



EPA Brownfields Area-Wide Planning Grant

FY17 Request for Proposals (RFP) Overview

Outreach Webinar for Potential Applicants

June 16, 2016

12:30 – 2pm EDT

Presenters:

- Wendy Thomi *Office of Brownfields and Land Revitalization*
- Aimee Storm *Office of Brownfields and Land Revitalization*
- David Champagne *Region IV Brownfields Program*
- Lauryn Coombs *Region V Brownfields Program*

Webinar instructions:

- Audio: call-in 1-866-299-3188; conference code: 202 566 0633#
- Phone lines are globally muted
- Please type questions into chat box
- Webinar is being recorded and will be posted online

Agenda

- Finding the FY17 BF AWP grant RFP (Guidelines) & FAQs
- Timeline and proposal/application process
- Overview of Guidelines
- Key changes in the Guidelines
- Threshold criteria overview
- Proposal submission, content and form
- Evaluation criteria overview
- Tips for improving proposal submissions
- Contact info
- Q&A

FY17 RFP & FAQs

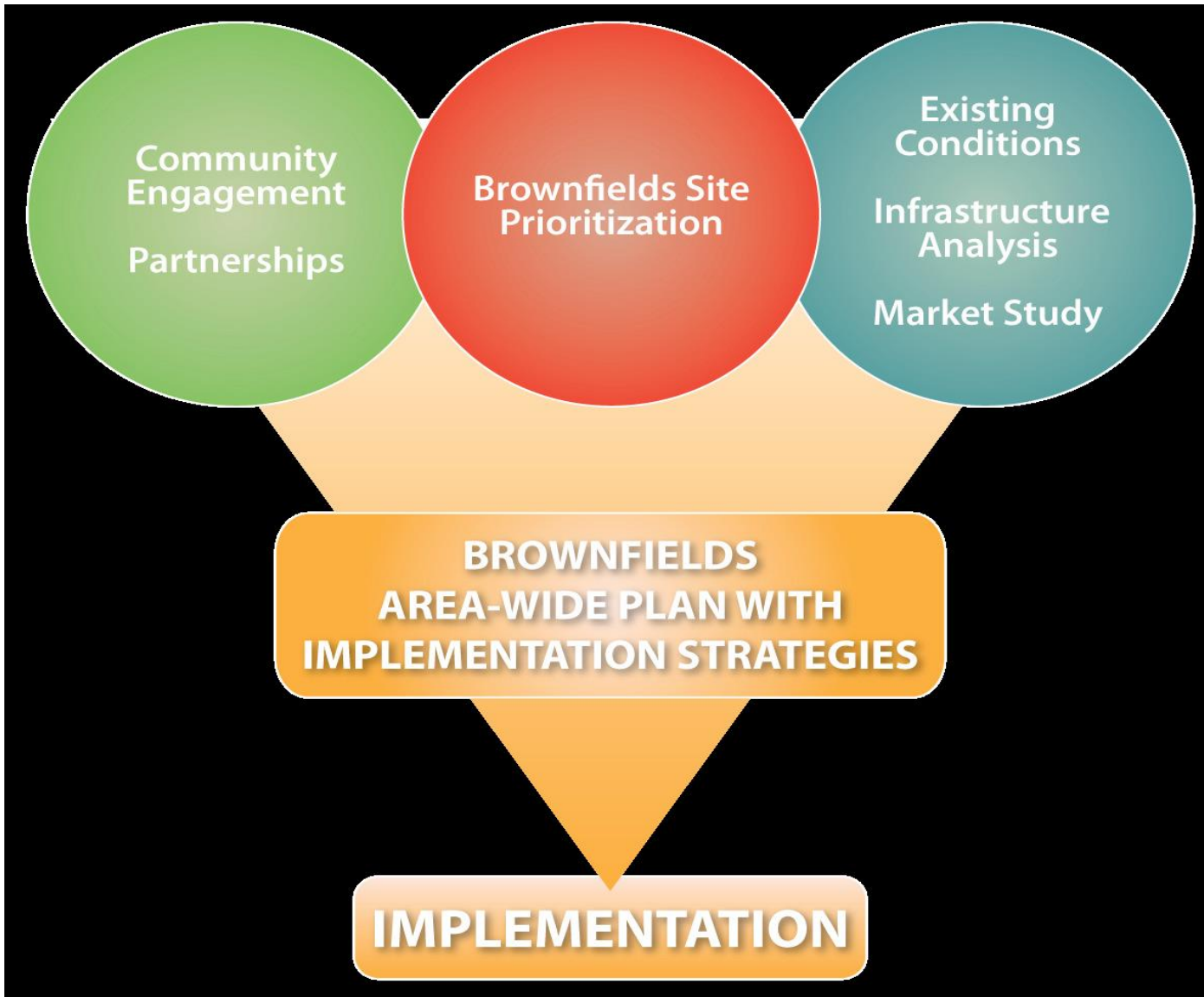
FY17 RFP FAQs and TIPs: <https://www.epa.gov/brownfields/apply-brownfields-grant-funding>

