Some Housekeeping...

❑ This meeting is being recorded and will be uploaded to our website.

❑ Slides will be sent out to all attendees.

❑ If you have any questions, **please use the Q&A or Chat buttons** at the bottom of your screen.

❑ All questions will be addressed at the end of today's session.

Catawba Regional Council of Governments
Tyler Lewis, *Program and Lending Officer, Catawba Regional COG*
-Overview of Brownfield Programs

Brownfield Basics
Elise Molleur, *Brownfield Redevelopment Specialist, NJIT TAB*
-What is a Brownfield?
-Brownfield Redevelopment Process
-Funding
-NJIT TAB Program

Grant-Writing
Elise Molleur, *Brownfield Redevelopment Specialist, NJIT TAB*
-EPA MARC Grants
-FY25 EPA Brownfield Grant Information
-Tips, Tricks, and Common Mistakes

Break (10 minutes)

EPA Brownfield Grant Process
Nichole Rodgers, MS, *Region 4 Brownfield Coordinator, USEPA*
-What's next for grantees?

Q&A with NJIT TAB's Grant Gurus
Sean Vroom, *Executive Director NJIT TAB*
Cailyn Bruno, PSG, LSRP, *Director of Environmental Services, NJIT TAB*

Agenda

Overview of Catawba Regional Council of Governments' Brownfield Programs

If Your Ship Hasn't Come In, Build An ARC

Tyler Lewis,
Program and Lending Officer, Catawba Regional COG

SC Brownfields Environmental Site Testing Program (SC BEST)

- $1 million available for environmental assessments across the state

- Funding allocations based on number of counties and population per region, along with poverty levels

- SC BEST funds are available for the benefit of non-profit, governmental, and private for-profit entities and approved based on the following:
  - Potential economic redevelopment opportunities
  - Potential to identify and eliminate environmental hazards
  - Potential to redevelop a property for public benefit/use
  - Potential to eliminate slum and blight in a community
  - Potential benefit to low-moderate income and/or rural communities

SC BEST Projects

- 48 Sites
- 26 SC Counties
- 1,000+ Acres
- 60+ Environmental Reports issued or underway
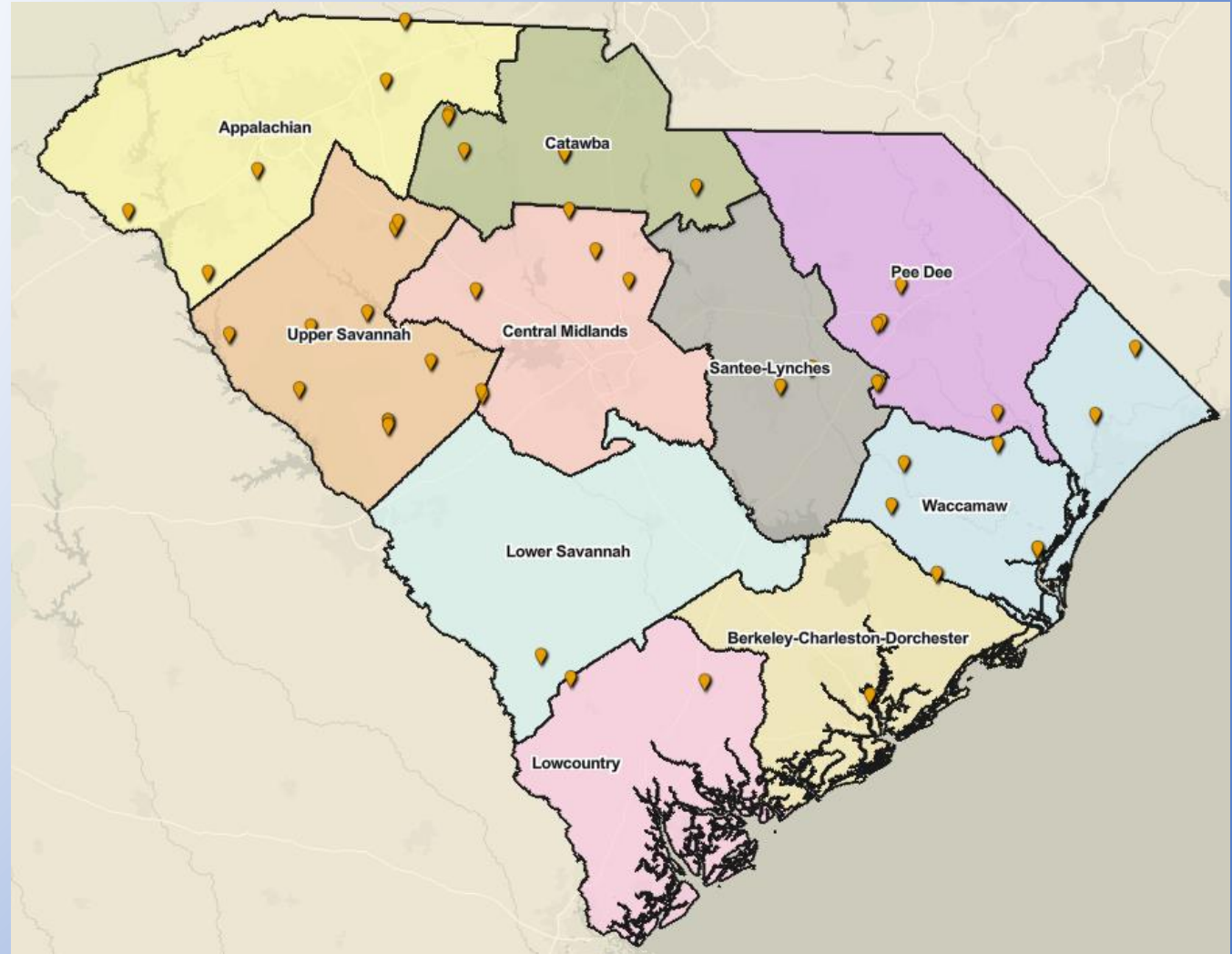
SC Brownfields Revolving Loan Fund

- Funds available to finance environmental cleanup and removal activities at brownfields sites across the state.

- Loan funds are available to non-profit, governmental, and private for-profit borrowers at a below market interest rate.

- Non-profit and governmental borrowers are eligible to receive loan forgiveness of up to *50% of the loan, to a maximum of $500,000.*

