

# Grants Workshop for Auto Communities

Hannah Center

East Lansing, Michigan

August 3, 2011



# Agenda

- 8:30a Breakfast & Networking
- 9:30 Introduction of Participants
- 9:35 Welcome Remarks
- 9:45 Objectives for Workshop
- 9:50 Overview of Federal Grant Funding Sources & Uses
- 10:35 TAB Assistance
- 11:00 BREAK
- 11:10 Preparing EPA Brownfield ARC Grants
- 12:45p Wrap Up of Open Workshop
- 1:00 Lunch
- 1:30 Individual Assistance Sessions (by appointment)



# Overview of Available Federal Grant Sources

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# PARTNERSHIP FOR SUSTAINABLE COMMUNITIES - Guiding Principles

1. Provide more transportation choices
  2. Promote equitable, affordable housing
  3. Enhance economic competitiveness
  4. Support existing communities
  5. Coordinate policies & leverage investment
  6. Value communities & neighborhoods
- ... and other efforts
- References to climate change, greenhouse gas reductions, preserving & maximizing resources, etc.
  - >> Federal Agencies coordinating
  - >>> Federal budget





# Environmental Protection Agency

- ARC Grants – Discussed later in the program
- Targeted Brownfield Assessments (TBA)
  - In-kind technical services
  - Phase I & II
  - Equivalent of up to \$70K
  - Governments, tribes, nonprofits
  - Ongoing applications – as funding permits



# Environmental Protection Agency

- Other EPA resources (in addition to ARC grants)
- CARE & Environmental Justice Grants
- Environmental Workforce Development & Job Training
- Technical support (i.e. Smart Growth, Renewable Energy, Green Cleanups)
- Sustainable Communities
- Area-wide & Multipurpose grants



# Housing & Urban Development

- Sustainable Communities Grants
    - Regional Planning - *NOFA published*
    - Challenge Grants - *NOFA published*
    - For planning projects
    - Governmental agencies, COGs, coalitions & nonprofits
    - \$1M - \$5M, depending on community size
  - CDBG & Section 108
  - Brownfields Economic Development Initiative (BEDI)
-



# Economic Development Administration

- Several program areas
    - Physical infrastructure upgrades (Public Works/Economic Adjustment)
    - Reuse of publicly owned buildings (Public Works /Economic Adjustment)
    - Brownfield Inventories/Redevelopment Plans (Planning)
    - Site-specific market feasibility studies (Planning/Local Technical Assistance)
    - Capitalization of Revolving Loan Funds (Economic Adjustment)
-



# Economic Development Administration

- Applying for Investments – Key Points
    - Proposals must be based on a locally developed comprehensive economic development strategy (CEDS)
    - State, a political subdivision of a state, district organization, Indian tribe, institution of higher education, or a non-profit acting in coordination with a political subdivision of a state
    - Certain economic distress criteria must be met
    - Cost sharing or matching is required
-



# Army Corps of Engineers

- Planning Assistance to States (PAS)
    - City, county, state, tribe, diking district, watershed council
    - Planning for the development, utilization and conservation of water & related land resources
    - Supply & demand studies; modeling, water quality, environmental restoration, coastal zone evaluations/management
    - 50% cost share; ~\$25K-\$100K
-



# Federal Transportation Administration

- Formula grants - work thru state MPOs,
- Discretionary funds: TIGER & Livability grants – *interim NOFA released*
- DOT highway and transit construction programs can support related revitalization by:
  1. helping upgrade existing facilities
  2. offer transportation amenities that improve access to – and marketability of – sites
  3. fund facilities and structures that serve as part of the remedial solution





# Federal Transportation Administration

- Transportation Infrastructure Finance & Innovation Act (TIFIA)
  - Project with regional/national significance
  - Secured (direct) loans, loan guarantees & standby LOC
  - State departments of transportation, transit operators, special authorities, local governments & private entities
- State of Good Repair
  - Bus & bus facilities grant



# Energy

- Production Tax Credits (wind, biomass; not solar)
  - Investment Tax Credits (or cash grant)
  - Bonneville Conservation Program
  - Renewable Energy Credits
  - MACRS accelerated depreciation
  - USDA Biomass Programs
  - Treasury Grant Program
  - NREL: Partnership with EPA
-

# New Market Tax Credits (NMTC)

- Community Development Entity (CDE) receives an allocation of NMTCs
- Below-market, flexible financial products for real estate projects located in highly-distressed communities throughout the nation.
- For larger projects - \$5 Million
- Many CDEs in the region

