Technical Notes

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Additionally, please note:

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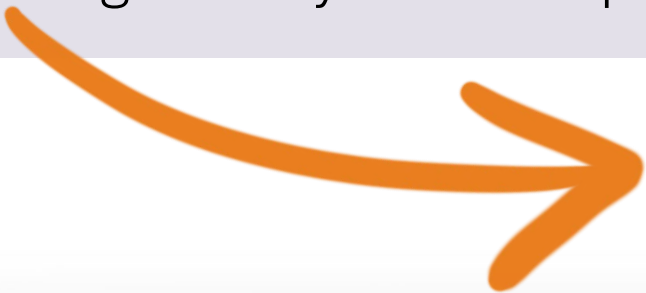
We Want to Hear Your Feedback

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s.uconn.edu/nationaltabwebinar5-1

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Speakers

Wayne Bugden, LEP
UConn TAB
Region 1

Carrie Martin, AICP
NJIT TAB
Region 2 & 4

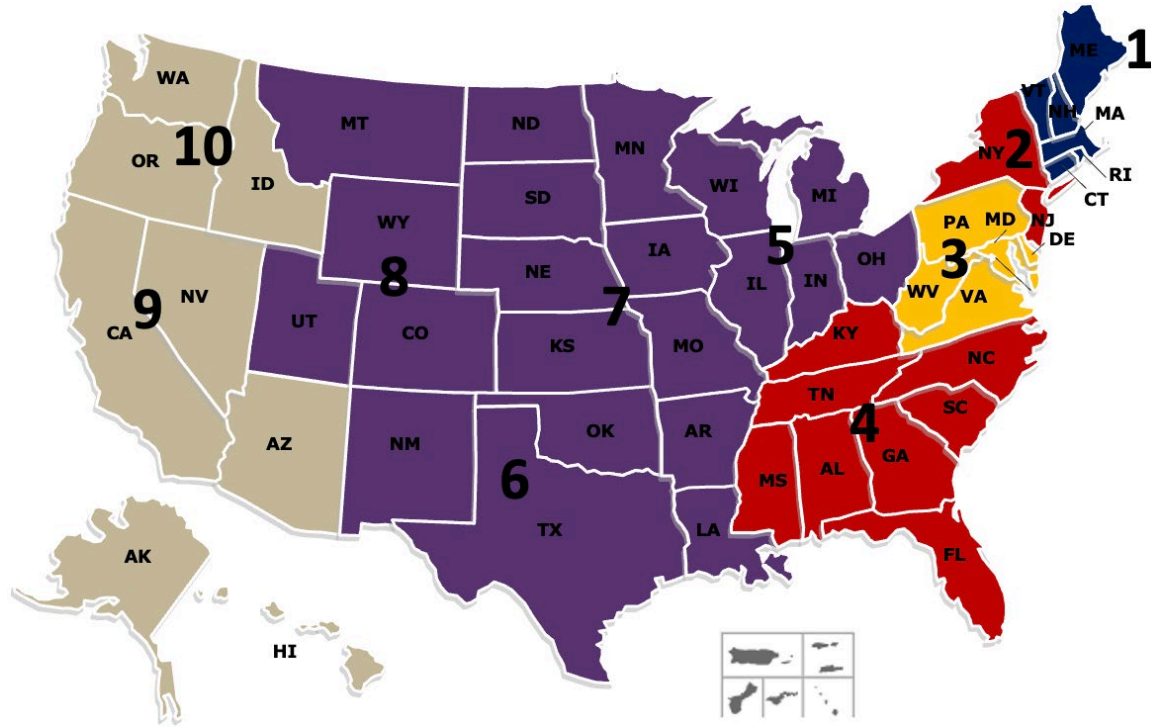**Katie See**
Mid-Atlantic TAB
Region 3

Roxanne Anderson
KSU TAB & National TAB
Region 5,6,7, and 8

Sheryl Gonzales
CCLR TAB
Region 9 & 10

Technical Assistance to Brownfields (TAB)

What is TAB?

- Provides FREE technical assistance to communities, states, Tribal Nations and other public entities to help address their brownfield sites and to increase their understanding and involvement in brownfields cleanup, revitalization and reuse.
- Prepare brownfields grant applications.
- Perform site inventories.
- Review historical information.
- Design site investigations, sampling and field analysis.
- Plan cleanup and redevelopment.

