



## **Brownfield Grant Writing Tips**

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# EPA Brownfields Grants

- Assessment Grants
  - Community-wide vs. site-specific
  - Hazardous and petroleum (\$400,000)
  - Coalitions (\$1,000,000)
  - Site-specific waivers (\$350,000)
- Cleanup Grants
  - Site-specific (\$200,000)
  - Cost share (20%)
- Job Training Grants (\$200,000)



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# Assessment & Cleanup Grants

- Threshold Criteria
- Ranking Criteria

# Draft Threshold Criteria

- A. Applicant Eligibility
- B. Letter from the State or Tribal Environmental Authority
- C. Site Eligibility and Property Ownership Eligibility (*Site-Specific Proposals Only*)
- D. Cleanup Authority and Oversight Structure (*Cleanup & RLF*)
- E. Cost Share (*Cleanup & RLF*)
- F. Community Notification (*Cleanup & RLF only?*)

# Draft Ranking Criteria

## I. Community Need [20 Points]

1. Health, Welfare, & Environment
2. Financial Need

## II. Project Description and Feasibility of Success [40 Points]

1. Project Description
2. Budget for EPA Funding and Leveraging Other Resources
3. Programmatic Capability



# Draft Ranking Criteria (continued)

## III. Community Engagement & Partnerships [20 Points]

1. Community involvement efforts and plans
2. Partnerships with local/state/tribal agencies
3. Role of community-based organizations

## IV. Project Benefits [20 Points]

1. Welfare and/or Public Health
2. Economic Benefits and/or Green Space
3. Infrastructure Reuse/Sustainable Reuse/Environmental Benefits



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# Community Need [20 Points]

- Health, Welfare, & Environment
  - **Make it personal**
  - Tell the *story* of the community
  - Connect the brownfield sites to the community
  - Provide specific examples and numbers
- Financial Need
  - Provide census data and labor statistics
  - Zoom in if necessary



# Project Description & Feasibility of Success [40 Points]

- Project Description
- Budget for EPA Funding and Leveraging
  - Provide quantitative results
    - 5 Phase I's at \$3,000 per site
    - 3 Phase II's at \$20,000 per site
    - Cleanup – tons removed, disposal/treatment costs, etc.
  - Be realistic
  - Avoid ineligible expenses
  - Reference existing and future funding
- Programmatic Capability
  - Highlight specific accomplishments
  - Show proven returns on investment



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# Community Engagement & Partnerships [20 Points]

- Community involvement efforts and plans
  - Get community groups involved now
  - Describe the community's role
  - Provide specifics on communication tools and plans
- Partnerships with local/state/tribal agencies
  - Describe NC DENR's role and their program
  - Discuss working with the Health Department
- Role of community-based organizations
  - Identify key **community** groups in the project area
  - Customize support letters



# Project Benefits [20 Points]

- Welfare and/or Public Health
  - Tie the impact to the population
  - Detail the potential exposure pathways
  - Describe methods of protecting community during field work
- Economic Benefits and/or Green Space
  - Quantify how the project benefits the community
  - Include both direct and indirect impacts
  - Describe ongoing efforts and existing plans
- Infrastructure Reuse/Sustainable Reuse/Environmental Benefits
  - Describe how existing infrastructure will be leveraged
  - Include ways the project can take that extra step

# Job Training Grants

- Demonstrate Need
  - Same as other grants
  - Plus labor market survey
- Include references from at least the following:
  - 2 employers who have hired from previous training programs
  - 2 neighborhood/community-based organizations
  - 2 employers who are involved in development of JT proposal and project
- Develop and document strong, diverse partnerships
  - Schools, employers, businesses, and community residents
  - Value added by each
  - Partnerships for non-funded activities
  - Employer hiring commitments
- Detail the screening criteria and process & relevancy to retention
- List any local incentives/mechanisms to assist in hiring
- Document institutional capacity

# Summary/Advice

- Comply with the Threshold/Eligibility Criteria
- Review the Guidelines thoroughly
- Tell the Community's Story
  - Demographics, Socio-Economic Factors
  - Describe the Impact of Brownfields
  - **Make it Personal**
- Start the Community Involvement Early
- Avoid Generic Answers
- Be Concise
- Review Successful Examples – BUT Check for Copy/Paste Errors

# Grant Application Submittal

- Submit Application with:
  - Cover Letter (2 pages)
  - Narrative Proposal (18 pages)
  - Letter from the State
  - Letters of Support from Community Groups
  - Copies of Community Notification Materials?
  - Letters from Property Owners
- After Submission, Provide Copies to:
  - Community Groups Listed in Application
  - Property Owners

# Contact Information

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# Questions



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