

**Department of Economic and Community Development, Connecticut  
Office of Brownfield Remediation and Development  
BROWNFIELD AREA-WIDE REVITALIZATION (BAR) PLANNING GRANT  
Request for Applications (RFA): Applications Due – November 16, 2015  
Date of Announcement: September 16, 2015**

The Department of Economic and Community Development (DECD) is soliciting proposals for funding under the pilot round of the Brownfield Area-Wide Revitalization (BAR) Planning Grant Program. The Department of Economic and Community Development (DECD) in partnership with the Department of Energy and Environmental Protection (DEEP) will review applications and select grantees in accordance with the provisions and the established scoring criteria of this RFA. Funding is authorized under Section 1 (f) of Public Act No. 15-193.

**Section I. Goals of the BAR Planning Grant Program**

The goal of this program is to help eligible applicants develop a comprehensive implementation plan for the remediation and redevelopment of neighborhoods, districts, corridors, downtowns, waterfront zones or other areas burdened with multiple brownfields. Through this program DECD hopes to work with municipalities to transform the brownfields in these areas from liabilities to community assets. The program provides an opportunity to move from the site-by-site approach in DECD's existing brownfield programs to a more comprehensive area-wide approach to arriving at reuse and redevelopment strategies. The area-wide plan should include specific plan implementation strategies for assessing, cleaning up, and reusing the specific brownfields as well as for overall revitalization of the designated BAR Planning area.

To make this a successful strategy, applicants should establish an advisory/steering committee consisting of representatives from the community, the private sector, regional organizations and other entities and stakeholders from the initial stages of the planning process. At the end of the planning program, DECD expects applicants to submit a final report that includes the implementation plan and any individual deliverables such as market studies, infrastructure analyses etc.

The following are expected outcomes of the BAR Planning Process and Program:

- Comprehensive understanding of existing conditions and issues
- Community participation to develop a successful implementation strategy
- Effective implementation strategies (based on market studies and feasibility analyses)
- Prioritization of specific brownfield sites for cleanup and reuse
- Priorities for public and private investment
- Formation of an advisory/steering committee

The BAR Program is modeled after the United States Environmental Protection Agency's (US EPA) Brownfields Area-Wide Planning Program ([http://www.epa.gov/brownfields/areawide\\_grants.htm](http://www.epa.gov/brownfields/areawide_grants.htm)).

Please visit the following link for ideas and lessons learned from communities that participated in the program:

[http://www.epa.gov/brownfields/pdfs/EPA\\_OBLR\\_AWP\\_Report\\_v4\\_508.pdf](http://www.epa.gov/brownfields/pdfs/EPA_OBLR_AWP_Report_v4_508.pdf).

## **Section II. Enabling Statutory Language (Public Act No.15-193)**

### **AN ACT CONCERNING THE REMEDIAL ACTION AND REDEVELOPMENT MUNICIPAL GRANT PROGRAM, THE TARGETED BROWNFIELD DEVELOPMENT LOAN PROGRAM AND THE REMEDIATION OF STATE-OWNED AND FORMERLY STATE-OWNED BROWNFIELDS**

Sec. 1 (f) The commissioner may award grants to any municipality, economic development agency or regional council of governments organized under sections 4-124i to 4-124p, inclusive, for the eligible costs of developing a comprehensive plan for the remediation and redevelopment of multiple brownfields whenever such plan is consistent with the state plan of conservation and development, adopted pursuant to chapter 297, and the plan of conservation and development, adopted pursuant to section 8-23, for each municipality in which such brownfields are located. For purposes of this subsection, "eligible costs" shall also include expenditures associated with the development of any such plan for remediation and redevelopment.

## **Section III. Definitions**

“Brownfield” means any abandoned or underutilized site where redevelopment, reuse or expansion has not occurred due to the presence or potential presence of pollution in the buildings, soil or groundwater that requires investigation or remediation before or in conjunction with the redevelopment, reuse or expansion of the property.

“Multiple Brownfields” – Not statutorily defined but generally described as more than one brownfield site concentrated in the project area and that is negatively impacting an entire community and exacerbating blight and unhealthy conditions.

“BAR Project Area” – The BAR Project Area can either be an already designated area such as a neighborhood, district, corridor, downtown, waterfront zone etc. with multiple brownfields or an area newly defined by the applicant around multiple brownfield sites connected by blight, location, infrastructure, economic, social and/or environmental conditions. It may be noted that the BAR Project Area can span multiple jurisdictions. Although DECD is not specifying the maximum extent or area allowable for the BAR Project Area, it is advised that it be kept at a manageable level to arrive at more practical implementation strategies.

## **Section IV. BAR Planning Grant Program Outline**

- 1. Competitive Round** – Grant awards will be based on the scope of work, merits of the proposal, consistency with the goals of the BAR Planning Grant Program and expected outcomes and scoring criteria listed in Section VI.
- 2. Funding Availability** – The funding available for this pilot round is \$1 million.
- 3. Maximum Grant Award** – Applicants may apply for a grant amount up to \$200,000.
- 4. Minimum match requirements** – The applicant will be required to contribute a 10% cash match for the project. Match contributions from private or other project partners are acceptable.