Who are the **TAB Service Providers?**

University of Connecticut EPA Region 1

New Jersey Institute of Technology (NJIT) EPA Regions 2 & 4

The West Virginia University EPA Region 3

Kansas State University – EPA Regions 5, 6, 7 & 8

Center for Creative Land Recycling (CCLR) EPA Regions 9 & 10

Today's Agenda

- Welcome and Introductions
- Getting Started
- Consideration before applying and which grant to apply for
- Eligible Entities and Threshold Criteria
- Ensure that grant funds cover project scope
- Working with your community and selecting a team
- Grant specific site requirements and preparation
- Writing the Grant
- Grants.gov
- Wrap-up

ADVICE FOR GETTING STARTED

Roxanne Anderson
*KSU TAB & National TAB
Region 5,6,7, and 8*

What is a Brownfield?

A 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.

|				
Abandoned factories	Vacant gas stations	Foundries	Dry cleaners	Power plants
Rail yards/shipyards	Agricultural lands	Dump sites	Machine shops	Old buildings containing hazardous materials

DO AS MUCH AS YOU CAN, AS EARLY AS YOU CAN

Some Advice Before We Get Started...
Be Thoroughly Familiar With The Grant Process

- Don't rely solely on workshops and webinars as your only means to prepare.

- Read through the FY2025 Guidelines for Brownfield Grants

- Review EPA's FAQs from FY2025

- Review examples of successful grant applications

- Seek assistance (TAB Providers and EPA)

- Ask questions of EPA before the RFA is issued in Sept.

- Prepare a task schedule *and stick to it!*

- Identify possible sites

CONSIDERATIONS BEFORE APPLYING FOR AN EPA BROWNFIELDS GRANT
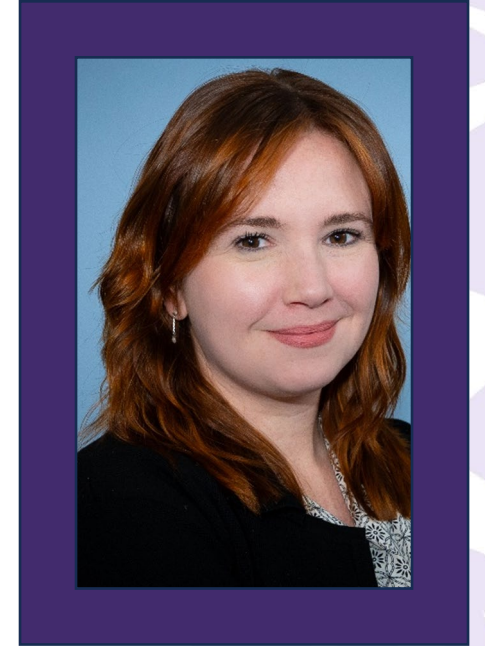
Carrie Martin, AICP
NJIT TAB
Region 2 & 4

Why Apply

- Restore contaminated properties for productive/community reuse
- Create jobs and stimulate local economic growth
- Improve environmental and public health outcomes
- Attract private investment and complementary funding
- Demonstrate leadership in sustainability and community (re)development

Deciding to Seek a Brownfield Grant

Is my organization eligible?

Do I have the organizational capacity to administer a grant?

What is the proposed Target Area?

What is/are the eligible site(s)?

What work is needed? Planning? Assessment? Cleanup? Other?

Is there an identified end use for the brownfield site(s)

Does it meet the threshold criteria?

Demonstrate Leveraging of Funds

- Identify additional funding resources

- Identify in-kind resources

- Document committed resources, including other grants, loans, private investment

DETERMINE WHICH BROWNFIELD GRANT YOU SHOULD APPLY FOR

Expected FY 2026 EPA Brownfield Grants

Types of Brownfield Grants Known by Acronym "MARC"

- <u>M</u>ultipurpose Grants

- <u>A</u>ssessment Grants
    - Community-Wide Assessment Grants
    - Assessment Coalition Grants
    - Community-Wide Assessment Grants for States and Tribes

- ~~<u>R</u>evolving Loan Fund Grants~~ – *not this year*

- <u>C</u>leanup Grants

Multipurpose

Assessment

Cleanup

Expected FY 2026 EPA Brownfield Grants

Multipurpose

- Range of planning, assessment and cleanup activities

Assessment

- Inventory, characterize, assess, conduct planning, community engagement

Cleanup

- Cleanup at specific brownfield site or multiple sites owned by the applicant

Multipurpose Grants

- Appropriate for communities that have identified a discrete area with one or more brownfield sites.