To Date, **29 BCRLF Loans and Subgrants** have been Closed for **$15.1 Million in Funding**. Of that, **$2.1 Million has been forgiven** for Government/Non-Profit Borrowers.
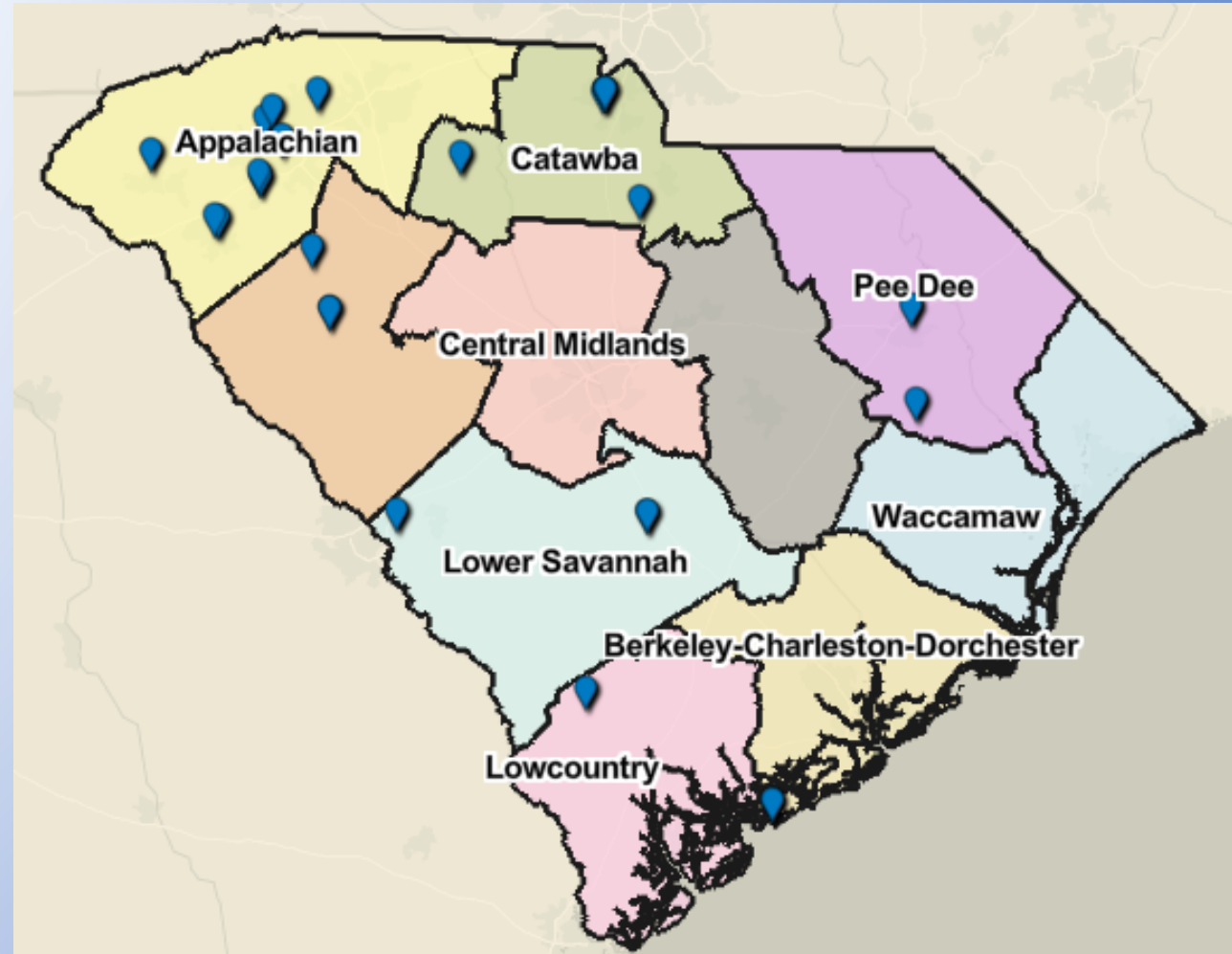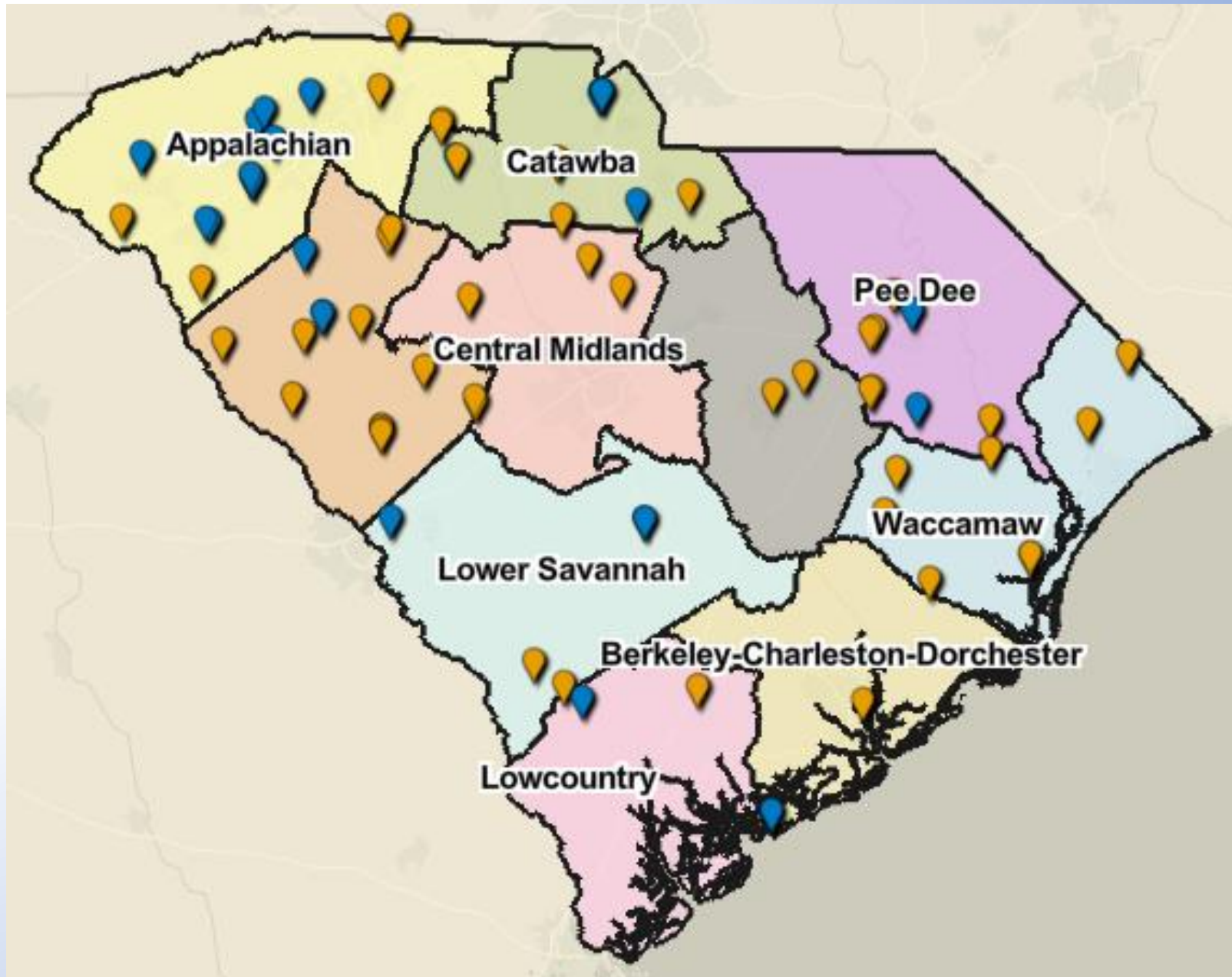
History of Brownfields
The Legacy of the Industrial Revolution
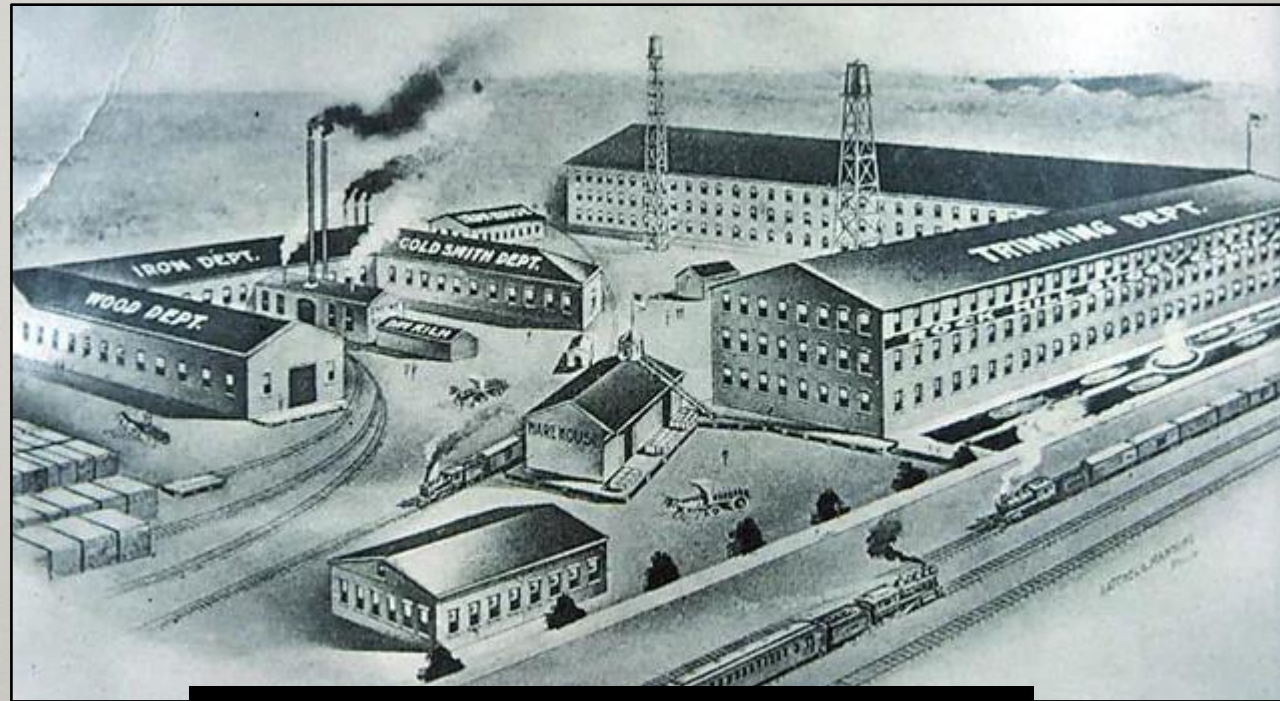
Birds-Eye View of the Rock Hill Buggy Company (Rock Hill, SC)

Lancaster Cotton Mill/Lancaster Mills of Springs (Lancaster, SC)
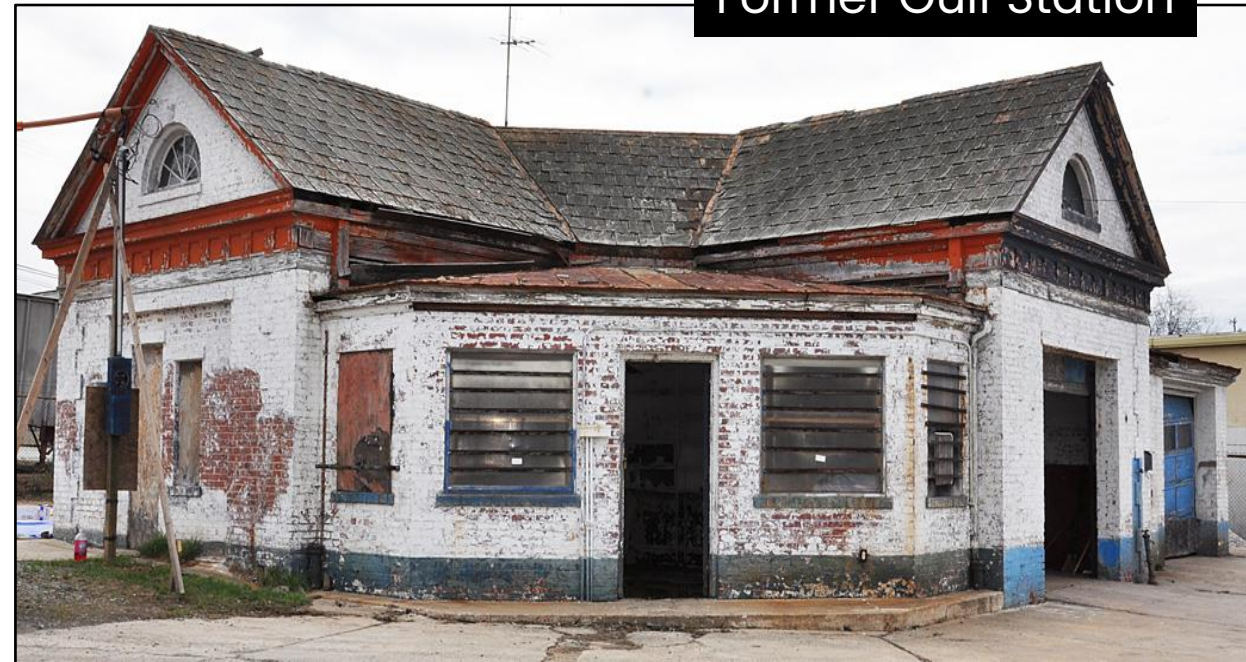
Former Dry Cleaner

