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Introduction to the **Illinois U.S. EPA Brownfields Grant Writing Workshop**

THANK YOU for joining us for Day 1 of this virtual workshop. We will get started in a moment.

Technical Notes

If you experience technical difficulties with your connection:



Dial 785.532.0783



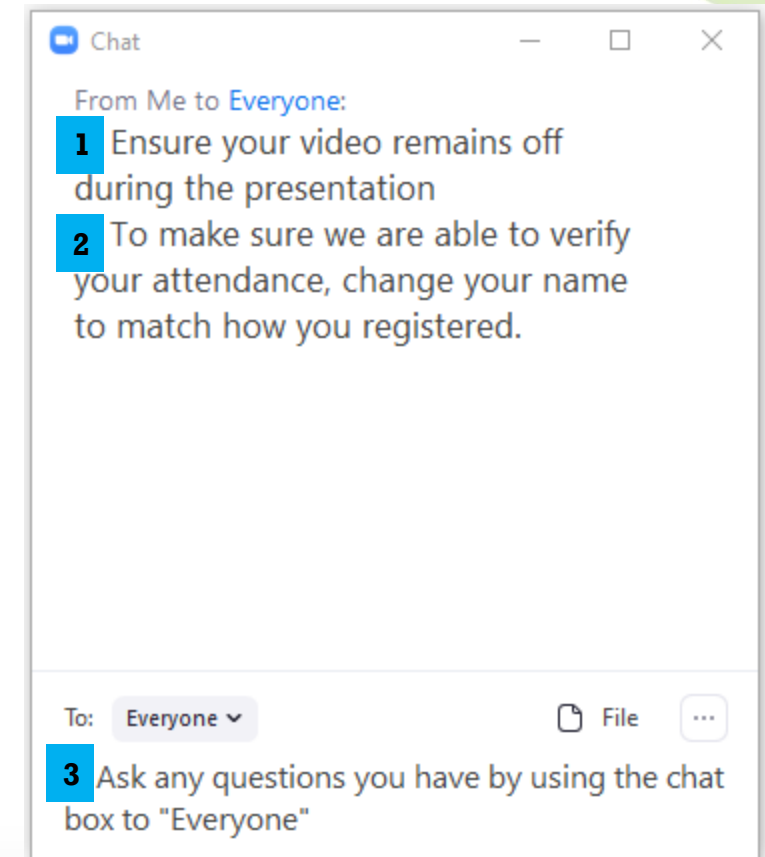
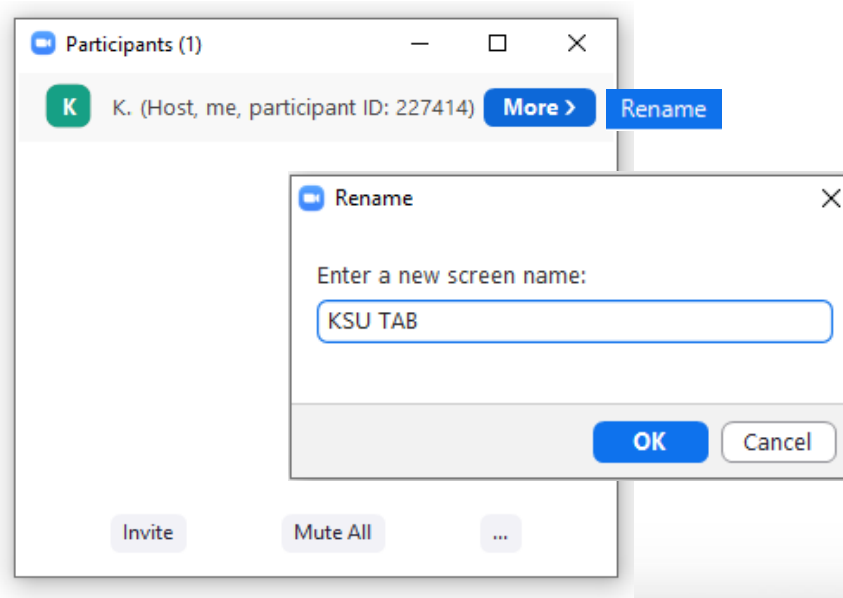
Email chsr@ksu.edu

Additionally, please note:



The presentation is being recorded and will be available on the website. The link has also been placed in the chat box.

Using Zoom – The Basics



Agenda

Welcome and Introductions

Jacob Fink, *IEPA Brownfields Program Administrator*; Roxanne Anderson, *KSU TAB Regional Director*;

Overview of the EPA Multipurpose, Community Wide Assessment, Coalition Assessment and Cleanup Grants and Anticipated FY27 Offerings

Jacqueline Coreno, *U.S EPA Region 5 Brownfields Project Manager and Tribal Coordinator*

Panel Presentation – Grant Walk-Through and What to Do/What to Avoid when Preparing a Grant Application-Part 1: Sections 1 and 2 of the Grant Narrative

Presenters:

Beth Grigsby, *KSU TAB Assistant Director for Region 5*; Amy Yersavich, *KSU TAB Partner*; Roxanne Anderson, *KSU TAB Regional Director*

Other Panel Members: Jacob Fink, *IEPA Brownfields Program*; Rob Wilhelmi, *Site Readiness Coordinator - City of Rockford*; Chris Richmond, *Moving Pilsbury Forward*; Karla Love, *KSU TAB Partner*

Break

Group Exercise

Final Q&A and Adjourn



TAB
Technical Assistance
to Brownfields

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Panelists



Jacob Fink
Illinois EPA Brownfield
Program Administrator
IEPA



Karla Auker Love
KSU TAB Partner
(former EPA R5
Project Officer)



Robert Wilhelmi
Site Readiness
Coordinator
City of Rockford, IL



Chris Richmond
President/Treasurer
Board of Directors
Moving Pillsbury Forward

- A national program funded by U.S. EPA
- Dedicated TAB services provider for each EPA region & a dedicated TAB services provider for all federally recognized Tribes & Alaska Native villages
- Services provided are **FREE** and tailored to address specific community needs
- Assist communities and tribes with the brownfield assessment, cleanup and redevelopment process
- Planning, environmental and economic development expertise
- Webinars, workshop, e-tools (e.g., BiT, TAB EZ) and online resources
- And much, much more...

KSU – ITEP – ANTHC – Tribal TAB



We Want to Hear Your Feedback

Please provide feedback on today's event:

1. Click this link
https://kstate.qualtrics.com/jfe/form/SV_eyUzp3IMh3GTjr8
1. Click the link provided in the chat box
1. Scan this QR image from your smartphone



Welcome to Illinois EPA's Grant Writing workshop



Illinois EPA Brownfield Program Administrator



Sharing Some Success Stories

- ▶ Rock Falls – Reliant Fastner
- ▶ Pullman Railyard
- ▶ Green Era





Rock Falls – Reliant Fastner



Pullman Railyard





EPA Brownfields Grant Overview

Jacqueline Coreno, U.S EPA Region 5

September 2nd , 2026



Today's Agenda

- ☐ FY27 grant offerings
- ☐ Brownfields grant overview
- ☐ Resources

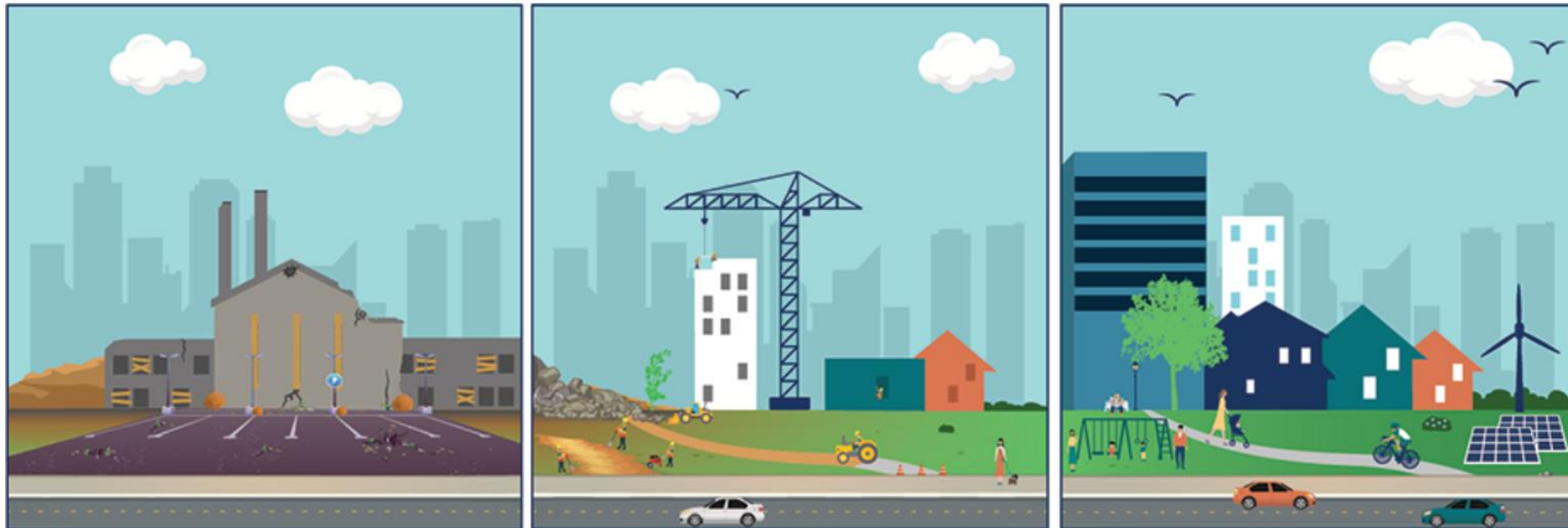
*This presentation is meant to support previous guidelines, and it is very important to refer to the most recent written guidelines when writing your application. The guidelines supersede any information provided in this presentation or by the presenters.