- Applicants must own site where cleanup activities may be conducted.

- Must demonstrate how funds will result in at least one of the following:
  - Phase II environmental site assessment
  - Site cleanup
  - Overall revitalization that includes a feasible reuse plan for one site

- Must have drawn down at least 70% of previous assessment or multipurpose grant

Multipurpose

Assessment Grants –Types

- Community-Wide Assessment (CWA)

- Assessment Coalition

- Community-Wide Assessment Grants for States and Tribes (CWAGST)

Assessment

Assessment Grants

Can be used to:

- Inventory Sites: Compile a brownfield list
- Identify past uses/current conditions – i.e., Phase I Environmental Site Assessments
- Assess Sites: Determine existing contamination of hazardous substances and/or petroleum contamination – i.e., Phase II Assessments, Hazardous Building Material Surveys
- Conduct planning around one or more brownfield sites
- Initiate site revitalization and prepare for site redevelopment
- Conduct Site-specific Cleanup and Redevelopment Planning
- Conduct Community Involvement: Inform and engage community

Assessment

Community-Wide Assessment Grants

- Appropriate for communities that are beginning to address their brownfield challenges, as well as for communities that have ongoing efforts to bring sites into productive reuse.

- Applicants may request up to $500,000 to carry out eligible activities

Assessment

Assessment Coalition Grants

- One "Lead" Entity partners with two to four "non-lead" entities that do not have capacity to apply for and manage their own grant

- Lead Entity must be state, tribal, county or local government or council or regional council established under federal, state or local law.

- Must have at least one non-lead member that has never been awarded a MARC grant

- Organizing a successful assessment coalition and putting in place the necessary agreements takes time.
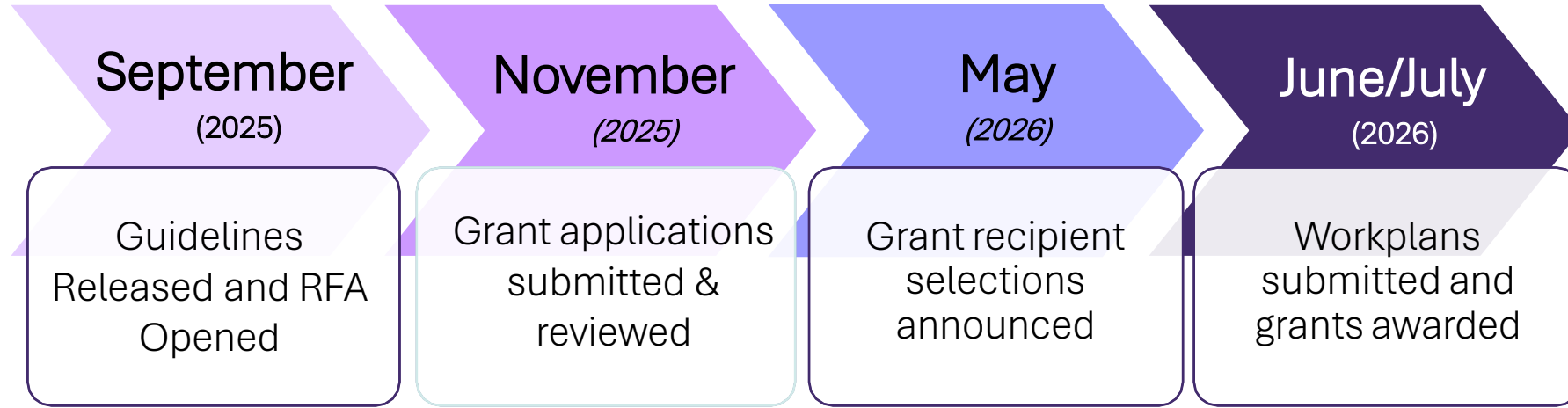
- Non-leads cannot be affiliated with another non-lead

Assessment

Community-wide Assessment Grants for States and Tribes

- Only available to states, Federally recognized Tribal Nations and eligible native corporations in Alaska to address brownfield sites in their jurisdiction

- Awards are funded under the Infrastructure Investment and Jobs Act.