Former Gulf Station

Abandoned Mall

Non-Industrial Brownfield Sites

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TAB TECHNICAL ASSISTANCE TO BROWNFIELD COMMUNITIES

What is a Brownfield?

"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."

– USEPA

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WPDE [15]

Neighbors say old Firestone building in Marlboro County still an eyesore

Marlboro County, S.C. (WPDE) — Back in April, we told you about a 119-year-old building on State Street in West Bennettsville that some...

Aug 8, 2018

WYFF [4]

Building caught fire for the third time; Fire department responds

The Anderson Fire Department responded to a fire at an abandoned doctor's office on North Main Street in Anderson, South Carolina.

1 month ago

WMBF

What's next for Burro Loco? Former Myrtle Beach restaurant sits vacant, vandalized
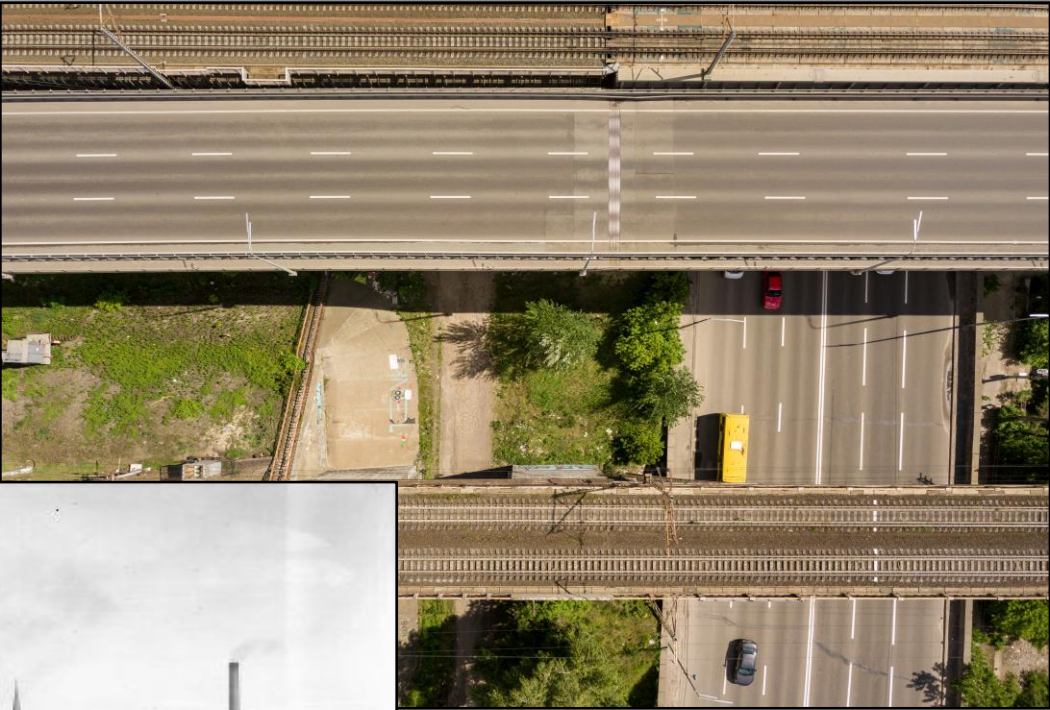
MYRTLE BEACH, S.C. (...

Feb 9, 2024

Negative Impacts of Brownfields

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Advantages of Having a Brownfield Site

Environment

- Removes contaminants & pollutants
- Improved air & water quality, natural habitats
- **Climate resiliency**

Economy

- Spurs economic development
- Creates jobs
- Increases tax revenues
- Diversifies economic base

Social Equity

- Improves public health, individual wealth, community fiscal stability
- Removes eye sores; improves community aesthetic
- Alleviates fear and worry

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Engage the Community

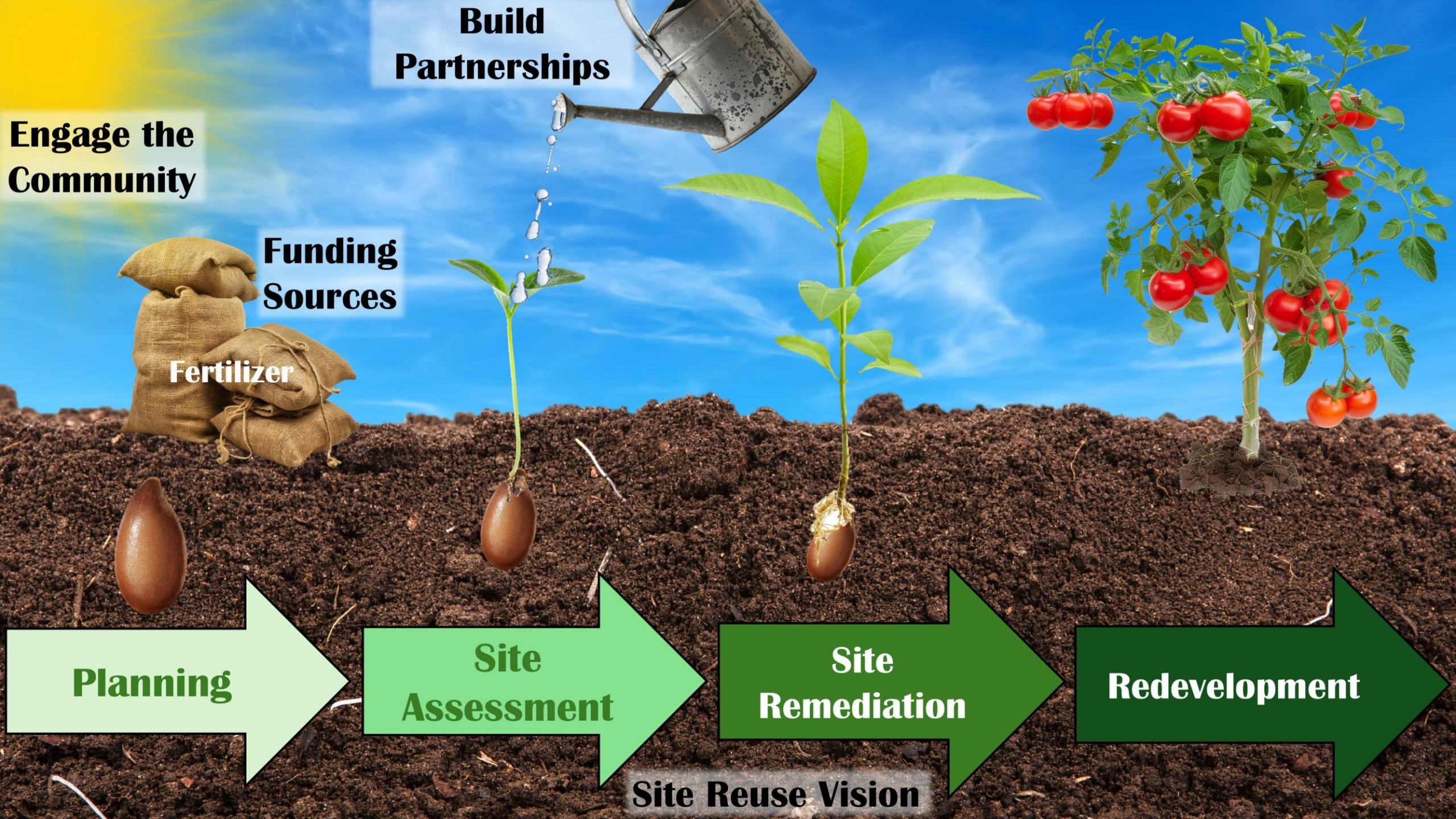Funding Sources

Fertilizer

Build Partnerships

Site Reuse Vision

Planning → Site Assessment → Site Remediation → Redevelopment

Funding

- Critical to know where to find funding, how to secure it, and how to apply it

- Brownfield projects are funded by **multiple sources** (grants, loans, tax incentives, etc.)

