



Jumpstarting your Brownfield Project Through Technical Assistance

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INTRODUCTIONS



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TECHNICAL ASSISTANCE TO BROWNFIELD (TAB) COMMUNITIES SERVICE PROVIDERS

[Kansas State University](#)

EPA Regions 5, 6, 7 & 8

[Center for Creative Land Recycling \(CCLR\)](#)

EPA Regions 9 and 10

[New Jersey Institute of Technology \(NJIT\)](#)

EPA Region 2

[University of Connecticut](#)

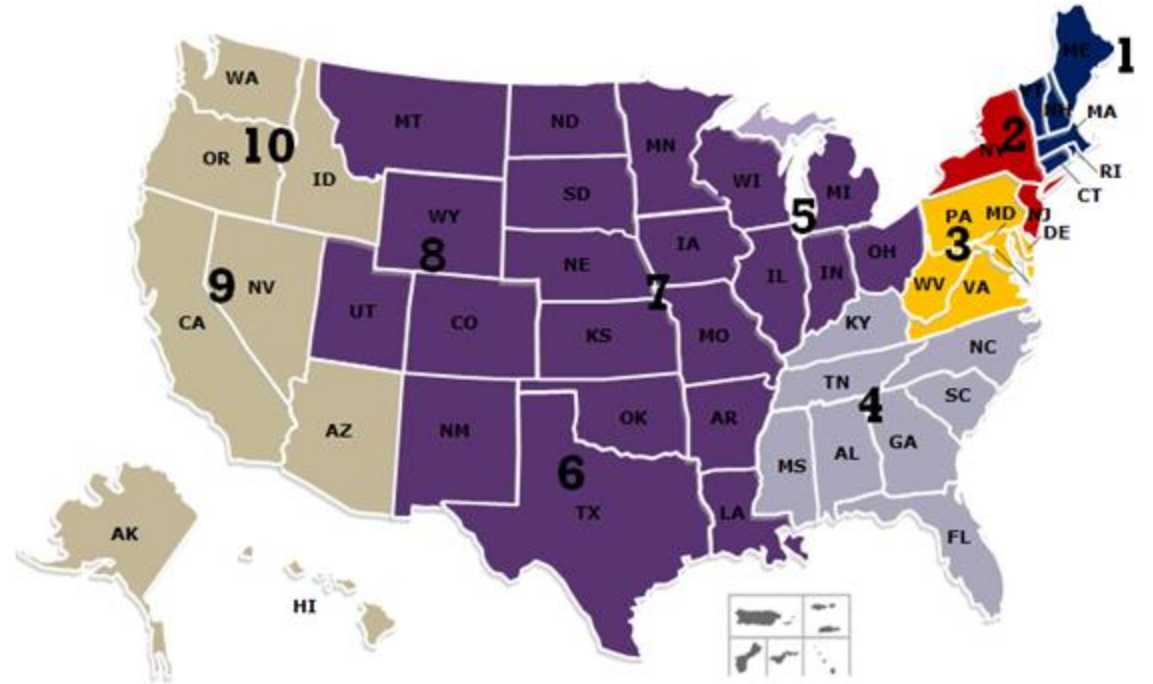
EPA Region 1

[The West Virginia University Research Corporation](#)

EPA Region 3

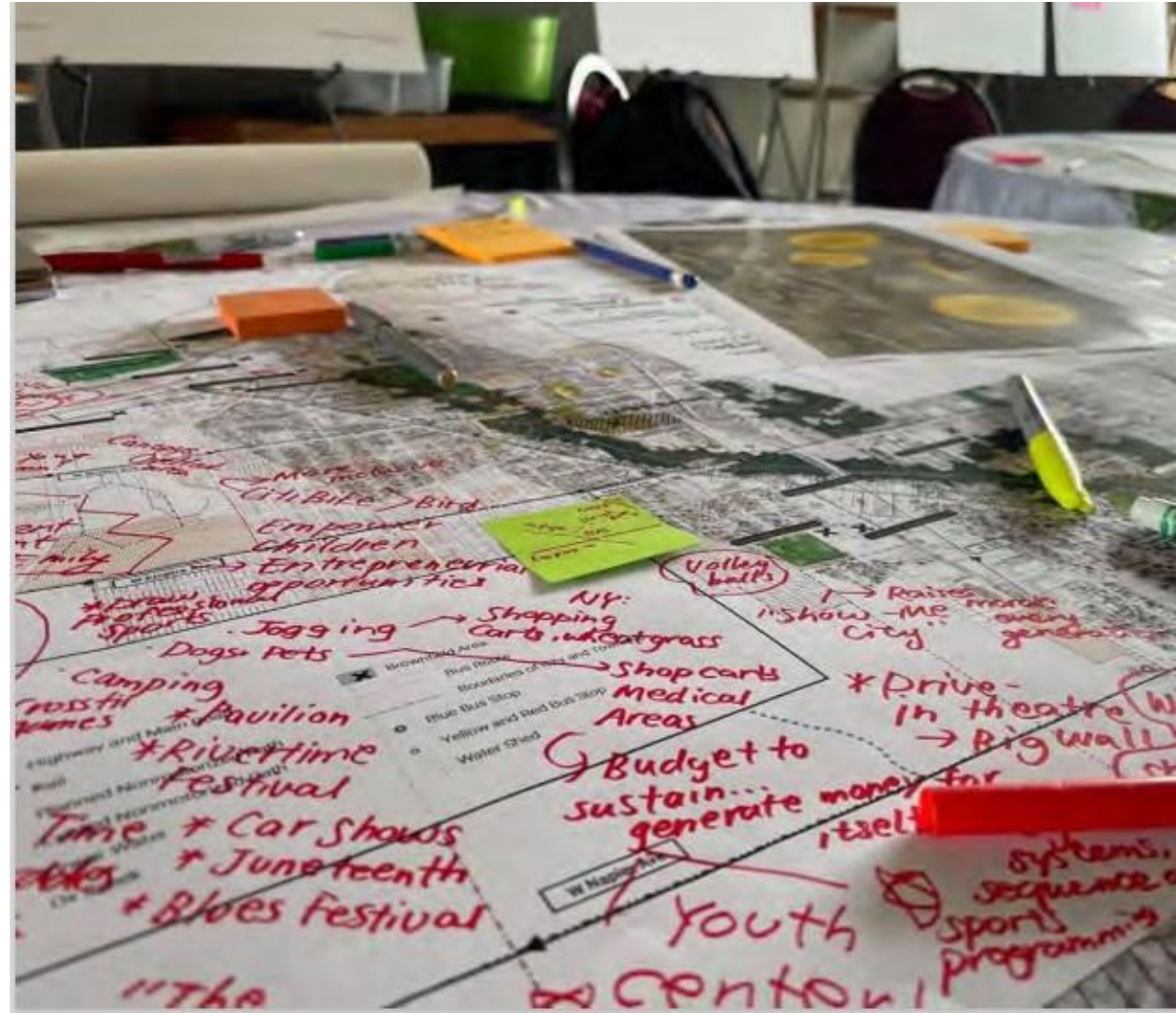
[The International City/County Management Association](#)