www.grants.gov: <http://www.grants.gov/web/grants/view-opportunity.html?oppld=284511>

**Today's webinar is not a substitute for
closely following the detailed RFP**

Additional information:

- **EPA BF AWP Program:** <https://www.epa.gov/brownfields/types-brownfields-grant-funding#tab-5>
- **EPA Brownfields and Land Revitalization Program:** <https://www.epa.gov/brownfields>



Timeline

June 6, 2016

Request for Proposals (RFP)
available

August 10, 2016

Proposal Submission Deadline

@ 11:59 EDT

Proposals must be submitted via www.grants.gov; refer to [Tips Sheet](#) & www.grants.gov help information well before submission deadline to be sure you are ready to submit

January 2017 (*tentative*)

Grant recipients announced

March 2017 (*tentative*)

BF AWP grants begin

Process

All applications must be submitted via www.grants.gov

In order to submit a proposal through www.grants.gov, you must:

- Have an active DUNS number,
- Have an active System for Award Management (SAM) account in www.sam.gov,
- Be registered in www.grants.gov, and
- Be designated as your organization's Authorized Organization Representative (AOR).

Registration process **may take a month or more to complete**

Technical issues can arise during submission to www.grants.gov

Bottom line: submit your proposal early!



Apply for Grants

To APPLY for a grant, you and/or your organization must complete the Grants.gov registration process.

[Apply for Grant Opportunities >](#)



Find Open Grant Opportunities

| Funding Opportunity Number | Opportunity Title | Agency |
|--|--|--|
| ISN-ISNECC-16-011 | Developing Kosovo's Strategic Trade Control Enforcement Capabilities | Bureau of International Security and Nonproliferat |
| ISN-ISNECC-16-010 | Strategic Trade Control Mentorship for Macedonia | Bureau of International Security and Nonproliferat |
| INL-16GR0051-INLAPAFGHANISTAN-06-16-2016 | Legal Education Visiting Scholar Program for Afghanistan | International Narcotics and Law Enforcement Affair |
| ED-GRANTS-061616-001 | Office of Postsecondary Education (OPE): Fulbright-Hays Group Projects Abroad Program CFDA Number 84.021A. | Department of Education |
| PR-PRP-17-001 | The Health Insurance Enforcement and Consumer | CMS-Consumer |

Grants.gov Updates

Grants.gov Calendar
Check out our calendar to get the latest updates about our upcoming releases, maintenance, and outages.

Grants.gov Production Release R15.2: June 18-20, 2016

Grants.gov Community Blog
Visit the Grants.gov Community Blog to learn about the latest in the grants community.

Grants.gov Notices
For more information on upcoming changes with user impacts, please visit the Grants.gov notices page for the latest information.

Grants.gov Releases
For information about recent changes and enhancements to Grants.gov, review the latest release notes.

DATA Act Section 5 Pilot Program Presentation
The Department of Health and Human Services (DHHS) recently organized a webinar about the DATA Act Section 5 Pilot Program.

Financial Assistance
Grants.gov does not provide personal financial assistance. Please visit our Grant Programs to learn where you may find personal financial assistance.

Suspect Fraudulent Activity?
The United States Government does not require payment, of any kind, to receive federal grants. Learn more about suspected fraudulent activity.



