BROWNFIELD MAC GRANTS

Preparing a Competitive Application

September 30, 2020

GETTING TO KNOW YOU

Thank you for joining -

"Brownfield MAC Grants - Preparing a Competitive Application"

Please complete the Pre-Webinar Poll questions.

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GROUND RULES

- All will be muted during presentation.

- If you're having technical difficulties, please contact Gary White, 973-596-5506 gwhite@njit.edu

- Submit questions via the Q&A dialog box to "All."

- Please mute yourself and minimize distractions and background noise.

- A recording of the webinar along with handouts/slides will be available after the webinar on our website. We will also distribute a link to all participants.

- We appreciate your feedback – please respond to the post-webinar evaluation questions.

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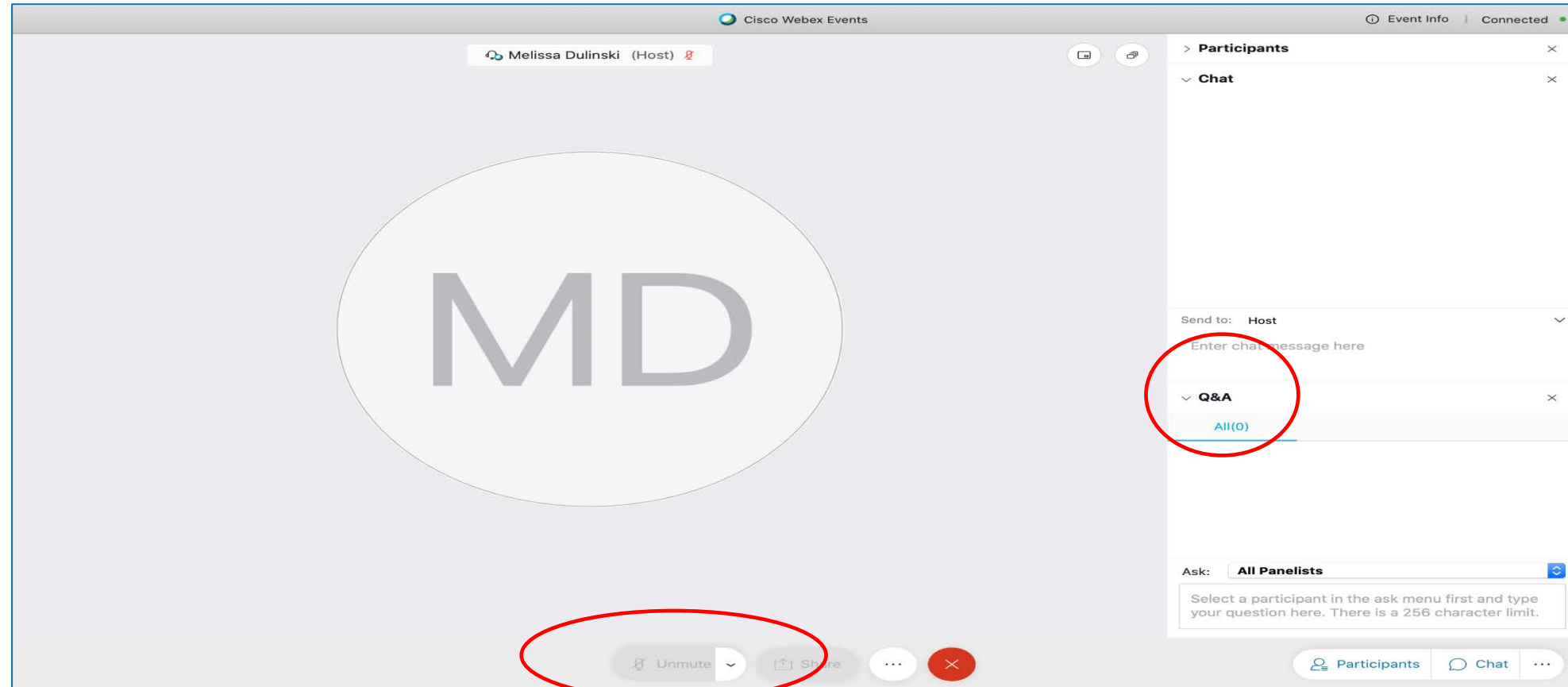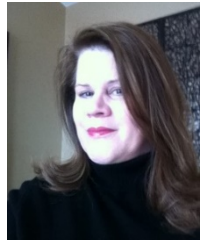
TODAY'S PRESENTERS

Maggie Egbarts is the KSU TAB coordinator for EPA regions 5 and 8 where she provides assistance to communities and local governments navigating the waters of reuse and redevelopment of blighted properties. Maggie has a Bachelor's degree in Environmental Studies from the University of Kansas and over 15 years of experience in environmental assessment, cleanup, regulatory compliance and property revitalization.

Ignacio Dayrit has over 30 years of experience in public sector development including: grant writing, fiscal and financial analysis, public debt financing, feasibility analyses, community outreach and participation and urban design. With CCLR, he has assisted communities throughout the west to obtain state and Federal grants and technical assistance.

Sean Vroom has over 25 years of professional experience in the environmental field for both the public and private sectors. As the Director of the NJIT's TAB Program, he manages technical assistance to hundreds of communities pursuing brownfield cleanup in 21 states, 2 US territories, Washington DC, and 29 tribal nations. He has a BS in Environmental Planning & Design from Rutgers University.

Debi Morey has over 37 years of experience and previously worked for the EPA Brownfields Program where she led the Brownfields Grants Team. She now works as a KSU TAB partner based in Kansas City. She has many years of experience managing grants and assisting communities with brownfield redevelopment projects both at the local and national level.

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AGENDA

- Guideline changes
- Effectively addressing past debriefing comments
- Tips on addressing difficult criterion:

  - Project Area/Revitalization Plans
  - Community Need/Engagement
  - Tasks, Cost Estimates and Measuring Progress
  - Programmatic Capability/Past Performance

- Available TAB resources
- Questions

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SIGNIFICANT GUIDELINE CHANGES

https://www.epa.gov/sites/production/files/2020-08/documents/summary_of_fy21_bf_mac_grant_guideline_changes.pdf

- COVID-19 Impacts
  - Unable to apply through grants.gov due to technical difficulties; may submit via email to Jerry Minor-Gordon (minor-gordon.jerry@epa.gov)
  - Community Engagement Strategy – must include alternate methods to account for restrictions/limitations
  - Cleanup Grants – public meeting may be held in-person, teleconference, or virtually

- Single funding request and budget table

- Section IV.E.1.b.ii: - sustainable reuse of buildings/structures

- Multipurpose Grantees (FY19) – cannot apply in FY21

- Opportunity Zones – *help spur economic growth w/in* (vs *in an* opportunity zone)

TIMELINE AND DEBRIEFING

- Deadline: **Wednesday 28 October, 2020 11:59 p.m. EDT**

- Award Notice: May/June 2021

- Next Steps: cooperative agreement & workplan, funds received Sept. 2021

- Not selected: Request and schedule a debriefing

- Ask your score per section to identify strengths and weaknesses via points
  - Don't change what works
  - More emphasis on areas of weaknesses

- Offer more clarity if miss a point or two but information is there

- Focus attention based on points

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NARRATIVE RANKING CRITERIA

1. PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

2. COMMUNITY NEED AND COMMUNITY ENGAGEMENT

3. TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

     **** Each Criterion is made up of sub-criteria****

Answer everything!! If something doesn't apply, say so, but answer everything!!

