communities, under faculty/staff supervision.

There are many ways to immerse students into brownfield-challenged communities. It will be incumbent upon the institution of higher education to determine how this will be accomplished (with approval from the NJIT TAB program). Below are some ideas, but the responding institutions should propose the activity(s) that best fit its student
body and the community(s) it seeks to assist. Examples of student project include, but are not limited to:

- Developing and conducting community workshops on brownfields and related topics.
- Conducting community design charrettes that help the community envision the redevelopment of these properties into community assets.
- Assisting communities in obtaining data needed for grant applications, completing forms needed to obtain Federal funding or technical assistance, creating narratives for grant applications, etc.
- Providing planning and design assistance on community brownfield projects that may include creating a redevelopment plan, economic development strategies, community vision for redevelopment, etc.
- Developing strategies and plans that would transform brownfields into land uses that help communities be more resilient to climate change.
- Developing strategies and plans that would incorporate renewable energy strategies into brownfields redevelopment plans.
- Preparing written success stories or videos that highlight successful redevelopment of brownfield sites.
- Creating a brownfield inventory.

**Geographic Area**

The institutions of higher education must be in one of the following states: North Carolina, South Carolina, Tennessee, Kentucky, Mississippi, Alabama, Georgia, or Florida. The communities in which the students will be engaged should be in the general vicinity of the institution.

**Funding**

NJIT would provide the institution with a sub award from our EPA grant for the execution of the student/community engagement activities proposed by the institution and agreed to by NJIT.

**Timeframe**

The timeframe for the proposed activities would be within a four-year period beginning in the Spring of 2024. The proposed activities may be a one-time event, a continuous activity through a school year, or a summer project.

**SUBMITTAL REQUIREMENTS**

The Proposal should be no more than five typed pages and should include:

- a description of the institution of higher education
- a description of the student/community engagement activity(s) that the institution proposes to undertake
- description of the entity within the institution that would design and
implement these activities (such as a specific college department, or a research center), and contact information for the person who would lead this effort

- duration of the proposed activity(s) (such as summer program, full year, one semester), and the specific time period (summer of 2024, Fall semester 2024, etc.)
- a detailed budget for the proposed activity(s)

**Closing Date:** NJIT is accepting proposals in pdf format via email only. Proposals are due by 5:00pm on October 16, 2023.

**Proposal Submission:**
Email the proposal to:

Colette Santasieri, PhD
Executive Director, Center for Community Systems
NJIT
santasieri@njit.edu

**Questions:** Email questions requesting clarification of this Request for Proposals to santasieri@njit.edu.

**Cost of Preparing the Proposal:** The cost of preparing and submitting a Proposal is entirely the responsibility of the institution of higher education.