Grants Learning Center



Applicants



Grantors

RFP Sections

| | |
|--------------------|--|
| Section 1. | Funding Opportunity Description |
| Section 2. | Award Information |
| Section 3. | Eligibility Information and Threshold Criteria |
| Section 4. | Proposal Submission Information |
| Section 5. | Proposal Review Information |
| Section 6. | Award Administration Information |
| Section 7 | Contacts |
| Section 8. | Other Information |
| Appendix 1: | Threshold Criteria Worksheet Example |
| Appendix 2: | Other Factors Checklist |
| Appendix 3: | Information on Sites Eligible for Brownfields Funding (for the FY17 BF AWP grant) |

RFP Overview

EPA will provide **grant funds to eligible entities** for projects that lead to the **development of an area-wide plan for brownfields assessment, cleanup, and subsequent reuse.**

Grant funds:

- Total estimated EPA funding available under this RFP: **approximately \$4,000,000**
- Applicants may apply for EPA grant funding **up to \$200,000** per project
- EPA plans to select **20 projects**
- If your project is selected, EPA will determine total grant amount

Eligibility:

- Eligible: Local government, tribes, nonprofit organizations, regional councils of government, states serving in a grant management/capacity role, etc, POWER+ applicants
- Not eligible: Individuals, for-profits, past BF AWP grant recipients (except POWER+ applicants)

BF AWP grants are part of the HUD-DOT-EPA [Partnership for Sustainable Communities](#)

RFP Overview

Area-wide plan for brownfields assessment, cleanup, and subsequent reuse:

- Developed for a specific project area (e.g., a neighborhood, downtown, arts or commercial district, local commercial corridor, community waterfront, old industrial corridor, etc) affected by one or more brownfield sites
- Primary focus on the eventual cleanup and reuse of the catalyst, high priority brownfield site(s) within the project area
 - a site which, once remediated and reused, has the potential to spur additional revitalization within the BF AWP project area, and
 - meets the definition of a “brownfield site” per CERCLA § 101(39)
- Includes:
 - community involvement,
 - community priorities reflected in brownfield site cleanup and reuse strategies;
 - research on brownfields and project area conditions
 - specific reuse scenarios for the catalyst, high priority brownfield site(s);
 - detailed plan implementation strategies which identify specific actions, resources available and resources needed to implement the plan,

The brownfields area-wide plan is the primary grant deliverable

RFP Overview

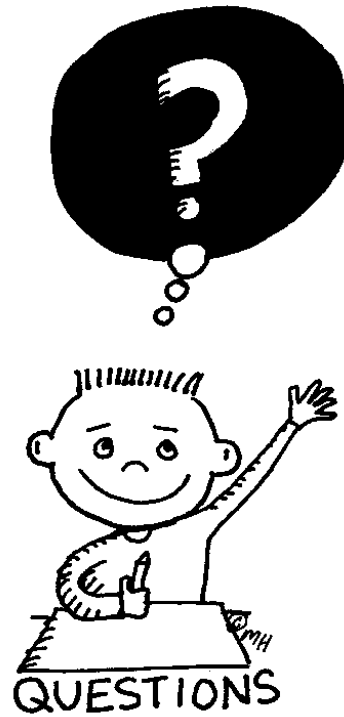
Common BF AWP Grant-Funded Activities

- Facilitating community involvement: activities that lead to the identification of community priorities for short-term and long-term brownfield revitalization
- Conducting research into existing conditions
- Developing a detailed brownfields area-wide plan (includes implementation strategies)
- Technical assistance that builds local community capacity for a wide range of project area stakeholders
- Grant funded activities must be for research and/or technical assistance activities, per CERCLA § 104(k)(6)

Key changes since FY15

- Guidelines have been **reformatted** – changes made primarily in Sections 4 and 5
- Increased number of **evaluation criteria** from five to seven
- Explains how BF AWP grant supports the **POWER+ Initiative**; defines POWER + applicants as those that propose a project area which includes a brownfields catalyst site and a recently (2008 or later) closed or closing coal-fired power plant
- Similar to other rounds of BF AWP, **prior recipients** (FY10, FY13, FY15 BF AWP grantees) **are excluded from applying** for the FY17 BF AWP grant, with exception of POWER + applicants
- Explains specific circumstances under which an applicant may perform **limited site-specific planning activities for brownfields assessment or cleanup** with EPA BF AWP grant funds
- **Threshold criterion 5, Letter of Commitment to the Project**: changed the requirement to say that an applicant from a governmental or quasi-governmental organization must include a letter of commitment from a relevant community-based organization
- Changed language to reflect EPA’s requirement that all proposals must be transmitted to EPA via www.grants.gov

Questions so far?