- Key to success is being able to bundle those sources (commonly referred to as the "**funding stack**")

- Funding resources may only apply to certain steps or at certain times

NJIT TAB Brownfields Academy

www.njit.edu/tab

- How-To Videos
- Infographics
- Success Stories
- News and Upcoming Events
- Federal and State Funding Sources
- EPA And State Contacts
- Previously Recorded Webinars
- Downloads of Workshop and Seminar Presentations
- Successful Grant Applications

Scan the QR Code to access our website

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TAB — TECHNICAL ASSISTANCE TO BROWNFIELD COMMUNITIES

NJIT TAB Brownfield Community Engagement and Educational Forums

- **Brownfield Basics Workshops:** brownfield redevelopment process.

- **Grant Writing Workshops:** getting started on your MAC grant applications; tips and tricks for preparing an EPA brownfields grant application.

- **Community Workshops:** on brownfield-specific topics.

- **Webinars:** on brownfield-specific topics.

- **Breaking Brownfields:** an event where a government entity or nonprofit presents their specific brownfields redevelopment challenge to an audience of private sector representatives and obtains feedback on how to overcome those challenges.

- **IAWG:** an event where a government entity or nonprofit presents their specific brownfields redevelopment challenge to an audience of state and federal government representatives and obtains feedback on how to overcome those challenges.

- **Brownfield Summits:** Full day event that may include an IAWG segment, peer-to-peer sessions, success stories, and sessions on brownfield-related topics relevant to the specific locations, their needs, and their challenges.

- **Conferences**: pre-conference workshops, learning labs, panel sessions, office hours

NJIT TAB One-on-One Technical Assistance
Examples of one-on-one Technical Assistance tailored to fit specific community's needs

- Answer your brownfield questions
- Develop redevelopment strategy
- Review draft EPA grant applications
- Explain the regulatory programs
- Develop your redevelopment roadmap
- Identify funding sources
- Explain clean-up technologies

- Guidance on developing brownfield inventories
- Create site prioritization processes
- Develop strategies on marketing brownfield sites
- Develop Assets and Needs Studies
- Design and conduct community redevelopment vision workshops

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And Much More!

Grant-Writing: Tips, Tricks, and Common Mistakes

If Your Ship Hasn't Come In, Build An ARC!

October 30, 2024

Elise Molleur
Brownfield Redevelopment Specialist
NJIT TAB

EPA Brownfields Grants

Brownfields Multipurpose Grant (*Unavailable FY25*)

- Funding to conduct a **range of eligible planning, assessment and cleanup activities at one or more brownfield sites** in target area(s).

Brownfields Assessment Grants

- Funding for **brownfields inventories, planning, environmental assessments, and community outreach**.

Brownfields Revolving Loan Fund (RLF) Grants

- Funding to **capitalize loans that are used to cleanup brownfields**.

Brownfield Cleanup Grants

- Funding to **carry out cleanup activities at brownfield sites** by the applicant.
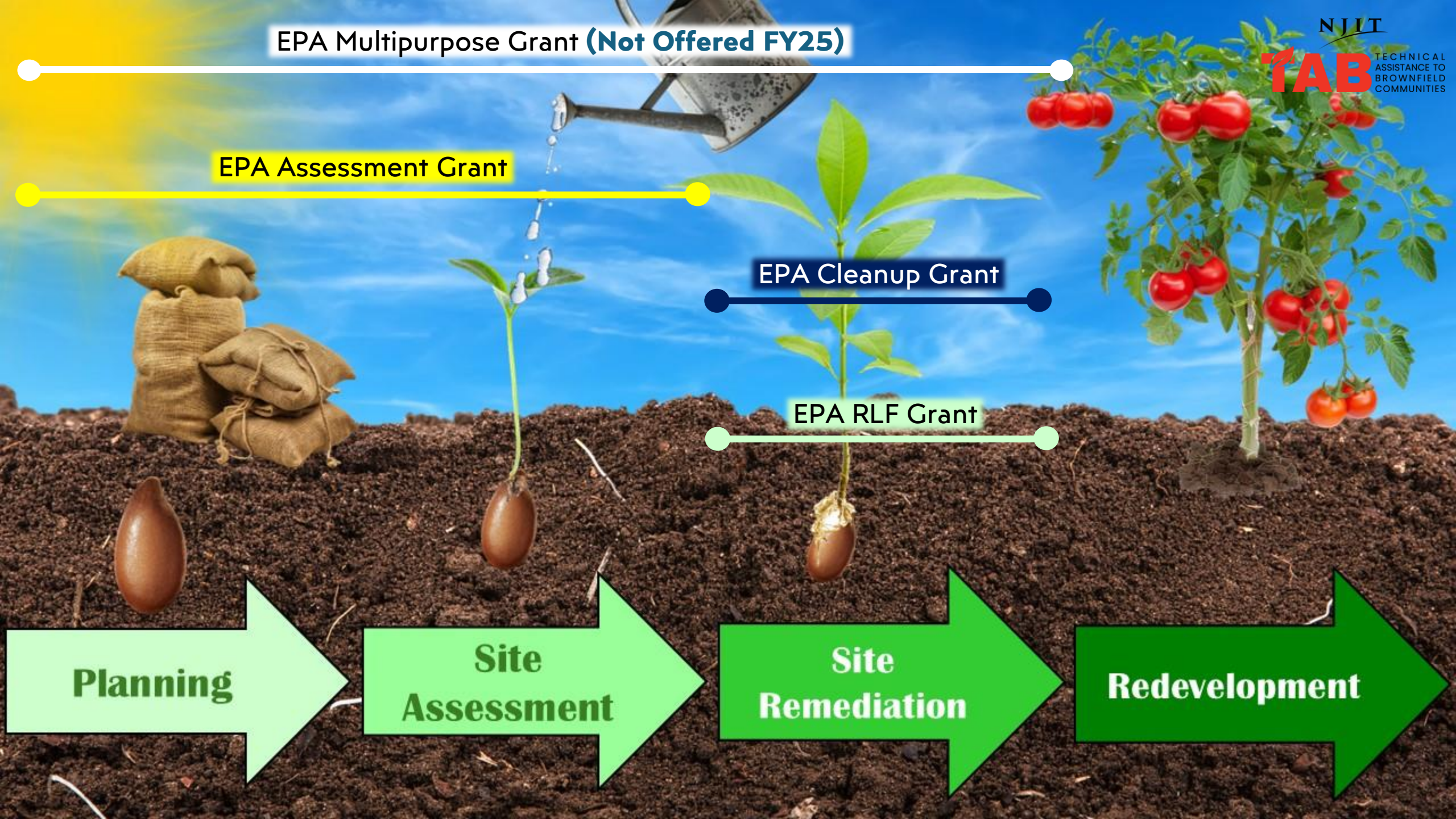
Who's eligible for EPA Brownfields grants?

→ State Governments

→ Regional/County Governments

→ Local/Municipal Governments

→ Tribal Nations

→ Non-Profit Organizations

FY25 Brownfields ARC Grant Offerings

Grant Type	Max Project Period	Max Grant Award	Estimated Awards	Total $$$ Per Grant Type	
				Bipartisan Infrastructure Law Funds	Regular Appropriated Funds
Assessment State/Tribal	5 years	**$2,000,000**	18	**$36,000,000**	--
Assessment Coalition	4 years	**$1,200,000**	29	--	**$35,000,000**
New Assessment Community-Wide	4 years	**$500,000**	40	--	**$20,000,000**
Existing Assessment Community-Wide	4 years	**$500,000**	52	--	**$26,000,000**
Revolving Loan Fund	5 years	**$1,000,000**	15	**$15,000,000**	--
Cleanup	4 years	**$500,000**	30	**$15,000,000**	--
Cleanup	4 years	**$2,000,000**	23	**$45,000,000**	--
Cleanup	4 years	**$4,000,000**	10	**$40,000,000**	--
NO COST SHARE!				**$151,000,000**	**$81,000,000**

217 AWARDS / $232,000,000 TOTAL

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EPA Brownfields Grant Solicitation Cycle

For FY25, ARC grant applications are due November 14th, 2024

Request For Applications (RFA)
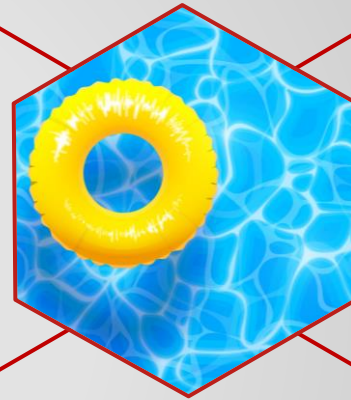
Fall
(109/03/2024)

Grant Application Submissions Are Due

6 weeks after RFA
(11/14/2024)

Successful Grant Applicants Are Announced

Spring

Funding Becomes Available

Late Summer

Ready, Set, Redevelop!