5. **Eligible Entities** - Municipalities, Economic Development Agencies, and Regional COGs (see enabling statute).
6. **Project Completion** – Expected end date for completion of the proposed BAR planning activities is 2 years from the time of contract execution. DECD may approve project period extensions on a case by case basis.
7. **Reimbursement Eligibility Date** – All payments will be made on a reimbursement basis. All eligible project expenses from the date of grant award will be approved for reimbursement. However, DECD will not make any reimbursements until a grant contract is in place.
8. **Eligible Activities** – The following is a general list of eligible activities under the BAR Planning Grant Program. All activities should help facilitate the goals and objectives of the BAR Planning Grant Program and cannot stand alone as a proposed project (example, an exercise to revise the local zoning code will have to further the goals of the BAR Planning Grant Program and be focused on the BAR Project Area):
  - Community visioning/public participation exercises;
  - Analysis of existing environmental conditions and other issues/conditions in the area – building conditions survey, historic properties inventory, historic survey, hazardous building material survey etc.;
  - Limited Phase I and II Environmental Site Assessments (Please note: The Phase I and II ESAs will have to help achieve the goals of the BAR Plan. Also, the total cost spent on this project activity cannot exceed 25% of the grant amount);
  - Brownfields mapping;
  - Market/demand studies and feasibility analyses;
  - Infrastructure analyses;
  - Roadway and streetscape planning;
  - Site inventory;
  - Strategic site identification;
  - Cost-benefit analysis;
  - Coordination with existing community plans;
  - Site reuse/redevelopment plans;
  - Conceptual designs;
  - Implementation strategies;
  - Identifying funding sources for redevelopment and implementation of the BAR Plan;
  - Acquisition due diligence;
  - Marketing to assess developer interest;
  - Local zoning revisions and other local law changes (including adaptive reuse code);
  - Legal analysis of environmental liabilities;
  - Completion of the EPA/DEEP’s PREPARED Workbook (only if used as a tool to help prepare the BAR plan);
  - Project management (limited, not more than 5% of grant); and
  - Other actions to spur investment in these sites.

## Section V. Application Format

1. The Application must not exceed 12 pages excluding maps, tables, photos, figures, other attachments, Board Resolutions, etc. Applications shall be on letter-sized paper, with one-inch margins, typed, single-spaced, and using a font size no smaller than 12 point.
2. Please send submissions electronically by **4:00 PM on Monday, November 16, 2015** to [brownfields@ct.gov](mailto:brownfields@ct.gov). A receipt notification will be sent to you.
3. The Application shall include the following:
  - A. Transmittal letter (not exceeding 2 pages) on organization's official letterhead, and signed by authorized official, that includes the following information:
    - Grant amount requested (up to \$200,000)
    - Information concerning the applicant's eligibility for the program
    - Justification of consistency with local and state plans of conservation and development
    - How the proposed project meets established goals of the BAR Planning Grant Program
    - How the proposed project satisfies the minimum match requirements
    - How the proposed BAR Project Area satisfies RFA definitions (see Section III)
    - Board/Council resolution (see Schedule A) authorizing:
      - submission of the application for the BAR Planning Grant
      - agreement to fulfill required match obligations in case application is successful
      - signatory authority to official representing applicant (e.g., town manager, selectman, CEO)
 (Note: If application is from multiple entities or the Project Area spans multi-jurisdictions, the lead entity must submit the authorizing resolution on behalf of the other entity(ies). In addition, the submitted application must include resolutions from each participating entity, authorizing the lead entity to act on its behalf for the purposes of applying for and administering the grant.)
    - Certification by Applicant form signed by Applicant (see Schedule B)
    - Support letter from project partners including agreement to fulfill any match obligations
    - Project contacts (name, title, email, and phone)
  - B. Project narrative (not exceeding 10 pages) that includes the following:
    - a. Section 1 – Project Need and Purpose
      - i. *Economic and social concerns*- Discuss the economic and social challenges within the project area by providing census-based (<http://www.census.gov>) demographic data as requested in the table below. Additional information can also be provided to highlight the reason for selecting the BAR project area. Include information (including dates) of events within the project area that triggered significant local job loss or other economic disruption. Also describe how these events and other factors limit the ability to draw on other sources of funding for conducting the BAR Planning project.
      - ii. *Environmental concerns and brownfield challenges*- Discuss environmental concerns and brownfield challenges in the BAR Project Area that provide a

compelling reason for selection of the project area and application for BAR funds.