Seven Threshold Criteria

1. Applicant eligibility

2. Specific and Eligible BF AWP project area

3. One catalyst, high priority brownfield site within the BF AWP project area around which your project will focus

4. Ineligible activities

5. Letter of commitment to the project

6. Substantial compliance with RFP instructions

7. Submit proposal as per Section 4

- Applicants should submit threshold criteria responses separately from narrative proposal; may use **Threshold Criteria Example Worksheet (Appendix 1)** to organize this information for their proposal submittal
- Failure to meet any threshold criterion will result in an ineligible proposal; applicants will be notified of a “fail” determination

Threshold Criterion #1

All applicants must describe how they are an eligible entity in order to receive consideration

- List provided in RFP Section 3.A., Who Can Apply?
- Documentation of applicant eligibility is needed for entities other than cities, counties, states or tribes
- States are eligible if they apply on behalf of a local community and will serve as their fiscal and administrative capacity; *attach memorandum of understanding*

Threshold Criterion #2

Identify a specific and eligible BF AWP project area

Define geographic boundaries of your BF AWP project area

- a. streets, natural (e.g., river) and/or constructed boundaries (e.g., highway, railroad) and approximate acreage
- b. provide a printed map of project area within context of larger city/county (with scale & street level detail)
 - Focus on a specific project area such as a neighborhood, downtown or arts district, city block(s), community waterfront, local commercial corridor, etc affected by one or more brownfield sites
 - Indicate on map the location of catalyst, high priority brownfield site(s)
 - Do not apply for comprehensive, city-wide or regional planning

Threshold Criterion #3

Identify one catalyst, high priority brownfield site within the BF AWP project area around which this project will focus.

Include:

- a. Site name and address
- b. Affirmation that site is not statutorily restricted from funding (per CERCLA definition of a brownfield site)
- c. Type of contaminant or potential contaminant (hazardous substance or petroleum)
- d. For petroleum sites – additional eligibility required, send request to your state (address sections i – iv)
- e. Date of EPA's prior determination that site is a brownfield (if applicable)
 - This brownfields site needs to be described in evaluation criterion 2
 - No substitution of site allowed!
 - Discuss site eligibility questions with your EPA Regional contact EARLY ON
 - Refer to RFP Appendix 3

Threshold Criterion #4

Ineligible activities will not be considered for funding, and could render entire proposal ineligible for funding.

Ineligible activities include:

- conducting site assessment, cleanup, response activities, area-wide plan implementation activities
- marketing brownfield properties for redevelopment
- area-wide zoning and/or design guidelines development *that is unrelated to advancing cleanup and reuse of brownfields in project area*
- area master planning, general community visioning, comprehensive planning, etc *that is unrelated to advancing cleanup and reuse of brownfields in project area*
- survey design, distribution, collection
- fundraising or lobbying
- proposal preparation
- etc; see RFP Section 1.B.

Threshold Criterion #5

Letter of commitment to the project

- For government/quasi-government applicants, letter of commitment must be from a relevant community-based organization
- For nonprofit applicants, letter of commitment must be from a relevant government entity
 - Letter must be written on organization's official letterhead
 - Letter should clearly describe how the organization has/will be substantially involved in the BF AWP project.
 - Attach letter to grant proposal submission
 - Identify in threshold criteria response which letter of commitment meets threshold requirement

Threshold Criterion #6

Substantial compliance with proposal submission instructions and requirements

- Put forth an acceptable project
- Address all threshold and evaluation criteria
- Do not exceed page limits

Threshold Criterion #7

Submit proposal (application) via
www.grants.gov by the due date

****August 10, 2016 (11:59pm EDT)****

Refer to RFP Section 4

**Consider using the
Threshold Criteria Worksheet
in Appendix 1**

Questions?