EPA Region 4



Community & Site-Specific Services

- Help identifying and inventorying brownfields
- Strategic planning and redevelopment visioning
- Economic feasibility and highest/best use market analysis
- Community outreach and input
- Help identify funding sources
- Review of plans and technical reports
- Other assistance, as needed and agreed upon

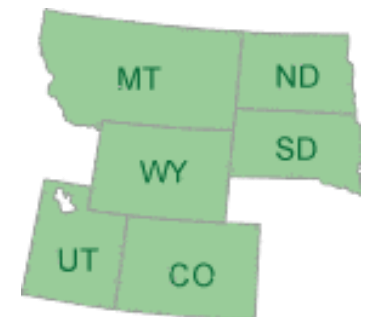
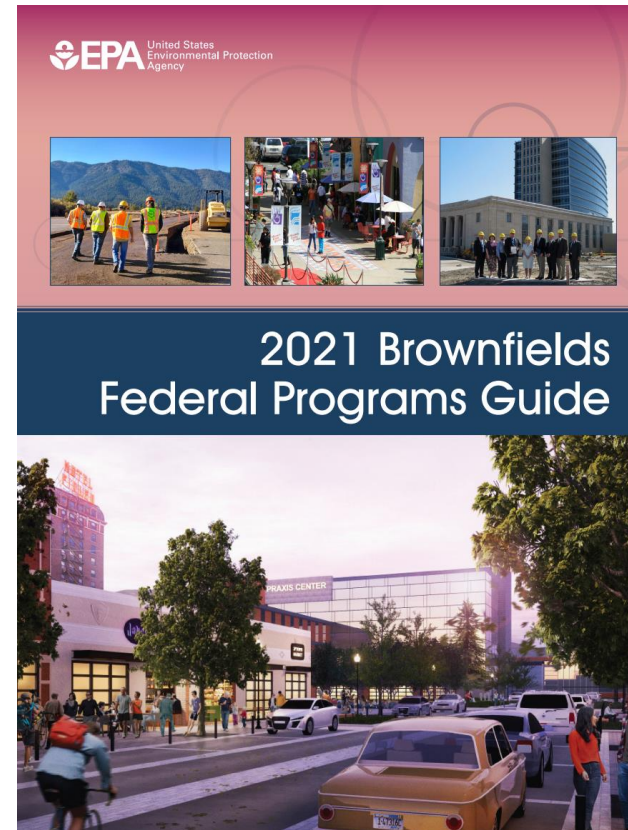


KSU TAB and Partners Resources

- Brownfield Assessment and Cleanup
- Redevelopment Strategies
- Site Design
- Leveraging Funds
- Public/Private Partnerships
- Economic Impact Analysis
- Market Studies
- Real Estate Finance
- Tribal Brownfields funding
- Solid and Hazardous Waste
- Infrastructure and Transportation
- Community Engagement
- Area Wide Planning
- Public Housing
- Historic Preservation
- EJ Outreach and Involvement
- Indigenous Planning
- Sustainability
- Resilience
- Community Gardens
- Healthfields
- Database Management

EPA Resources

- EPA Level (Federal)
 - Brownfield Grants
 - Federal Program Guide
 - Brownfields Conference
- EPA Level (Regional)
 - Phase I and Phase II Environmental Site Assessments (ESAs)
 - Technical Assistance for Funding and Financing and Site Design and Community Engagement
 - Land Revitalization Technical Assistance