- Current EPA Brownfields CWAGST Grant recipients must demonstrate that at least 60% of drawn down funds for current agreement have been disbursed

Assessment

Typical Timeline for Grant Cycle

September (2025) — Guidelines Released and RFA Opened

November *(2025)* — Grant applications submitted & reviewed

May *(2026)* — Grant recipient selections announced

June/July *(2026)* — Workplans submitted and grants awarded

The TAB Programs provide free reviews and support on grant applications

Multipurpose

Assessment

Cleanup

VERIFY THAT YOU ARE AN ELIGIBLE ENTITY TO APPLY

Sheryl Gonzales
CCLR TAB
Region 9 & 10

Applicants Eligible for EPA Brownfield Grants

- State, local, and tribal governments

- General purpose units of local governments

- Regional planning councils and councils of government

- Development/Redevelopment Agencies

- Non-Profits(excluding 501(c)(4)

- Cannot be the "responsible party"

Multipurpose

Assessment

Cleanup

Sites Eligible for EPA Brownfield Grants

- Meets the definition of "brownfield" or EPA has made a site-specific determination

- Not a federal facility (though former federal facilities are eligible)

- Not a Superfund National Priorities List (NPL) site

- For Cleanup Grants Only –   Applicant Must Own the Site

- For Assessment Grants - Applicant Must Demonstrate Access to the Site

Multipurpose

Assessment

Cleanup

WHY DO WE ASSESS A SITE?

1. "Environmental Due Diligence" – to satisfy buyers, investors, or lenders - Is There a Business Risk? "Buyer Beware!"

2. To obtain liability protections under federal or state law and thereby qualify for Brownfield Grants

   (Some terms you will see: *"All Appropriate Inquiry," (AAI) "Innocent Landowner," "Bonafide Prospective Purchaser, "* etc..)

3. The government tells us to – i.e., the Site is subject to rules/regulations

4. To be able to safely reuse the Site – i.e., Assess & Remediate as part of overall Brownfield Cleanup and Redevelopment Plan

> Have an **environmental professional** conduct (OR update) a Phase I according to ASTM E1527-21 or E2247-16, <u>180 to 360 days before the acquisition</u>

TECHNICAL ASSISTANCE TO BROWNFIELD COMMUNITIES

MID - ATLANTIC TAB
TECHNICAL ASSISTANCE TO BROWNFIELDS COMMUNITIES

TAB
Technical Assistance to Brownfields

KANSAS STATE UNIVERSITY

TAB REGION 1

CENTER FOR CREATIVE LAND RECYCLING
RECLAIM. CONNECT. TRANSFORM.

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.

VERIFY THAT YOU MEET THE THRESHOLD CRITERIA

Katie See
Mid-Atlantic TAB
Region 3

Make Sure You Meet Grant Threshold Criteria

- Check the FY2025 "Guidelines" for the type of grant you wish to apply for to give you a head start
  - There are differences in the Threshold Criteria for each
    - You can find this information in the RFA of the grant – many TAB providers will also provide a separate Threshold Criteria checklist
  - There will be updates for the FY26

- There are numerous criteria that you must meet and a document to complete to ensure you meet all criteria

- Applicants for Cleanup Grants and Multipurpose Grants, in particular, must meet numerous site eligibility criteria

ALL Grants

- Threshold eligibility criteria ensures applicants are eligible to receive an EPA Brownfield MARC grant

- Criteria are pass/fail and based on certain requests for information identified in following slides

- Information submitted is used by EPA only to make eligibility determinations for EPA Brownfield grants

- Only applications that pass all threshold criteria will be evaluated against evaluation criteria in Section 5.A.

- Evaluation Criteria - of Grant Solicitations

- **Double check your work!!** You cannot make changes to your application past the submission deadline and

EPA cannot accept additional documents past the deadline.

Responses to each criteria are required and must be included as an attachment to the grant Narrative which is included in application submitted to EPA

Applicants deemed ineligible for funding consideration as a result of the threshold eligibility review will be notified within 15 calendar days of the ineligibility determination.