Content and Form of Proposal

Proposal contents (Section 4.D. in RFP)

- Narrative Proposal (17 pg limit); includes
 - Transmittal Letter (2 pg limit)
 - Detailed Project Description/responses to evaluation criteria (15 pg limit)

- Attachments:
 - Threshold criteria responses :
 - Responses to all threshold criteria
 - Letter of commitment
 - Petroleum eligibility letter from state, if applicable
 - Documentation of eligibility status, if applicable
 - Documentation of state applying on behalf of local community, if applicable
 - Project milestones schedule (1 page limit)
 - Additional letters of commitment to project from project partners (must be submitted with proposal)
 - Leveraging documentation (if not provided in letters of commitment)
 - Completed Other Factors Checklist (with supporting documentation attached-see Appendix 2)
 - Application for Federal Assistance (SF-424) – *will be prompted by* www.grants.gov

Seven Evaluation Criteria

Proposal must have passed the Threshold Criteria to be Evaluated

| <u>7 Evaluation Criteria</u> | <u>Max Points</u> |
|---|-------------------|
| 1. Community Need | 15 |
| 2. BF AWP Project Description | 30 |
| 3. Benefits to Community | 20 |
| 4. Performance Measurement: Anticipated Environmental Outcomes and Outputs | 5 |
| 5. Community Partnerships and Engagement | 20 |
| 6. Programmatic Capability and Past Performance | 5 |
| 7. Leveraging | 5 |

100 possible points

See Section 5.A. Evaluation Criteria in the RFP for points under each sub-criterion
Fully and individually address sub-criteria; more specific information on each sub-criterion in RFP

Evaluation Criterion #1

Community Need (max 15 points)

Proposal evaluated on how project area is affected by:

- economic, social, public health and environmental justice concerns, and
- how these concerns relate to brownfield challenges.
 - More favorable evaluation for clear demonstration these challenges within project area, effects on sensitive populations and how difficult conditions can be tied back to brownfields.
 - Responses should clearly identify the sources of information used in this section.

Evaluation Criterion #1

Community Need (max 15 points)

3 sub-criteria – to what extent does the proposal clearly, concisely and effectively:

- a. **(5 pts)** Demonstrates the economic concerns within the BF AWP project area (based on data and recent events that resulted in significant job loss or other economic disruption), and how these and other factors limit your ability to draw on other sources of funding for the BF AWP project.
- b. **(5 pts)** Identifies and describes the needs of the community based on social, public health and environmental concerns within the BF AWP project area (based on data/indicators), including needs for sensitive populations (such as children, pregnant woman and the elderly) and the community's environmental justice concerns.
- c. **(5 pts)** Explains the brownfields challenges in the BF AWP project area, as they relate to the economic, social, public health and environmental issues as described in 1.a. and 1.b. above.

Evaluation Criterion #2

BF AWP Project Description (max 30 points)

Proposal evaluated on specific information provided and a reasonable approach for how the applicant will develop the brownfields area-wide plan.

→ More favorable evaluation for reasonable # of catalyst, high priority brownfield sites, a more focused BF AWP project approach, appropriate budget and milestones.

Evaluation Criterion #2

BF AWP Project Description (max 30 points)

3 sub-criteria – to what extent does the proposal clearly, concisely and effectively:

- a. **(5 pts)** Explains how the BF AWP project area boundaries were selected, and provides rationale for the project area which demonstrates that it is appropriate and a reasonable size.
- b. **(15 pts)** Describes each catalyst, high priority brownfield site in the BF AWP project area, including whether each site meets the definition of a “brownfield site” per CERCLA § 101(39); provides rationale which supports how each site was selected and why it has the strong potential to revitalize the BF AWP project area, and the status of/plan for accomplishing environmental activities at each site.
- c. **(10 pts)** Proposes a detailed and realistic project budget with a narrative of each task.
 - budget contains only eligible costs,
 - provides for a reasonable and appropriate approach to achieve the project’s objectives, and
 - includes cost estimates for each of the proposed project activities to be performed with EPA funds.