EPA Supports Community Efforts to Revitalize Brownfields

EPA's [Brownfields Program](#) provides grants and technical assistance to communities, states, Tribal Nations and others to assess, safely clean up and sustainably reuse contaminated properties.

To learn about EPA's broader efforts to put previously contaminated properties back into productive use, read about our [Land Revitalization Program](#).



FY27 Brownfields Assessment, Revolving Loan Fund, and Cleanup Grant Offerings

EPA anticipates offering grants at the following amounts in FY 2027. **All amounts are subject to change.**

Grant Type	Maximum Project Period	Maximum Amount Per Grant	Estimated Awards	Total Per Grant Type
Community-wide Assessment	4 years	\$500,000	30	\$15,000,000
Assessment Coalitions	4 years	\$1,000,000	13	\$13,000,000
Community-wide Assessment Grant for States and Tribes	5 years	\$1,000,000	12	\$12,000,000
Revolving Loan Fund	5 years	\$1,000,000	10	\$10,000,000
Cleanup	4 years	\$500,000	28	\$14,000,000

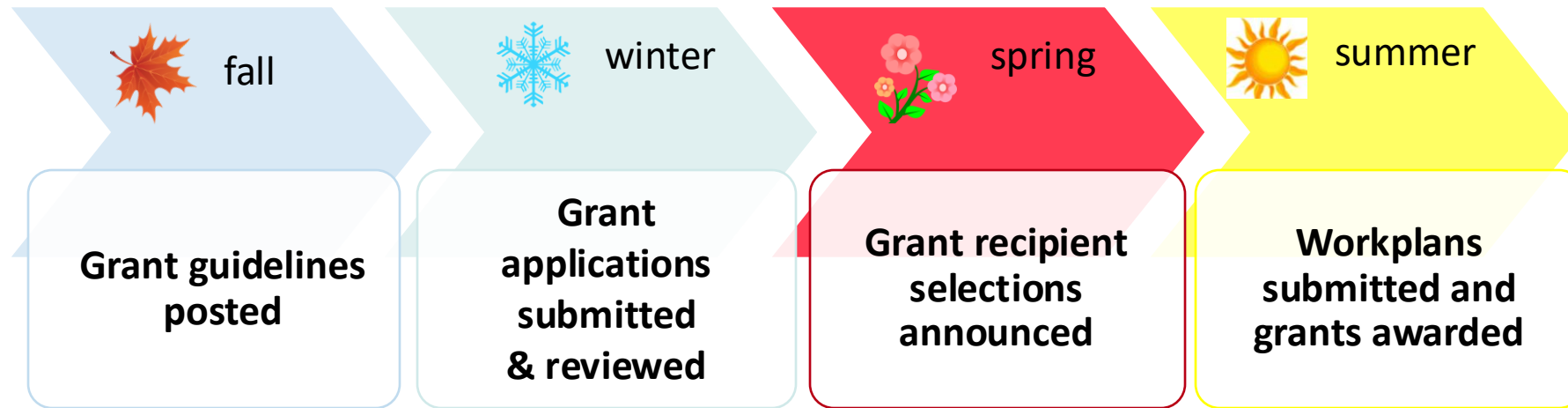
Amounts are subject to change

Site assessments may not exceed \$200,000 per site

Cleanup and RLF grant recipients must provide a 20% cost share

*A solicitation for Multipurpose Grants will not be issued in FY 2027.

Anticipated FY27 Competition Timeline



- ❖ **Application submission deadline hasn't been announced**
- ❖ April – May 2027: Selections announced
- ❖ June – September 2027: Workplans and grant paperwork finalized
- ❖ September – October 2027: Grants awarded/funds become available



Dates listed above are subject to change.



Assessment Grants

Grant funds can be used for a variety of activities:

- **Inventory:** Compile a list of brownfield sites
- **Characterization:** Identify past uses
- **Assessment:** Determine existing contamination
- **Site-specific Cleanup Planning, Area-Wide and Revitalization Planning:** Scope and plan process for site assessment, cleanup and reuse
- **Community Involvement:** Inform and engage stakeholders



Community-wide Assessment Grants

- Is appropriate for communities that are beginning to address their brownfield challenges, as well as for communities that have ongoing efforts to bring sites into productive reuse.
- **Funding:** up to \$500,000
- **Project Period:** up to 4 years



Assessment Coalition Grants

- Coalitions are designed for one “lead” eligible entity to partner with eligible entities.
- The list of eligible entities is the same for both lead and non-lead coalition members.
- There must be at least **two**, but not more than **four**, eligible entities
 - Must include at least one member that has never been awarded a Brownfields MARC Grant
 - Entities with an open Brownfields Multipurpose Grant or Assessment Grant that can demonstrate they have drawn down 70.00% of the funding for each open Grant are eligible to be a non-lead member.
 - Members of the coalition **may not be an agency or instrumentality of themselves** (for example, a county and the redevelopment authority of the same county); except for coalitions in which the state is the lead and one of the members is a regional council or regional commission that is created by a state legislature through a charter or another official action.



Assessment Coalition Grants

Key Features

- Partnership with non-lead members that do not have the capacity to apply for and manage their own EPA cooperative agreement and otherwise would not have access to Brownfields Grant resources.
 - Applicants are encouraged to **include eligible community-based nonprofit organizations** as non-lead coalition members to help promote strong local engagement.
- Must identify a target area for each member in the coalition. Target areas may not overlap, and they must be in at least three distinct municipalities or jurisdictions (e.g., town, city, or Tribe).
- Recipients must assess a minimum of 2 sites in each member's geographic boundary throughout the project period.
- **Funding:** up to \$1 million
- **Project Period:** up to 4 years



Community-wide Assessment Grants for States & Tribes

Who Can Apply?

- States
- Indian tribe other than in Alaska; including Intertribal Consortia, comprised of eligible Indian tribes
- Alaska Native Regional Corporation, Alaska Native Village Corporation, and the Metlakatla Indian Community

Key Features

- Identify at least 3 target areas and at least 5 priority sites in the application (at least 1 priority site in each target area).
- Target areas of higher and lower population densities.
- Recipients must assess a minimum of 10 sites throughout the project period.
- **Funding:** up to \$1 million
- **Project Period:** up to 5 years



Multipurpose Grants

Not offered for
FY27, sharing for
awareness

- A Multipurpose Grant is appropriate for communities that have identified, through community engagement efforts, a discrete area (such as a neighborhood, a number of neighboring towns, a district, a corridor, a shared planning area or a census tract) with one or more brownfield sites.
- Communities use funds to carry out a range of eligible **assessment** and **cleanup** activities, including **planning** and additional **community engagement** activities.



Cleanup Grants

- Cleanup Grants provide funding to carry out cleanup activities at one or more brownfield sites.
- An eligible entity **must own** the site(s) at the time of application.
- Cost share is required
- **Funding:** An applicant may request
 - ✓ up to \$500,000
- **Project Period:** up to 4 years



Application Guidelines & Guidance Resources

MARC Grant Application Resources – “Open Solicitations”

- Previous National outreach webinar recordings and presentations available [here](#)
 - Multipurpose Grant Minimum Requirements
 - Assessment Grant Minimum Requirements
 - Cleanup Grant Minimum Requirements

Applicants interested in **applying for more than one grant type in FY 2027** or **currently have an EPA Brownfields Grant** and are interested in applying for an FY 2027 grant, review the FY27 Eligibility Chart for Multiple Application when available on the webpage.

[Brownfields Home](#)[About](#)[Brownfields Near You](#)[Grants and Funding](#)[Grant Recipient Reporting](#)[Supporting Communities](#)[Success Stories](#)

Multipurpose, Assessment, RLF, and Cleanup (MARC) Grant Application Resources

- [General Program Resources](#)
- [Open Solicitations](#)
- [Closed Solicitations](#)

The FY 2024 Brownfields Multipurpose, Assessment, and Cleanup Grant Guidelines are now available (go to [Open Solicitations](#)). The application submission deadline is November 13, 2023.