Sub-criteria may be different per grant type and point totals may vary

SECTION IV.E. I

PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION
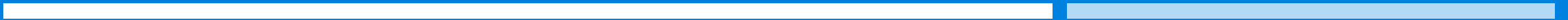
BACKGROUND AND DESCRIPTION OF TARGET AREA

This section sets the stage for the rest of the Proposal and Your compelling story

- Assume the reviewer knows nothing about where you're located, who you are. Provide the area's history, specifically how brownfields are negatively impacting your community.

- Clearly Identify your Target Area(s) – census tract, district, corridor, neighborhood, etc. and WHY you choose this as your Target Area(s) <u>Focus on this target area(s) throughout the narrative</u>.

- Provide demographics and statistical information to better highlight issues for area and target area (unemployment rate, % below poverty line, income, etc. Ensure to site sources of the data used!)

DESCRIPTION OF PRIORITY BROWNFIELDS

Description of the Priority brownfields

- Clearly describe the <u>actual</u> brownfields in the target area(s) and highlight priority site(s).
- Don't forget to include the <u>why</u> a site or sites are a <u>priority</u> for assessment, cleanup and redevelopment
- What challenges are posed by the identified brownfields?
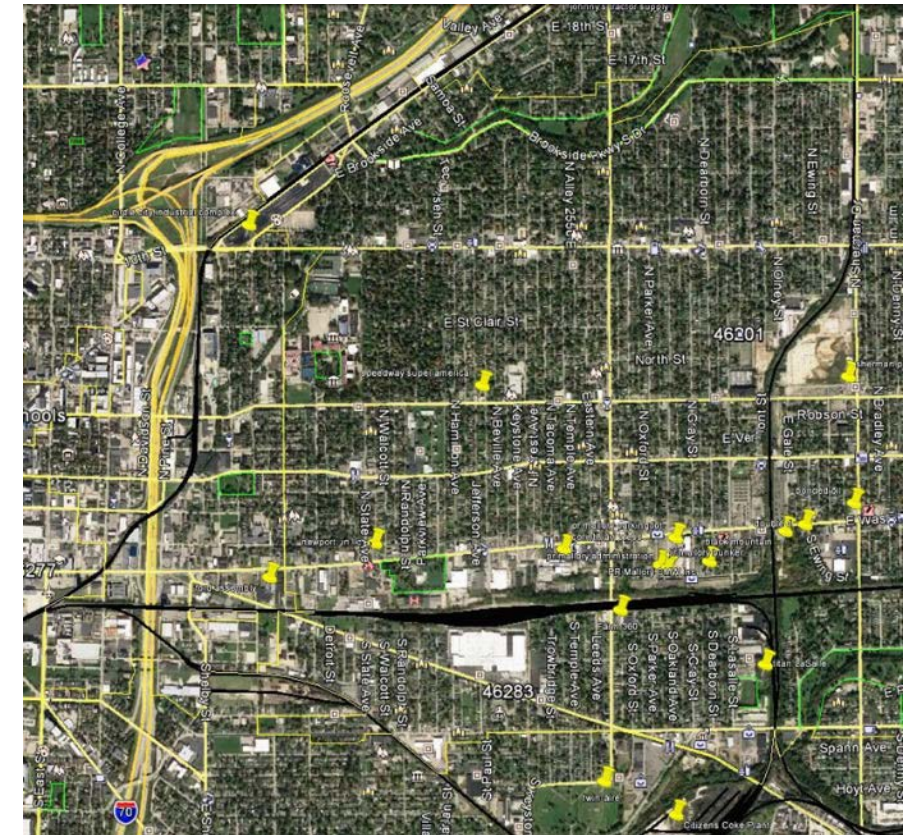
EXAMPLE NARRATIVE LANGUAGE

Background and description of target area:

The City of Missoula (City) respectfully requests $326,725 to enable cleanup of the **Montana Rail Link (MRL) Triangle**, an 11-acre State Superfund site in the heart of one of our **poorest** neighborhoods. For background, Missoula is a 75,000-person city in a mountain valley at the confluence of the Clark Fork and Bitterroot Rivers. Missoula was built on the back of the timber industry, as logs were floated down the rivers to our mills, processed, then shipped by rail to the mines of Butte and the growing cities of the West. But between 1990 and 2010 our timber industry collapsed: the Missoula Valley saw four out of five mills closed and more than 1,200 jobs lost.

Not coincidentally, the same time period saw the decline of the **working class neighborhood**

Franklin to the Fort (Franklin) and, within it, **the MRL Triangle**. Built out in the 1970s, Franklin

is characterized by auto-oriented, strip mall development; trailer parks; and railroad tracks lined by large former industrial sites that block neighborhood connectivity and depress property values. By the early 2000s Franklin was generally referred to by Missoulians as Felony Flats, and it was so blighted that it was designated an Urban Renewal District (URD).

EXAMPLE NARRATIVE LANGUAGE

Description of Brownfield Site:

The MRL Triangle is an 11.42-acre State Superfund site acquired at a generously discounted price in 2017. It is triangle-shaped, bounded on the west and north by city streets, and on the east by the Bitterroot Spur rail line. Surrounding properties are mixed residential, commercial, and light industrial. Historical use and development have produced two distinct areas of the Triangle: "the northern portion" and "the southern portion." The northern portion is roughly 7.4 acres and contains eight office/warehouse structures with construction dates ranging from 1968 to 1990. One office building is still in use, while another set of structures are utilized by a church. The buildings on the northern portion of the MRL Triangle were identified by a 2017 Phase II ESA and a 2019 Building Materials Inspection (BMI) as **containing approximately 10,000 square feet of asbestos containing materials (ACM)**. The Phase II ESA sampling also indicated **the presence of polycyclic aromatic compounds (PACs) in surface soil** on the northern portion of the property, likely associated with a former rail spur.

REVITALIZATION OF THE TARGET AREA

- **Reuse Strategy and Alignment with Revitalization Plans:** List and briefly describe local government land use and revitalization plans (citywide or county land use plans, regional economic redevelopment plans) and **clearly link how the priority site(s) aligns with those plans**.

- **Outcomes and Benefits of Reuse Strategy:** Priority site(s) revitalization plan- how does this stimulate economic and/or non-economic development of target area(s)?

- Emphasis on impacts to opportunity zones and facilitating renewable energy or will incorporate energy efficiency measures.

- **NEW FOR 2021** If applicable, describe how the proposed project or revitalization plans will promote the sustainable reuse of existing buildings or structures.

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REVITALIZATION AND CLEANUP PLANS

Multipurpose

- Existing Plan vs Proposed Plan

Cleanup Grant Applicants

- Phase II or equivalent
- Analysis of Cleanup Alternatives (ABCA) evaluate a no action alternative plus two additional
- Identify regulatory authority
- cost estimates, effectiveness and implementability

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REVITALIZATION CONTINUED…LEVERAGING RESOURCES

Resources needed for Site Reuse—how will additional resources stimulate additional funds for assessment, remediation, and reuse

- Consider local, state, federal resources you can rely upon and are eligible to receive

- Resources within the Targeted Area districts such as special economic districts, certified Opportunity Zones, TIF districts

- Foundations, local partners in development

Use of Existing Infrastructure

What's been Used in Brownfield Reuse Financing Packages?