Sample Budget Table

| <i>Example task descriptions</i> Cooperative Agreement Budget | Task 1 <i>Cooperative agreement management</i> | Task 2 <i>Community Involvement</i> | Task 3 <i>Existing conditions research</i> | Task 4 <i>Catalyst /high priority Brownfield site reuses</i> | Task 5 <i>Next Steps & Resources Implementation Strategies</i> | Task 6 <i>Develop final BF AWP document</i> | Totals |
|---|--|---|--|--|--|---|---------------|
| Personnel | | | | | | | |
| Fringe Benefits | | | | | | | |
| Travel | | | | | | | |
| Contractual | | | | | | | |
| Supplies | | | | | | | |
| Other (be specific; include amounts for subawards) | | | | | | | |
| Total EPA Funds | | | | | | | |

Evaluation Criterion #3

Benefits to Community (max 20 points)

Proposal evaluated on the extent to which project will result in benefits to the community within the project area.

Includes improvements to human health and the environment, local economy, social conditions and welfare of residents.

→ More favorable evaluation for specific details/examples which support how the project will lead to environmental and economic improvement, sustainable and equitable development outcomes and advance the HUD-DOT-EPA Livability Principles.

Evaluation Criterion #3

Benefits to Community (max 20 points)

3 sub-criteria – to what extent does the proposal clearly, concisely and effectively:

- a. **(5 pts)** Demonstrates how the BF AWP project and eventual assessment, cleanup and reuse of the catalyst, high priority site(s) will help address the concerns and challenges within the community (as described under evaluation criterion 1. Community Need).
- b. **(5 pts)** Explains how the BF AWP project will help identify and reduce threats to human health and the environment, and improve the welfare of sensitive populations and others including minority, low-income, and tribal community residents living in environmental justice areas or other areas that face a disproportionate level of environmental degradation, disease or conditions suspected from contaminant exposures.
- c. Includes specific, realistic, direct and measurable benefit outcomes within the project area related to:
 - i. **(5 pts)** Stimulating economic development, facilitating reuse of existing infrastructure and creating or preserving green space, recreational property, or other non-profit uses.
 - ii. **(5 pts)** Increasing sustainable and equitable development opportunities that help to remove economic, environmental and social barriers and advance the Livability Principles.

Evaluation Criterion #4

Performance Measurement: Anticipated Outputs and Outcomes (max 5 points)

Proposal evaluated on how the project will lead to measureable environmental results (i.e., amount of exposure to pollution or contaminants prevented, amount of resources conserved, etc).

3 sub-criteria – to what extent does the proposal clearly, concisely and adequately:

- a. **(2 pts)** Specifies anticipated environmental outcomes and outputs as described in Section 1.D., Measuring Environmental Results: Anticipated Outcomes and Outputs that are realistic and appropriate for the BF AWP project.
- b. **(2 pts)** Provides appropriate measures of success for the project. Measures of success should be either measures of environmental improvement or should be directly linked to such measures. EPA will look for quantitative and qualitative measurability.
- c. **(1 pt)** Describes how progress towards achieving project outcomes and outputs will be tracked, evaluated and measured.

Evaluation Criterion #5

Community Partnerships and Engagement (max 20 points)

Proposal evaluated on effectiveness of applicant's engagement with community and support from project partners, and approach for incorporating community input.

→ More favorable evaluation for recent involvement of project partners & community members on revitalization activities, consistency/integration with existing community planning efforts, strong/various letters of commitment, and a clear/effective structure for developing priorities and implementation actions (with leadership by the applicant).

Evaluation Criterion #5

Community Partnerships and Engagement (max 20 points)

4 sub-criteria – to what extent does the proposal clearly, concisely and effectively:

- a. **(5 pts)** Describes the existing, inclusive, and collaborative revitalization effort, which includes some consideration of cleaning up and reusing the catalyst/high priority brownfield sites. Identifies the extent to which the effort is already underway and effective within the BF AWP project area, how the BF AWP project will be consistent and integrated with other community planning/revitalization efforts, how it will serve as the logical next step, and how it will enable the community to implement the plan.
- b. **(5 pts)** Demonstrates a wide range of committed project partners, including local community-based organizations, government entities and other appropriate stakeholders that are substantially involved already and/or how they will be substantially involved in the BF AWP project going forward. Includes strong letters of commitment from each project partner.