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Brownfields Assessment Grants (FY25)

Community-Wide

Up to $500k in funding
4-year performance period

Up to $2M for States/Tribes
5-year performance period

Coalition

Up to $1.2M in funding
4-year performance period

Direct costs associated with:
- Site inventorying
- Site prioritization
- Community involvement
  - Community Liaisons
  - Stipends
  - Childcare
- Site reuse planning
- Site assessments
- Cleanup planning
- Grant management programs
- Health monitoring
- Environmental insurance

Brownfields RLF & Cleanup Grants (FY25)

Revolving Loan Fund

Up to $1M in funding
5-year performance period

Cleanup

Up to $4M in funding
4-year performance period

Direct costs associated with:
- Cleanup
- Grant management programs
  - Required performance reporting
  - Cleanup oversight
  - Environmental monitoring of cleanups
  - Funds management
- Health monitoring
- Environmental insurance

FY25 Eligibility Chart for Multiple Applications

In FY25, can I also apply for...?

I AM APPLYING FOR	Community-wide Assessment Grants for States and Tribes	Community-wide Assessment Grant	Assessment Coalition Grant (Lead)	Non-Lead Member of an Assessment Coalition	RLF Grant	Non-Lead Member of an RLF Coalition	Cleanup Grant
Community-wide Assessment Grants for States and Tribes	N/A	No	No	No	Yes (Choose One Type)		
Community-wide Assessment Grant	No	N/A	No	No	Yes (Choose One Type)		
Assessment Coalition Grant (Lead)	No	No	N/A	No	Yes (Choose One Type)		
Non-Lead Member of an Assessment Coalition	No	No	No	N/A	No	Yes	No
RLF Grant	Yes (Choose One Type)			No	N/A	No	No
Non-Lead Member of an RLF Coalition	Yes (Choose One Type)				No	N/A	Yes
Cleanup Grant	Yes (Choose One Type)			No	No	Yes	N/A

FY25 Eligibility Chart for Existing Grant Recipients

In FY25, can I also apply for...?

MY ORGANIZATION CURRENTLY HAS	Community-wide Assessment Grants for States and Tribes	Community-wide Assessment Grant	Assessment Coalition Grant (Lead)	Non-Lead Member of an Assessment Coalition	RLF Grant	Non-Lead Member of an RLF Coalition	Cleanup Grant
Multipurpose Grant	Yes	Must draw down 70% of each MP Grant	Must draw down 70% of each MP Grant	Must draw down 70% of each MP Grant	Yes	Yes	Must draw down 70% of each MP Grant
Community-wide Assessment Grants for States and Tribes	Must draw down 60% of each CWAGST Grant	Not eligible	Not eligible	Not eligible	Yes	Yes	Yes
Community-wide Assessment Grant	Yes	Must draw down 70% of each Assessment Grant	Must draw down 70% of each Assessment Grant	Must draw down 70% of each Assessment Grant	Yes	Yes	Yes
Assessment Coalition Grant (Lead)	Yes	Must draw down 70% of each Assessment Grant	Must draw down 70% of each Assessment Grant	Must draw down 70% of each Assessment Grant	Yes	Yes	Yes
Non-Lead Member of an Assessment Coalition	Yes	Yes	Yes	Yes	Yes	Yes	Yes
RLF Grant	Yes	Yes	Yes	Must draw down 70% of each RLF Grant	Not eligible	Not eligible	Yes
Non-Lead Member of an RLF Coalition	Yes	Yes	Yes	Yes	Not eligible	Not eligible	Yes
Cleanup Grant	Yes	Yes	Yes	Must draw down 70% of each Cleanup Grant	Yes	Yes	Yes, for a site that has not previously received Cleanup Grant funding

Note: Applicants must also meet all threshold criteria outlined in Section III. of the RFA. If you plan to apply for more than one grant type, please refer to the FY25 MARC Grant Eligibility Chart for Multiple Applications chart to determine which grant(s) are available to you.

UNITED STATES ENVIRONMENTAL PROTECTION AGENCY

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EPA Guideline Change Highlights

Changes to FY25 EPA Brownfields ARC Grant Guidelines

Disadvantaged communities include those in a US Territory (**PR**, **USVI**, etc.)

EPA updated their **"environmental justice"** definition, clarification that use of **geographic preference to evaluate bids or proposals will no longer be prohibited** for EPA funding awarded on/after 10/1/2024.

Applicants may **include a map of their target area(s) and/or priority site(s)**.

EPA may reimburse successful applicants for eligible programmatic pre-award costs incurred up to 90 days prior to award.

4.a.i. Organizational Capacity (except cleanup) "Discuss the applicant's organizational capacity **to oversee grant tasks/activities** and carry out and **manage the programmatic, administrative, and financial requirements** of the project and grant."

V.B. Other Factors and Considerations - small community defined as a population of **15,000 or less**.

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EPA Brownfields Grant Resources

FY25 Grant Guidelines and Application Resources on the Office of Brownfields and Land Revitalization Website:
https://www.epa.gov/brownfields/marc-grant-application-resources#Open%20Solicitations

EPA Assessment Grant Recording (Grant Submission, Narrative Information, & Threshold Requirements Overview):
https://www.youtube.com/watch?v=g5ZRXYyTUYQ
Presentation:
https://www.epa.gov/system/files/documents/2024-08/fy25-assessment-grant-minimum-reqs-pres.pdf

EPA Revolving Loan Fund Grant Recording:
https://www.youtube.com/watch?v=Npca8C1Blnc
Presentation:
https://www.epa.gov/system/files/documents/2024-08/fy25-rlf-grant-minimum-reqs-pres.pdf

EPA Cleanup Grant Recording:
https://www.youtube.com/watch?v=dEQsxFzNG_k
Presentation:
https://www.epa.gov/system/files/documents/2024-08/fy25-cleanup-grant-minimum-reqs-pres.pdf

FAQs:
https://www.epa.gov/system/files/documents/2024-05/fy25-bf-jt-faqs_may24.pdf

Summary of Changes:
https://www.epa.gov/system/files/documents/2024-08/summary-of-fy25-bf-arc-grant-guideline-changes.pdf

MARC Grant Application Resources – "Open Solicitations":
https://www.epa.gov/brownfields/marc-grant-application-resources#Open%20Solicitations

Brownfields, Public Health, and Health Monitoring:
https://www.epa.gov/system/files/documents/2021-10/bf-health-monitoring-fs-10-25-21.pdf

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Grant Writing
Tips and Common Mistakes

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Open Solicitations

FY 2025 Assessment, Revolving Loan Fund, and Cleanup Grant Application Resources - The application submission deadline is November 14, 2024.

- FY 2025 Community-wide Assessment Grant Guidelines ☑
- FY 2025 Assessment Coalition Grant Guidelines ☑
- FY 2025 Community-wide Assessments Grant for States and Tribes Guidelines ☑
- FY 2025 Revolving Loan Fund Grant Guidelines ☑
- FY 2025 Cleanup Grant Guidelines ☑
- 📄 FY 2025 Summary of Brownfields Grant Guideline Changes (pdf) (243.67 KB)
- FY 2025 Frequently Asked Questions about Multipurpose, Assessment, Revolving Loan Fund, and Cleanup Grants
- 📄 FY 2025 Sample Federal Forms (pdf) (2.09 MB)
- 📄 FY 2025 Cleanup Grant Site Characterization Letter Sample Template (docx) (38.75 KB)
- 📄 FY 2025 Eligibility Chart for Multiple Applications and Existing Grant Recipients (pdf) (177.36 KB)
- Tips for Submitting an Application through Grants.gov

https://www.epa.gov/brownfields/marc-grant-application-resources#Open%20Solicitations

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General Application Tips

#1 Piece of Advice

1. Follow Directions (read entire guidelines)

2. Decide what your story is. How is your community different from other applicants?

3. Make sure project outcomes match community needs. Keep a consistent narrative throughout.

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Ordinary doesn't get funded!
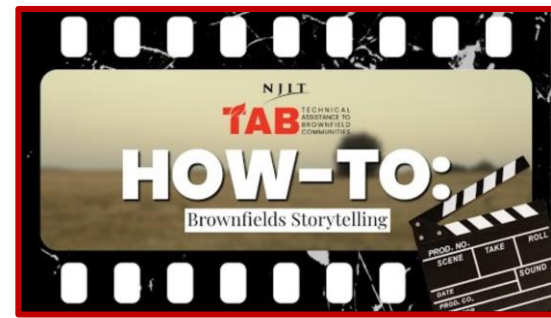
III.B. Threshold Criteria

❑Pass/fail

❑For this Cleanup Grant – 15 criteria

❑Major Tip: Answer all the questions! If it doesn't apply, say so; don't leave blanks or skip sections

CONTENTS BY SECTION

TECHNICAL ASSISTANCE TO BROWNFIELD COMMUNITIES

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Storytelling: Brownfields Beyond the Three Act Narrative Structure
Before, After, and Beyond