State-Level Resources



COLORADO
Division of Oil and Public Safety
Department of Labor and Employment



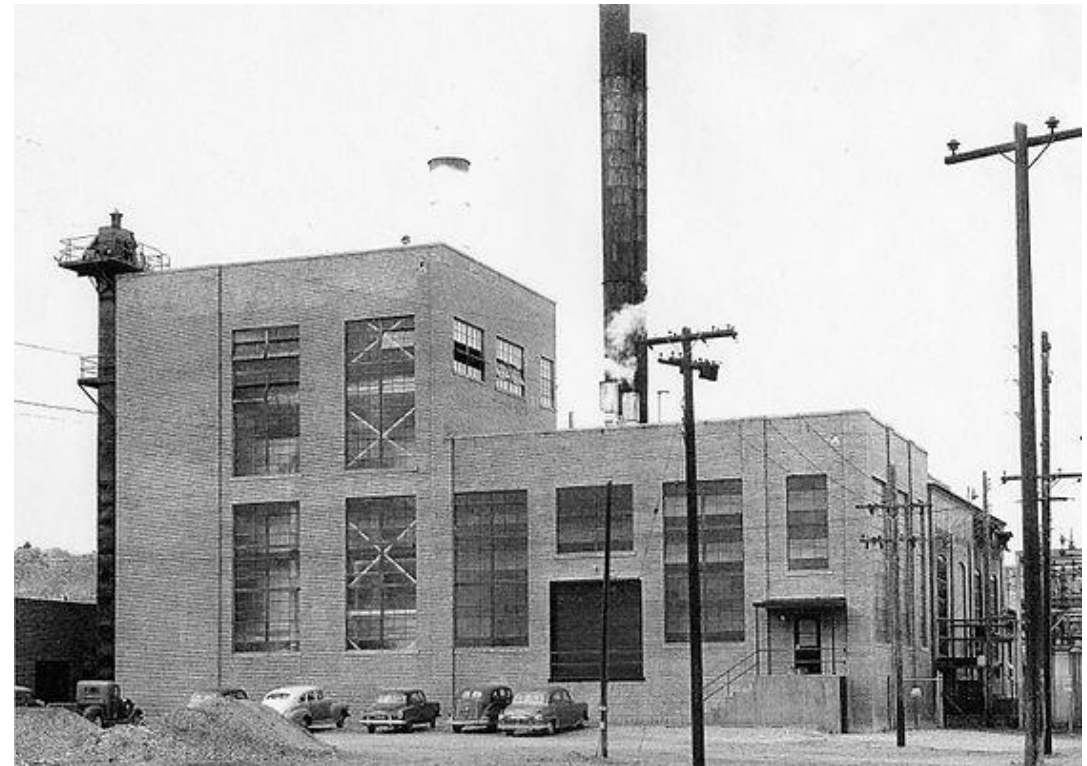
COLORADO
Department of Public
Health & Environment



- State Level
 - Phase I and Phase II ESAs
 - Cleanup Grants
 - Revolving Loan Fund
 - Voluntary Cleanup Program
 - Brownfield Tax Credits
 - Petroleum Storage Tank Fund
 - Colorado Brownfields Partnership

Acme Power Plant, Sheridan, WY

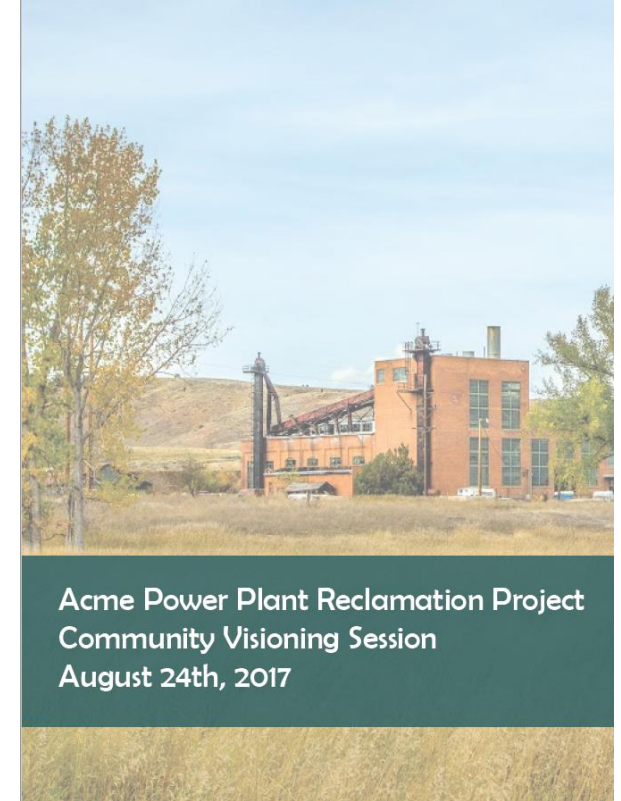
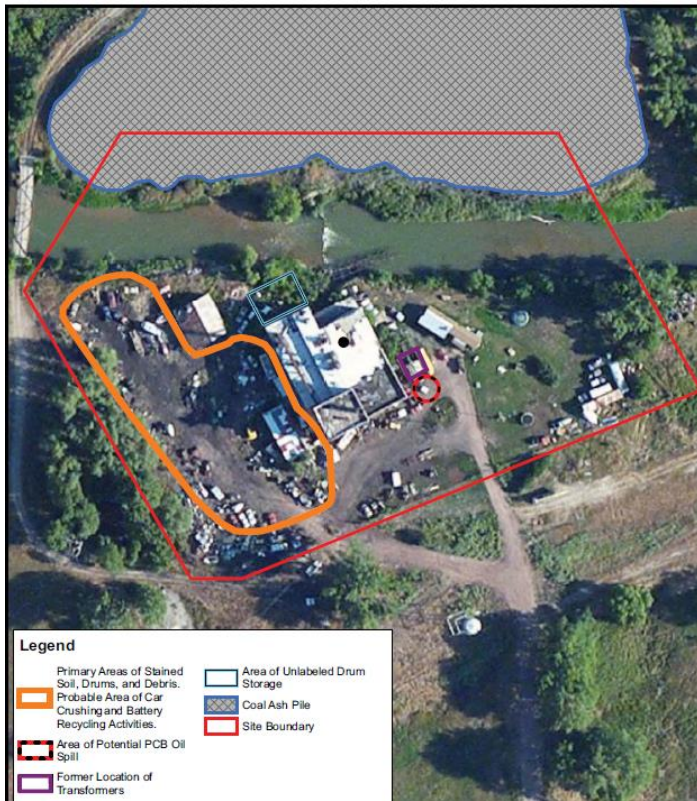
- Constructed in 1910
- Operated until 1970s
- Nearby town of Acme
- Industrial uses, including auto dismantling and battery disposal facility, until ~2010
- Significant asbestos and lead-based paint in existing building
- Acquired by the Sheridan County Conservation District in 2017