	Municipality/ Region	State	National
Population <sup>1</sup>		3,596,677	318,857,056
Unemployment <sup>2</sup>		5.4%	5.3%
Poverty Rate <sup>3</sup>		10.2%	11.3%
Median Household Income <sup>3</sup>		\$69,461	\$53,046
<i>Include other relevant census data as needed in additional rows</i>			
<sup>1</sup> Data is from the 2010 U.S. Census data and is available at <a href="http://www.census.gov/">http://www.census.gov/</a> .			
<sup>2</sup> Data is from the Bureau of Labor Statistics and is available at <a href="http://www.bls.gov/cps/">http://www.bls.gov/cps/</a>			
<sup>3</sup> Data is from the U.S. Census 2012 American Community Survey and is available on American FactFinder at <a href="http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml">http://factfinder2.census.gov/faces/tableservices/jsf/pages/productview.xhtml</a>			

- b. Section 2 – Project Description and Vision
  - i. Broad description of project and BAR Project Area (include demographic information, whether located within a 100-year or 500-year flood plain, presence of historic resources, presence of an existing or planned commuter rail or bus rapid station and other important information)
  - ii. Approach and vision, long term goals and objectives
  - iii. Expected outcomes and impacts to project area
  - iv. Ongoing brownfield planning efforts including progress with EPA/DEEP’s PREPARED workbook
  - v. Identification and description (owner, current use, whether Superfund site, whether enrolled in a liability relief program, level/progress of assessment and clean up etc.) of known brownfield sites in the area
  - vi. Legible map of the proposed BAR Project Area with names of streets, important landmarks, brownfield properties, etc.
- c. Section 2 – Project Work Plan
  - i. Project Budget (including sources and uses of funds) – see Schedule C for DECD Budget Form. A separate budget form may also be submitted that details projected costs for specific project tasks or activities.
  - ii. Description of proposed activities and tasks (and estimated costs for each activity). The proposed Work Plan should include the applicant’s full vision (i.e., 1. all project activities and tasks accomplished to–date (if any); 2. the current proposed activities to be accomplished utilizing the BAR Planning Grant and corresponding matching funds; and 3. project implementation activities and tasks proposed to be accomplished post-project period) for the BAR Plan program
  - iii. Project timeline, schedule and description of deliverables
- d. Section 3 – Applicant Capacity and Capability
  - i. Organizational capability
  - ii. Committed staff
  - iii. Experience and past performance
- e. Section 4 – Partnerships, Collaboration, and Leverage
  - i. Establishment of advisory/steering committee
  - ii. Potential public-private partnerships
  - iii. Leveraging of resources
- f. Section 5 – Relation to State Policies, Programs, Initiatives and Projects

- i. Description of how the proposed project is supportive of State policies:
  - Transit-oriented development
  - Job creation
  - Affordable housing
  - Historic preservation
  - Development of distressed municipalities
  - Other public investments (infrastructure, etc.)
- ii. If BAR Project Area includes an existing or planned commuter rail or bus rapid transit station
- iii. Existing plans and programs or designations for the project area (MDP, NRZ, TOD Plan)
- iv. Past and ongoing state/DECD funding in project area

### Section VI. Evaluation of Proposals – Rating and Ranking Criteria

Only the proposals that meet the minimum threshold requirements, as demonstrated in the transmittal letter, will be further evaluated and considered for the BAR Planning Grant. Each eligible proposal will be evaluated according to the criteria set forth below and explained in detail in Schedule D - Rating and Ranking Matrix. Applicants must explicitly address these criteria as part of the project narrative. Each proposal will be rated under a points system against a possible total of 100 points. If required, all applicants or a group of applicants (who rank highly in the rating system) may be invited for an interview or requested to organize a site visit after the evaluation process for a final evaluation and ranking.

1. Project Need and Purpose (25 points)
2. Project Description and Vision (25 points)
3. Work Plan (10 points)
4. Applicant Capacity and Capability (10 points)
5. Leverage and Collaborations (15 points)
6. Relation to State Policies, Programs, Initiatives and Projects (15 points)

### Section VII. Important Dates and DECD Contact

- September 16, 2015: Release of RFA
- September 29, 2015: 10:00 to 11:00 AM Information Session (SCCOG Office, 5 Connecticut Avenue, Norwich)
- October 1, 2015: 1:00 to 2:00 PM Information Session (Waterbury Regional Chamber, 83 Bank Street, 4<sup>th</sup> floor, Waterbury)
- October 26, 2015: Due date for any questions regarding the RFA\*
- November 2, 2015: Posting of FAQ on DECD/OBRD's website\*\* (if any questions received from potential applicants)
- **November 16, 2015: Applications Due at 4:00 PM**
- December 14, 2015: Week of interviews/site visits (tentative)
- January 2016: Award Results (tentative)

\*In case of questions regarding the RFA, please contact the Program Manager, Binu Chandy at [binu.chandy@ct.gov](mailto:binu.chandy@ct.gov) or 860.270.8154.

\*\*Any revisions to this RFA, FAQ and other announcements will be posted on the DECD/OBRD website <http://www.ctbrownfields.gov>.