Loans

➢ EDA capital for local revolving loan funds

➢ HUD funds for locally determined CDBG loans and "floats"

➢ EPA capitalized revolving loan funds

➢ SBA's microloans

➢ SBA's Section 504 development company debentures

➢ EPA capitalized clean water revolving loan funds

➢ HUD's Section 108 loan guarantees

➢ SBA's Section 7(a) and Low-Doc programs

➢ USDA business, intermediary, development loans

Grants

➢ HUD's Brownfield Economic Development Initiative (BEDI)

➢ HUD's Community Development Block Grants

➢ EPA assessment, cleanup grants, multi-purpose

➢ EDA public works and economic adjustment

Grants (*continued*)

➢ DOT (various system construction, preservation, rehabilitation programs)

➢ Army Corps of Engineers (cost-shared services)

➢ USDA community facility, business and industry grants

Tax incentives and tax-exempt financing

➢ Targeted expensing of cleanup costs

➢ Historic rehabilitation tax credits

➢ Low-income housing tax credits

➢ Industrial development bonds

➢ Energy efficiency construction credits

Equity capital

➢ SBA Small Business Investment Cos.

Tax-advantaged zones

➢ HUD/USDA Empowerment Zones

➢ HUD/USDA Enterprise Communities

➢ Opportunity Zones

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EXAMPLE NARRATIVE LANGUAGE

Resources needed for site reuse:

The City has already demonstrated that we will obtain the resources necessary to revitalize the MRL Triangle: we've already spent $2 million to acquire the Triangle, and $1.8 million to assess the property and develop the Bitterroot Trail and MRL Park. Consistent with its Housing Policy, the City has committed to use (1) CDBG and HOME funding, and (2) tax increment financing to redevelop the MRL Triangle.

Use of existing infrastructure:

Reuse at the MRL Triangle will use existing infrastructure including adjacent sewer, water, storm drainage, road, and dry utilities. Specifically, eight-inch diameter gravity sewer mains are located in North Avenue adjacent to the northern boundary, and in three alleys along the western boundary of the Triangle. These sewer mains were constructed between 1997 and 2004 and have ample capacity to support planned reuse. Six-inch diameter steel water mains similarly have multiple access points to the MRL Triangle, including three fire hydrants adjacent to the Triangle to provide fire protection flow. Storm drainage is typically addressed in the area via the use of onsite and…….

SECTION IV.E.2

COMMUNITY NEED AND COMMUNITY ENGAGEMENT

COMMUNITY NEED & COMMUNITY ENGAGEMENT

❖ **THE COMMUNITY'S NEED FOR FUNDING**

- LIST THE FACTORS THAT IMPACT THE **COMMUNITY'S** ABILITY TO FUND PROJECT.
  - o LOSS OF TAX BASE
  - o EMERGENCY SITUATIONS
  - o NATURAL DISASTER
  - o LACK OF INVESTMENT
  - o UNEMPLOYMENT
  - o MEDIAN INCOME
- QUANTIFY IMPACTS
- REINFORCE COMMUNITY CHALLENGES

COMMUNITY NEED & COMMUNITY ENGAGEMENT

❖ **THE COMMUNITY'S NEED FOR FUNDING**

Example:

*The Port District is only **30%** occupied (state the source). Our Target Area has a higher density & concentration of sensitive populations (low income, children, women of child-bearing age) & is disproportionately impacted by brownfields because of exposure to contamination. The town's median household income ($42,000) is **71%** lower than the county (state the source). The City has a higher unemployment (**10%**) rate & poverty rate (**18%**) than the County (3%, 15%) & the State (2%, 12%). The problems noted above divert the City's limited financial resources. As a result, we lack the essential ingredients that foster successful redevelopment – higher income, jobs, etc. This grant will provide funding for environmental, cleanup, planning activities, & redevelopment that otherwise would not take place & sensitive populations will continue to be negatively impacted.*

THREATS TO SENSITIVE POPULATIONS

❖ **Health or Welfare of Sensitive Populations**

For Health Issues:

Health issues that are impacting your sensitive populations.

The availability of health department statistics.

Potential contamination pathways.

For Welfare Issues:

Social negatives such as crime, vandalism, illegal dumping, people moving out.

Abandoned properties.

Community disinvestment.

Burden on municipal services.

> Describe how this grant will address *or* facilitate the identification and reduction of threats to the health or welfare of such groups.

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COMMUNITY NEED & COMMUNITY ENGAGEMENT

❖ **HEALTH OR WELFARE OF SENSITIVE POPULATIONS**

Example:

The target area has a high percentage of sensitive populations, including seniors over 65 (27%; compare with 13% in the state; 15% in the US); children under 5 (15%; compare with 5.7% in the state; 6% in the US); and low-income populations (58% below poverty; compare with 18% for the state; 15% for the US). According to EPA's Envirofacts, the area is highly monitored by EPA for air pollution, hazardous waste and toxic releases, with 543 facilities regulated in the area—the equivalent of 20 regulated facilities per square mile. The Nowhereville brownfield sites are in close proximity to the Brown River, which consistently ranks as the most polluted river in the country due to pollution from steel manufacturers and chemical plants. Proposed reuse plans include green infrastructure for stormwater that will capture and treat runoff, helping to reduce pollution of the river. Funding will support a comprehensive Phase II with groundwater sampling to identify and reduce risks for exposure (by air or water) of town residents and future brownfield users.

COMMUNITY NEED & COMMUNITY ENGAGEMENT

❖ **GREATER THAN NORMAL INCIDENCE OF DISEASE & ADVERSE HEALTH CONDITIONS**

　o DISCUSS THE POTENTIAL CONTAMINANTS THAT MAY BE CONNECTED TO YOUR SITE(S).

　o DISCUSS THE POTENTIAL HEALTH THREATS THAT MAY AFFECT YOUR COMMUNITY SUCH AS:

Cancer Rates	Asthma Rates	Birth Defect Rates
Blood Lead Levels	Obesity	Other data that fits your story

COMMUNITY NEED & COMMUNITY ENGAGEMENT

❖ **GREATER THAN NORMAL INCIDENCE OF DISEASE & ADVERSE HEALTH CONDITIONS (CONT'D)**

  o USE HARD HEALTH DATA THAT FIT YOUR COMMUNITY, NOT NECESSARILY THE EXAMPLES FROM THE GUIDELINES.

  POTENTIAL HEALTH DATA SOURCES
  - ❑ Local Health department
  - ❑ National Center for Environmental Health (NCEH)
  - ❑ Centers for Disease Control and Prevention (CDC)
  - ❑ U.S. Department of Labor, Bureau of Labor Statistics
  - ❑ Census Bureau
  - ❑ Area hospitals
  - ❑ Urgent Care Clinic

✓ KEEP IN MIND YOU MUST EXPLAIN HOW THE GRANT WILL EITHER HELP IDENTIFY AND REDUCE THE ADVERSE HEALTH CONDITIONS.