# Other Sources

- National Park Service: Land & Water Conservation
    - Matching grants to States & local governments for the acquisition & development of public outdoor recreation areas and facilities
  - Federal Home Loan Bank
    - Member institutions can receive lower rates when borrowing for brownfield projects
  - Agriculture
    - Grants, loans & guarantees for housing, community facilities, infrastructure, business development, etc.
-

# State Funds

- State funds for:
  - Brownfields
  - Infrastructure
  - Transportation
  - Housing
  - Parks & open space
  - Business development
  - Planning

# Foundations

- Grants & in-kind contributions to nonprofits & small rural communities
- National, regional & local foundations
- Environmental conservation, convening facilities, recreation, capital projects, capacity building
- Grant range - \$5K-\$250K
- Application processes & time frames vary

# Foundations - Strategies

- Understand how foundation's grants fit into applicant's financing strategy
- Demonstrate how organization's project will meet foundation's objectives
- Best for jump-starting a project/program
- Demonstrate capacity & organization – CDC?
- Endowments are down – competition is tight
- Consider national & regional foundations

# Technical Assistance to Brownfields (TAB) Communities; & TAB-EZ & BIT

## Auto Community Brownfields Grant Workshop

East Lansing, Michigan

August 3, 2011

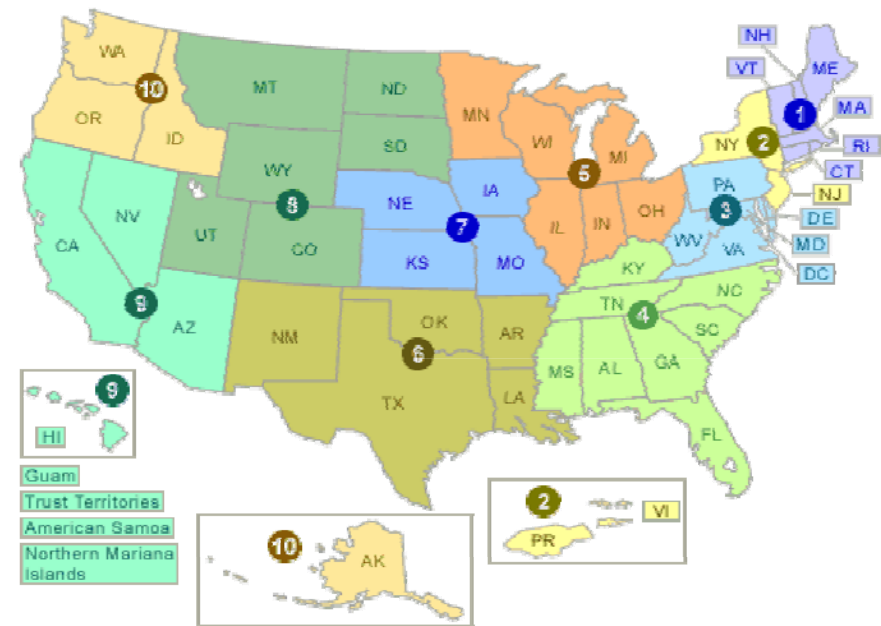




# Technical Assistance to Brownfield (TAB) Communities

Assist local governments with the brownfields process

- A national program
- Funded by EPA headquarters via grants to 4 different entities
- K-State assists communities in EPA Regions 5 and 7
- Free to communities