Assessment Grant

- Current letter from environmental state agency acknowledging that applicant plans to conduct assessment activities and apply for FY25 brownfield grant

- Previous year not permitted

If applying for multiple types of grants, only one letter is required.

However, a copy of state agency letter must be attached with each of your applications.

Assessment

Cleanup Grant

- Site Characterization:
  - Additional requirements provided later in presentation

If applying for multiple types of grants, only one letter is required.

However, a copy of state agency letter must be attached with each of your applications.

Cleanup

DETERMINE THAT THE SCOPE OF THE GRANT FUNDS COVERS YOUR NEEDS

Eligible Grant Uses – Multipurpose Grants

Almost anything an assessment or cleanup grant can do, including:

- Brownfield inventories and prioritization

- Site reuse planning

- Community engagement

- Environmental site assessments

- Cleanup planning, design & permitting,

- Contractor procurement

- Cleanup of one or more sites

- Participant support costs, such as a community liaison

Multipurpose

Eligible Grant Uses – Assessment Grants

Brownfields Inventories

Prioritizing Sites

Site Assessments (Phase I and II)

Monitoring Activities

Community Engagement

Site-Specific Cleanup Plans

Brownfield Reuse Plans

Travel and Training

Areawide & Coalition

- Site Reuse Assessments
- Market Studies
- Infrastructure Evaluations
- Community Health Assessment
- Site Disposition Strategies
- Visioning
- Revitalization Plans
- Resource Roadmap

Assessment

Eligible Grant Uses – Cleanup Grants

- Direct costs for programmatic grant management, including program reporting, cleanup oversight, environmental monitoring
  - A portion of the Brownfields Grant may be used to purchase environmental insurance
  - Health monitoring and monitoring/ enforcement of any institutional control used to prevent human exposure to any hazardous substance
  - Cleanup planning, design & permitting,
  - Contractor procurement
  - Cleanup of one or more sites
  - Participant support costs, such as a community liaison

Cleanup

WORKING WITH YOUR COMMUNITY DURING THE GRANT WRITING PROCESS

Sheryl Gonzales
CCLR TAB
Region 9 & 10

Community Engagement

EPA wants local organizations, groups and entities that are relevant to the project to be involved.

It is never too soon to reach out to the potential community groups to:

Involve them in the decision-making progress

- Establish the role each will play in the brownfield project
- Put formal agreements in place, as needed

Multipurpose

Assessment

Cleanup

Consideration: Community Vision, Wants and Needs

- Application **must show** how the proposed brownfield project aligns with the community vision – community master plans, strategic plans, etc.

- Consider:

    High scoring locations ie. community gateway, downtown, historic, underserved neighborhoods

    Community stakeholders – disseminate info, expand capacity to implement the project

- Contact your TAB for help with identifying additional sites or verify eligibility of a site as a brownfield

Multipurpose

Assessment

Cleanup

Community Involvement Requirements Assessment Grant

- Consider who will be on the project committee for determining other sites to use assessment funding towards

- EPA likes to see that the community has been included with steering committee, etc.

Assessment

Community Involvement Requirements Cleanup Grant

- Public Meeting ~required no later than 2 weeks prior to grant submittal

- Public meeting **must** cover ABCA and grant application draft

- Post public meeting notification in accordance with guidelines

- Select location that is ADA compliant, determine if you need translator services

- Record attendance, feedback, develop means for further public input and how public input was responded

Cleanup

DETERMINE YOUR TEAM

Develop Your Organizational Structure

- Show EPA there is programmatic capability and organizational structure to successfully manage all aspects of the grant and the grant-funded project.

- Take the necessary time to develop a strong team, especially if first time receiving a brownfield grant.

- A system needs to be in place to manage the grant, and to acquire expertise and other resource.