Grants offered by the Brownfields Program may be used to address sites contaminated by hazardous substances, pollutants, or contaminants (including hazardous substances co-mingled with petroleum) and petroleum. Please visit the [Types of Brownfields Grant Funding](#) for an overview of the Multipurpose, Assessment, Revolving Loan Fund, and Cleanup Grants. [Tipos de financiación con subvenciones para terrenos baldíos de la EPA \(pdf\)](#) (57.56 KB)



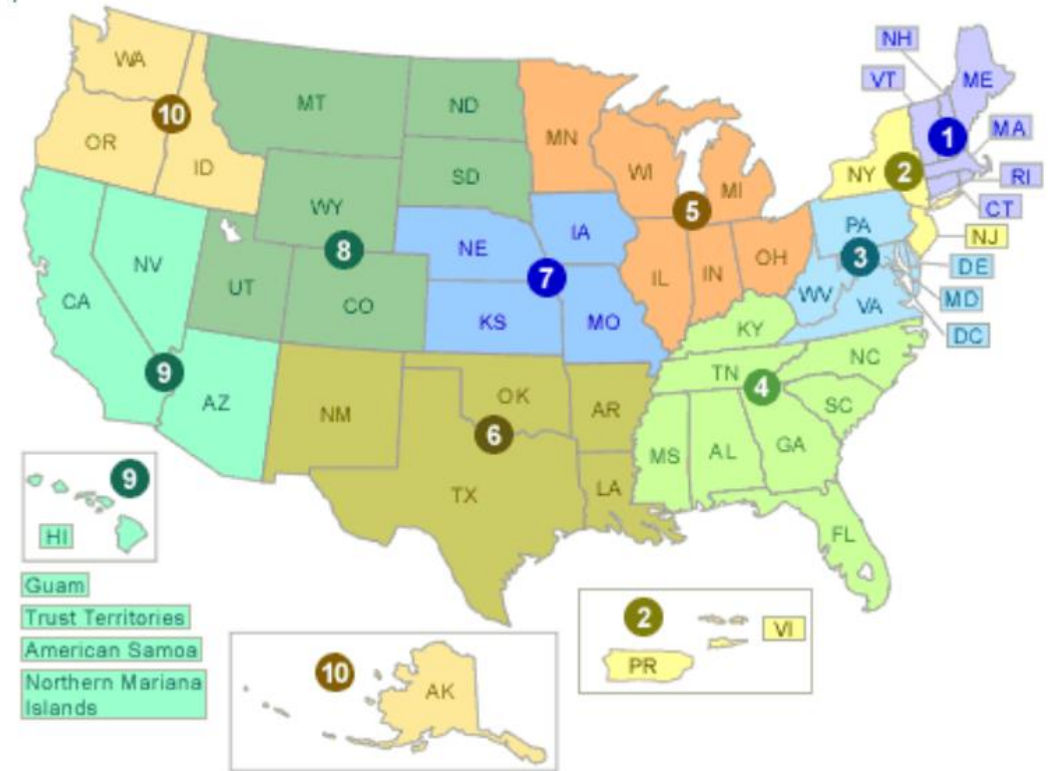
Tips for Writing the Narrative

- Read the entire Guidelines for the grant type for which you're applying.
- Write as though the reader knows **NOTHING** about your community.
- Avoid using acronyms and technical/organizational jargon.
- Respond to the criterion where asked.
- Number pages and enumerate/identify the criterion.
- **Address ALL criteria. If a criterion, or part of a criterion, doesn't apply, state that and explain why.**
- The **quality** of the response is extremely important (see Evaluation Criteria in Section V.).
- Organize attachments, for example:
 - Attachment A: Threshold Criteria
 - Attachment B: Documentation of Eligibility
- Use the Application Checklist in Section IV.C. (do not submit with application).
- Readability is important! Advise 1" margins; 12 pts font; Times New Roman/Arial/Calibri font.



Application Writing Resources

- **Office of Brownfields & Land Revitalization Website**
 - [Multipurpose, Assessment, RLF, and Cleanup Grant Application Resources](#)
 - [Frequently Asked Questions](#)
 - [Brownfields Program Factsheets](#)
 - ❑ Area-wide Planning and other eligible planning activities (for Assessment & Multipurpose Grants)
 - ❑ Health monitoring activities
 - ❑ Social distance engagement ideas
 - ❑ Renewable energy & energy efficient approaches in brownfields redevelopment



Reminders for Submitting Your Application Package

Covered in detail in recordings available at MARC Grant Application Resources – “Open Solicitations”
www.epa.gov/brownfields/multipurpose-assessment-rlf-and-cleanup-marc-grant-application-resources

- ❖ EPA encourages applicants to **submit the application package early** in Grants.gov.
- ❖ You **MUST** have an active www.sam.gov AND www.grants.gov account and associated Unique Entity Identifier (UEI) to apply. **Register or make sure accounts are active NOW!**
- ❖ In addition to the **Narrative responses**, the application package includes **required Federal Forms**, your **Narrative Information Sheet**, and **Threshold responses**. Refer to the **Application Submission Checklist in Section IV.C. of the Guidelines**.
- ❖ **Contact the www.grants.gov Help Desk at 1-800-518-4726** for assistance. Make sure to get a case number.



[How to Register to Apply for Grants](#)

[Grants.gov Tip Sheet](#)



Contact Information

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[Brownfields and Land Revitalization in EPA Region 5](#)





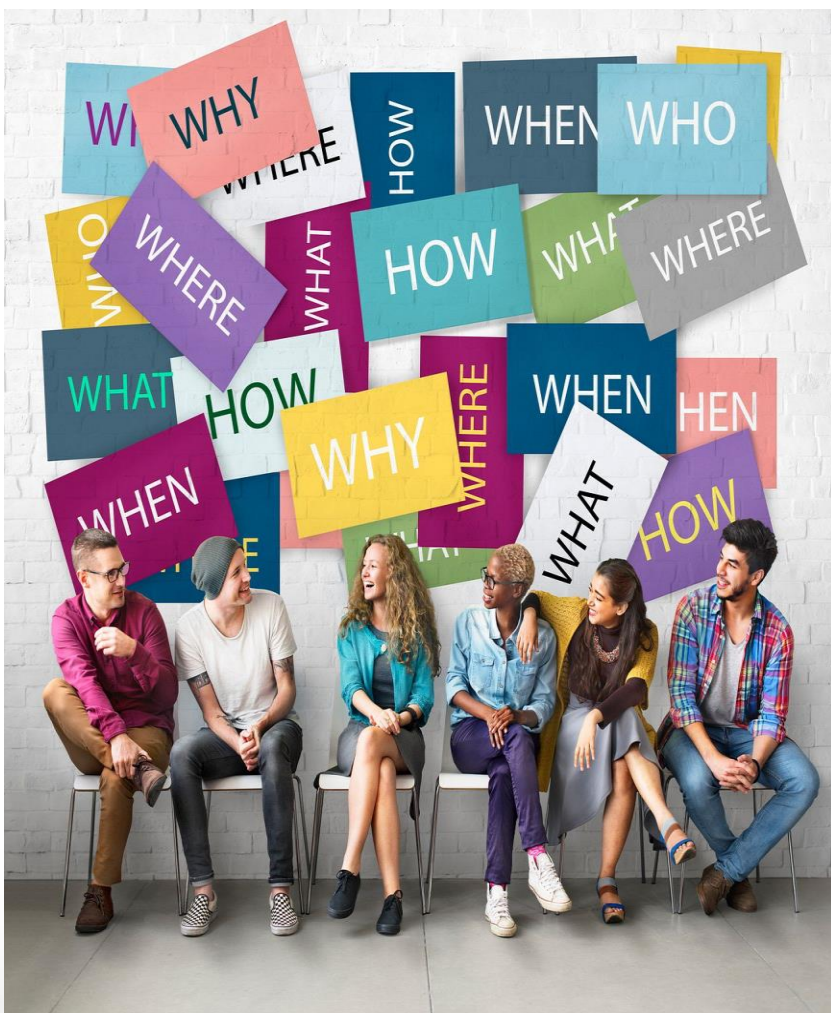
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PANEL PRESENTATION- GRANT WALK-THROUGH

Sections 1 and 2 of the Grant Narrative

Amy Yersavich, KSU TAB Partner
Roxanne Anderson - KSU TAB, Regional Director



EPA Grants Require Planning, Research Outreach and Work...

DO YOU NEED AN EPA GRANT?

- What is the scope of my brownfield problem?
- Do I have multiple eligible sites or just one?
- What is/are my target area(s)? What are the problems affecting the population in my target area?
- What work is needed? Planning? Assessment? Cleanup? Inventory? Other?

Are You considering an EPA Grant?