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COMMUNITY NEED & COMMUNITY ENGAGEMENT

❖ **DISPROPORTIONATELY IMPACTED POPULATIONS**

- THINK ABOUT THIS CRITERIA AS "CUMULATIVE IMPACTS" AFFECTING YOUR TARGET AREA.
- LACK OF JOB OPPORTUNITIES, ACCESS TO SERVICES, AND/OR TRANSPORTATION.
- ZONING ISSUES
- FOOD DESERTS
- AIR POLLUTION (FROM TRANSPORTATION, INDUSTRY, ETC.)
- DRINKING WATER & SOIL ISSUES
- LOW PROPERTY VALUES
- DISINVESTMENT
- ✓ REMEMBER, THE GRANT MUST BE ABLE TO HELP WITH IDENTIFICATION AND REDUCING THE THREATS. (I.E. THE GRANT MUST, "MOVE THE NEEDLE")

COMMUNITY NEED & COMMUNITY ENGAGEMENT

❖ **PROJECT INVOLVEMENT**

- IDENTIFY ORGANIZATIONS/ENTITIES/GROUPS THAT WILL BE INVOLVED AND PROVIDE ASSISTANCE OR SUPPORT THE PROJECT

WHO MIGHT THAT BE?

- ✓ Neighborhood Groups
- ✓ Citizen Groups
- ✓ Business Organizations
- ✓ Faith based Groups
- ✓ Property Owners
- ✓ Lenders
- ✓ Developers
- ✓ Regional Organization's Constituents

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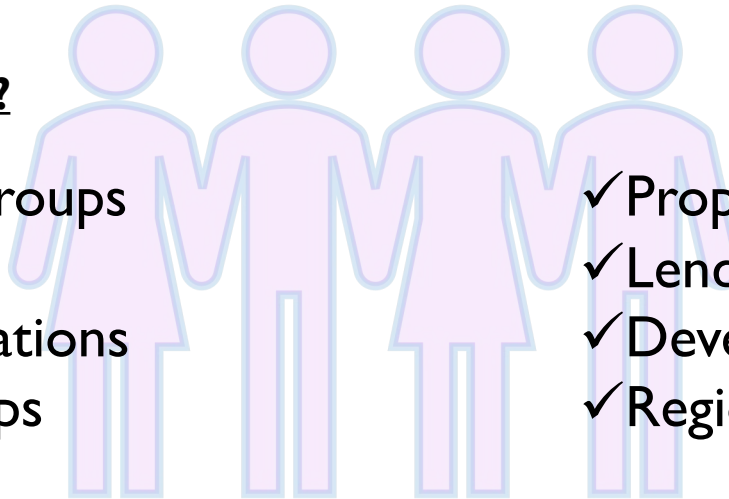
COMMUNITY NEED & COMMUNITY ENGAGEMENT

❖ **PROJECT ROLES**

DISCUSS:

• HOW WILL THEY BE INVOLVED IN THE SITE SELECTION, PRIORITIZATION, CLEANUP & FUTURE REDEVELOPMENT?

  o THIS IS MUCH MORE THAN JUST SUPPORT, IT'S ACTIVE PARTICIPATION!

  o ITS NOT ABOUT QUANTITY, ITS ABOUT THE QUALITY OF WHAT YOUR PARTNERS BRING.

Examples of Community Partner Roles:
- ✓ Participate on the cleanup project committee
- ✓ Talk to their constituency about the project
- ✓ Host public meetings
- ✓ Provide technical assistance

Use Tables to Summarize Where Appropriate

Name of Organization/Entity/Group	Point of Contact	Specific Involvement

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COMMUNITY NEED & COMMUNITY ENGAGEMENT

❖ **INCORPORATING COMMUNITY INPUT**

- IS YOUR PLAN APPROPRIATE FOR YOUR TARGETED COMMUNITY?

- MAKE SURE YOU HAVE AN EFFECTIVE WAY TO BOTH CONSIDER AND RESPOND TO COMMUNITY INPUT.
  - MISSING THIS COMPONENT HAS BEEN A COMMON MISTAKE IN THE PAST APPLICATIONS.

COMMUNITY NEED & COMMUNITY ENGAGEMENT

❖ **INCORPORATING COMMUNITY INPUT (CONT'D)**

- HOW WILL YOUR PLANS ACCOMMODATE SOCIAL DISTANCING AS A RESULT OF COVID-19?

THINGS TO CONSIDER:

NEW CRITERIA

✓ CAPACITY OF COMMUNITY

✓ WHAT ARE YOUR IMMEDIATE NEEDS (PRIORITIZE)

✓ VIRTUAL ENGAGEMENT

✓ THINK ANALOG

✓ OUTDOOR MEETINGS

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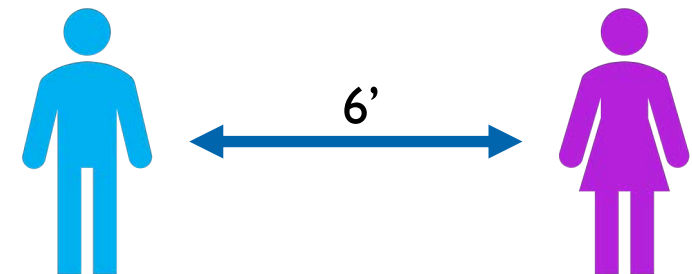
SECTION IV.E.3

TASK DESCRIPTION, COST ESTIMATES, AND MEASURING PROGRESS

TASKS AND APPROACH TO WORK

Implementation Plan – Plan ►Assessment ►Cleanup ►Reuse

- Strategy, schedule, budget, and leveraging critical
  - Tasks and schedule of what needs to be accomplished
  - Task lead and team members
  - Clear budget and leveraging
  - Tracking schedule and budget based on goals
- Consistency & legibility

TASKS AND APPROACH TO WORK (CONTINUED)

- **Program Implementation**
  - Major tasks and schedule during the grant period
  - Common tasks - program management (procuring a Qualified Environmental Professional, reporting, financial and records management, internal progress meetings, etc.)

- Identify Task/Activity Lead(s)
- Identify, and quantify the anticipated outputs, deliverables, and timing for each task
- Work up cost estimates for each anticipated task
- Plan to track, measure and evaluate progress in achieving expected outputs, outcomes and results.

TASKS AND APPROACH TO WORK - TIPS

- Laundry lists no longer sufficient
- Detailed calculations
  - Hourly rates
  - Time & materials
  - Lump sum – canvased/bids
  - Costs for tasks provided by others
  - Reasonableness

- Prog. Mngmt/Personnel: $24,000 - 480 hrs. Planner/Finance avg rate - $50/hr (per quarter est: 10-hrs EPA reporting/records management, 10-hrs. Monthly progress meetings, and 20-hrs site-specific and engagement work). Travel: 2 people to attend Nat'l Brownfield Conference: $3,600 (per person: $500 airfare, 4 nights hotel $800, 4 days per diem and incidentals $500)Additional hours required will not be charged to the community grant.

- Community Outreach:Planner $12,000 - 240 hrs. Planner/Finance avg rate - $50/hr; Online licenses(Zoom, Survey,etc.) $3,000 (est), Supplies/ printng/ postage $1,000

- Cleanup Cost Share: Providing clean fill $7,100 (est. 500 cu. yd. fill @$10/cu.yd. = $5,000; three 8-hr days DPW equipment operator @$25/hr= $600; 1-week front loader rental @ $1,500/week); etc.