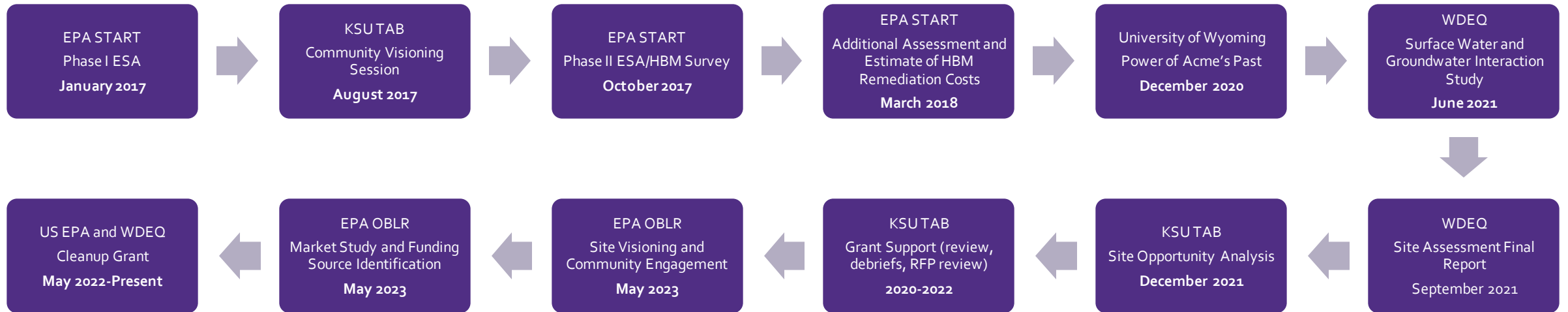
Acme Power Plant, Sheridan, WY



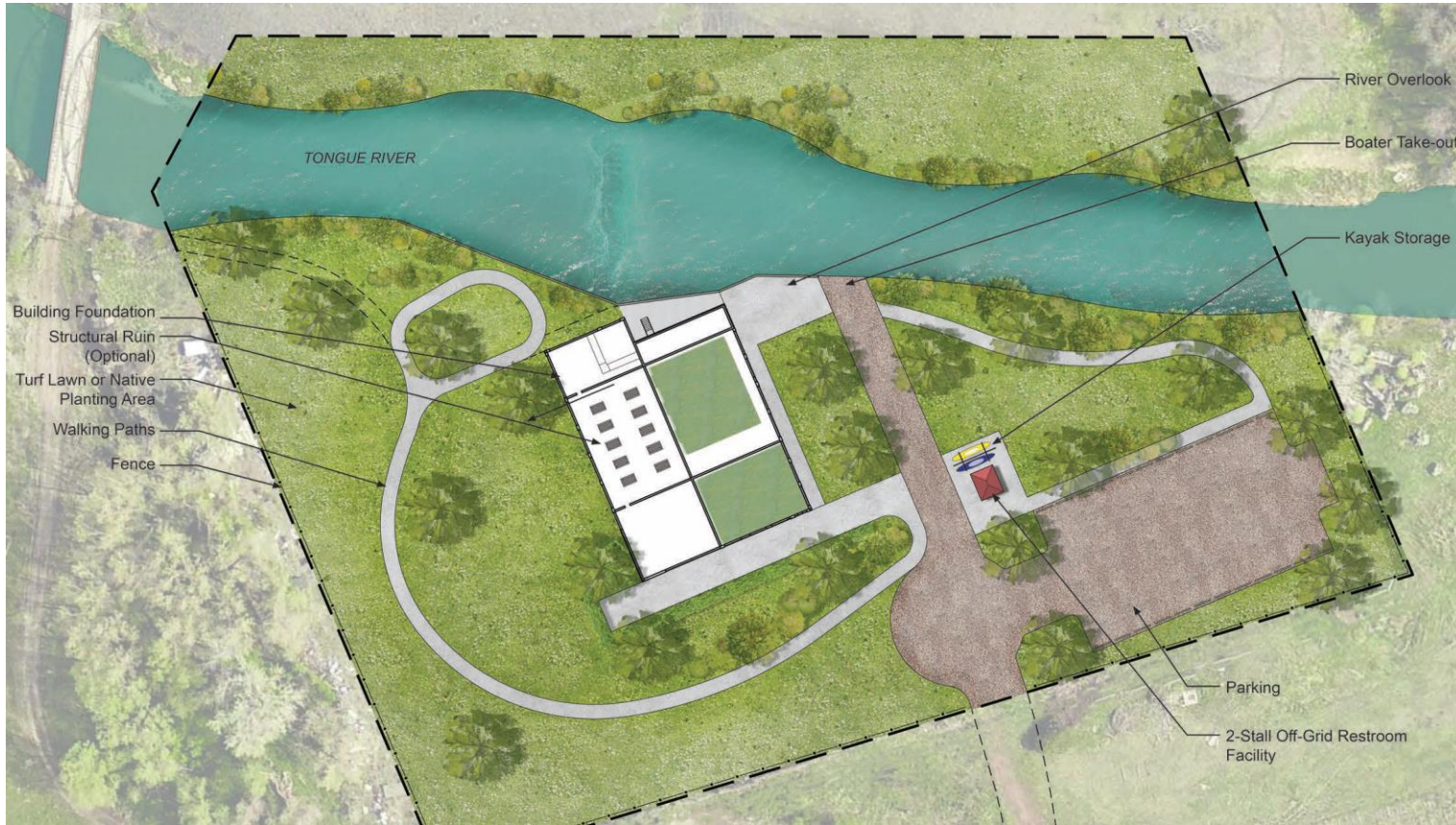
Acme Power Plant, Sheridan, WY



Acme Power Plant, Sheridan, WY

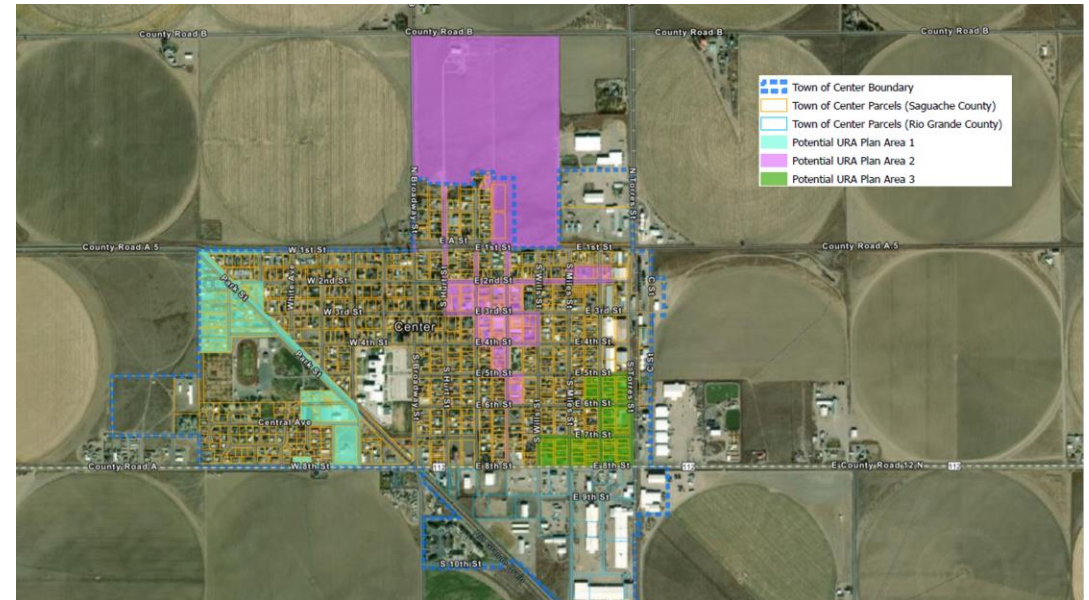


Acme Power Plant, Sheridan, WY



Center, CO

- Population ~2,000
- Need
 - Education Urban Renewal Authority
 - Housing Development Project
 - Market Industrial and Commercial Opportunities



Center, CO

Outputs

- Several hours of one-on-one discussions
- Presentation to the Town Board and URA
 - public finance concepts
 - how to build their capacity to understand how the development process works
 - options for developing sites within the 90 acres project
 - knowledgably negotiate deals
- Transaction Plan



Center, CO

Outputs

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Going Small! A Rural Redevelopment Toolbox
1:30 – 2:30 pm

Soroptimist of Whitefish, MT

- Evaluate reuse potential of existing downtown building
- Online Input Survey
- Basic Renderings to visualize what the new space could be

Soroptimists of Whitefish New Building Survey February 2023

Survey Results Summary

Volunteer Experience

Top 2 Ideas to Enhance Volunteer Involvement

- 1 More functional drop-off area**
 - Easier for donors getting in/out
 - Front of store is confusing to new donors
 - Prevent overcrowding in front
- 2 Keep sorting room on main floor**
 - Sorting near displays/drop-off
 - Keeps volunteers connected to activities and customers; allows them to help in more areas

Funding

Most Favored Funding Options

- Mortgage part of cost
- Capital campaign
- Grant from DEO

- Financing Questions/Ideas:**
- What is project cost?
 - Solicit donor support
 - Not responsibility of committee
 - Not experienced landlords; focus on thrift store
 - What are restrictions to any options?

Parking

42% Indicated Leasing Parking at VFW Hall as Best Option

- It is closest to the store
- It has a lot of available parking spaces

