



2026 Louisiana Brownfield Grantwriting Workshop



DRAFT AGENDA

DAY 1 - July 28, 2026

- 9:30a: Registration with Coffee & Tea**
- 10:00am: Welcome and Introductions**
- *Group Introductions: Name, Organization, Relationship to Brownfields, Previous Grantwriting Experience, Interest in this Workshop*
 - *Any sections you especially need help with?*
- 10:15am: EPA Brownfield Grant Overview**
- *Available Grants and Applicant Eligibility*
- 10:35am: Working with a Consultant: Tips for a Successful Partnership**
- *Consultant vs. Entity Responsibilities*
 - *Contracting Requirements*
- 10:50am: Grant Application Overview: The Pieces and Parts of a Successful Application**
- 11:00am: Grant Guidelines – Section 1: A Strong Application Starts with a Strong Story**
- *How Applications are Scored and Ranked*
 - *Tips for describing your Target Area(s), Priority Sites, Community Difficulties & Brownfield Challenges for a strong start and to hook the reviewer early on*
- 12:00pm: LUNCH BREAK**
- 12:30pm: Group Exercise: Review a Successful Grant Application – Section 1: Project Area Description and Plans For Revitalization**
- *What's their target area? What's their story/ hook? Did it pull you in?*
 - *What worked well? What could have been improved?*
 - *Were you rooting for them at the end of Section 1? Did you want to read more?*
- 1:30pm: Write it Right! Exercise – Section 1: Developing Your Hook & Crafting Your Story,**
- *Identifying Target Area(s) and Priority Sites*
 - *What's your sob story? How do Brownfield factor in? How will this grant help?*
- 2:00pm: Group Report Out & Feedback – Section 1: Sell Us on Your Target Area!**
- 2:30pm: BREAK**
- 2:45pm: Grant Guidelines – Sections 2a-d: Articulating your Community's Needs with Data & Storytelling**
- *Finding data to support your story*
 - *What data boxes do you need to check? Grant application vs. scientific paper*
- 3:30pm: Group Exercise: Review a Successful Grant Application – Sections 2a-d: Community Need**
- 4:00pm: Write it Right! Exercise – Sections 2a-d: Gathering Your Data**
- 4:20pm: Group Report Out & Feedback – Sections 2a-d: What did your Data Tell You?**
- 5:00pm: Day 1 Concludes**



DRAFT AGENDA - Continued

DAY 2 – July 29, 2026

- 9:00am:** Welcome / Any Questions from Yesterday?
- 9:15am:** Grant Guidelines – Sections 2e-g: Project Partners & Community Engagement
- *Choosing your Partners*
 - *Demonstrating Community Involvement & Input*
- 9:40am:** Group Exercise: Review a Successful Grant Application – Sections 2e-g: Community Engagement
- 10:10am:** Write it Right! Exercise – Sections 2e-g: Finding Community Partners / What's your Community Involvement Plan?
- 10:30am:** BREAK
- 10:45am:** Group Report Out & Feedback – Sections 2e-g: Are We Convinced You're Involving Your Community?
- 11:15am:** Grant Guidelines – Sections 3a-e: Clear & Concise Budgets & Tasks and Common Pitfalls to Avoid
- 11:45am:** Group Exercise: Review a Successful Grant Application – Sections 3a-e: Budget & Tasks
- *How long did it take you to understand their tasks?*
 - *How clear was the budget and how they developed those numbers?*
- 12:30pm:** LUNCH BREAK
- 1:00pm:** Write it Right! Exercise – Sections 3a-e: What Are Your Tasks and Budget?
- 1:30pm:** Group Report Out & Feedback – Sections 3a-e: Tasks & Budget
- *Would a Reviewer Understand Your Process?*
- 2:00pm:** Grant Guidelines – Section 3f: Measuring & Evaluating Environmental Program Results
- *Be specific and check the box!*
- Grant Guidelines– Section 4: Programmatic Capabilities & Ensuring Effective Management of a Grant
- *Convince us you can manage this grant effectively!*
- 2:45pm:** BREAK
- 3:00pm:** KSU TAB Grant Writing Resources
- *TAB EZ, Successful Applications Database, & Grant Reviews*
- LDEQ Tips for a Successful Application
- *How to Request a State Letter & Lessons Learned Along the Way*
- 3:40pm:** Writing a Strong Proposal – Tying it All Together!
- 4:00pm:** BREAK / OPTIONAL END OF DAY
- 4:00pm:** *Talk it Out: Optional Time for One-on-One Assistance/Questions*

WRITE IT RIGHT!



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DRAFT AGENDA - Continued

DAY 3 – July 30, 2026: Optional Working Session

- 9:00am:** Circling Back: Questions? Anything to Review Again?
- 9:45am:** Write it Right! Time to Write Your Grant!
- *Take time to continue drafting your grant application with Brownfield experts to ask questions and guide you*
- 11:45am:** Wrap Up & Next Steps
- *Review of Resources, Anticipated Deadlines, Other Upcoming Trainings*
- 12:00pm:** Day 3 Concludes

Meet the Speakers:

Rebecca Otte, Brownfields Coordinator, Louisiana Dept. of Environmental Quality: With over 20 years in Brownfields, Rebecca has a track history of writing successful Brownfield grant applications built upon a few failed attempts and numerous debriefs with EPA. Rebecca will provide insider tips and tricks to understand the nuances of writing a Brownfield grant to help you score every point in a very competitive grant environment.

Michael Kennedy, Brownfields Project Officer, EPA Region 6: Since joining the EPA Region 6 Brownfield Team in 2020, Mike has reviewed countless Brownfield grant applications. During this workshop, Mike will provide a reviewer's perspective and help applicants ensure their grant proposals meet EPA's rigorous criteria for success.

Scott Nightingale, Regional Director for EPA Region 6, Kansas State University Technical Assistance to Brownfields Program (KSU TAB): Scott has over 35 years of experience assisting communities with environmental issues including brownfields redevelopment, solid waste management, investigation and cleanup of contaminated properties, and compliance with air and waste statutes/regulations. Scott coordinates KSU TAB's reviews of draft Brownfield MARC Grant applications, which provides a critical outside perspective backed by years of grant writing and review experience.

Beth Grigsby, Assistant Regional Director for EPA Region 5, KSU TAB: A licensed Professional Geologist with over 30 years of experience providing environmental technical assistance to local government agencies, regional entities, non-profits, and private stakeholders with specialization in the acquisition, disposition, and redevelopment of contaminated properties, Beth Grigsby has worked as a KSU TAB Assistant Director since 2020 and serves as an expert in EPA brownfields grants, assessment, cleanup, and redevelopment strategies including leveraging funds and resources. Beth enjoys finding solutions for brownfields stakeholders as well as assisting communities in seeing the "big picture" of how brownfields redevelopment fits into their individual economic and community development visions.