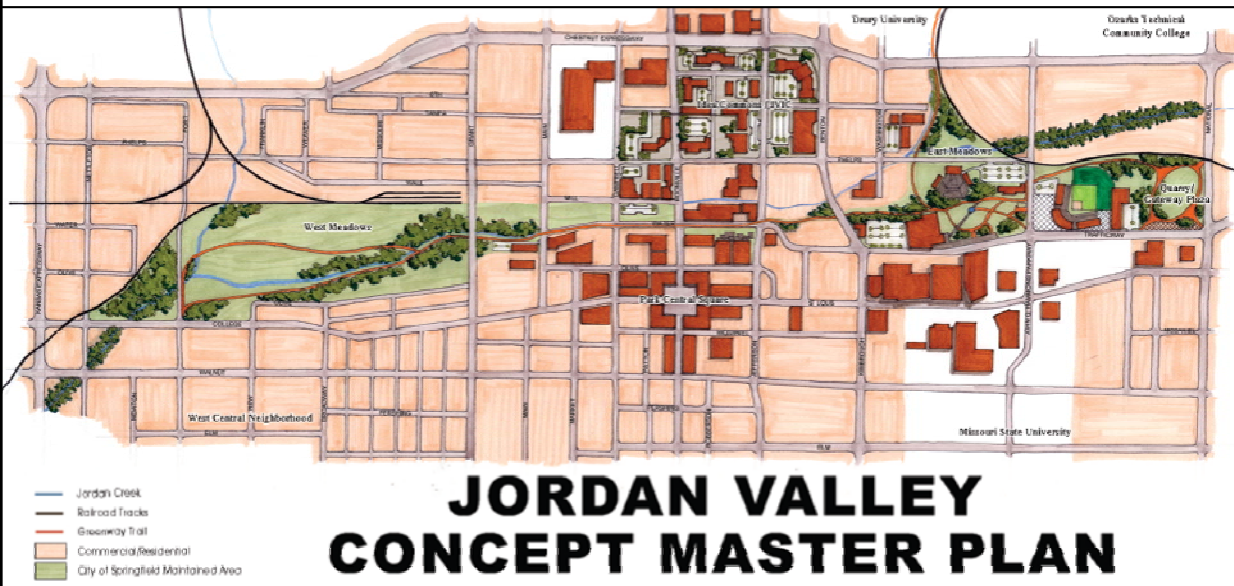


# TAB Assistance to Communities

- Tailored to specific community needs
- Typically coordinated through the city, tribal or non-profit brownfields project manager
- May include:
  - Help identifying funding sources for revitalization projects
  - Redevelopment goal-setting, planning, and visioning
  - Review of EPA and other grant applications
  - Help finding a consulting firm
  - Review of environmental assessment & cleanup project plans, technical reports
  - Assistance with community outreach/involvement
  - Other assistance, as needed and agreed upon
- Communities accepted on a 'first come' basis
- Depends on staff/funding availability

# Importance of Redevelopment Planning Process

- Vision development
- Stakeholder coordination
- Eligibility for incentives
- Long-term Implementation