90% Willing to Park in Leased Space Nearby and Walk

- Other Parking Ideas:**
- Weather/seasons makes a difference
 - Volunteers/members should park away from building
 - Don't have enough information
 - Building design should include 3-6 spots
 - Is parking really an issue requiring additional money?
 - Leave it as it is

Three-Story Building

Top 2 First Floor Options

- 1 Sorting room**
 - 2 Checkout by the door**
- Other Suggestions:**
- Consider basement
 - All options listed would work
 - Open floor plan
 - First floor for furniture or larger items
 - ADA compatible
 - At least two floors for store use
 - Two check-out lanes
 - Keep flexible for changing needs

Top 2 Second Floor Options

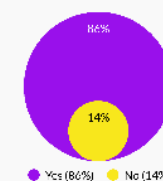
- 1 General meeting/storage**
 - Need space for storage and out of season items
 - Room for club meetings
 - 2 Store manager office**
 - Provide manager spacious and comfortable work station
- Comments or Ideas for 2nd Fl:**
- Retail, dressing rooms, bathroom
 - All options expensive/unnecessary
 - Off-season storage space
 - Mgr office combined with club office
 - Washer and dryer
 - Low-impact business renting space

Top 2 Third Floor Options

- 1 Apartments for women**
 - Empowers women and provides long-term income
 - Meets mission/not mission
 - 2 Nonprofit office space**
 - Add space and revenue
 - A good cause that is less management for the club
- Comments or Ideas for 3rd Fl:**
- None of the options
 - Transitional housing
 - Storage space
 - Classroom space or event space
 - Affordable childcare

Location! Location! Location!!

Support Building at Existing Site



Concerns About Staying at Current Location:

- Parking
- Space and ability for growth
- As neighborhood evolves, no choice but to improve property
- More discussion and options - can we really meet needs at realistic price?
- Staying is best option - we own the property and it's centrally located
- Where would we be relocated?