- Site-Specific Cleanup Planning: $10,000 (finalizeABCA $1,000, prepare RemedialAction Plan $5,000, stormwater management design plans $3,000, State fee for entering VCP $1,000)

TASKS AND APPROACH TO WORK - TIPS

- Tracking
  - Budget & management
  - Tracking Milestones
  - Measuring progress
  - Corrective actions & audit

Task/Activity:

- Discussion of EPA-funded tasks/activities for the priority site(s):
- Discussion of EPA-funded tasks/activities for non-priority site(s), if applicable:
- Non-EPA grant resources needed to carry out task/activity, if app

ii. Anticipated Project Schedule: (start/frequency/milestone)

iii. Task/Activity Lead:

iv. Output(s):

Staff, consultant, partners…

More detail

TASKS AND APPROACH TO WORK - TIPS

Formatting →

← **Consistency with Task/Activity Table**

Shading →

← *Italics &* **Bold**

Categories	Tasks	Mgnmnt	Outreach	Oversight	Cleanup	Total
Personnel		$20,000	$5,000			$25,000
Fringe Benefits						
Travel						
Equipment						
Supplies		$5,000				$5,000
Contractual			$5,000	$15,000	$450,000	$470,000
Other (specify)						
Total Direct		*$25,000*	*$10,000*	*$15,000*	*$450,000*	*$500,000*
Total Indirect		$0	$0	$0	$0	$0
Ttl Federal (Drct+Indrct)		*$25,000*	*$10,000*	*$15,000*	*$450,000*	*$500,000*
Cost Share		$10,000	$10,000	$0	$80,000	$100,000
Total Budget		**$35,000**	**$20,000**	**$15,000**	**$530,000**	**$600,000**

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TASKS AND APPROACH TO WORK - TIPS

- Roles & Responsibilities
  - Coalition
  - Team members
  - Other staff (non-grant)
  - Consultants
  - Community (Active)
  - Community (Passive)

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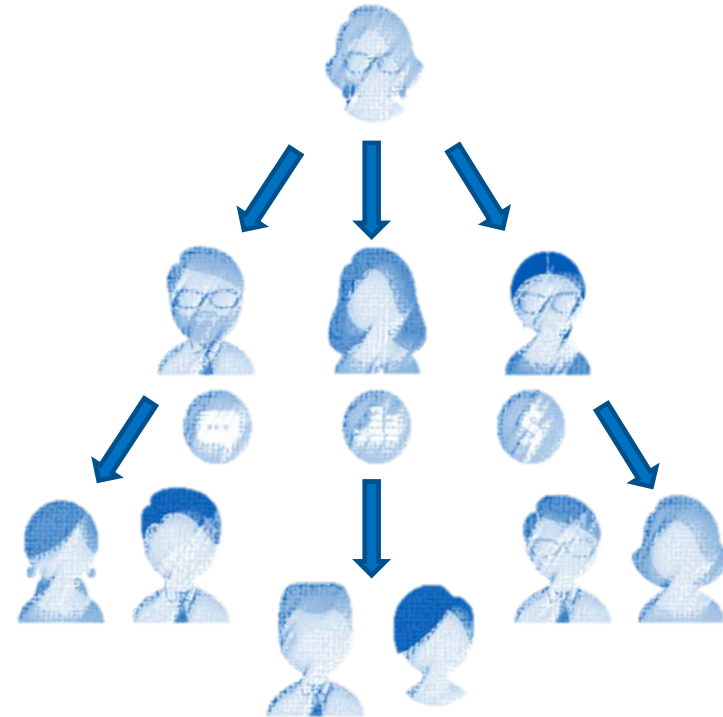
TASKS AND APPROACH TO WORK - TIPS

- COVID
  - Outreach (T-2)
  - Project Management tools
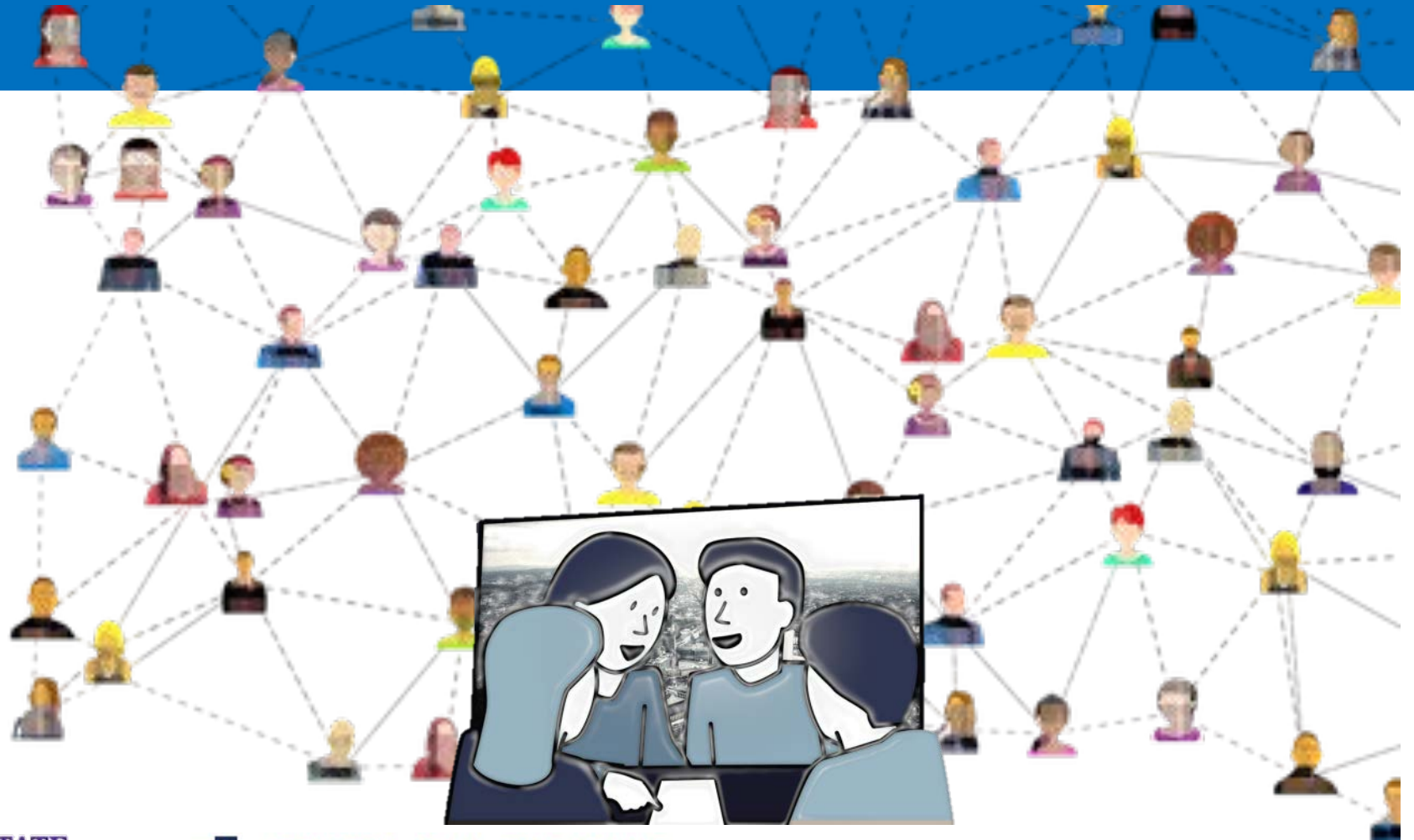
TASKS AND APPROACH TO WORK - TIPS

- Outputs
  - Relate to project objectives
  - Progress toward outcomes
  - Contribution to area, local or regional plans