Multipurpose

Assessment

Cleanup

GRANT SPECIFIC BROWNFIELD SITE REQUIREMENTS FOR YOUR APPLICATION

Wayne Bugden, LEP
UConn TAB
Region 1

Multipurpose Grant Site Requirements

- Applicant must define one Target Area – may include one or more towns, or parts of towns, district, shared planning area, or census tract

- Applicant must indicate sites at which the following will occur:
  - Assessment – must conduct at least one Phase II Site Investigation
  - Cleanup – must remediate at least one site
  - Revitalization/Reuse Planning – must include plan to develop a feasible reuse strategy for at least one priority brownfield site/

- Must describe how access will be obtained to other assessment sites

- Applicant must own at least one site in the target area that meets the definition of a brownfield, or obtain EPA approval for an agreement that is "functionally equivalent" to ownership – such as a "nominee agreement" or 99-year irrevocable lease

- If you plan to acquire the site in the next few months, you must first perform "All Appropriate Inquiry" to qualify for liability protections as a "Bona fide Prospective Purchaser" and be eligible for a grant. Generally, you will do this by conducting a "Phase I Environmental Site Assessment."

Multipurpose

Assessment Grant Site Requirements

- Identify geographic boundary

- Identify the target areas within your geographic boundary and priority sites within each

- For community-wide assessment grants, must identify at least one priority site (3 are recommended)

- For States/Tribes: Must have at least three target areas and at least five priority sites, with at least one site in each target area

- You must describe how you will obtain access to the priority sites

Assessment

Coalition Assessment Grant Site Requirements

- List the coalition members

- Identify each member's associated geographic boundary
  - Identify target area(s) and priority sites
  - Must identify at least one priority site within each member's geographic boundary
  - Target areas CANNOT overlap

- You must describe how you will obtain access to the priority sites

Assessment

Cleanup Grant Site Requirements

- Funding for cleanup activities at one or more brownfield sites within the identified target area

- Applicant **must own** the site(s) at the time of the application, unless EPA approves an alternative agreement. As mentioned under the Multipurpose Grant, talk with EPA immediately to make sure such agreement will be approved

Cleanup

Communicating with EPA

- EPA staff can provide excellent guidance from now until the Requests for Applications are issued in Sept. (similar to the level of assistance EPA offers during grant debriefings).

- After RFAs are issued, however, EPA can only answer questions regarding threshold criteria, task & budget eligibility criteria

- EPA will not meet with individual applicants after the RFAs are issued, and can no longer provide advice to applicants on responding to ranking criteria

- *But TAB Teams can provide this assistance*

SPECIFIC GRANT REQUIREMENTS TO START PREPARING NOW

Creating a Coalition for Coalition Assessment Grant

- Lead Entity must be state, tribal, county or local government or council or regional council established under federal, state or local law.

- Must have at least two, but no more than four, non-lead coalition members

- Non-lead members must demonstrate they have drawn down at least 70% of funding for each open MARC Grant

- Coalitions may not be an agency or instrumentality of themselves; for example, a county and redevelopment authority of that county

Assessment

Considerations for Applying for a Cleanup Grant

- Demonstrate that sufficient assessment has been completed to move on with cleanup
  - Phase I and Phase II completed

You have time now to fill any gaps in this information

Cleanup

Cleanup Grant Requirements: Completed ABCA

- Provide a Draft Assessment of Brownfields Cleanup Alternatives or "ABCA"
  - Site information
  - Contamination issues
  - Cleanup standards
  - Applicable laws
  - Identification and evaluation of cleanup alternatives
  - Selected remediation alternative

Cleanup

Cleanup Grant Requirements: Cleanup Budget

- Provide a thorough and reasonable budget, with sufficient rationale and justification of costs

- Identify other resources that will be used to fill any funding gaps

- Grant application provides a budget template – USE IT!

- A complete cleanup cost estimate prepared by an engineer or environmental professional is best.

- You may need to retain the engineer to help:
  - Ensure the cost estimate includes units and unit costs
  - Revise outdated cost estimates to reflect current costs
  - Revise cost estimates to reflect Davis-Bacon wage rates, if the original cost estimates did not include Davis-Bacon

Cleanup

WRITING THE GRANT

Grant Writing Tools and Resources

- EPA and TAB webinars and How-To Guides

- TAB Resources – Each TAB has their own resources and reviewing services they provide

- TABEZ Online Grant Writing Tool – www.ksutab.org
  - A template for EPA Brownfields Assessment and Cleanup Grant Applications
  - Updated 1 Week after RFA is published
  - Contains Additional Resources
  - Works best in Chrome and Firefox (not Explorer)

- Grant narrative templates available online

- Work with your TAB provider!