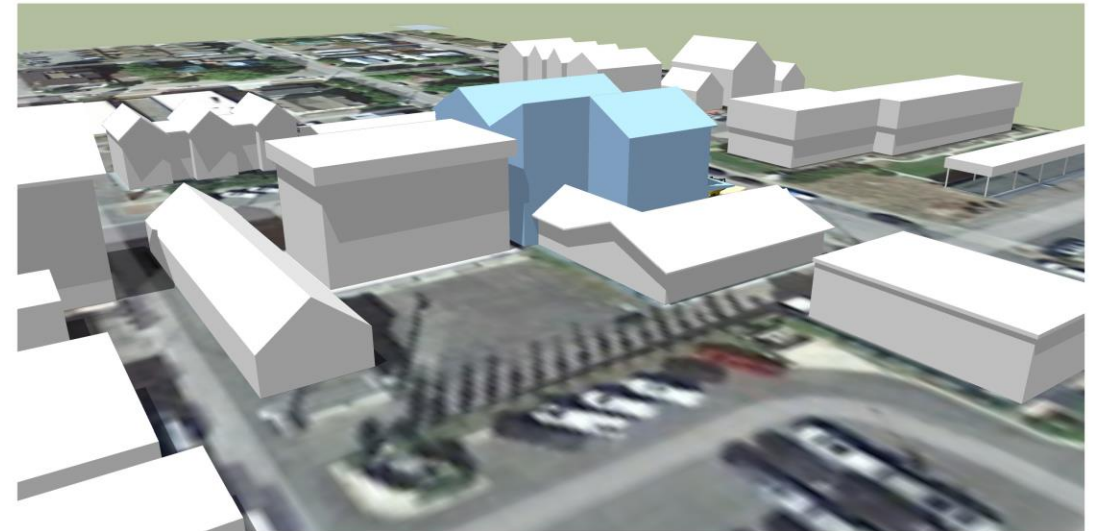
What Else Want to Ask/Tell the Site Committee:

- Appreciation to site committee
- Remember original task; key focus is leveraging property for benefit of club
- Continue due diligence
- Work in stages
- Where would we be located in the interim?
- Change is inevitable

Soroptimist of Whitefish, MT



The city's plan calls for angled parking on First St and parallel parking on Lupfer Ave. At least one stall on First St should be accessible and the stalls on Lupfer Ave could be restricted to 15-minute loading.



The building height is consistent with other three-story buildings nearby

Soroptimist of Whitefish, MT

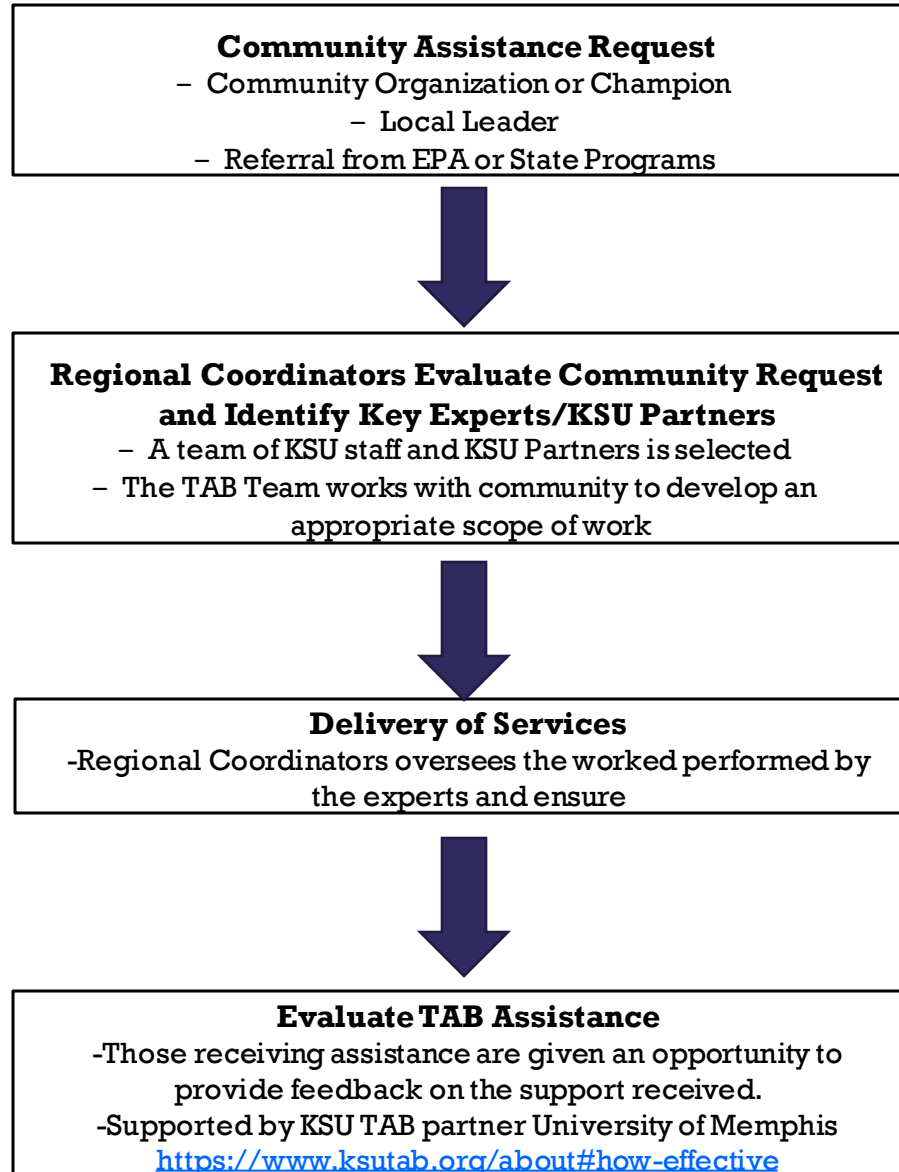


Covered parking for loading and unloading is easily accessed from the alley and is recessed into the building.



The city's plan calls for angled parking on First St and parallel parking on Lupfer Ave. At least one stall on First St should be accessible. In this concept, loading can be accommodated in the alley (next slide).

KSU TAB Program – Community Assistance Process



E-Tools

https://www.ksutab.org/tools/bit

Home About Education **Online Tools** Resources Services Contact Maggie

In This Section:


- Site Inventory Data
- Import Data (Tables)
- Generate Reports
- Data Search / Export
- View Sites on Map
- View Scheduled Imports

Quick Links:


- BIT Tutorial
- Help
- BIT-ACRES Interface

BIT Home


BIT Home



BIT
Toolbox



Site
Inventory
Data



BIT
Tutorial

Welcome to BIT

The Brownfield Inventory Tool (BIT) is a comprehensive brownfield program management tool. You may enter detailed site data, upload documents and data, and generate and export a variety of reports, including a Property Profile Form. BIT users are asked to create a user name and password for privacy protection. BIT can also be used as a collaborative tool, i.e. specific inventory data can be accessed by multiple users, if permission by the primary user is granted.