Plans

Outcome

Output

Task
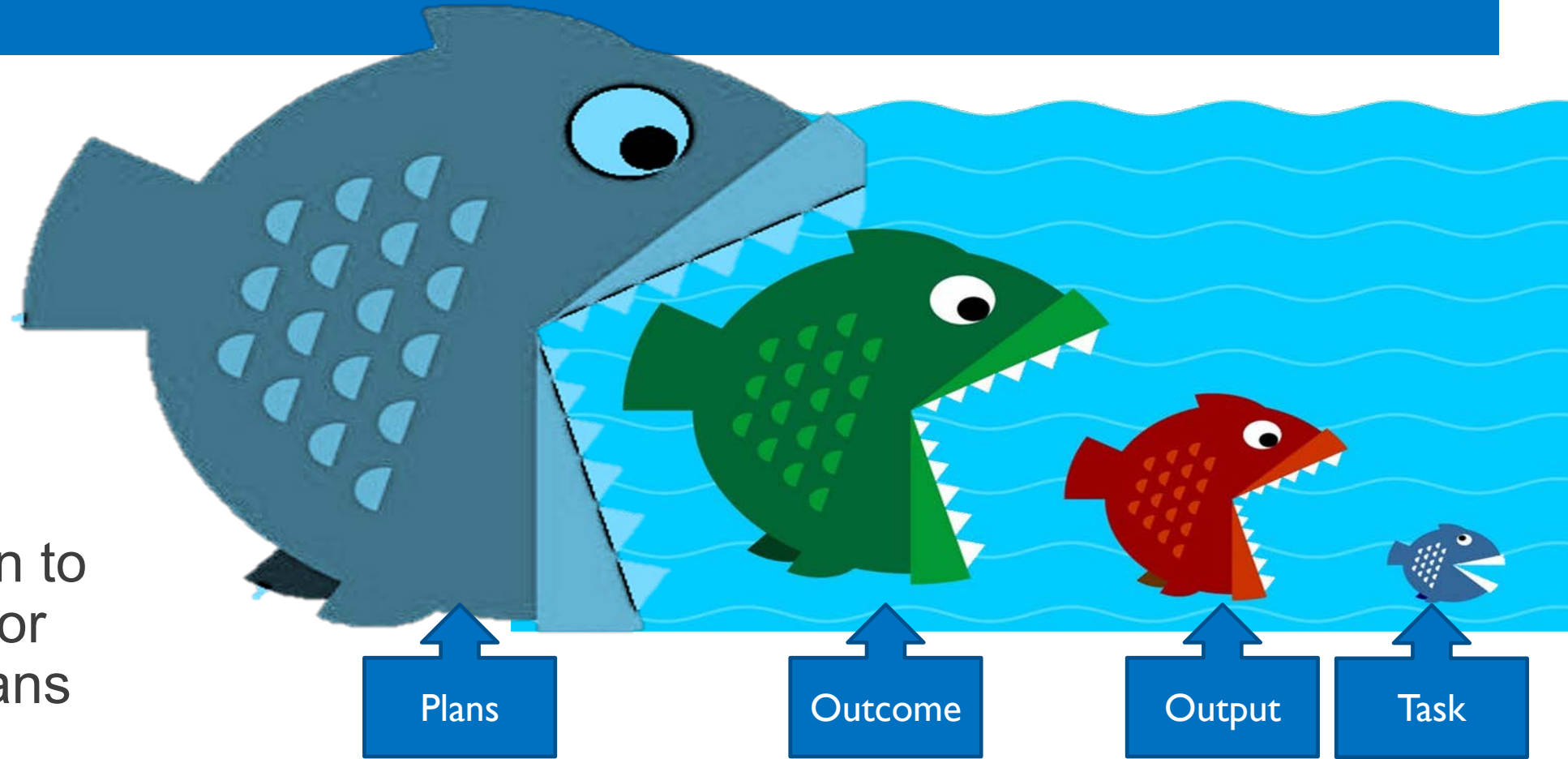
SECTION IV.E.4

PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

PROGRAMMATIC CAPABILITY & PAST PERFORMANCE

❖ **PROGRAMMATIC CAPABILITY**
- ORGANIZATIONAL STRUCTURE
  - o Demonstrate ability to manage grant and oversee the proposed work.
  - o Demonstrate sufficient personnel resources and capability to complete the project in a timely manner.

  - ✓ Assessment Coalitions - Describe the proposed governance/decision-making structure among your coalition partners.

- DESCRIPTION OF KEY STAFF
  - o Describe the expertise, qualifications, and experience of key staff.

- ACQUIRING ADDITIONAL RESOURCES
  - o Demonstrate that you have systems in place to acquire any additional expertise and resources.

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PROGRAMMATIC CAPABILITY & PAST PERFORMANCE

❖ **PROGRAMMATIC CAPABILITY**

Example:

The City of Nowhereville has a strong track record of successfully managing community projects. Key to this community-wide assessment effort is the development of a detailed work plan with clear milestones and responsibilities, which will be created at an initial meeting with participation from the Mayor, the Planning Director, and other key staff. The meeting will identify goals and strategies and develop a work plan with well-defined and delineated responsibilities. Performance measures will help to track progress. To ensure that the project is on schedule, status updates will be incorporated into the city's existing reporting structure. In addition, staff will meet regularly with key community-based partners. Overall project supervision will be assigned to Jane Doe, Planner at the City of Nowhereville. Jane has extensive experience working with the city's economic development, housing, public works, engineering, legal, and finance departments, as well as familiarity with conducting outreach campaigns in the community. Jane will serve as a liaison between the EPA regional office and the city and be responsible for assuring compliance with the administrative and reporting requirements of the cooperative agreement. She will lead the community engagement activities associated with the grant and be responsible for procuring and managing the QEP. Jane will be supported by a qualified team of interdepartmental staff including…

PROGRAMMATIC CAPABILITY & PAST PERFORMANCE

❖ **Past Performance & Accomplishments**

Three categories from which to choose:

Applicants who currently have/previously received a Brownfields Grant

– OR –

Applicants who have not received a Brownfields Grant but have received other federal/non-federal assistance agreements

– OR –

Applicants who have never received federal or non-federal assistance agreements

PROGRAMMATIC CAPABILITY & PAST PERFORMANCE

Applicant #1: Past/present brownfield grant recipients

Describe (for no more than **three** recent grants)

- ✓ Accomplishments (specific outputs and outcomes)
- ✓ Compliance with work plan, schedule, and terms and conditions
- ✓ Corrective action for past grant management issues
- ✓ Discuss history of timely and acceptable reporting of deliverables, including ACRES
- ✓ Plans to expend all remaining funds in open grants/explanation of why there were leftover funds on closed grants

Applicant #2: Not past/present brownfield grant recipients

Describe (for no more than **three** recent grants)

- ✓ The awarding agency/organization, amount and purpose of funding
- ✓ Accomplishments (specific outputs and outcomes) of projects in similar scope
- ✓ Compliance with work plan, schedule, and terms and conditions
- ✓ Corrective action for past grant management issues
- ✓ Discuss history of timely and acceptable reporting

Applicant #3: Applicants who have never received federal or non-federal assistance agreements

- ✓ Affirm that your organization has never received any type of federal or non-federal assistance agreements
- ✓ Will receive a neutral score
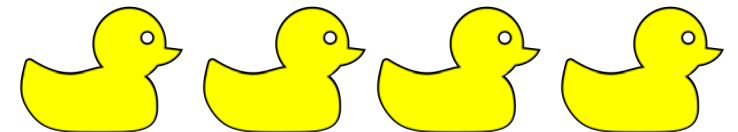
TECHNICAL ASSISTANCE TO BROWNFIELDS COMMUNITIES (TAB) RESOURCES

