FUNDING WORKSHOP

May 2019

EPA FUNDING HISTORY

FY	Award	Apply	$M
FY18	144	499	$54.3
FY17*	172	450	$56.8
FY16	131	393	$55.2
FY15*	147	457	$54.3
FY14	171	391	$67.0

* RLF not offered
"Award" and Apply" refer to number of communities, not grants

Discuss:

- FY20 Funding

- Grant Writing Basics

BUILD ACT

- Bona Fide Prospective Purchaser definition amended for **tenancy or leasehold**

- For government entities AAI Phase I no longer needed for properties **purchased before Jan 2002**

Eligibility for all Grant Types

- States and Tribes
- Local units of government
- Regional governmental entities
- Nonprofits 501(c)(3)

BUILD ACT

New evaluation criteria:

- renewable energy projects
- waterfront developments
- Can use up to 5% of grant funds on administrative costs

FY20 Funding
- **M**ultipurpose
- **A**ssessment
- **C**leanup
- **R**evolving Loan Fund

MULTIPURPOSE GRANT

- Carry out inventory, assessment, planning and cleanup activities for 1 or more sites
- Grant max up to $800,000
- 5-year period of performance
- Developed an overall plan for revitalization
- Entity **must own the site** for cleanup

- Eligible "if" not applying for assessment and cleanup grant(s)

Multi Purpose Grant

- At least 70% must be allocated for tasks related to site-specific work
- $200,000 <u>must</u> be spent on cleanup
- $40,000 cost share
- No cost share waivers will be accepted

Assessment Grants

- Funding to plan, inventory, conduct assessments, outreach, and planning.
- No designation on hazardous substances or petroleum funding

Amount:

- Coalitions up to $800,000
- Site-specific up to $350,000
- Communitywide up to $300,000

No more
Areawide Planning Grants

Planning activities eligible under Assessment and Multipurpose Grants

<u>Activities include</u>:

- Site Reuse

- Market evaluation

- Infrastructure Evaluation

- Land Use Assessment

- Site Design

- Development of area-wide plan

Cleanup Grants

Eligible Non-Profits 501(c)(6) can apply for this grant type ONLY

Up to $500,000 for 1 or more sites within ONE application only

Will NOT accept waiver requests to increase funding to $650,000

Entities with a population < 50,000 may request a cost-share waiver

Revolving Loan Fund (RLF) Grants

- Funding to provide loans and subgrants for remediation
- Who is eligible?
  - State, local, and tribal governments
  - General purpose units of local governments
- Funding:
  - Up to $1,000,000 (typically around $800,000 in past years)
  - Requires a 20% cost share
  - Award ~12 RLFs every other year

FY20 BROWNFIELD FUNDING

- Can submit both an Assessment & Cleanup application

- ONLY eligible for Multipurpose if <u>not</u> applying for assessment and cleanup grant(s)

- Reduce the # of pages for applications

- No community support letters needed

- Current EPA Brownfields Assessment grantees must expend at least 70% of the funds before applying for additional assessment funding.

TIMELINE

- FY20 Guidelines Will be Released: **Fall 2019**
- Grant Proposals Due up to 60 days after release
- Threshold Eligibility (Nov-Jan)
- Notification of Award (May 2020)
- Submit workplan (Summer 2020)
- Awarded (July-Oct 2020)

Proposal Preparation

Questions to consider:

- Who will oversee your grant?
- Is the community vision shared by partners?
- How and when will you engage the community?
- Do you have political support?
- Can you obtain access to properties that need assessments?
- What partners have been contacted for support – do you have enough?

Proposal Preparation

- Read entire Guidelines

- Review Frequently Asked Questions

- Address <u>ALL</u> of the information requested in the criteria

- It is not sufficient to simply respond to a criterion the **quality** of the response is important
  - Use the Proposal Check Lists
  - Write as though the reviewer knows nothing about your community/state

GRANT WRITING BASICS

Review	previous successful applications on TABEZ
Tell	a story
Keep	story detailed and consistent
Seek	EPA assistance for threshold criteria and site eligibility

TABEZ

- Free tool to prepare proposals
- User friendly
- Access anytime
- Access Successful Proposals
- Password protected
- Export proposals to Word or PDF

Go to www.tabez.org and click on Online Tools and "TAB EZ"

GRANT WRITING BASICS

- Participate in EPA webinars
- Be ready to submit one week <u>before</u> the deadline
- **Seek review from CCLR**
- Identify roles and responsibilities
  - Economic or Community Development, Planning, Public Works, Accounting, Legal,
  - Consultants? Editors? Reviewers?
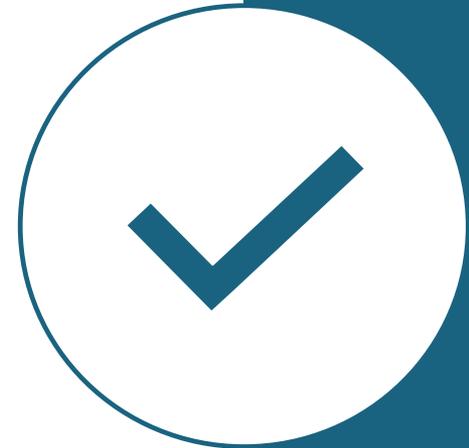
Grant Writing Basics

KEY IDEAS

- **Project Development:** Prepare proposal as if you are selling it to someone

- **Catalyst:** What is the catalyst for revitalization and who is going to help

- **Meaningful Community Engagement:** Involve stakeholders early and use creative outreach methods