Every page within BIT comes with detailed instructions. PLEASE READ THE INSTRUCTIONS CAREFULLY! In addition, a tutorial is available by selecting the BIT Tutorial icon on the left sidebar.

First Time Users: Please register by clicking on **Register** in the upper right hand corner of this page and create your username and password.



To get started with BIT, select the **Site Inventory Data** icon above.

A prototype of BIT was developed by EPA Region 8 and BIT is the updated version of this prototype.

BIT Mobile:

In Fall, 2018 the BIT Mobile App was released for use on smartphones.

[Click here for more information about the BIT Mobile Smartphone App](#)

Home About Events **Online Tools** Resources Tribal TAB Contact Maggie

TAB EZ

Home > Online Tools > TAB EZ

My Grant Applications [Start New Grant Application](#) [Show More Grant Applications \(2\)](#)

<p>Cynthia's test ✓</p> <p>Cynthia Armet 3/19/2022</p> <p>Edit Delete</p>	<p>test 001 ✓</p> <p>Maggie Weiser 08/21/2022</p> <p>Edit Delete</p>
<p>OVERVIEW Test 2022 June ✓</p> <p>Maggie Weiser 06/17/2022</p> <p>Edit Delete</p>	<p>Debi FY23 Assessment ✓</p> <p>Debi Weiser 06/13/2022</p> <p>Edit Delete</p>
<p>2022 June Assess Test ✓</p> <p>Maggie Weiser 06/15/2022</p> <p>Edit Delete</p>	<p>15 Oct. RLF Final Check ✓</p> <p>Maggie Weiser 10/15/2021</p> <p>Edit Delete</p>

Welcome To TAB EZ

TAB EZ (Technical Assistance to Brownfields) (TAB) easy brownfields grant application (EZ) software program provides a flexible, configurable for the type of U.S. EPA Brownfields Multipurpose, Assessment, Revolving Loan Fund (RLF), or Cleanup (aka a MARC) grant application you are writing. Content written in TAB EZ can be exported to a Microsoft Word (.doc) file for final editing, formatting and packaging before submit.

Helpful Links

- Definitions
- Acronyms
- Assessment Grant Help
- Cleanup Grant Help
- Status / Census Information
- Helpful Links
- Revolving Loan Fund Grant Help

How do I start a grant application?

▼

Sample Grant Applications ▼

How to use TAB EZ ▼

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Additional TAB Resources for Grant Writing

- Grant Resources
 - <https://www.ksutab.org/resources>
 - Type 'fy24' in the search for guidelines, FAQs, etc.
 - Sample successful grant applications
- Conduct draft application reviews
 - Request 1-2 weeks notice that a proposal will be submitted for review
 - Review and feedback typically occurs in 3-4 days
- Webinars and Workshops (<https://www.ksutab.org/events>)

The screenshot shows the 'Resources' page on the KSUTAB website. The search bar contains 'fy23'. Below the search bar, there is a table of resources with columns for 'Title', 'Info', and 'Download'. The resources listed are:

Title	Info	Download
2022 National TAB Webinar Slides: 2022 Enhance Your Chance: What You Need to Know to be Competitive in the FY23 EPA MARC Grant Competition		Download
2022 TAB Brownfields Webinar Agenda: 2022 Enhance Your Chance: What You Need to Know to be Competitive in the FY23 EPA MARC Grant Competition		Download
2022 TAB Brownfields Webinar Invitation: 2022 Enhance Your Chance: What You Need to Know to be Competitive in the FY23 EPA MARC Grant Competition		Download
2022 TAB Brownfields Webinar Recording: 2022 Enhance Your Chance: What You Need to Know to be Competitive in the FY23 EPA MARC Grant Competition		Download
FY23 Assessment Grant Application Helpful Hints (Under Revision)		Download
FY23 Cleanup Grant Application Appendix 1: Grants.gov Application Submission Instructions		Download
FY23 Cleanup Grant Application Checklist		Download
FY23 Cleanup Grant Application Guidelines		Download

Brownfields Community Capacity Assessment

- Self Evaluation – Grade Card
- Measure progress over time

TAB Brownfields Community Capacity Data Summary

Community Organization Name:	Sample Community			
City and State:	City, State			
Brownfields Resources Used:	Technical Assistance (TAB, EPA, State, Other)			

Assessment Items
For each item the respondent selected the level, from 1 (*beginning*) to 5 (*advanced*), that best describes the community organization's capacity as of March 2018.

Leadership	2021	2022	2023	Avg
A. Program Management/Coordination	2	3	4	3
B. Elected Officials/Upper Management	1	2	3	2
C. Internal Funding/Resources	3	4	5	4
Average	2	3	4	3

Partnerships	2021	2022	2023	Avg
A. Community at Large	1	2	2	1.7
B. Individual Property Owners/Buyers/Developers/Strategic Investors/Regulatory Agencies	2	3	3	2.7
C. External Funding & Regulatory Organizations	1	2	2	1.7
Average:	1.3	2.3	2.3	2

Visible Redevelopment Progress	2021	2022	2023	Avg
A. Identify & Prioritize Sites and Plan Re-Use with Partners	1	2	3	2
B. Environmental Assessments & Cleanups	1	2	2	1.7
C. Implement Re-Use Plan with Partners	1	1	1	1
Average	1	1.7	2	1.6

Interview Questions

1. Was the assessment clear and easy to complete? **Yes**
2. Would you be willing to complete the assessment once a year? **Yes**
3. In what areas do you feel your community organization needs additional support to build brownfields capacity? Can K-State TAB help?
Our community needs assistance facilitating community focus groups. Networking with investors outside of our region would be helpful.
4. Do you have any additional comments about the assessment?
The process to complete the survey was easy.