TECHNICAL ASSISTANCE TO BROWNFIELDS COMMUNITIES (TAB) RESOURCES

- Direct technical assistance on full range of brownfields topics -- community involvement, health impacts, finance, liability, redevelopment, and grant writing

- Tools include: workshops and webinars, one-on-one assistance, web-based e-tools (TAB EZ and BiT)

- *Review draft EPA MAC grant applications: Contact your TAB now!*

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TAB TECHNICAL ASSISTANCE TO BROWNFIELDS

CENTER FOR CREATIVE LAND RECYCLING
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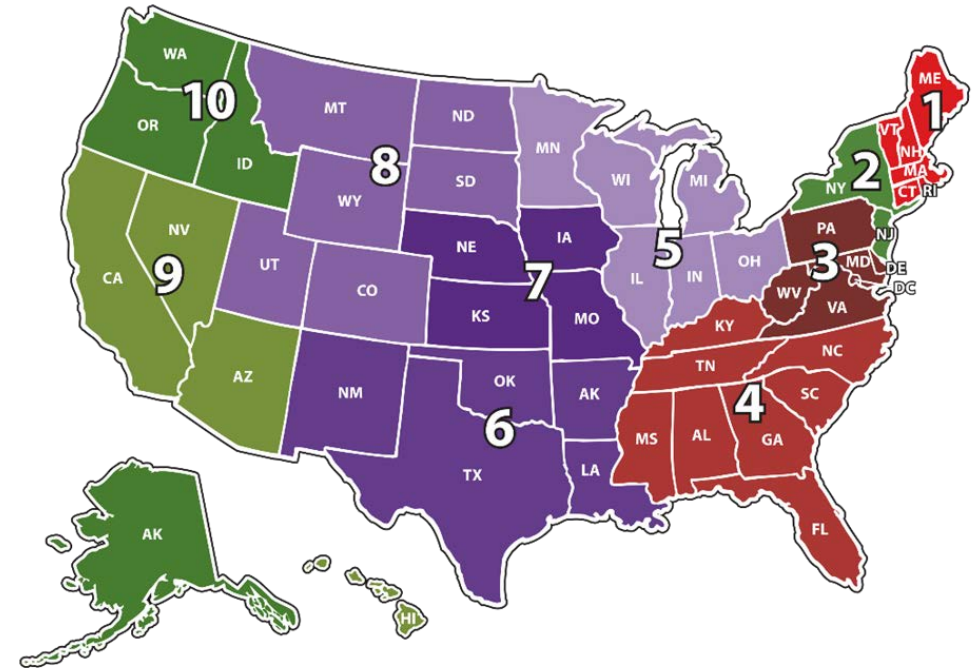
TECHNICAL ASSISTANCE PROVIDERS

New Jersey Institute of Technology (NJIT) www.njit.edu/tab
EPA Regions 1, 3, & 4
Colette Santasieri | 973-642-4165 | santasieri@njit.edu

Kansas State University (KSU) www.ksutab.org
EPA Regions 5, 6, 7 & 8
Blase Leven | 785-532-0780 | baleven@ksu.edu

Center for Creative Land Recycling (CCLR) www.cclr.org
EPA Regions 2, 9 & 10
Meredith Thomas | 415-398-1080 | meredith.thomas@cclr.org

EPA Regions

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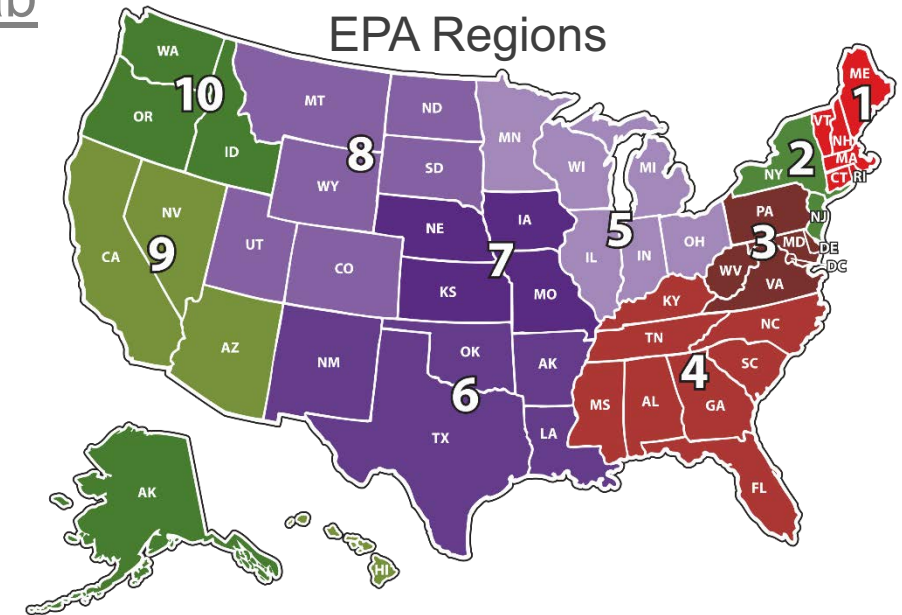
TABEZ ONLINE GRANTWRITING TOOL

www.ksutab.org

- Template for EPA Brownfields Assessment, Multipurpose and Cleanup Grant Applications

- Updated for the FY21 RFA

- Includes reminders and helpful hints

- Works best in Chrome & Firefox browsers (NOT Explorer!)

- https://www.ksutab.org/?ResponseView=TABResourceDownloadView&id=4321

TABEZ FEATURES AND BENEFITS

- **FREE** – requires a user account
- User friendly and can be accessed anytime at the user's own pace
- **PRIVACY PROTECTION**, but primary user can give access to collaborators and management level
- **Helpful Hints** for several grant criteria to be addressed
- Configure application type
  - Assessment → Site Specific or Community Wide → Hazardous Substance or Petroleum or both
  - Cleanup → Hazardous Substance or Petroleum
  - Multipurpose
- Integrates Brownfield education with *online support*: definitions, application guidelines, pertinent federal/state web links, and past successful applications

GETTING STARTED

APPLICATION OUTLINE

Open the checklist to see what items in addition to are required for application submittal.

Click on "view" to see important information about major sections. These are not sections where you will write text.

Click on "edit" for any section to start writing your proposal

FY20 Downtown

EDIT NAME

Home > Grant Applications > FY20 Downtown

TAB EZ will create and export an outline of the proposal sections. It is up to you to format your proposal from the outline according to the guidelines. Be sure to go to the <u>READ ME</u> (the first section at the top of the outline) below for important information about the proposal guidelines and your exported draft proposal outline.

Before you submit your proposal(s), please ensure all necessary documents are included in your submittal package, <u>in the right order</u>, as specified in the assessment grant guidelines. See also the expanded checklist for assessment grants. All proposals are required to be submitted via Grants.gov. To learn more about using TAB EZ, please go to: www.ksutab.org/tools/tabez/learnmore. Proposals for FY19 are due, and **must be successfully received by Grants.gov** by 11:59 p.m. Eastern Time on January 31, 2019.

Web Browser: We recommend using either Mozilla Firefox or Google Chrome when working in TAB EZ.