ACT ONE ACT TWO ACT THREE

Source: frankchetko.kwikfold.com

Source: Google Maps, September 2019.
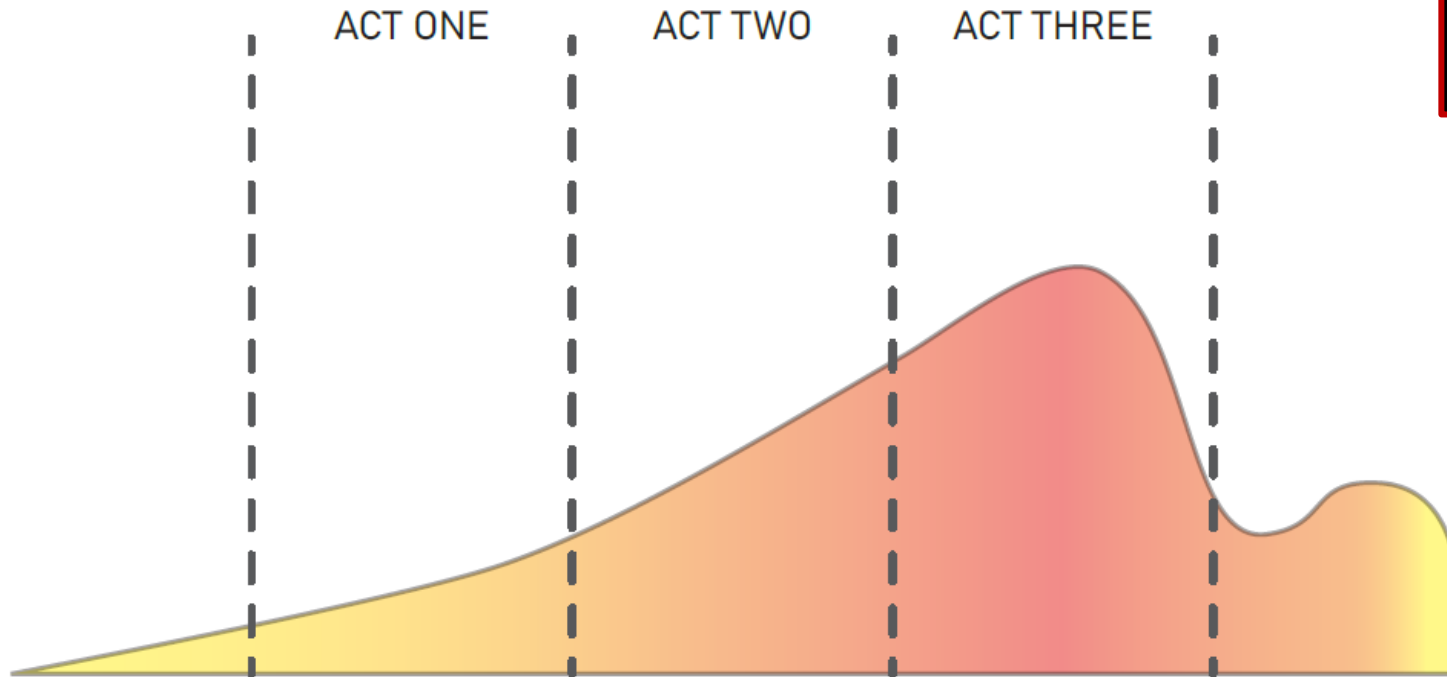
Modified from Pauline Clague, *Five Beats Of Indigenous Storytelling.*

Once Upon a Time... The Endicott-Johnson Corporation was a major cultural and economic force in the development of Johnson City. The company treated workers fairly and used their land to provide recreation space for the community.

Introduction: The post-war industrial decline lead to EJ factory closures throughout the city. These abandoned structures stood as a reminder of hard times for 40 years.

Rising Action: The sister factories Century and Sunrise are sold to investors. The site is assessed and contamination is identified. The structure remains intact.

Crisis: Site is cleaned up and existing structure is repurposed.
Falling Action: Century Sunrise Redevelopment opens in 2018, providing affordable housing within the city.

Future of Setting: The redevelopment attracts new residents and furthers development within the city. Many former industrial sites have since been remediated and given new life, providing needs such as affordable housing and public recreation space.

IV.E. 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

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1. Project Area Description and Plans for Revitalization

This section "sets the stage" for talking about the brownfield challenges within the community and how this grant will address those challenges.

- **Geographic Boundary(ies)**
  - Ex: Municipality, County
  - Make as big as reasonable

- **Target Area(s)**
  - Specific area within your geographic boundary
  - Ex: neighborhood, downtown district, census tract
  - Be specific! Include street names, natural boundaries, coordinates

- **Priority Site(s)**
  - Why? What's around them? What's the impact?

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Common EPA Brownfield Grant Application Mistakes

1) PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

   a. Target Area and Brownfields

      i. Overview of Brownfield Challenges and Description of Target Area

- *Applicant doesn't describe geographic area or target area boundaries adequately.*
- *Applicant confuses geographic area with target area.*

      ii. Description of the Priority Brownfield Site(s)

- *Applicant doesn't provide details of priority sites i.e., structures, slab, secured, wetlands, overgrown, known contamination, and illicit activities.*
- *Applicant doesn't select priority brownfield sites that best make application case.*
- *Applicant lists too many priority sites.*

      iii. Identifying Additional Sites

- *Applicant doesn't describe what process will be employed to identify and prioritize additional sites to expend funding on.*
- *Applicant doesn't discuss who will do previous.*
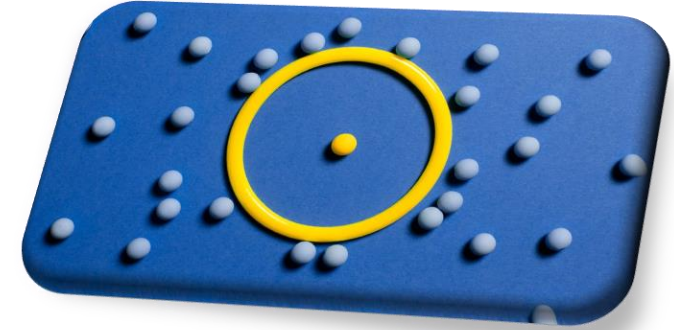
Common EPA Brownfield Grant Application Mistakes

1) PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION (cont.)

b. Revitalization of the Target Area

   i. Reuse Strategy and Alignment with Revitalization Plans

- *Applicant doesn't discuss how identified plans specifically pertain to priority brownfield sites or target area.*
- *Applicant doesn't discuss other plans that are relevant i.e., transportation improvement plans.*

   ii. Outcomes and Benefits of Reuse Strategy

- *Applicant confuses outputs with outcomes. Outcomes and benefits i.e., acres of open space, new jobs created, square foot of office or retail, etc.*

c. Strategy for Leveraging Resources

   i. Resources Needed for Site Reuse

- *Applicants don't delineate between potential future resources and secured resources.*
- *Applicant doesn't relate funding resources to appropriate phase.*

   ii. Use of Existing Infrastructure

- *Applicant forgets to mention infrastructure that provides access to the site i.e., roadways, rail, water, mass transit, etc.*
- *Applicant forgets to mention required infrastructure upgrades.*

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2. Community Need and Community Engagement

Stage has been set. This section should show the reviewer who is on it (community) and what their story is, tying everything together into a cohesive description of your plan.

Use data sources to establish:

- Community's need for funding – financial and socioeconomic information and burdens

- Threats to sensitive populations – social, environmental, health, and economic data/ indicators

- Data should be for geographic and target areas

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Common Data Sources

Sources for Information:

- Census Data
- Health Department Data
- Center for Disease Control
- Territory records
- Census tract data
- Community Health Needs Assessments
- EPA EJSCREEN
- EPA Envirofacts
- CEJST
- Recent local Comprehensive or Revitalization Plans
- Comprehensive Economic Development Strategy or other Regional Plans
- Local Hospitals or Urgent Care Centers

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Demographic & Health Data Collection

Websites for Information

- U.S. Census Bureau
- Centers for Disease Control and Prevention: National Environmental Health Tracking Network
- County Health Rankings and Roadmaps
- City Health Dashboard
- EPA Envirofacts
- EJSCREEN
- Climate and Economic Justice Screening Tool (CEJST)
- Environmental Justice Index Mapping Tool (EJI Explorer Tool)
- Poverty Statistics (USDA)
- HealthData.gov
- National Center for Health Statistics, National Vital Statistics System
- Kaiser Family Foundation
- USDA Food Desert Atlas
- ParkServe® by the Trust for Public Land
- CDC/ATSDR Social Vulnerability Index
- EPA Resources on Public Health

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Common EPA Brownfield Grant Application Mistakes

2) COMMUNITY NEED AND COMMUNITY ENGAGEMENT
  a) Community Need
   i.   The Community's Need for Funding

- *Applicant forgets to mention burdens to entities budget that prohibit funding project i.e., climate change events, policing vacant sites, etc.*
   ii.   Threats to Sensitive Populations

- *Applicant doesn't quantify statements regarding health and census data.*
      (1) Health or Welfare of Sensitive Populations
      (2) Greater Than Normal Incidence of Disease and
          Adverse Health Conditions

- *Applicant forgets to discuss exposure pathways related to priority sites.*
      (1) Environmental Justice
         (a) Identification of Environmental Justice Issues
         (b) Advancing Environmental Justice

- *Applicants forget to mention how this project will remedy those threats and EJ issues.*

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Common EPA Brownfield Grant Application Mistakes

2) COMMUNITY NEED AND COMMUNITY ENGAGEMENT (cont.)

b. Community Engagement

    i.   Project Involvement

- *Applicants make the mistake of going for quantity versus quality of partners.*

    ii. Project Roles

- *Applicants tend to have redundant roles i.e., community outreach.*

    iii. Incorporating Community Input

- *Applicants discuss community input as a necessary requirement instead of meaningful and how garnered input will be considered in the project.*

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Don't say:

"According to the ST this community. The sensitive populations are impacted by the brownfields in the neighborhood. grant will be used clean up the site to create a memory are clinic elderly veterans. The neighborhood is also impacted by flooding."