Sample City Capacity Change Over Time

Leadership
For the Leadership assessment category, Sample City showed positive progress over three years in all areas. These categories are areas where Sample City is becoming more experienced and may not need additional assistance.



Partnerships
For the Partnerships assessment category, Sample City progress remained the same over the past two years for each item. These are areas, particularly Community at Large and External Funding, in which Sample City may need additional support.



Visible Redevelopment Progress
Sample City's progress increased in Identifying and Prioritizing Sites. However, progress remained the same for Environmental Assessments and Implement Re-Use Plan. Sample City may need additional assistance with these two areas.

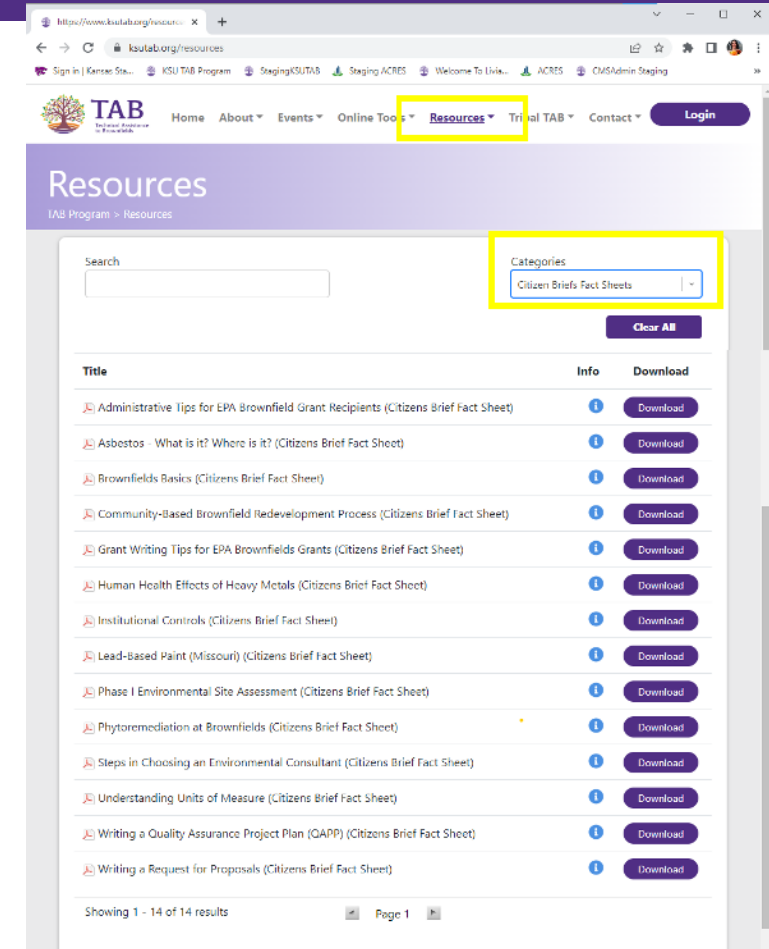


Existing Grantees

- Review technical documents, assist with community outreach, a listening ear: <https://www.ksutab.org/about>

FACT SHEETS

- Hiring a Qualified Environmental Professional (QEP)/Environmental Contractor
 - Review draft RFPs, Provide templates/examples, Assist with the evaluation of received proposals
 - Writing a Request for Proposals
<https://www.ksutab.org/?ResponseView=TABResourceDownloadView&id=12>
 - Steps in Choosing an Environmental Consultant
<https://www.ksutab.org/?ResponseView=TABResourceDownloadView&id=13>
- Administrative Tips for EPA Brownfields Grant Recipients
<https://www.ksutab.org/?ResponseView=TABResourceDownloadView&id=3425>



The screenshot shows the TAB Resources page. The 'Resources' menu is highlighted in yellow. Below it, the 'Categories' dropdown is also highlighted in yellow, showing 'Citizens Brief Fact Sheets'. The main content area displays a table of resources with columns for Title, Info, and Download. The table lists 14 items, each with a 'Download' button. The first item is 'Administrative Tips for EPA Brownfield Grant Recipients (Citizens Brief Fact Sheet)'. The page footer indicates 'Showing 1 - 14 of 14 results' and 'Page 1'.

Title	Info	Download
Administrative Tips for EPA Brownfield Grant Recipients (Citizens Brief Fact Sheet)	1	Download
Asbestos - What is it? Where is it? (Citizens Brief Fact Sheet)	1	Download
Brownfields Basics (Citizens Brief Fact Sheet)	1	Download
Community-Based Brownfield Redevelopment Process (Citizens Brief Fact Sheet)	1	Download
Grant Writing Tips for EPA Brownfields Grants (Citizens Brief Fact Sheet)	1	Download
Human Health Effects of Heavy Metals (Citizens Brief Fact Sheet)	1	Download
Institutional Controls (Citizens Brief Fact Sheet)	1	Download
Lead-Based Paint (Missouri) (Citizens Brief Fact Sheet)	1	Download
Phase I Environmental Site Assessment (Citizens Brief Fact Sheet)	1	Download
Phytoremediation at Brownfields (Citizens Brief Fact Sheet)	1	Download
Steps in Choosing an Environmental Consultant (Citizens Brief Fact Sheet)	1	Download
Understanding Units of Measure (Citizens Brief Fact Sheet)	1	Download
Writing a Quality Assurance Project Plan (QAPP) (Citizens Brief Fact Sheet)	1	Download
Writing a Request for Proposals (Citizens Brief Fact Sheet)	1	Download

Announcing the EPA Brownfields Grant Writing Workshop!



- Week of September 18th
- Pueblo, CO and Grand Junction, CO
- Case studies, step-by-step overview of grant requirements, and guided brainstorming/drafting sessions
- Registration is free!

adaapta

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TAB
Technical Assistance
to Brownfields

THANK YOU