City of Springfield, MO

# Visioning and Planning

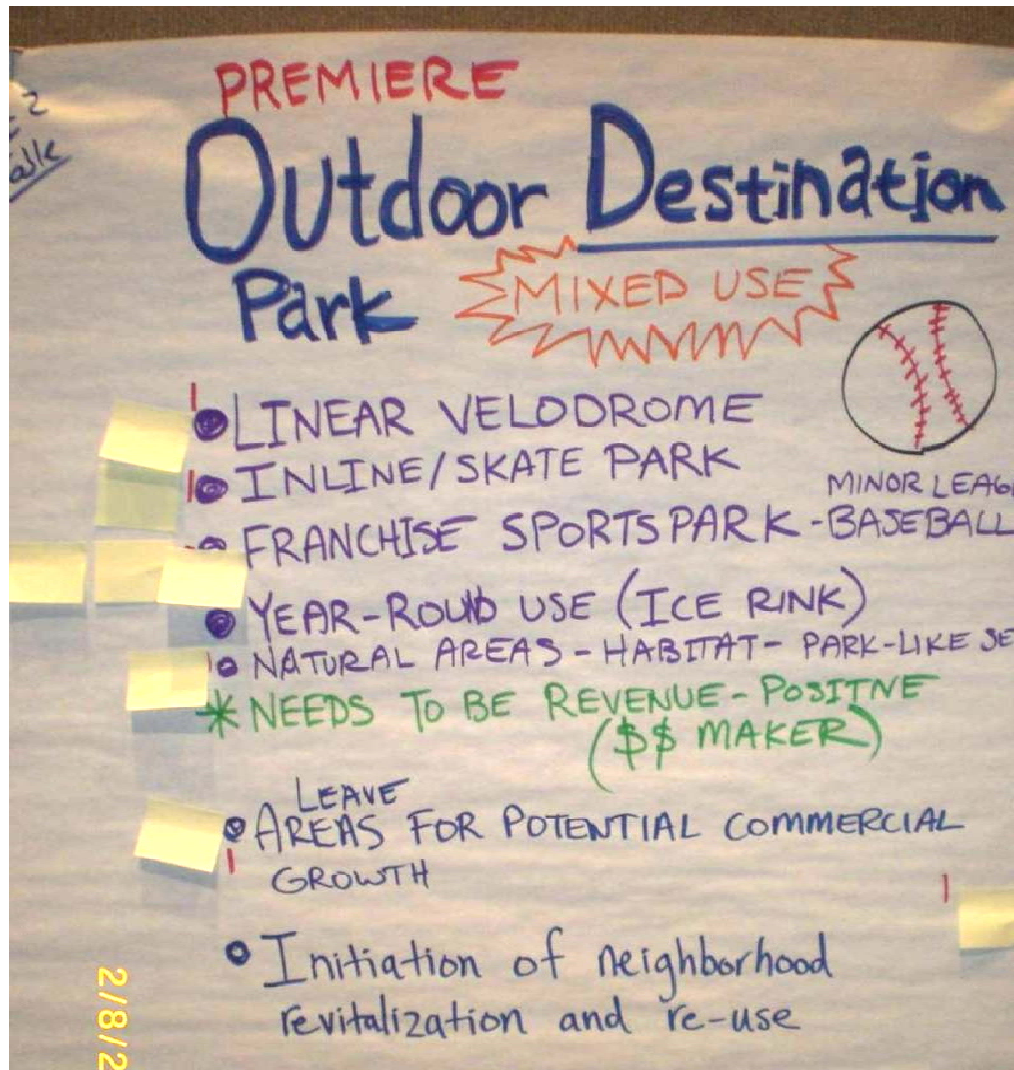




# Visioning/Planning – Muncie, IN

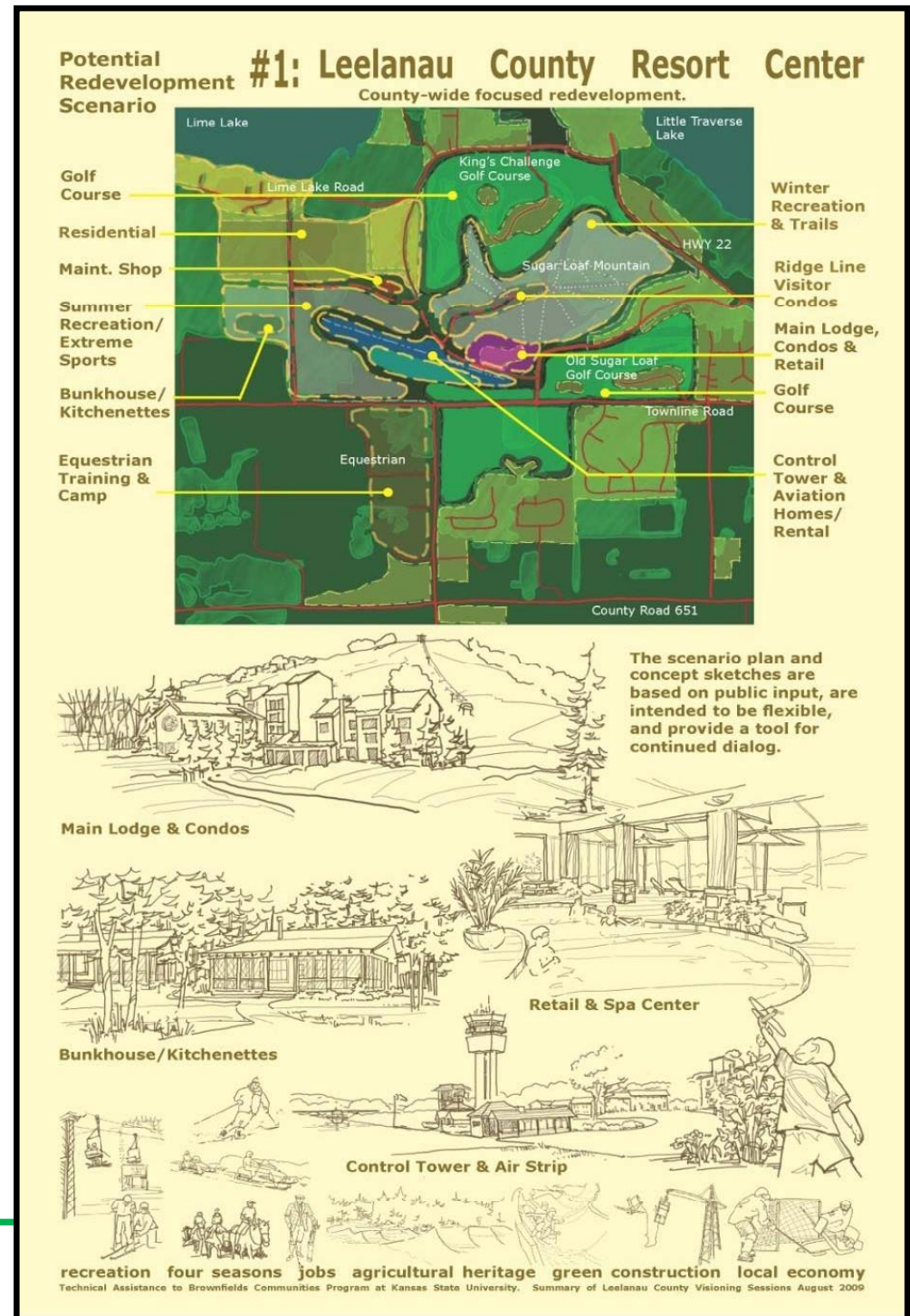


# Visioning/Planning – Muncie, IN





- Redevelopment Planning Output
  - Conceptual rendering capturing main ideas



# TAB EZ – Grant-writing Software

- On the web:  
[www.tabez.org](http://www.tabez.org)

- Provides outline for EPA grant of interest

The screenshot displays the TAB EZ web application interface. At the top, there is a navigation bar with links for HOME, GRANT APPLICATIONS, RESOURCES, SEARCH, and HELP. The main content area is titled "assess14" and includes a breadcrumb trail: Home > Grant Applications > assess14. Below this, there is a section for "In This Section:" with links for Grant Applications Home, Start New Application, and Edit Existing Application. A "Quick Links:" section provides access to Sample Grant Applications Tutorial, My Grant Applications, and a Definition of Character Count. The main content area features a table with columns for Application area/section, Last Contributor, Date, Status, and Char #. The table lists several sections, including "Assessment, important information, READ ME", "III.C Threshold Criteria for Assessment Grants", "III.C.1 Applicant Eligibility", and "III.C.2 Letter from the State or Tribal Environmental Authority". A rich text editor is overlaid on the page, showing a toolbar with various formatting options and a "Budget Table" button. The editor's status is "Not Finished", and there are buttons for "View Revisions", "Back To Outline", "Save", and "Save And Back To Outline".

Application area/section:	Last Contributor:	Date:	Status:	Char #:
Assessment, important information, READ ME				
III.C Threshold Criteria for Assessment Grants				
III.C.1 Applicant Eligibility	S.W	07/28/2011	Yellow	106
III.C.2 Letter from the State or Tribal Environmental Authority			Red	0



# Features and Benefits to Users

- User friendly and can be accessed anytime at the user's own pace