Multipurpose

Assessment

Cleanup

Data Mining for Narrative

- Start early with getting your demographic and health data!

- American Community Survey – Census Bureau

- State specific resources for health data can be found on your TAB's website or by reaching out!

GETTING STARTED WITH GRANTS.GOV

Login.gov → SAM.gov → Unique Entity Identifiers (UEI) → Grants.gov: Username and password for the Authorized Organization Representative (AOR) → Overview of other Federal Forms to be submitted
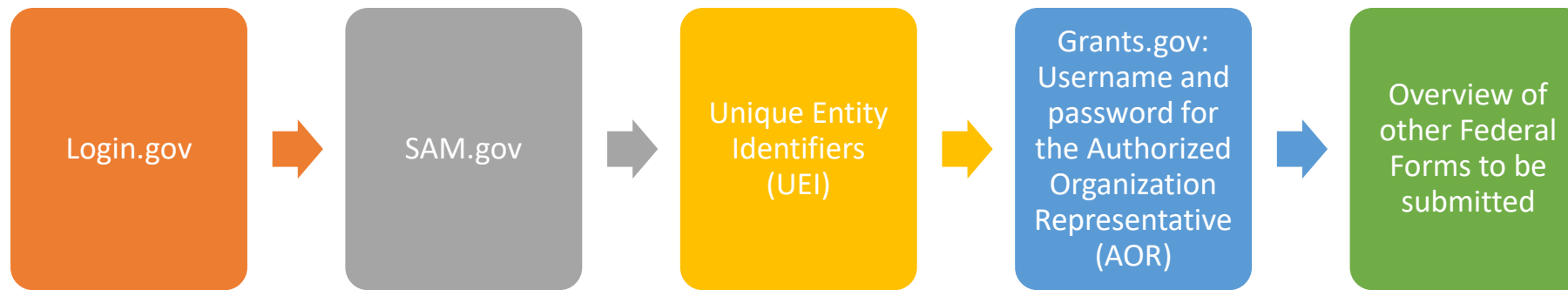
Carrie Martin, AICP
NJIT TAB
Region 2 & 4

login.gov

A secure sign-in service used by the GSA for accessing SAM.gov and other government services

- When you try to sign into a participating agency website, it will prompt you to create an account .

- Login.gov manages your username and password

- Go to SAM.gov to register your entity, receive a Unique Entity Identifier, or renew your entity

- Renew SAM.gov registration at least 90 days before it expires

SAM.gov

<u>S</u>ystem for <u>A</u>ward <u>M</u>anagement (SAM) Registration

- Needed in order to work as a federal contractor or receive business or nonprofit grants.

- Your SAM Registration will be valid for one year

- Go to SAM.gov to register your entity, check to see if your account is still active, receive a Unique Entity Identifier, or renew your entity

- Renew SAM.gov registration at least 90 days before it expires

- For SAM.gov registration help, contact the Federal Service Desk (FSD) at https://www.fsd.gov/gsafsd_sp

Register to Submit Your Application Electronically

THIS PROCESS CAN TAKE MORE THAN A MONTH TO COMPLETE!

YOU MUST:

• Have an active System for Award Management (SAM) account in www.sam.gov

• Have a Unique Entity Identifier (UEI) assigned by www.sam.gov

• Be registered in www.grants.gov; and

• Have the E-Business Point of Contact designate an "Authorize Organization Representative" or "AOR" in www.grants.gov.

Follow the EPA's Instructions and the instructions in Grants.gov and Sam.gov.

UEI Number

EPA requires a UEI number in its grant applications

- <u>U</u>nique <u>E</u>ntity <u>I</u>dentifier - A unique 12-character alphanumeric identifier that uniquely identifies entities that do business with the federal government.