Show data

Compared to what?

How?

Why?

So…?

Successful Example:

The majority-minority New Cassel BOA suffers disproportionately from environmental and public health risks. Polluting industries in North Hempstead have predominantly located in New Cassel, including 88 regulated facilities. Many of these facilities are listed on the New York State Department of Environmental Conservation's (NYS DEC) Inactive Hazardous Waste Disposal Site Registry with documented soil and groundwater contamination (primarily from chlorinated solvents and/or petroleum). … The EPA's EJSCREEN tool (measuring environmental justice burdens, updated 2019) ranks New Cassel residents in 98th percentile for superfund proximity in the country, 78th for fine particulates (PM 2.5), 81st percentile for ozone, 90th percentile for lead paint indicators, and 91st percentile for traffic proximity and volume. New Cassel also faces tremendous challenges due to extreme weather impacts. Extreme weather events have disproportionate impacts on low-income, minority neighborhoods like New Cassel, which are more vulnerable due to poor housing quality, deficient infrastructure, and lack of transportation access.

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TAB TECHNICAL ASSISTANCE TO BROWNFIELD COMMUNITIES

Common EPA Brownfield Grant Application Mistakes

**3) TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS**

    a. Description of Tasks/Activities and Outputs

        i.   Project Implementation

        ii. Anticipated Project Schedule

- *Applicants include a schedule that is unrealistic and/or out of sequential order.*

        iii. Task/Activity Lead

        iv. Outputs

- *Applicants confuse outputs and outcomes.*

    b. Cost Estimates

- *Applicants don't include generated accurate costs, they back into a number.*
- *Don't **check math**.*

    c. Plan to Measure and Evaluate Environmental Progress and Results

- *Applicants don't include a project tracking method beyond ACRES.*
- *Applicants don't include a corrective action to be employed should project go off track.*

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Common EPA Brownfield Grant Application Mistakes

4) PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

    a. Programmatic Capability

        i.   Organizational Capacity

        ii. Organizational Structure

- *Applicants don't include a structure and description of how it will function.*

        iii. Description of Key Staff

        iv. Acquiring Additional Resources

- *Applicants forget to reference "in accordance with 2 CFR Part 200" or higher procurement standard.*
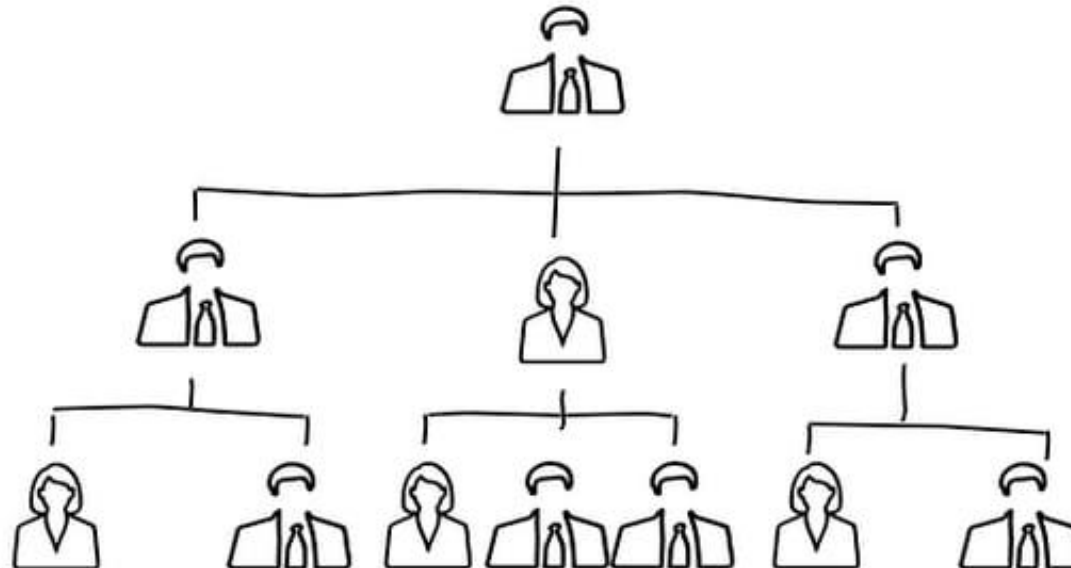
Common EPA Brownfield Grant Application Mistakes

4) PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE (cont.)

b. Past Performance and Accomplishments

- *Applicants forget to consider the "or" option.*
  - i. Currently Has or Previously Received an EPA Brownfields Grant
    - (1) Accomplishments
    - (2) Compliance with Grant Requirements
  - ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements
    - (1) Purpose and Accomplishments
    - (2) Compliance with Grant Requirements
  - iii. Never Received Any Type of Federal or Non-Federal Assistance Agreements
- *Applicants forget to list accomplishments & compliance.*
- *Applicants don't discuss applied corrective measures if project went off track.*

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4. PROGRAMMATIC CAPABILITY AND PAST PERFORMANCE

☹

☺

"The City presently has or had EPA brownfields grants as well as an EDA grant. FY18 Assessment Grant (rec'd extension); generic QAPP, 14 Phase I's, 7 Phase II's, 1 cleanup plans; 9 quarterly reports, ACRES reporting; financial reports; 14 sites and 47 acres ready for use. The EDC estimates that the planned redevelopment will result in hundreds of new residential units (some affordable), over 400 FTE jobs and millions of funds leveraged. "

Since 1988, the City has secured and effectively utilized multiple Federal and EPA Brownfields Grants. The status of the City's most recent EPA grants is:

1. FY14 Community-Wide Assessment | CA #BF-00F90901 | $400K | 10/1/14-17 (closed);*

2. FY16 RLF | CA # BF01F21301| $820,000 | Open*

3. CDBG | Low/Mod Income Housing Rehab | $700K*

*Outputs: one Quality Management Plan, nine Quality Assurance Project Plans, 22 Phase 1 ESAs, 8 Phase 2 ESAs; 12 Quarterly Reports; 3 DBEs and 3 FFRs;
*Outcomes: 8 sites and 38.45 acres were designated as ready for use; redevelopment resulted in 813 jobs and leveraged $100M; 122 safe and affordable senior housing units constructed

- ❖ Read the guidelines and resource materials thoroughly.

- ❖ Follow the guideline outline, don't get creative.

- ❖ Use tables when appropriate.

- ❖ Don't skip questions because you don't have information or data.

- ❖ Do not add hyperlinks to data or other information.

- ❖ Get one person to edit the application.

- ❖ Get someone who knows nothing about the project to review your application.

- ❖ If you hire a consultant, make sure they tell the story you want told.

The US Environmental Protection Agency (EPA) is offering an anticipated $232 million in Brownfield ARC grants this year!

NJIT TAB is offering a FREE review of your grant application to help you submit the strongest possible version to the EPA. We'll provide detailed feedback, so you can review and incorporate our suggestions before the final deadline.

- Submit your application to us ***as soon as possible*** for expert critique.
- Email your application (in Word format) to Carrie Martin: carrie.martin@njit.edu.
- Final submission to EPA is due by November 14, 2024.

Don't miss out on this chance to secure funding for your community's brownfield redevelopment. We helped secure nearly **$20M in funding last round**.

Let our team assist you on the path to success!
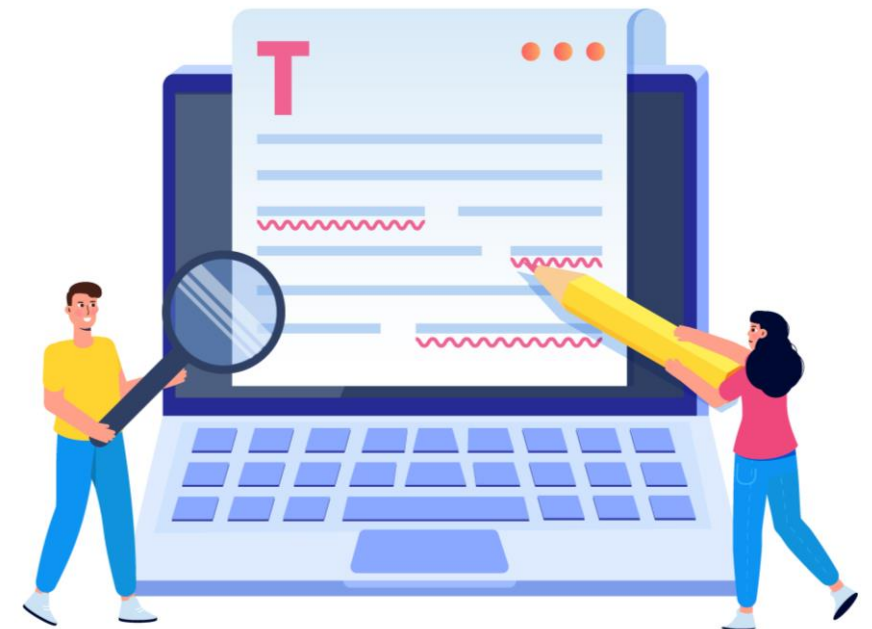
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TAB TECHNICAL ASSISTANCE TO BROWNFIELD COMMUNITIES

Break

We will resume in 10 minutes.