- Does your Community have a land use plan with **recent data, planning analysis, and community goals** driven by your residents and stakeholders? ...District plans, Corridor plans, Parks and trails plans, etc.
- With respect to brownfields impacts in your community, do you have a **target area** defined (census tract or block, corridor, neighborhood)?
- Do you work with **community-based partners** (neighborhood organizations, churches, nonprofits) in the brownfields impacted area?
- Do **lack of funds affect quality of life, public health, economic development, real estate development, housing**, etc. in your community? Or is there a history of disinvestment in the community?
- Where would you get the funds otherwise?
- Does the **timing of the grant** work for the needs of the community?
- Have you worked with the staff at your **State's Brownfields Programs/Tribal Environmental Program** and/or participated in their programs?



READY!! THEN LET'S GO FOR IT!!!!!!!

- EPA FY27 Guidelines are expected to be released in fall 2026
- When current guidelines aren't available...review the FY26 grant guidelines and FAQs at:
<https://www.epa.gov/brownfields/marc-grant-application-resources>
- Go to www.ksutab.org/e-tools/tab-ez Your one-stop shop for EPA Brownfields Assessment, RLF, and cleanup application guidance, including successful example grant applications from previous years!



Requirements to Submit an Application

Submission Requirement	Acceptable	Will be Rejected
Your www.sam.gov must be active through grant deadline. You must renew your account every 365 days.	Your account is active. To check your entity status in SAM: https://sam.gov/content/status-tracker	Inactive/expired account. Account is being updated but is in “processing” status.
Obtain a Unique Entity Identifier (UEI) with www.sam.gov if you don’t already have one.	If you have questions about obtaining a UEI, check out FAQs on obtaining a UEI: UEI FAQs	Another organization’s/department’s UEI is listed on the Standard Form 424.
Active www.grants.gov account.	Associated with same, correct UEI number.	Application not submitted through Grants.gov due to an incomplete registration/inactive account.
Submission by the Authorized Organization Representative (AOR).	AOR submits application in www.grants.gov	Someone other than the designated AOR submits the application.

BEFORE PEN HITS PAPER:

Start with a great project rather than a great grant.



- If you have questions, contact EPA Region 5 regarding your eligibility to apply, site eligibility for funding and legal questions regarding property ownership
- Remember! EPA cannot assist you once guidelines are out (eligibility questions ok)
- You CAN contact your TAB provider anytime – we can help with determining an appropriate target area, deciding on good priority sites for assessment/cleanup and other questions related to the information you must provide in your Grant Narrative
- Review EPA FY2026 Guidance for Assessment, Cleanup, and Multipurpose Grants and look over some successful grant applications from previous years www.ksutab.org/e-tools/tab-ez

NARRATIVE RANKING CRITERIA

- ☐ Project Area Description & Plans for Revitalization
- ☐ Community Need & Community Engagement
- ☐ Task Descriptions, Cost Estimates, & Measuring Progress (tomorrow's presentation)
- ☐ Programmatic Capability & Past Performance (tomorrow's presentation)

****Each Section is made up of sub-sections****

Answer everything! If something doesn't apply, say so!
Unanswered sub-sections could equal Zero Points



EPA PROJECTED FY27 BROWNFIELDS GRANTS: NATIONAL COMPETITION

Grant Type	Project Period	Max \$ per Grant	Est. # Awards	Total Per Grant Type
Community-Wide Assessment	4 yrs	\$ 500,000	30	\$15,000,000
Community-Wide Assessment for States and Tribes	5 yrs	\$1,000,000	12	\$12,000,000
Assessment Coalitions	4 yrs	\$ 1,000,000	13	\$13,000,000
Cleanup	4 yrs	\$ 500,000	28	\$14,000,000
Revolving Loan Fund	5 yrs	\$ 1,000,000	10	\$10,000,000



EACH GRANT HAS INDIVIDUAL EPA RANKING CRITERIA

Ranking Criteria for EPA Brownfields Grants – FY26 (New guidelines will be issued in fall 2026)	Community- Wide Assessment	Assessment Coalition	Cleanup
Project Area Description/Plans for Revitalization	40 pts	45 pts	55 pts
Community Need and Community Engagement	35 pts	35 pts	35 pts
Task Description, Cost Estimates, Measuring Success	45 pts	45 pts	55 pts
Programmatic Capability and Past Performance	35 pts	35 pts	30 pts
Total	155 pts	160 pts	175 pts



“Need to Know” Grant Information

Community -Wide Assessment (CWA)	Assessment Coalition (Coalition)	Cleanup
Ownership of property isn't required, however, site access is! Funds can be used for brownfields planning and developing site reuse plans as well as conducting site assessments and brownfield inventories.	One “Lead” must be City, State, County, Tribe, regional council, or general purpose unit of local government MOA required between lead/non lead members (or the non-lead coalition member(s) must submit a signed letter to the lead coalition member in which they agree to be part of the coalition. Coalition Members: minimum 2 (not more than 4) non-lead members who lack capacity to manage a brownfield grant	Eligible entity must own the site(s) by the deadline to submit the grant. In addition the following are required: • ASTM E1903-19 or equivalent Phase II environmental site assessment report • Draft ABCA • Public Notification as outlined in Cleanup Grant guidelines • State or Tribal Environmental Authority letter regarding status of site and eligibility for State/Tribal voluntary program or oversight (does the site have sufficient characterization to conduct a complete cleanup?) • 20% Match is Required



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Section 1.

Project Area Description And Plans For Revitalization

PROJECT AREA DESCRIPTION AND PLANS FOR REVITALIZATION

Target Area and Brownfields

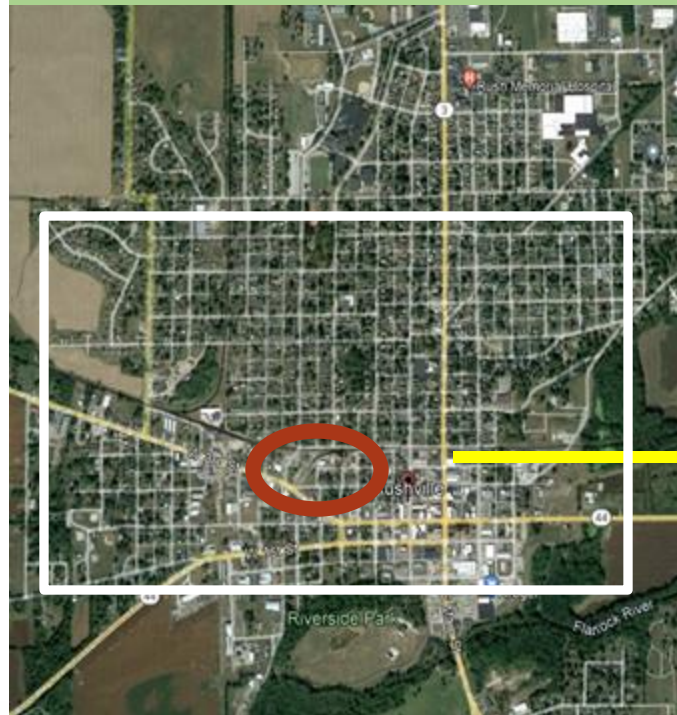
Geographic Boundary(ies)

- Boundary(ies) in which work can be performed
- Within this geographic boundary-discuss what the brownfields **challenges and impacts** are to this area
- How will this grant, if awarded, address these challenges/impacts? **Be Specific!**

Target Area(s)

- Within the geographic boundary(ies), specific target area(s) where you plan to focus grant activities, such as a neighborhood, district, corridor, or census tract.
- Each of grants discussed today can have more than one TA

Geographic Boundary(ies)



Target Area (s)



Coalitions
Identify the non-lead
coalition members and
indicate their organization
types.



TARGET AREA



1.a. OVERVIEW OF BROWNFIELD CHALLENGES AND DESCRIPTION OF TARGET AREA

DESCRIPTION OF TARGET AREA

- Clearly define target area(s): neighborhood, census tract, corridor, historic district (street boundaries)
- What is the condition of your target area(s)? High crime? Health issues? Unsafe/attractive nuisance properties? Food deserts? Ecologically/environmentally sensitive areas (waterways, wetlands, etc.)?
- Quantify all *possible* brownfields for this target area(s) (#acres, #properties, etc.), include properties like vacant lots, blighted or aging buildings, historic dry cleaners, historic gas stations, etc.
- Are the brownfield sites in your target area(s) proximal to residential areas, schools, parks, local businesses, industry?
- Research demographic, health & welfare, environmental, community need and Sustainability data for your application's target area(s). See KSU TAB's "Brownfields Grant Research Links" at TAB EZ :

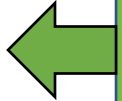
<https://www.ksutab.org/e-tools/tab-ez>



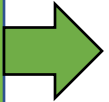
Quantitative Data is only as Good as the Qualitative Description of What it Means!

Target Area 1 with a population of 13,792, is a community experiencing severe economic distress, with poverty rates exceeding 40 percent and high unemployment. Target Area 1 is within ZipCode 56451 which is designated as distressed according to the Distressed Communities Index, with a distress score of 81. This target area reflects the City's industrial past and contains clusters of vacant buildings and parcels affected by suspected or documented contamination.

