

**CITY OF GAUTIER
MEMORANDUM**

To: Samantha Abell, City Manager
From: Patty Huffman, Grants & Projects Manager
Through: Chandra Nicholson, Director of Economic Development & Planning
Date: December 17, 2013
Subject: FY 2014 Brownfields Assessment Grant Application Submission

REQUEST:

The Economic Development and Planning Departments requests City Council authorization to submit an application to the U.S. Environmental Protection Agency (EPA) for FY 2014 Brownfields Assessment Grant funding.

BACKGROUND:

EPA's Brownfields Program provides funds to empower states, communities, tribes and nonprofits to prevent, inventory, assess, clean up, and reuse brownfield sites. A brownfield site is defined as "real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of hazardous substances, pollutants, contaminants, controlled substances, petroleum or petroleum products, or is mine-scarred land." Assessment grant funding is used to inventory, characterize, assess, and conduct planning (including clean-up planning) and community involvement related to brownfield sites.

DISCUSSION:

The Economic Development and Planning Department requests authorization to apply for a community-wide Brownfields Assessment Grant for the maximum allowed of \$400,000 (\$200,000 from hazardous substances funding and \$200,000 from petroleum funding). This funding opportunity does not require a local match.

RECOMMENDATION:

The Economic Development and Planning Department recommends that City Council authorize submission of an application for FY 2014 Brownfields Assessment Grant funding as outlined above prior to the January 22, 2014 deadline.

The City Council may:

1. approve submission of an application for FY 2014 Brownfields Assessment Grant funding as described above; or
2. approve submission of an application for FY 2014 Brownfield Assessment Grant funding with changes; or
3. disapprove submission of an application for FY 2014 Brownfield Assessment Grant funding.

ATTACHMENT(S):

FY14 Guidelines for Brownfields Assessment Grants Overview (pp. 1-2)

OVERVIEW

AGENCY: ENVIRONMENTAL PROTECTION AGENCY (EPA)

TITLE: FY14 Guidelines for Brownfields Assessment Grants

ACTION: Request for Proposals

RFP NO: EPA-OSWER-OBLR-13-05

CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA) NO.: 66.818

DATES: Proposals may be sent through the U.S. Postal Service, commercial delivery service, or electronically through www.grants.gov. Only one method should be used for the submission of the original, complete proposal package. Proposals sent through the U.S. Postal Service or via a commercial delivery service must be postmarked by January 22, 2014. Proposals sent electronically through grants.gov must be received by www.grants.gov by 11:59 p.m. Eastern Time on January 22, 2014. Please refer to Section IV.B, *Due Date and Mailing Instructions*, for further instructions.

SUMMARY: The Small Business Liability Relief and Brownfields Revitalization Act ("Brownfields Law", P.L. 107-118) requires the U.S. Environmental Protection Agency (EPA) to publish guidance to assist applicants in preparing proposals for grants to assess and clean up brownfield sites. EPA's Brownfields Program provides funds to empower states, communities, tribes, and nonprofits to prevent, inventory, assess, clean up, and reuse brownfield sites. EPA provides brownfields funding for three types of grants:

1. Brownfields Assessment Grants – provides funds to inventory, characterize, assess, and conduct planning (including cleanup planning) and community involvement related to brownfield sites.
2. Brownfields Revolving Loan Fund (RLF) Grants – provides funds for a grant recipient to capitalize a revolving fund and to make loans and provide subgrants to carry out cleanup activities at brownfield sites.
3. Brownfields Cleanup Grants – provides funds to carry out cleanup activities at a specific brownfield site owned by the applicant.

Under these guidelines, EPA is seeking proposals for **Assessment Grants only**. If you are interested in requesting funding for RLF and/or Cleanup Grants, please refer to announcement EPA-OSWER-OBLR-13-06 (RLF Grant guidelines) and EPA-OSWER-OBLR-13-07 (Cleanup Grant guidelines) posted separately on www.grants.gov and www.epa.gov/brownfields.

For the purposes of these guidelines, the term “grant” refers to the cooperative agreement that EPA will award to a successful applicant. Please refer to Section II.C for a description of EPA’s anticipated substantial involvement in the financial assistance agreements awarded under these guidelines.

EPA urges applicants to review the Frequently Asked Questions which can be found at http://www.epa.gov/brownfields/proposal_guides/FY14_FAQs.pdf.

In addition, prior to naming a contractor or subawardee in your proposal, please carefully review Section IV.E and F of these guidelines.

FUNDING/AWARDS: The total funding available under the national competition for assessment, cleanup, and RLF grants is estimated at \$63.2 million subject to the availability of funds and other applicable considerations. EPA must expend 25 percent of the amount appropriated for brownfields grants on sites contaminated with petroleum. EPA anticipates awarding an estimated 269 grants among all three grant types. Under this announcement, EPA anticipates awarding an estimated 189 assessment grants for an estimated \$40 million.

CONTENTS BY SECTION

SECTION I - FUNDING OPPORTUNITY DESCRIPTION	3
I.A. Description of Grant	4
I.B. Uses of Grant Funds.....	6
I.C. EPA Strategic Plan Linkage.....	7
I.D. Livability Principles and Sustainability.....	7
I.E. Measuring Environmental Results: Anticipated Outputs/Outcomes	9
SECTION II - AWARD INFORMATION.....	10
II.A. What is the amount of available funding?.....	10
II.B. What is the project period for awards resulting from this solicitation?.....	10
II.C. Substantial Involvement	10
SECTION III - APPLICANT AND SITE ELIGIBILITY INFORMATION.....	11
III.A. Who Can Apply?.....	11
III.B. Site Eligibility (Site-Specific Proposals Only).....	11
III.C. Threshold Criteria for Assessment Grants	14
1. Applicant Eligibility.....	15
2. Letter from the State or Tribal Environmental Authority.....	16
3. Community Involvement	16
4. Site Eligibility and Property Ownership Eligibility (Site-Specific Proposals Only) ..	16
SECTION IV - PROPOSAL SUBMISSION INFORMATION	21
IV.A. How to Obtain a Proposal Package.....	21
IV.B. Due Date and Mailing Instructions	22
IV.C. Content and Form of Proposal Submission.....	23
IV.D. Intergovernmental Review.....	25
IV.E. Use of Funds to Make Subawards, Contract Services, or Fund Partnerships	25
IV.F. Evaluation of Subawardees and Contractors.....	26
IV.G. Confidential Information	27