Atlanta Beltline Eastside Trail

Historic Fourth Ward Park

The EPA Brownfield Grant Process

The Life of a Brownfield Grant

The Brownfields Process

Assessment

"Cleanup"*

Redevelopment

*Ready for Anticipated Use

How does EPA Brownfields support communities?

Grants (Assessment, Cleanup)

Technical Assistance (Grant Management, Redevelopment)

Tools and Resources

Targeted Brownfield Assessments (TBAs)
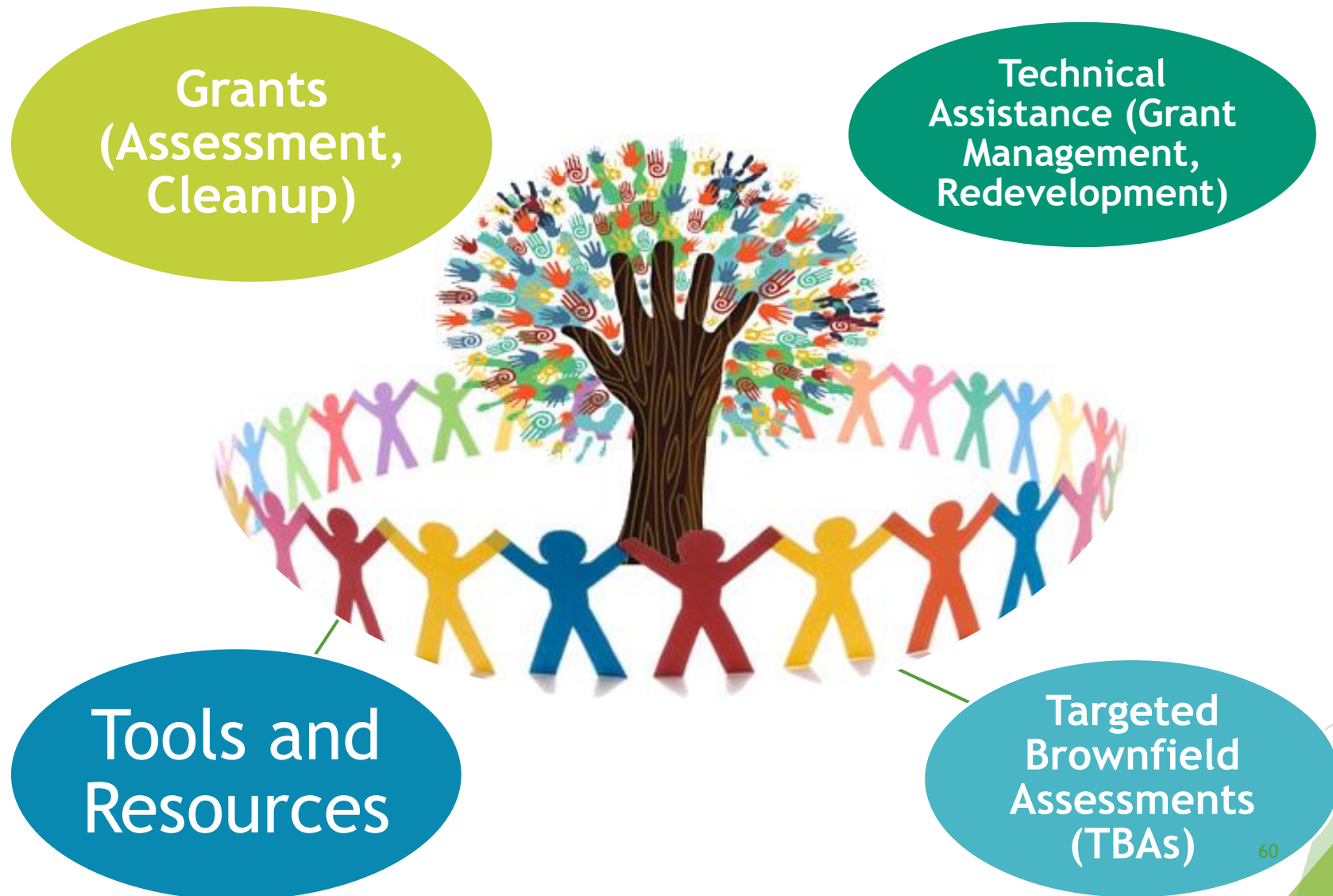
Brownfield Grant Process

Programmatic Requirements

Continuous project involvement and oversight by the grantee

Community Engagement

Regular and ongoing solicitation of stakeholder input

Assessments or Cleanup

Flexible and well-timed completion of environmental work on brownfield site(s)

Planning

Strategic visioning for the best reuse of brownfield site(s)

BROWNFIELD CLEANUP GRANT PROCESS

The Big Picture for your Brownfield "Grant"

- **Notice of Awards (NOAs) are legally binding documents**
- Acceptance is either 1) drawing down funds or 2) not filing a notice of disagreement within 21 days after the award

Cooperative Agreement Terms & Conditions

29 pages of T&Cs are attached to the agreement!

To Whom Do T&Cs Apply?

T&Cs follow the money, **not** just the grantee

They should be attached to every contract and subcontract associated with the grant

T&Cs apply to **everyone** that works with the grant

Who's Responsible for them? **YOU!**

Administrative & Programmatic Terms & Conditions

Federal Policy and Guidance: Cross-cutting requirements; Historic Preservation, Davis-Bacon, etc.

Programmatic Requirements: Sufficient Progress; Substantial Involvement; Eligible Costs

Administrative Requirements: from EPA & from the Brownfields Program

Assessment (or Cleanup) Workplan Requirements: Contractor Procurement; Site Eligibility

Payment (ASAP) and **Closeout** (Final Technical Report AND Cleanup Completion Report)

Sufficient Progress

18 months:

- at least 25% of funds have been drawn down/dispersed

- a solicitation for a QEP(s) has been released;

- sites are prioritized or an inventory has been initiated;

- community involvement activities have been initiated; and/or

- other documented activities have occurred that demonstrate to EPA's satisfaction that the CAR will successfully perform the cooperative agreement.

For Cleanups: Ensure an appropriate cleanup plan is in place.

30 months:

- at least 45% of funds have been drawn down/dispersed;

- a QEP(s) has been procured;

- assessments on at least two sites have been initiated; and/or

- other documented activities have occurred that demonstrate to EPA's satisfaction that the CAR will successfully perform the cooperative agreement.

Failure to meet Sufficient Progress will require a Corrective Action Plan

EPA can terminate a Cooperative Agreement before the end date

EPA's Substantial Involvement Role

- Close monitoring of the CAR's performance

- Participation in periodic telephone conference calls

- Reviewing and commenting on quarterly and annual reports

- Verifying sites meet applicable site eligibility criteria

- Reviewing and approving Quality Assurance Project Plans (QAPP)
  - EPA has 30 days for generic QAPPs and 15 days for SSQAPPs

- Access to all documents throughout life of grant (budgets, Davis Bacon records, etc.)

- Collaboration, consultation, and advice from EPA to CAR staff

- Annual baseline reviews and advanced monitoring

Cooperative Agreement Recipient's Responsibilities

- Quarterly progress reports to ACRES AND Quarterly Drawdowns from ASAP

- Maintain records that will enable it to report to EPA on the amount of funds disbursed

- Inform EPA as soon as problems, delays, or adverse conditions become known which will materially impair the EPA-approved workplan

- Oversight of QEP

- Commitment to schedule, workplan targets, and budget

- Follow up with PO on QAPP reviews

Eligible Costs

Generally, funds can be used for:

- Inventory, characterize, and remediate sites
  - Phase I, Phase II, cleanup
- Ensuring compliance with state and federal laws
- Preparing and updating an ABCA
- Developing QAPPs and SAPs
- Purchasing environmental insurance
- Various planning activities: Land use and Site Reuse Assessment, Market Study, Community Health Assessment, Etc.

Funds cannot be used for:
- Cleanup activities (for assessment grants)
- Site development activities
- Job training
- Paying penalties or fines
- Paying to write other/future grants

Federal Cross Cutting Requirements

- ▶ **Compliance with requirements for other federal programs such as:**

- ▶ **BABA**

- ▶ **MBE/WBE/DBE "requirements"**

- ▶ **OSHA "requirements"**

- ▶ **Endangered Species Act**

- ▶ **CWA Section 404 permits (for impacts to wetlands)**

- ▶ **National Historic Preservation Act**

93 Listings on the National Register of Historic Places – Duval County, FL

Questions?

Nichole Rodgers, MS

Region 4 Brownfield Coordinator

Rodgers.nichole@epa.gov

And with that . . .

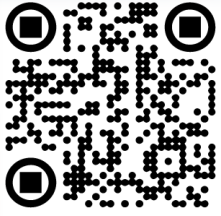Q&A with NJIT TAB's Grant Gurus

Sean Vroom
Executive Director
NJIT TAB

Cailyn Bruno, PSG, LSRP
Director, Environmental Services
NJIT TAB

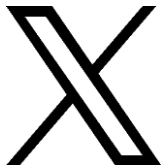NJIT
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Contact Us

Scan the QR Code to access our website

✉ tab@njit.edu

𝕏 @NjitTab

in company/njit-tab

Elise Molleur
Brownfield Redevelopment Specialist, **NJIT TAB**
(973) 642-7280
elise.molleur@njit.edu
Schedule a meeting with me:
https://scheduler.zoom.us/elise-molleur

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