General with missing citations—need to explain data



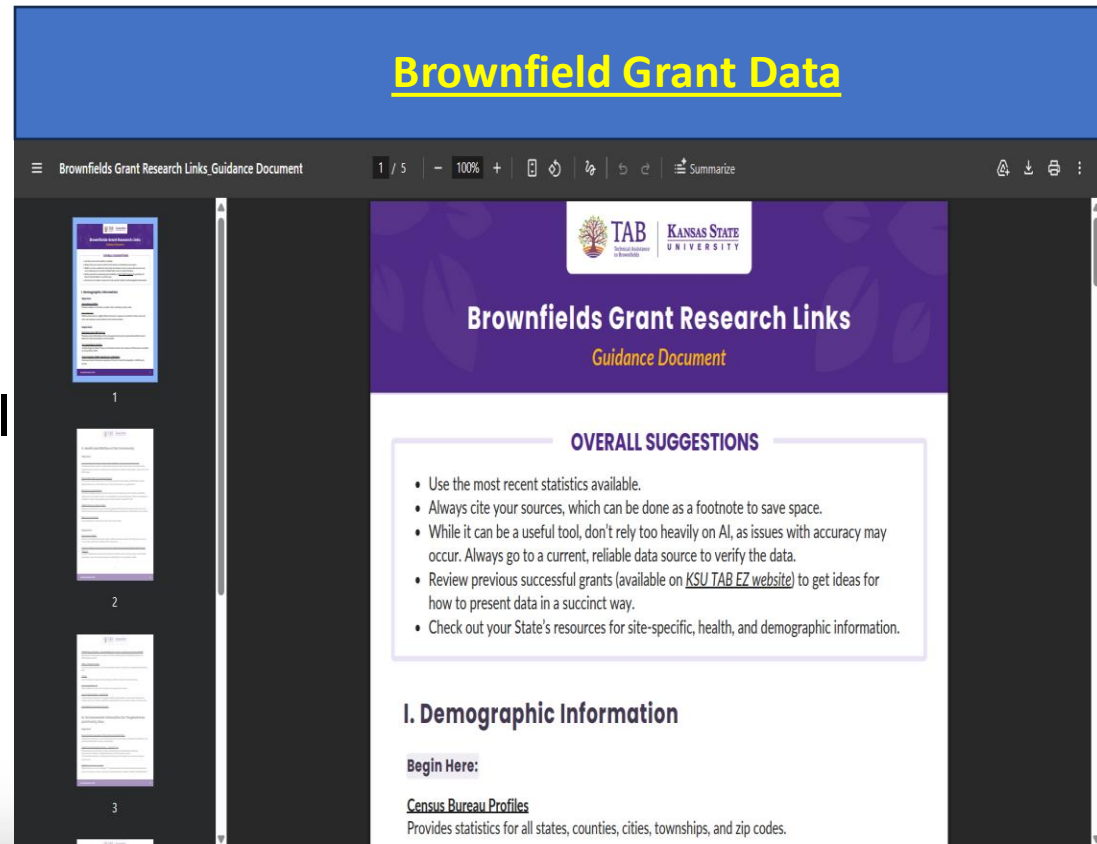
Paints a detailed picture of the issues facing the Target Area



This target area is in census tracts 47.01 and 48.00 and U.S. Census Bureau Profiles estimates 2,029 residents live here and 50.1% have incomes below the poverty level, and 34% are minorities. This community, per the USDA Food Access Research Atlas, is identified as having low income and low access to food. In addition, per the EPA Smart Location Mapping Tool, only 5% of the population can access public transit. The city's Police Department recorded 64 crimes in the target area between January 1–September 29, 2025 , which included nine burglaries in residences, 12 aggravated assaults, and six auto thefts.

About that data....

Some of the data links that EPA recommended in the past for obtaining relevant data are no longer being utilized. Don't worry! KSU TAB has created a document that provides useful data websites and interactive maps to successfully locate environmental, demographic, sustainability, community need and health related data for your community and target area(s)!



Distressed Communities Index

<https://eig.org/distressed-communities-interactive/?geo=states&lat=38.01&lon=-96.42&z=4.8>

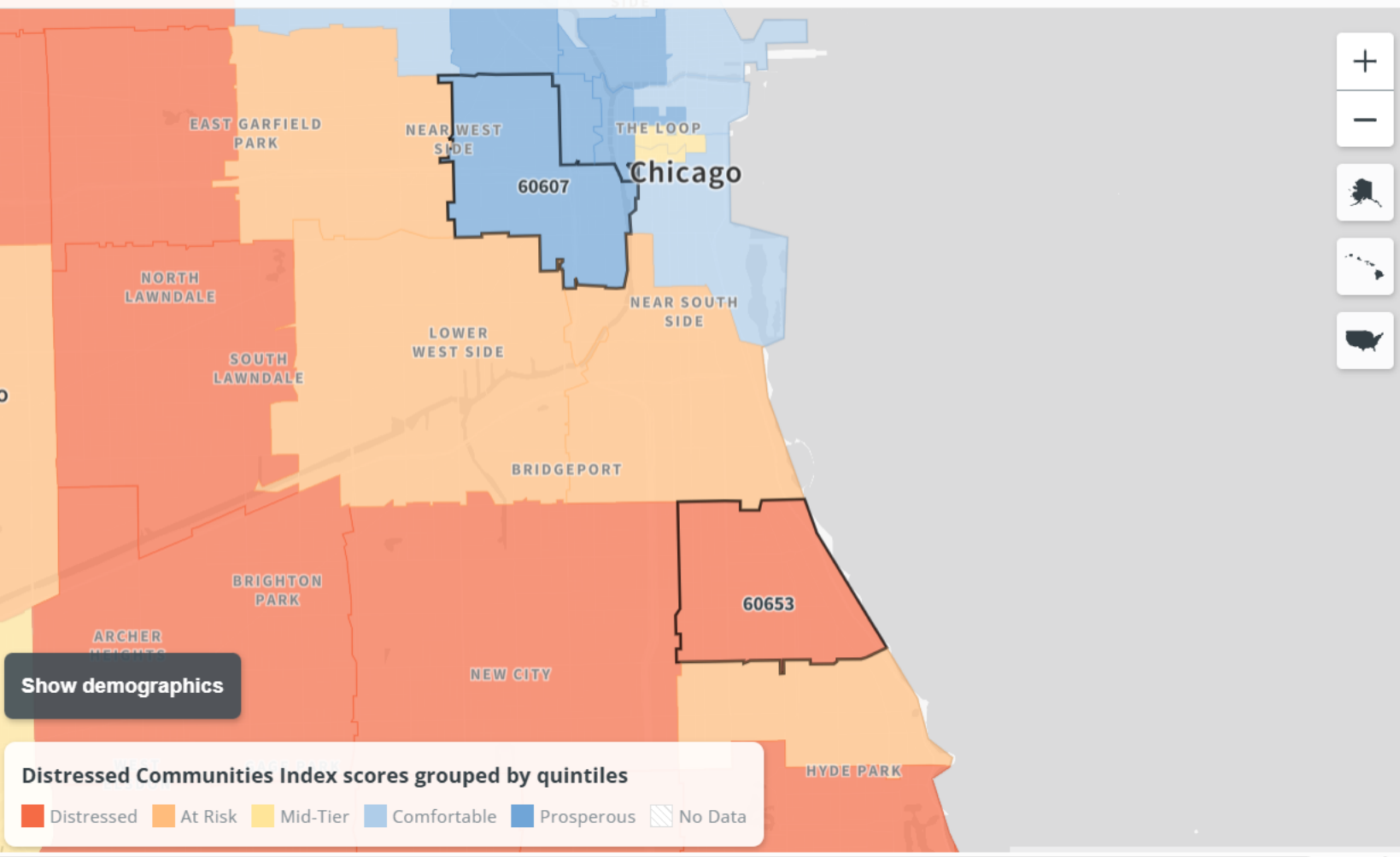
🔍 Chicago, Illinois, United States

Zip code 60653 (Chicago city, IL) is **distressed** with a distress score of **85.2** and ranks 972 out of 1111 zip codes in Illinois.