Evaluation Criterion #5

Community Partnerships and Engagement (max 20 points)

4 sub-criteria – to what extent does the proposal clearly, concisely and effectively:

- c. **(5 pts)** Describes the process through which the BF AWP project partners will work together to develop the brownfields area-wide plan and prioritize implementation actions.

Explains whether there is already a governing structure amongst the project partners for managing the BF AWP decision-making process, how this process works and the degree to which the applicant leads the decision-making process.

- d. **(5 pts)** Describes an effective process for obtaining and incorporating input from community members and relevant outside organizations into the BF AWP project, including appropriate outreach methods, communicating project process to citizens, and ensuring meaningful involvement and community ownership of the process throughout the BF AWP project.

Evaluation Criterion #6

Programmatic Capability and Past Performance (max 5 points)

Proposal evaluated on demonstrated technical capability to carry out BF AWP project, taking into account organizational capabilities and past performance

2 sub-criteria - To what extent does the proposal clearly, concisely and effectively:

- a. **(3 pts)** Demonstrates that the applicant (staff and/or organization) has the appropriate knowledge, experience, qualifications, and resources (or ability to obtain them) which will ensure timely and successfully achievement of the project.
- b. **(2 pts)** Describes past performance in successfully completing and managing past assistance agreements, and history of meeting reporting requirements (including ACRES reporting) under those assistance agreements.

Evaluation Criterion #6

Programmatic Capability and Past Performance (max 5 points)

Include list of past assistance agreements:

- Up to 5: federal or non-federal grants/not contracts
- Performed by your organization with the last 3 years
- Similar in size, scope and relevance

Describe:

- Whether/how you were able to successfully manage and complete those agreements, and
- your history of meeting the reporting requirements (including ACRES reporting), including whether you adequately and timely reported on your progress towards achieving the expected outputs and outcomes of those agreements (and if not, explain why not) and whether you submitted acceptable final technical reports under the agreements.

Evaluation Criterion #7

Leveraging (max 5 points)

Proposal evaluated on applicant's ability to leverage additional funds/resources/in-kind services beyond this EPA grant.

→ More favorable evaluation for proposals that demonstrate relevant, firm leveraged commitments to the BF AWP project and/or project area.

To what extent does the proposal clearly, concisely and effectively:

(5 pts) Demonstrates how the applicant will coordinate the use of EPA funding with other federal and/or non-federal sources of funds/resources from project partners, including other federal agencies, foundations, nonprofits, surrounding communities or local businesses to leverage additional resources beyond the grant funds awarded to carry out or further the proposed BF AWP project.

Evaluation includes type and amount of leveraged resources, the likelihood of the resources materializing, the strength of the leveraging commitment, and the role of the leveraged funds/resources in the overall grant project.

Other Factors Checklist

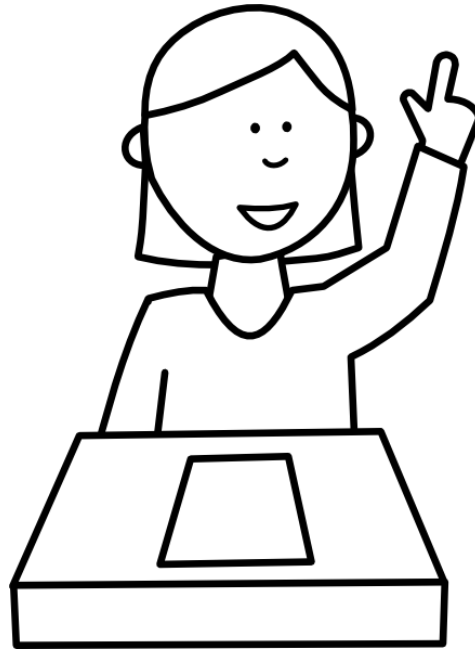
- Review RFP Section 5.B & submit checklist in Appendix 2
- Identify on checklist any of the items which apply to the BF AWP project area as described in your proposal.
 - Include the page number where each applicable factor is discussed, clearly demonstrating a nexus between the proposed brownfields activities under the BF AWP grant and every “other factor” selected.
 - Attach documentation where needed