- Integrates Brownfield education with online support: definitions, regulatory citations and pertinent federal/state web links
- **Helpful Hints for every criteria to be addressed**

# What TAB EZ **CAN** and **Can NOT** do

## TAB EZ can:

- provide a framework for the community's proposal
- provides strategies and links to reduce time in writing the proposal

## TAB EZ cannot:

- write a specific and compelling proposal for you  
**It's your proposal!**

**TAB EZ is NOT a substitute for reading the grant guidelines!!!**

# BIT (Brownfields Inventory Tool)

- [www.tab-bit.org](http://www.tab-bit.org)
- Stores & Manages Data:
  - Site survey & inventory
  - Assessment, cleanup, and redevelopment progress
  - Public notice records
  - Oversight & enforcement
  - Reporting
- Web & Desktop Versions
- Easy to Use

The screenshot shows the BIT (Brownfields Inventory Tool) website homepage. At the top left is the BIT logo, which features a green tree icon and the text "BiT Brownfield Inventory Tool". To the right of the logo are links for "Login", "Register", and "Contact Us/Feedback". Below the logo is a navigation bar with links for "HOME", "BIT TOOLBOX", "ABOUT", "RESOURCES", "SEARCH", and "HELP". The main content area is divided into two columns. The left column has a green background and contains "In This Section:" with links for "Privacy Policy" and "Terms of Use", and "Quick Links:" with a link for "BIT Tutorial Help". The right column has a white background and contains the "BIT Home" section. It includes a "Welcome to BIT" message, a paragraph explaining the tool's purpose, and instructions for first-time users. At the bottom of the right column are three icons: a red toolbox labeled "BIT Toolbox", a grid icon labeled "Site Inventory Data", and a chalkboard icon labeled "BIT Tutorial". At the very bottom of the page is a footer with links for "Privacy Policy", "Terms of Use", and "Contact Us/Feedback".