Zip codes / Counties / Cities / Districts / States

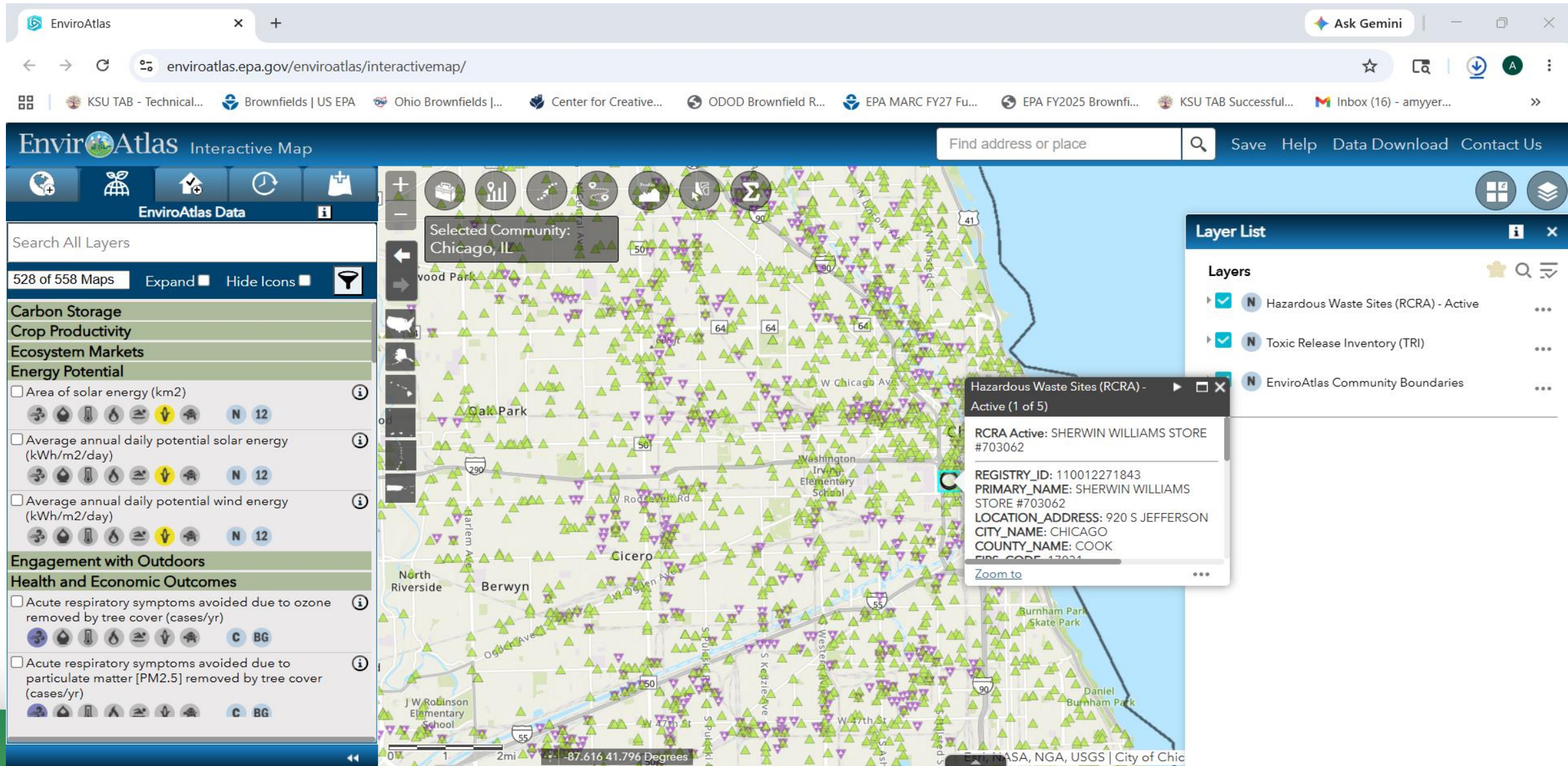
	60653	60607	NATIONAL
Distress Score ⓘ	85.2	7.0	
No high school diploma ⓘ	10.4%	3.2%	10.6%
Poverty rate ⓘ	27.6%	6.6%	11.1%
Adults not working ⓘ	27.6%	12.2%	20.6%
Housing vacancy rate ⓘ	7.7%	7.6%	7.0%
Median income ratio ⓘ	44.5%	142.2%	100.0%
Change in employment ⓘ	-10.8%	32.1%	5.1%
Change in establishments ⓘ	12.5%	7.8%	5.0%

Demographics Overview



EnviroAtlas

<https://www.epa.gov/enviroatlas/enviroatlas-interactive->



Highlight one or more priority site(s) (include past & current uses, site conditions, # and size of structures and environmental issues). **Why is the site a priority for assessment and reuse?**

Coalition: At least one priority site in the lead entity's Target Area and one in each non lead entity's Target Area

Cleanup: Describe known contamination (use Phase II) Structures—removed or reused? Exposure: How do existing contaminants impact surrounding residents, sensitive populations. waterways

1.b. DESCRIPTION OF PRIORITY BROWNFIELD SITES

Why is your site a priority: it represents a significant health hazard or attracts vagrants/crime; it has great redevelopment potential; redevelopment meets objectives community plans. **Where are site(s) located:** proximal to neighborhoods, sensitive populations, near sensitive eco-systems, bodies of water, in a flood plain; **Other Factors:** Is your priority site(s) adjacent to body of water, located on a floodplain, impacted by mine-scarred lands or a coal-fired power plant recently closed or is closing.

What may be missing? Priority Brownfield Description Example

PRIORITY SITE: The 11.6-acre **Former National Bronze & Aluminum Foundry Co. Site (the“Foundry Site”)** ...adjacent to Twins River is our priority site for this Assessment grant. The site is bordered on the north and south by residential properties. The **Foundry Site** was formerly used for foundry operations that likely consisted of molding, cleaning, and finishing aluminum, bronze, and other metals. Foundry sands, slag, cleaning wastes, furnace air particle deposition, and other foundry byproducts might be present on-site. Chemicals of concern associated with the former uses include but are not limited to VOCs, PAHs, TPH, and heavy metals.



- What is the redevelopment potential?
- Does it represent a significant health hazard to the community or is it an attractive nuisance? Is it located in a floodplain or near an ecologically sensitive area?
- Residential properties bordering site – sensitive populations, high % of health effects, etc?

1.c. Identifying Additional Sites

What is your Process?

- The Central Plains Brownfields Coalition region has over 3,000 brownfields sites, according to the Platform for Exploring Environmental Records (PEER)*. The Coalition will continue to identify sites through public feedback and input. The Coalition will finalize a brownfields rubric that will evaluate and rank sites based on: (1) site eligibility based on the U.S. EPA's requirements; (2) site significance relative to achieving adopted plans/reuse strategies and/or area priorities; (3) the willingness of the property owner to partner with the Coalition on environmental site assessment work and to provide site access; (4) the marketability of the site and potential for redevelopment; (5) extent or perception of contamination threatening public health and/or the environment; (6) anticipated impacts from site reuse.

This criteria does not apply to Cleanup Grant Applications

*PEER can be found at www.communitylattice.com/peer-tool

Describe the reuse strategy or project reuse for the Priority site(s). How does this reuse strategy align with government's land use and revitalization plans or related community priorities.

Identify your land use and revitalization plan(s). Describe community's involvement with the plan.

Cleanup: the extent to which the reuse is an appropriate reuse and aligns with the local government's land use and revitalization plans. Describe how the public/partners were involved in developing the reuse. Also, how it considers the site's location in a federally designated flood plain.

1.d. REUSE STRATEGY AND ALIGNMENT WITH REVITALIZATION PLANS

REUSE STRATEGY AND ALIGNMENT WITH REVITALIZATION PLANS

The Falcon Street Redevelopment Area (the target area) has been identified in the City's Master Plan as a prime opportunity to address the lack of new workforce housing stock, including condo and townhome developments, duplexes, and other multifamily housing options. The redevelopment of the target area into workforce housing resonates with several of the Master Plan's goals, including: 1) *responsibly dealing with the legacy of polluted sites*, 2) *protecting the watershed from further contamination*, 3) *creating diverse and accessible housing options*, 4) *integrating placemaking and streetscape design features*, and 5) *creating opportunities to make the area more accessible by foot or bike to connect to nearby services*.

The project also addresses the Hawk City Economic Development Action Plan goal of improving the general environment and quality of life by 1) *prioritizing vacant, underutilized nonresidential properties for redevelopment that use innovative design concepts consistent with smart growth principles* and 2) *remediating potential brownfield sites to make land available for redevelopment*. The proposed brownfield site is located within a federally designated floodplain.

Focus on the Outcomes and Benefits that will take place in the Target Area and benefits underserved populations (as well as community at large)

Upon cleanup, how the proposed project/revitalization stimulates potential economic development and/or facilitates a park, greenway or other nonprofit purposes in the target area

How proposed project will improve local local resilience to the impacts of extreme weather events and natural disasters and/or will incorporate reuse of the priority site(s), facilitate renewable energy from wind, solar, or geothermal energy or other energy efficiency measures.

Detail your benefits!!! Benefits from updated infrastructure (safer with lighting, walkways, mitigation of vehicle congestion and air pollution); Sewer and Stormwater upgrades; Improving walkability/bike-ability in the community from a greenway, riverwalk, park, etc.

Detail your benefits!!! Energy/Cost benefits to sustainable reuse of buildings or structures: energy/cost benefits to avoiding new construction-mitigating noise, emissions to air, etc. Constructing permeable pavement areas or rain gardens: mention how this mitigates flooding events.

**1.e.
Outcomes and
Benefits of
Reuse Strategy**

Describe your eligibility for monetary funding from other resources and extent that grant will stimulate additional funds for assessment, remediation or subsequent reuse.