* Section Requires Approval

Application area/section:	Last Contributor: Date:	Status:	Char #:	
Assessment, important information, READ ME				VIEW
III.B. Threshold Criteria for Assessment Grants				VIEW
III.B.1. Applicant Eligibility		🔴	0	EDIT
III.B.2. Community Involvement		🔴	0	EDIT
III.B.3. Expenditure of Assessment Grant Funds		🔴	0	EDIT
III.C. Additional Threshold Criteria for Site-Specific Proposals Only				VIEW
Site Eligibility				VIEW

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Edit FY20 Assessment Downtown Corridor

Home > Grant Applications > FY20 Assessment Downtown Corridor > Edit The Community's Need for Funding (5 points)

Edit the content for this section of the application

Section Title:

Section Instructions:

IV.E.2.a.i. The Community's Need for Funding (5 points)

Describe how this grant will meet the needs of the community that has an inability to draw on other initial sources of funding to carry out environmental assessment or remediation, and subsequent reuse of the target area because of the small population and/or low income of the community.

Assessment Coalition applicants - Additionally, describe how this funding will serve coalition partners and communities that would otherwise not have access to resources to address brownfield sites.

Your application will be evaluated on:

The degree to which the community that will benefit from this grant is of small population and/or is low-income, and the extent to which either of these characteristics limit the community's ability to obtain initial funding to carry out environmental assessment or remediation, and subsequent reuse.

Additionally for *Assessment Coalition applicants*, the extent to which this funding will serve coalition partners and communities that would otherwise not have access to resources to address brownfield sites.

Evaluation Criteria

HELPFUL HINTS

Character Count:

Section Not Started

From Section IV of Guidelines
Narrative Ranking Criteria

From Section V of Guidelines
Evaluation Criteria

- Compiles all information for a grant section into one area.
- Ensure all criteria are addressed.

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53

ADDITIONAL FUNCTIONS

- Add comments for other collaborators you've invited.
- View revisions made by you and others.
- Mark complete when finished.
- Tables provided in guidelines are incorporated into template.
  - Includes examples of acceptable funding uses
  - Modify accordingly and delete instructions.

TABEZ EXPORT

Must export to finalize, edit, format, and print for submittal.

Stores & Manages Site Data:

- Site survey & inventory

- Structured to mirror the brownfields redevelopment process
  - Site details
  - Assessment, cleanup, institutional controls
  - Redevelopment

- Upload photos and documents

- Generate maps
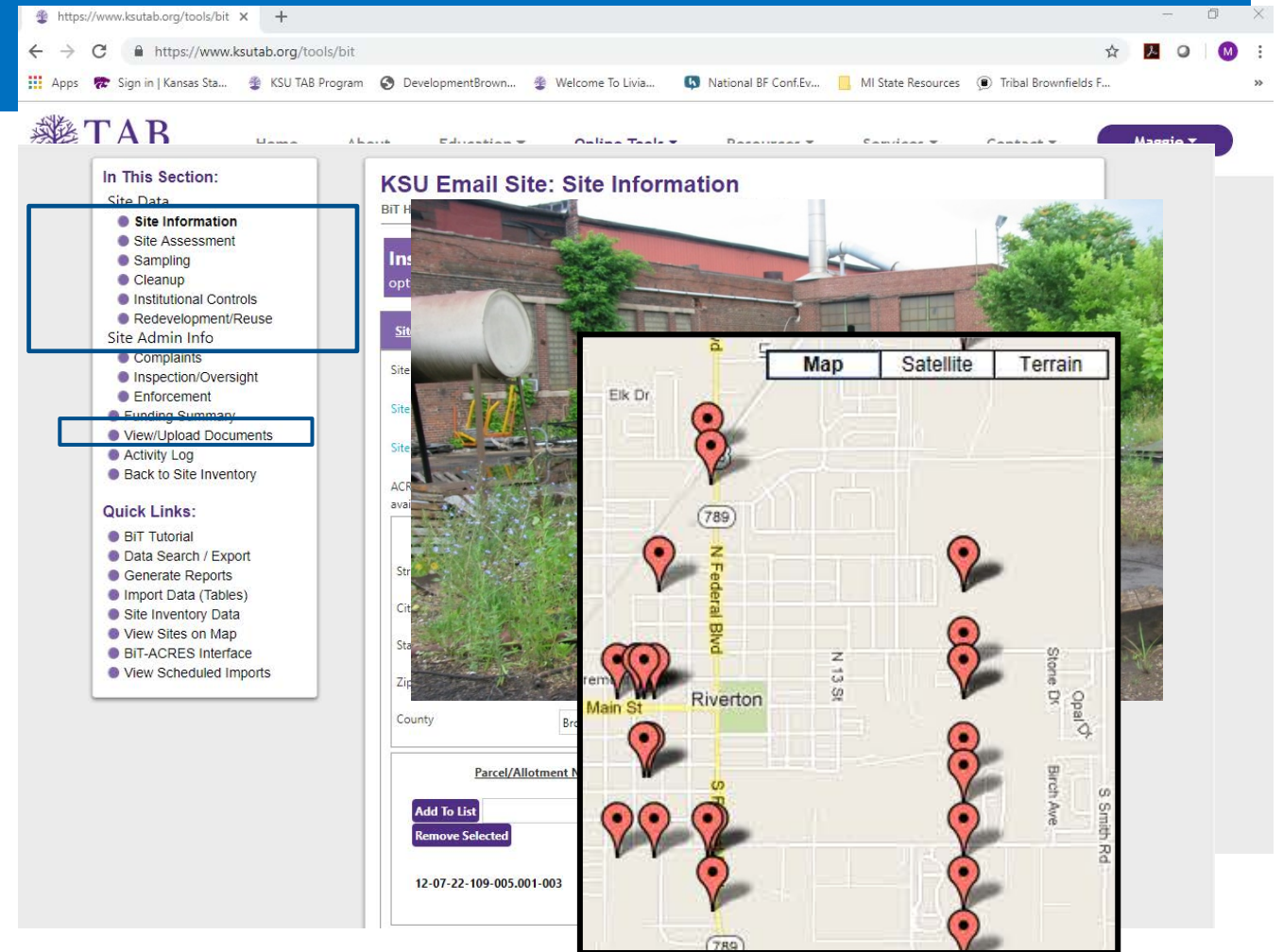
Stores & Manages Site Data:

- Export data
- ACRES Interface

Start Using NOW – Show progress in grant applications

- Demonstrate site inventory
- Prioritize sites for assessment, cleanup, and redevelopment
- State plan to report to ACRES

USEFUL WEBSITES & RESOURCES

- Grants.gov - https://www.grants.gov/web/grants/learn-grants.html

- TAB EZ & BiT- https://www.ksutab.org/ - Resources and Online Tools

- TAB EZ Video Tutorial - https://www.ksutab.org/?ResponseView=TABResourceDownloadView&id=4321

- FY2021 guidelines - https://www.epa.gov/brownfields/solicitations-brownfield-grants

- Community Engagement 101 - https://www.ksutab.org/education/webinars/details?id=364

QUESTIONS FOR THE SPEAKERS?

Please submit questions via the Q&A dialog box located on the right-hand side of your screen.

SPEAKER CONTACT INFORMATION

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- **Ignacio Dayrit**, CCLR ignacio.dayrit@cclr.org

- **Debi Morey,** KSU TAB Partner debraannmorey@gmail.com

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FINAL NOTES

Thank you for participating in today's webinar!

Please be sure to complete the post-webinar evaluation.