# BIT (Brownfields Inventory Tool)

## Structure Mirrors the Brownfields Redevelopment Process

- Site Identification
- Assessment & Sampling
- Cleanup
- Institutional/ Engineering Controls
- Redevelopment/Re-use

The screenshot displays the BIT (Brownfields Inventory Tool) web interface. At the top left is the BIT logo (Brownfield Inventory Tool) featuring a green tree icon. To the right of the logo are links for 'Log Out', 'Edit Profile', and 'Contact Us/Feedback'. Below the logo is a navigation menu with 'HOME', 'BIT TOOLBOX', 'ABOUT', 'RESOURCES', 'SEARCH', and 'HELP'. The main content area is divided into several sections:

- In This Section:** A list of actions: Site Inventory Data, Import Data (Tables), Generate Reports, Data Search / Export, and View Sites on Map.
- Quick Links:** A list of links: BIT Tutorial, Help, Site Admin Info, -Complaints, -Inspection/Oversight, -Enforcement, Funding Summary, View/Upload Documents, Activity Log, and Back to Site Inventory.
- Site Data:** A menu with options: - Site Information, - Site Assessment, - Sampling, - Cleanup, - Institutional Controls, and - Redevelopment/Reuse.
- Multiple Property Profile Form 1:** A form titled 'PART I - Property Information' with a map showing property locations. The map includes a compass, a zoom-in button, and several red location pins. The map shows roads labeled '33', '161', and '33', and a location labeled 'Upper Metro Pl'.

Blue arrows point from the 'In This Section' and 'Quick Links' sections to the 'Site Data' menu and the map, respectively.

# BIT (Brownfields Inventory Tool)

- Start using before writing grants
- Then use to show progress and plans in proposals, for:
  - Survey and inventory of potential brownfields
  - Site statistics in area
  - Priorities for assessment, cleanup, and redevelopment

The screenshot displays the BIT interface. At the top, there are navigation links: ABOUT, RESOURCES, SEARCH, and HELP. The main heading is "Plant B Site: Site Information". Below this, there are tabs for "Site Details", "Ownership", and "PPF Status and Approval". The "Site Details" tab is active, showing fields for Site Name (Plant B Site), Site Status (In Assessment), Site Type (Industrial Site), and ACRES Property ID (if available). To the right, a table lists site information:

Site Name	Site Status	Street Address/P.O. Box (Address)
Plant B Site	In Assessment	5100 Upper Metro Place
Plant C Site	In Assessment	Lower Metro Place
Plant F Site	In Assessment	Lower Metro Place

Below the site details, there are fields for Street Address, City, State, Zip Code, and County. A "Data Search / Export" modal window is open, showing search criteria for "Dublin OH BF Program". The search criteria include Site Information, Site Status (Match Exact, In Assessment), Current Zoning (Match Exact, Industrial), and Redevelopment/Reuse. The search results are displayed in a table with columns for the search field, match type, and a "Yes" checkbox, with a "Remove" button for each row.

At the bottom of the modal, there are buttons for "Add a New Category", "Search", and "Blank Template".

# Getting TAB Assistance

- Contact us
- We'll set up a meeting to discuss assistance needs
- Review needs and TAB capability
- Agree on a course of action
- Get started

# TAB Contacts

Dr. Sabine Martin (Program Coordinator)

800.798.7796

785.532.6519

[smartin1@k-state.edu](mailto:smartin1@k-state.edu)

Blase Leven

785.532.0780

[baleven@ksu.edu](mailto:baleven@ksu.edu)

*No Question is Too Big or  
Small – Just Call - We'll Help  
or Find Someone Who Can!*

Web site: [www.engg.ksu.edu/chsr/outreach](http://www.engg.ksu.edu/chsr/outreach)

# Preparing EPA Brownfield Assessment, Revolving Loan Fund & Cleanup Grants

Leah Yasenchak & Michele Christina  
Brownfield Redevelopment Solutions, Inc.





# **USEPA Brownfield Grants: An Overview**

## **DISCLAIMERS:**

**We Don't Guarantee A Big Fat Check from EPA!!**

**Comments Are Based on Prior Year's Offering!**

**This Presentation Not Meant to Replace Regional Sessions!**

**No Grant Writing Presentation can Replace the Guidelines!**

# USEPA Brownfield Grants: An Overview

1. Competitiveness and how much money is out there?

# USEPA Brownfield Grants: An Overview

## 2. What are the types of grants?

Assessment

Cleanup

Revolving Loan Fund

Area-wide Planning Grants

Coming Soon: Multi-Purpose

# USEPA Brownfield Grants: Assessment Grants

Can be used to inventory, conduct planning, capacity building & community involvement related to brownfield sites. However, most of it for environmental investigation.