- You will have received a UEI if your organization is registered in SAM.gov – *This can take a month or more*

Applying for a Grant and Federal Forms

This is done through www.grants.gov

- Create a username and password using the correct UEI

- Complete an AOR (Authorized Organization Representative) profile

- Become an authorized AOR by requesting approval from your organization's E-Business Point of Contact (E-Biz POC)

- Track the status of your AOR in www.grants.gov
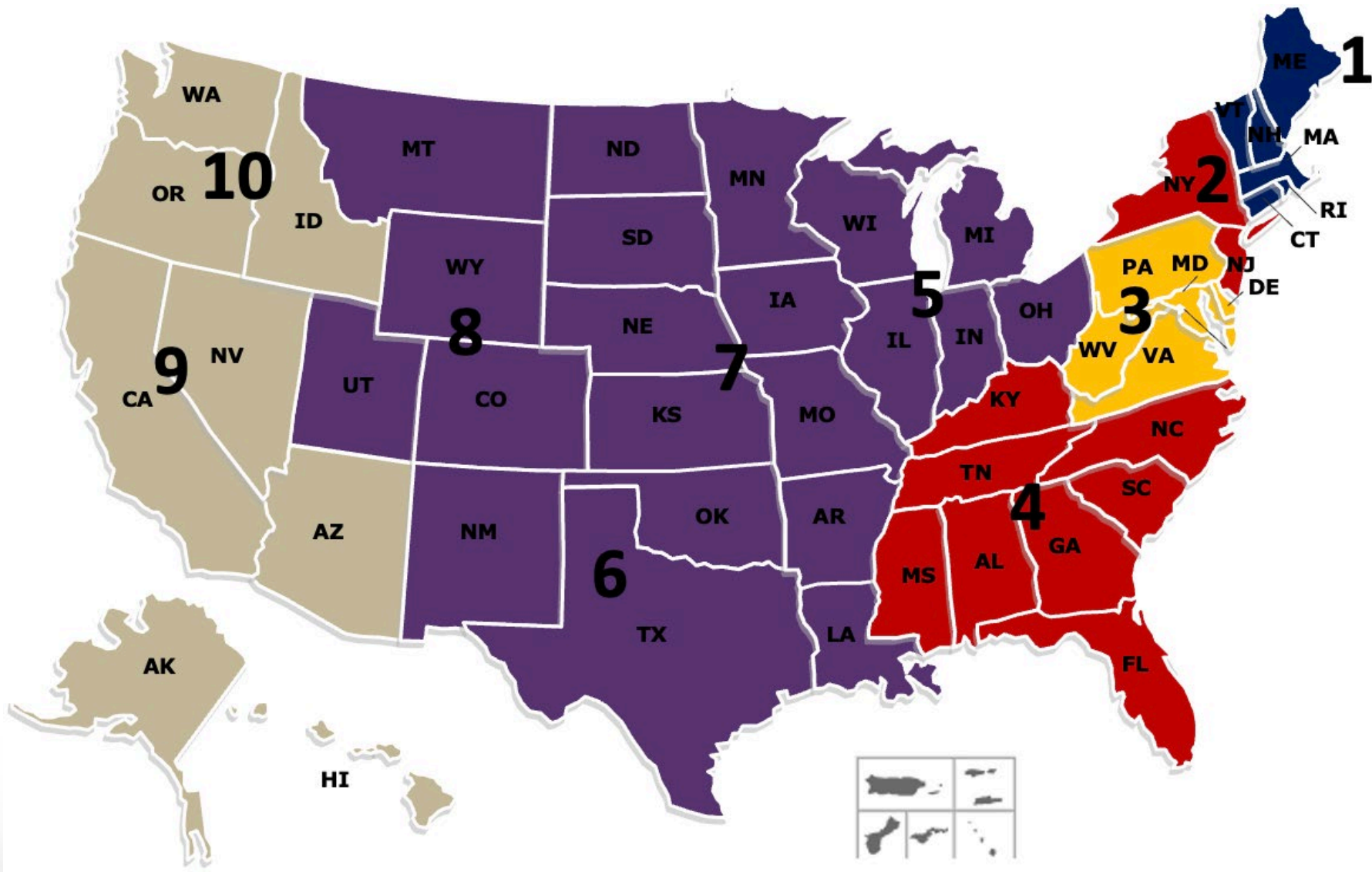
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info@cclr.org

We Want to Hear Your Feedback

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   o   s.uconn.edu/nationaltabwebinar5-1

2. Click the link provided in the chat box

3. Scan this QR image from your smartphone

Thank You

For joining us for this webinar. Please get in touch if you have any questions or comments.