- **What is the Big Picture:** provide details on the reuse and how it will create change

Grant Writing Basics

- ✓ Program/Project Goals or Outcomes
  - Private Investment, jobs, community benefits, affordable housing
  - Reduce Uncertainty
  - "Needs" to get from present to the Vision
  - Divided by Tasks
- ✓ Champion(s) of Vision, program and tasks
- ✓ Ensure the right entities are involved in the appropriate parts of our project

LEVERAGING

- Calculate returns
- Example: Avg. of $18 in private or government investment for every $1 spent on brownfields
- Identify all sources of local, public, private and in-kind assistance

GRANT WRITING BASICS

|	
Describe	Economic decline and relate it to the brownfield sites
Provide	Specific examples of business, mills, manufacturer closures; natural disasters, etc.
Detail	Quantitative information Job loss, vacancies, declining tax base, etc.

Grant Writing Basics

- Identify specific site(s)/area(s) in need of assessment

- Have relevant participation and commitments from stakeholders

- Have property owners that are on-board

- Have identified significant redevelopment potential
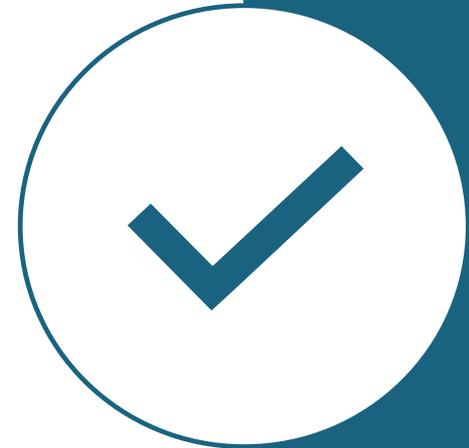
GRANT WRITING BASICS (CLEANUP)

Own at least one property before the deadline (and are not a Responsible Party)

Have a Phase II that fully characterizes the site by time of application

Completed an Analysis of Brownfields Cleanup Alternatives (ABCA) and complete cost estimates

Have commitments for leveraged funds for cleanup and redevelopment

Have established Redevelopment Plan(s)

Grant Writing & Formatting Tips

- Use active tone
- Avoid: *is considering, may be, intends to*
- Short, direct sentences or organize into bullet points
- Be direct – don't make the reader guess
- Minimize/explain acronyms and vernacular
- Use Tables, with light shading and/or different font
- Use visual variety – *italics*, <u>underline</u>, **bold**

APPLYING

Submit applications electronically via www.grants.gov

Registration for *grants.gov* can take up to 2 weeks - register early!

APPLYING

- Use the correct DUNS number for your organization

- Register in www.sam.gov **now**

- Even if already registered in www.sam.gov, make sure the account is active & will be active by the deadline
  - ❑ The account must be renewed annually by the E-Business Point of Contact (E-Biz POC).

- Ensure the **correct** Authorized Organization Representative (AOR) submits the proposal.
  - ❑ The AOR must be designated by the E-Biz POC.

APPLYING

Number your pages and enumerate the criterion to which you're responding

Determine which attachments are required for the type of funding requested. Organize attachments:

| Appendix A: Threshold Criteria | Appendix B: Leveraging Commitment(s) |

APPLYING

Include Other Factors Checklist (Appendix 3)

Appendix 3
Other Factors Checklist

Name of Applicant: _____

Please identify (with an *X*) which, if any of the below items apply to your community or your project as described in your proposal. To be considered for an Other Factor, you must include the page number where each applicable factor is discussed in your proposal. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal or in any other attachments, it will not be considered during the selection process.

Other Factor	Page #
Community population is 10,000 or less.	
Federally recognized Indian tribe.	
United States territory.	
Applicant will assist a Tribe or territory.	
Targeted brownfield sites are impacted by mine-scarred land.	
Targeted brownfield sites are contaminated with controlled substances.	
Recent natural disaster(s) (2006 or later) occurred within community, causing significant community economic and environmental distress.	
Project is primarily focusing on Phase II assessments.	
Applicant demonstrates firm leveraging commitments for facilitating brownfield project completion by identifying amounts and contributors of funding in the proposal and have included documentation.	
Community experienced manufacturing plant/power plant closure(s) (2008 or later) tied to the targeted brownfield sites or project area, including communities experiencing auto plant/power plant closures due to bankruptcy or economic disruptions.	
Recent (2008 or later) significant economic disruption (<u>unrelated</u> to a natural disaster or manufacturing/auto plant/power plant closure) has occurred within community, resulting in a significant percentage loss of community jobs and tax base.	
Applicant is one of the 12 recipients, or a core partner/implementation strategy party, of a "manufacturing community" designation provided by the Economic Development Administration (EDA) under the Investing in Manufacturing Communities Partnership (IMCP). To be considered, **applicants must clearly demonstrate in the proposal the nexus between their IMCP designation and the Brownfield activities. Additionally, applicants must attach documentation** which demonstrate either designation as one of the 12 recipients, or relevant pages from a recipient's IMCP proposal which lists/describes the core partners and implementation strategy parties. A core partner/implementation strategy party is a local partner organization/jurisdiction that will carry out the proposed strategy, as demonstrated in letters of commitment or memoranda of understanding which documents their contributions, roles, and responsibilities to the partnership. EDA may provide to	

CONTACT INFORMATION

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