- Community-wide: Up to \$200,000 for hazardous substance contaminants AND up to \$200,000 for petroleum for a total of \$400,000.
- Site- Specific: Usually \$200,000 but with waiver, could get up to \$350,000 for a single targeted site. Last year change: You may apply for both community-wide assessments AND a site specific assessment! In other words, can apply for combined maximum of up to \$750,000 in assessment funds!!!
- Assessment Coalitions: Up to \$1 million for hazardous substance and/or petroleum (e.g. \$500k hazardous, \$500k petroleum) with 3 or more eligible entities. Must assess a minimum of 5 sites. Coalition members are not eligible to apply for other assessment grants in the year they apply as part of a coalition.

# USEPA Brownfield Grants: Cleanup Grants

Can be used for RAWP preparation, community outreach and cleanup supporting activities. However, most of it needs to be used for actual remediation.

- Site- Specific: Up to \$200,000 per property.
- May apply for up to 3 properties: Separate proposals for each property.
- Non-profits may apply
- Applicant **MUST** have title by application deadline and must have at least a Phase II
- Cost share requirement of 20%.

# USEPA Brownfield Grants: Revolving Loan Fund Grants

Can be used for RAWP preparation, community outreach, marketing program, capacity building, BUT most of it needs to be used for establishing a loan fund and a sub-grant fund to conduct cleanups.

- Don't try this at home: FUND MANAGER
- May apply for up to \$1,000,000
- Loans can be issued to developers and possibly to yourself, sort of.....
- Sub-grants can be issued to non-profits and others typically eligible to receive EPA cleanup grants, but can not be issued to Applicant
- Coalitions

# USEPA Brownfield Grants: An Overview

## 3. Who are the Eligible Applicants?

# USEPA Brownfield Grants: An Overview

## 4. What are the Eligible Activities?

Programmatic—YES

Administrative—NO



# USEPA Brownfield Grants: An Overview

## 5. What are the Eligible Sites?

### Hazardous Substances

- Grantee can NOT be PRP
- If Grantee owns property, All Appropriate Inquiry requirement
- Exercise Appropriate Care
- Involuntary Acquisition OR Get Out of Jail Free Card

### Petroleum

- State or USEPA deem site "low risk"
- No viable PRP
- Not subject to RCRA corrective action

# USEPA Brownfield Grants: An Overview

## 6. What is the Review Process?

Threshold Criteria  
Ranking Criteria

# USEPA Brownfield Grants: An Overview

## 7. What are the Threshold Criteria?

- Applicant eligibility
- Site eligibility (for site specific grants)
- Letter from the State or Tribal Authority
- Cost share (RLF and Cleanup)
- Legal authority and jurisdiction determination (RLF only)
- Cleanup Authority and Oversight Structure (RLF and Cleanup)
- Community notification (Cleanup)

# USEPA Brownfield Grants: An Overview

## 8. What are the Ranking Criteria?

- Community Need
- Project Description and Feasibility of Success
- Community Engagement and Partnerships
- Project Benefits

# Beginning the Process

## Helpful Hints & Advice

### First Things First

- Regional EPA brownfields team = New BFF
- Authorizations!
- State brownfields contact
- Who is on your team?
- Community Notification/Outreach

# Beginning the Process

## Helpful Hints & Advice

Develop a Brownfield Program Strategy

# Beginning the Process

## Helpful Hints & Advice

Develop a Grant Application Strategy  
(and why do I need one)?