Extent to which potential key funding resources can be used to support completion of assessment (if needed), remediation, and/or reuse of the priority site(s)

The more locked in, or secured, funding you have, the better!



Leveraged funding should be easily identifiable -the source, activity being funded, and amount. Note resources secured, those pending, or being applied for. **Secured funding is reviewed more favorably.** Consider sources you are eligible for: Local, State, Federal; Economic Districts, TIF Districts, Foundations, Local Partners, TAB Resources such as Visioning, Market Studies and Technical Assistance.

Cleanup: Resources for Site Characterization-Do you have assessment funding secured if site requires additional characterization? Remediation-enough to complete remediation? Resources for Site Reuse- do you have **secured** commitments to complete part or all of the Reuse?

STRATEGY FOR LEVERAGING RESOURCES

1.f. Resources Needed for Site Reuse

- ❖ EPA Brownfield Cleanup Grant - Assists with remediation of sites as needed up to \$4M (Federal FY 25)
- ❖ Illinois Housing Development Authority - Strong Communities Program – Funding to support municipalities, counties, and land banks addressing vacant, abandoned, and distressed residential properties; funding availability varies by round. Illinois Brownfield RLF - Offers low interest loans to support cleanup of brownfields that have already been assessed. Loans pay for limited investigation, remediation, and demolition. (State)
- ❖ Illinois Brownfields TBA Program - Targeted Brownfield Assessments (TBA) for Illinois communities; funding varies based on project request (State)
- ❖ Illinois Department of Commerce & Economic Opportunity Grants - Funds to rebuild downtowns and main streets in Illinois; funding varies based on grant type and project request (State)
- ❖ TIF District – Downtown - Tax Increment Financing for infrastructure, site prep, economic development; provides about \$300,000/year for TIF District projects (Local)

STRATEGY FOR LEVERAGING RESOURCES

Resources Needed for Site Reuse

Source – FY25 City of Galesburg, IL successful CWA grant application

Cleanup Grants: Strategy for Leveraging Resources

- ❖ i. Resources Needed for Site Characterization –secured, sought, or being sought
 - Make sure you understand and indicate the likelihood and type of characterization needed(discuss with your QEP(s) who conducted the assessment). If resources not needed, state that and describe why.
- ❖ ii. Resources Needed for Site Remediation –secured, sought, or being sought.
 - **Attach documentation** of secured commitment of leveraged funding for Remediation if additional funding is likely needed to complete the remediation.
 - Local commitments are important and commitments by partners should be firm (with an associated value)—ask for a letter of commitment
- ❖ iii. Resources Needed for Site Reuse –secured, sought, or being sought
 - **Attach documentation** of secured commitment(s) of leveraged funding for Reuse
 - Consider all Reuse activities including demolition and construction

The word "LEVERAGE" is written in a bold, white, blocky font on a dark background. A hand is visible on the right side, with the index finger pointing towards the word.

LEVERAGE

1.g. Use of Existing Infrastructure

- List existing infrastructure (i.e., water, sewer, gas, electric, transportation, high speed internet), existing buildings and how it fits into your redevelopment plan
- What are the leveraged benefits of using existing infrastructure (quantify those benefits if able)?
- If additional infrastructure are key to the reuse of the property **(or, for Cleanup Grants, revitalization plans)** provide clear description of needs/upgrades and the funding resources that will be sought to pay for that infrastructure.
- If additional infrastructure is needed, describe the environmental benefits of those infrastructure upgrades (if applicable), like replacement of lead pipes or updated septic or sewer systems.





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Community Need and Community Engagement



COMMUNITY NEED

- **Community's Need for Funding—Why do you need the \$\$\$**

- Reduced Tax revenues
- Small population and/or low income of the community
- Impoverished tax base
- Are your limited resources prioritized elsewhere? Describe and Quantify

e.g. The Township's limited budget has been allocated this year to the usual township functions plus to expand their wastewater treatment plant, leaving no extra funds for brownfield assessment.

Example Language (Cleanup Grant)

The City's annual budget is primarily financed through property taxes. The City's population is just 7,600 and the median value of the owner-occupied housing in the City is \$102,600 compared to the state value of \$324,700. Our Target Area is in the 90-95th percentile for housing burden where residents both earn less than 80% of the Area Median Income and are spending more than 30% of their income on housing costs. In addition, the City's networks experienced a targeted cyber-attack, forcing a complete isolation of the City's technology systems, which cost the City an estimated \$2 million; recovery is still ongoing. EPA Cleanup Grant funding is critical to ensuring that the highest and best use for our priority site can be achieved.

IMPORTANT: If the inability to draw on other initial sources of funding is not because the community has a small population or is low-income, then the response may only earn up to 2 points (5 points max)

Community Need – Threats to Sensitive populations

Use credible geospatial, demographic, health, and community-level data sources to characterize the target area and support your narrative. EPA does not require or recommend a specific mapping tool. Choose the sources that best document your community's conditions.

Mapping Tools:

epa.gov/enviroatlas

epa.gov/tri

cdc.gov/places



Threats to Sensitive Populations

Clearly identify the sensitive populations present, describe the severity of their health or welfare issues, and explain how the grant and proposed reuse will address those issues and/or help identify and reduce related threats.

Example Language:

This grant will facilitate reduction of environmental contamination that may be associated with the Target Area's chronic disease rates and help lessen its significantly high health burdens.

Example Language:

This grant will facilitate reduction of environmental contamination that may be associated with the sensitive populations (young children and the disabled) and chronic disease rates found in the Target Area by lessening its significantly high health burdens through new affordable housing.



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Threats to Sensitive Populations

Sensitive populations are those populations that are likely to **experience elevated health risks from pollution, including populations based on age (young children and the elderly), pregnant women, and serious disease burden (such as, high rates of cancer, asthma, chronic respiratory disease, coronary heart disease, low birth weights, etc.), as well as low-income populations.** See CERCLA § 104(k)(6)(C)(x).

Clearly **identify the sensitive populations present**, describe the **severity of their health or welfare issues**, and explain **how the grant and proposed reuse will address those issues** and/or help identify and reduce related threats.

Example Language:

This grant will facilitate reduction of environmental contamination that may be associated with the sensitive populations (young children and the disabled) and chronic disease rates found in the Target Area by lessening its significantly high health burdens through new affordable housing.



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COMMUNITY NEED: Health or Welfare of Sensitive Populations

Identify sensitive populations in the target area and the health/welfare of sensitive populations. How will this grant address those issues?

Example Language:

Abandoned and/or unaddressed Brownfields sites in the Target Areas promote environmental degradation and contribute to negative public health impacts for nearby residents, particularly the sensitive populations in those areas. These populations are acknowledged to experience greater health risks than the general population from exposure to Brownfield-sourced contaminants in their area. Sensitive populations in the Brownfields Target Areas can include include infants, children, the elderly, pregnant mothers, people experiencing serious disease burdens, and low-income populations.

Who is vulnerable → What health/welfare issue exists → How severe it is → How the brownfield project and reuse strategy address or reduce the related threat.



COMMUNITY NEED: Sensitive Populations

Provide and compare your sensitive population data/percentages as well as other data and information, e.g. Health & Welfare data, in a table format to make it easier for reviewers to assess the differences between your data and those of the county, state, U.S., etc.

Indicator	Target Area	City	State	U.S. 
Population	6,214	68,750	6.8M	334.9M
Children under 5	9.8%	6.2%	5.9%	5.6%
Adults age 65+	24.1%	17.2%	17.8%	17.7%
Persons below poverty	32.6%	19.4%	12.3%	12.5%
Adults with asthma	14.8%	11.2%	10.1%	9.8%
Coronary heart disease	9.7%	7.1%	6.5%	5.8%

Only bold the Target Area values that demonstrate the disparity

Greater than Normal Incidence of Disease/Adverse Health Conditions

EPA's FY26 Assessment and Cleanup Guidelines asked for the applicant to identify and describe sensitive populations in the target area(s) that suffer from a greater-than-normal incidence of diseases and health conditions including cancer, asthma or birth defects.

This data should be specific to your target area.

Provide data establishing a baseline for what is considered average and demonstrate that the target-area incidence is greater than that baseline.

Note: make sure you include at least one of conditions EPA mentions in the Guidelines – Cancer, Asthma and/or Birth Defects (per FY26 Guidelines) or you will only earn 2 out of 5 points.

Health Measure	Target Area	State	US
Cancer Mortality (deaths per 100K people)	224.95	150.35	140.21
Asthma	8.8%	7.5%	5.1%
Diabetes	21.2%	13.6%	12.0%
Kidney Disease	5.2%	2.9%	2.3%
High Cholesterol	42.8%	36.1%	33.3%
Limited Physical Activity Time	40.5%	28.3%	25%

Economically Impoverished/Disproportionately Impacted Populations

Describe populations in the Target Area that are:

- Economically impoverished; and/or
- Disproportionately impacted by negative environmental consequences resulting from industrial, governmental, and/or commercial operations or policies.