| x | Other Factor | Pg # |
|---|---|------|
| | <i>None of the Other Factors are applicable.</i> | |
| | BF AWP project is in an urban area (city population is 100,000 or more). | |
| | Rural area (city/town/village/unincorporated area/etc. population is 20,000 or less and is not located in a Metropolitan Statistical Area). | |
| | Micro community (city/town/village/unincorporated area/etc. population of 10,000 or less). | |
| | Applicant is or is applying on behalf of a federally recognized Indian Tribe or an entity from a United States Territory. | |
| | Applicant is a POWER+ community who is proposing a BF AWP project area with one or more eligible catalyst, high priority brownfield site(s) and a recently closed (2008 or later) or closing power plant. | |

Other Factors Checklist

| x | Other Factor | Pg # |
|---|---|------|
| | Applicant's catalyst, high priority brownfield site(s) is (are) tied to recent (2008 or later) natural disaster(s) within the BF AWP project area. | |
| | Applicant's catalyst, high priority brownfield site(s) is (are) tied to a recent (2008 or later) manufacturing industry plant closure within the BF AWP project area. | |
| | Applicant's catalyst, high priority brownfield site(s) are tied to a recent (2008 or later) significant economic disruption, <u>unrelated</u> to a natural disaster, manufacturing industry plant closure or closing/closed power plant, within the BF AWP project area, resulting in a significant percentage loss of community jobs and tax base. | |
| | Applicant is a recipient or a core partner of HUD-DOT-EPA Partnership for Sustainable Communities (PSC) grant funding or technical assistance that is directly tied to the BF AWP project area, and can demonstrate that funding from a PSC grant/technical assistance has or will benefit the BF AWP project area. | |
| | Applicant's BF AWP project area is directly tied to EPA's Making a Visible Difference (MVD) initiative, and the applicant can demonstrate that funding/technical assistance/other resources from the MVD initiative has or will benefit the BF AWP project area. | |
| | Applicant is a recipient of an EPA Urban Water grant and can demonstrate that that funding/technical assistance/other resources from the Urban Waters grant has or will benefit the BF AWP project area. | |
| | Applicant is designated as a HUD Promise Zones community, and can demonstrate that funding/technical assistance/other resources from the Promise Zones designation has or will benefit the BF AWP project area. | |
| | Applicant is one of the 24 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). | |

Questions?



Tips to Improve Proposal Submissions

- Read the entire RFP and closely follow directions
- Review the FAQs which are posted alongside the RFP
- Organize input sessions with project partners & the public, use it to strengthen your proposal
- Work with partners for assistance in preparing and reviewing your proposal
- Write as though the reader knows nothing about your community.
- Avoid using acronyms and technical/organizational jargon
- Be familiar with what you need to submit with your proposal, and register or check registration in www.grants.gov & www.SAM.gov at least a month before the proposal deadline.

Tips to Improve Proposal Submissions

- Address *all* criteria (preferably in order) and prepare a logical narrative. *If a sub-criteria doesn't apply, explain why.*
- Use the *Proposal Checklist* in RFP Section 4.D.
- Obey page limits and other parameters in RFP Section 4.D.
- Readability is extremely important. Use 1" margins; 12 pt Times New Roman font.
- Limit attachments to those listed in the RFP. Do not attach photos, graphics, extraneous materials, etc
- Contact EPA regional contacts with all questions (particularly site eligibility questions) early!

Grant Competition Questions?

- Your regional Brownfields Coordinator, listed in Section 7 of the RFP
or

- HQ contacts:

U.S. EPA Office of Brownfields and Land Revitalization

Wendy Thomi 202-566-1462 thomi.wendy@epa.gov

Aimee Storm 202-566-0633 storm.aimee@epa.gov

Find other EPA Brownfields Program Funding Opportunities at
<https://www.epa.gov/brownfields/apply-brownfields-grant-funding>