# Beginning the Process

## Helpful Hints & Advice

### Collect Data to Support Grant Application Strategy

**Economic Information for Targeted Community<sup>1</sup>**

	US	New Jersey	County	Citywide	Census Tract #6007 (Northside)	Census Tract #6009 (Cramer)
Unemployment Rate	5.8%	5.8%	6.0%	15.9%	15.8%	22.1%
Per Capita Income	\$21,587	\$27,006	\$22,354	\$9,815	\$7,395	\$8,177
Median Household Income	\$41,994	\$55,146	\$48,097	\$23,421	\$18,714	\$21,119
Population Lacking High School Level Education	19.6%	17.9%	19.7%	49.0%	53.7%	66.2%
Vacancy Rate	9.0%	7.4%	7.0%	18.8%	18.9%	9.2%
Families Below Poverty	9.2%	6.3%	8.1%	32.8%	44.2%	39.6%
Families w/Related Children <5 Below Poverty	17.0%	10.9%	14.3%	43.7%	62.5%	40.7%
Families w/Female Householder No Husband Present & Related Children <18 Below Poverty	34.3%	27.4%	31.8%	51.0%	57.8%	57.8%
Individuals Below Poverty	12.4%	8.5%	10.4%	35.5%	33.8%	41.3%
Persons Per Sq. Mile	79.6	1,134	2,289.4	9,988.0	N/A	N/A

<sup>1</sup>Data from 2000 Census unless otherwise indicated.



# Beginning the Process

## Helpful Hints & Advice

Grant Application Strategy - Think through your project/program needs:

- Salary / Fringe Benefits
- Travel / Training
- Equipment
- Supplies
- Contractual Costs

outreach, planning, assessment / cleanups

# Beginning the Process

## Helpful Hints & Advice

Create the Perfect Storm between your budget and the rest of your grant application

The rest of your application needs to support and tie into your budget

# Beginning the Process

## Helpful Hints & Advice

### Example Cleanup Budget

**Budget for Cleanup Grant Funds**

	<b>Task 1 Programmatic &amp; Outreach Expenses</b>	<b>Task 2 Historic Fill Remediation</b>	<b>Total</b>
Personnel	\$4,700		\$4,700
Fringe	\$1,175		\$1,175
Travel			\$0
Equipment			\$0
Supplies			\$0
Contractual	\$15,000	\$179,125	\$194,125
Other			\$0
<b>Grant Total</b>	<b>\$20,875</b>	<b>\$179,125</b>	<b>\$200,000</b>
<b>Cost Share</b>		<b>\$40,000</b>	<b>\$40,000</b>

# Helpful Hints & Advice

- FOLLOW DIRECTIONS (read entire Guidelines)
- Write as though the reader knows NOTHING about your community.
- Address *all* criteria – *if it doesn't apply say so and explain why.*
- Use the Proposal *Check Lists* to verify that you included everything.
- Be kind to your reviewers – minimize use of acronyms, technical and/or organizational jargon
- Be specific, do not be vague in ranking criteria section.
- Stay within the page limit!

# Helpful Hints & Advice

- Make sure that what you want to do is eligible, and that it fits in with what the program is looking to fund.
- Make sure that the timeframe works for you and for the funding program. Can your project wait until funding is available?
- Make sure your proposed grant funding activities are realistic and can be implemented, both logistically as well as on a cost basis.

# Helpful Hints & Advice

- Tell a story: what ills will the brownfield program strategy you have developed correct? Collect data to support your story and strategic approach.
- Communicate the benefits that this grant will provide to the community.

# Frequently Asked Questions

1. What if I already have a USEPA grant and don't have a good record?

# Frequently Asked Questions

2. If I have a USEPA assessment grant and haven't spent all the money, can I apply for another one?



# Frequently Asked Questions

3. I'm just starting out in brownfields. Should I apply now or should I wait until I know more about the brownfields in my community?

# Frequently Asked Questions

4. I need lots of money. Can I apply for a whole bunch of grants?

# Frequently Asked Questions

5. My narrative proposal is longer than the page limit. That's okay, right?

# Frequently Asked Questions

6. I know it says not to include oversized maps, but what if that is the only way to really show my project area?

# Frequently Asked Questions

7. Should I submit my application electronically?

# Frequently Asked Questions

8. How long does it take to prepare a grant application?

# Know What You're Getting Into

- Grant Application Forms
- Interagency Review Process
- Financial Assistance Agreement
- Grant Workplan

# Know What You're Getting Into

- Davis Bacon wage requirements
- Procurement requirements
- Approval delays
- Reimbursement policies
- Match requirements
- Reporting requirements
- Strings attached
- ACRES



# Coming Soon . . . Rumored Changes This Year

- Regional Reviewer for Ranking Criteria
- Allowable Number of Pages: Downsizing from 18 to 15 (does not include attachments)
- Cleanup Grants: Phase II not necessary, BUT ABCA must be completed!
- Assessment Grants: overall total points for scoring goes from 100 to 200.

# Grant Improvement Exercise

What's Wrong With This Picture?

# Thank You

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