Tell the story with data and local context:

- Poverty, low income, unemployment, housing burden, or other indicators of economic hardship
- Concentration of brownfields, industrial facilities, contaminated properties, dumping, highways, or other environmental burdens
- Historic or current operations or policies that have resulted in the community bearing a disproportionate share of negative environmental consequences

Think: **WHO → WHY → IMPACT → RESPONSE**

DON'T just provide statistics! Make a clear connection between the community conditions, environmental burdens, brownfield work, and anticipated reuse.

Example connection:

“The Target Area’s low-income residents have experienced decades of concentrated industrial activity and vacant contaminated properties. Grant-funded assessment and cleanup planning will identify environmental risks and support reuse that removes blight, reduces potential exposure, and returns underutilized properties to productive community use.”



COMMUNITY ENGAGEMENT

You have many partners in this grant project:

- Local/state/tribal environmental agency that implements the brownfields program (Illinois EPA)
- Other relevant government agencies like your Health Department
- Workforce Development Partners
- Local/Regional Economic Development Agencies
- Community and Neighborhood Organizations
- Universities, Community Colleges and Training Centers
- Chamber of Commerce, Visitors Bureau
- Brownfield Developers
- County Extension Office
- Church and Neighborhood Groups
- TAB can also be a partner providing outreach, technical, visioning and other assistance

EPA evaluates whether the applicant involves a variety of local organizations, entities, and groups that are relevant to the proposed project.

Project roles

Identify the local organizations and groups (i.e., partners) that you will have involved in the project. These organizations and groups are expected to provide technical assistance and information that will help you in the performance of the project.

Partner Name	Mission	Point of Contact	Specific Role in Project
Neighborhood House	Local grassroots, 501(c)(3) organization providing a safe environment, resources, and education to empower the community.	Julie Jones, President/CEO juliej@nhp.org	They will assist with site selection and cleanup reuse planning and disseminate information to TA residents.

Don't Forget!

- *Involve different types of partners
- *Involve partners that are relevant to your project plans

For Assessment Coalitions: applicants must discuss how ***each non-lead coalition member will be engaged and informed throughout the project.***

Incorporating Community Input

- how project progress will be communicated;
- communication with the local community, especially residents directly affected by project work;
- communication with involved organizations/entities/groups;
- **frequency and methods** of communication;
- an **alternative to in-person engagement**; and
- how the applicant will **meaningfully solicit, consider, and respond to community input**.



Incorporating Community Input

Solicit → Document → Consider → Respond → Incorporate where appropriate

Local community: CTBLB staff will continue to communicate project progress to the community through the CTBLB Board as well as the Regional Brownfield Partnership (RBP), a diverse membership of municipalities, community organizations, and business groups from across the region (24 municipalities). Each time a project is selected, the target community will host a kickoff meeting and progress meetings to solicit input from the public.

What About:

- *Who will consider the community input? CTBLB Staff? CTBLB Board? RBP? All of them?*
- *How will the staff respond to the community input?*
- *Who is responsible for documenting input?*
- *How will the applicant communicate back to residents what was heard and what changed—or why a suggestion could not be incorporated?*
- *How frequently will engagement occur?*
- *What alternative to in-person participation will be available?*



Incorporating Community Input

INFORM → SOLICIT → DOCUMENT → CONSIDER → RESPOND → INCORPORATE → REPORT BACK

The City will engage residents and project partners throughout the four-year grant period using quarterly project updates, at least two public meetings annually, targeted neighborhood outreach, and regular updates through the City's website, social media, and email list. Residents and businesses located near priority sites will receive direct notification of site-specific activities and opportunities to provide input. To provide an alternative to in-person participation, meeting materials, project updates, surveys, and comment opportunities will be available online and by phone. Printed materials and paper surveys will also be available at City Hall and the public library.

The Project Manager will document and track community comments and coordinate with the project team to review input before key decisions involving site prioritization, assessment activities, cleanup planning, and reuse strategies.

Community input will be considered and incorporated where appropriate. The City will report back to the community through project updates and public meetings, explaining what was heard, how input influenced project decisions, and—when suggestions cannot be incorporated—why.

COMMUNITY ENGAGEMENT: Know the Difference

PROJECT INVOLVEMENT

WHO is involved?

Identify the **variety of local organizations, entities, and groups** that will assist with the project.

Examples: Neighborhood groups, residents, nonprofits, businesses, economic development organizations, health organizations

Think: *Who is at the table?*

PROJECT ROLES

WHAT will they do?

Describe the **specific role** each partner will play and how they will be meaningfully involved in project decisions.

Examples: Site identification, outreach, reviewing reuse plans, participating in site prioritization, sharing technical expertise

Think: *What are they doing at the table?*

INCORPORATING COMMUNITY INPUT

HOW will the community shape the project?

Explain how you will **inform the community, solicit input, consider and respond to feedback, and incorporate input** into project decisions.

Examples: Public meetings, surveys, focus groups, project updates, comment tracking, alternative to in-person engagement, reporting back

Think: *How does community input influence what happens next?*

Avoid copy-and-paste responses across these criteria. Each section should build on the others - WHO is involved → WHAT they will do → HOW community input will influence the project

Incorporating Community Input

Meaningful engagement is a continuous feedback loop:

Inform → Solicit Input → Consider → Respond → Incorporate → Report Back

- Engagement with community is a two-way street – to inform and gather input
- Use input received to help inform redevelopment goals
- Synergies and partnerships can be formed
- You get valuable input that will help the project's success, and the public will gain a sense of ownership in project
- Ensure engagement continues throughout the grant period.



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1. Scan this QR image from your smartphone



Break



Group Exercise: Part 1 Overview

Roxanne Anderson

Grant Writing Workshop Instructions

- Each of you has been assigned to a working group and each group will be put in a separate Zoom “break-out room” along with a facilitator.
- Each working group will review ONE Narrative/Ranking Criteria, either Section 1 or 2, from a successful Assessment Grant Proposal. You will have approximately 1 hour to complete the Exercise.
- Assign a lead from your working group who will present during the Report-Out Session. The facilitator will guide you through the exercise and serve as the timekeeper.
- Review the Narrative/Ranking Criteria for Sections 1 or 2, as assigned- individually first, then discuss and score as a Working Group (Suggestion: use first 10 minutes for individual review and the remaining time for working group discussion/scoring and preparation for the Report-Out Session)
- When reviewing, carefully consider how well grantee does tying their story together in their narrative



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Grant Writing Workshop: Group Exercise Tools

- **Section V, Narrative Review Information– this handout is your primary tool for reviewing the Narrative/Ranking Criteria.**
- **Section IV of EPA Guidelines– use this when you need to refer to the actual language contained in the EPA Grant Guidelines for the Criteria that must be contained in the Narrative**
- **FY26 Community Wide Assessment Application from Vandalia, IL**

Keep in Mind while reviewing your example Grant Narrative/Ranking Criteria....

- The Narrative should be clearly and concisely written. Factual responses to all ranking criteria and sub-criteria must be provided. Applicant should leave no criterion blank –if the criterion doesn't apply, it should be stated by applicant.
- Did the applicant provide sufficient detail to allow for an evaluation of the merits of the proposal?
- Did they provide data from the Census, EnviroAtlas or other data sources (percentages and percentiles – not generalities!)
- Did they provide a response to all information requested under the criterion?
- Make sure the applicant used the sample format tables in the Guidelines. If they did not, make sure they included all the information in the sample tables in their tables or summaries.
- Consistency throughout the proposal is essential!

Group Exercise: Part 1 Report Out

Roxanne Anderson

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Let's Connect!

Scan to get in touch with a TAB team member or to join our mailing list

**SCAN
ME!**



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1. Click the link provided in the chat box
1. Scan this QR image from your smartphone



Agenda for Tomorrow

Welcome and Introductions

Jacob Fink, *IEPA Brownfields Program Administrator*; Roxanne Anderson, *KSU TAB Regional Director*;

Illinois EPA's Site Remediation Program and Leaking Underground Storage Tank Program overview

Jeron Schultz, *IEPA SRP Section Manager*; Rachel Ingram, *IEPA Leaking UST Section Manager*

Helpful Hints and Resources

Beth Grigsby, *KSU TAB Assistant Director for Region 5*

Panel Presentation – Grant Walk-Through and What to Do/What to Avoid when Preparing a Grant Application-Part 2: Sections 3 and 4 of the Grant Narrative and Presenters:

Roxanne Anderson, *KSU TAB Regional Director*; Amy Yersavich, *KSU TAB Partner*

Other Panel Members: Jacob Fink, *IEPA Brownfields Program*; Rob Wilhelmi, *Site Readiness Coordinator - City of Rockford*; Chris Richmond, *Moving Pillsbury Forward*; Karla Love, *KSU TAB Partner*

Break

Writing a Strong Proposal - Tying it All Together

Amy Yersavich, *KSU TAB Partner*

Group Exercise and Adjourn



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Thank You

Please join us tomorrow for Day 2 of this virtual workshop!

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