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## **USEPA Brownfield Assessment Grant**

### ***Application for Financial Assistance***

The Port of Greater Cincinnati Development Authority (Port Authority) is accepting applications for funding under its United States Environmental Protection Agency (USEPA) Brownfield Assessment Grant. Applications will continue being accepted through July, 2020 or until funds have been expended.

#### **I. Introduction**

The USEPA awarded the Port Authority a \$300,000 Hazardous Substance and Petroleum Assessment Grant to assess properties whose redevelopment is hindered by existing or potential environmental contamination. The Port Authority has engaged one (1) environmental consulting firm to develop ASTM or Voluntary Action Program (VAP) Phase I and Phase II Environmental Site Assessments and Remedial Action Plans.

Brownfield sites located within Hamilton County, including the City of Cincinnati, are eligible for consideration.

#### **II. Application Process and Schedule**

*Applicants are required to schedule a pre-application conference call and/or meeting with the Port Authority to review project/site eligibility and application process.*

Applicants may apply for more than one eligible activity within an application. Sites will be evaluated accordingly and activities considered as the budget allows. Awards for eligible activities will be made sequentially and in phases based upon the outcome and recommendation of the preceding report and due diligence.

**Applicants must submit one (1) electronic (PDF).** *Incomplete applications may not be considered.*

*Applications will be accepted on a rolling basis through July, 2020 or until funds have been expended.*

Completed applications, including cover letter and required exhibits and attachments to should be returned to:

Port of Greater Cincinnati Development Authority  
Julie Banner  
Senior Development Associate  
3 East 4<sup>th</sup> Street, Suite 300  
Cincinnati, Ohio 45202  
Tel.: 513.621.3000

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Application forms are available through the Port Authority and may be found at:  
[www.cincinnatiport.org](http://www.cincinnatiport.org)

**Application Schedule:**

Once the application is received, it will be reviewed by the Port Authority's Brownfield Assessment Review Committee. Once it is reviewed and selected by the Committee, it will be sent to USEPA and/or BUSTR for an Eligibility Evaluation. After the Port Authority receives word that the project is eligible, the applicant will be notified. This entire process can take up to 8 weeks.

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**THE APPLICATION**

**Property Location:**

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**Please select an Assessment Program**

Hazardous Substance   
Petroleum

**This Application is for (Check all that applies):**

Phase I Environmental Site Assessment  ASTM  VAP  
 Phase II Environmental Site Assessment  ASTM  VAP  
 Preparation of Remedial Action Plan

**APPLICANT INFORMATION**

**I. APPLICANT CONTACT INFORMATION**

**Applicant Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Town/City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip Code** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_  
**E-mail:** \_\_\_\_\_ **Website:** \_\_\_\_\_  
**Relationship to owner:** \_\_\_\_\_

<b>Applicant is (Check all that applies):</b>	
Municipal Corporation of Hamilton County	<input type="checkbox"/>
Developer/Private Business	<input type="checkbox"/>
Property Owner	<input type="checkbox"/>

<b>Evidence of Ownership and Access (Please choose one and indicate with an "X")</b>	<b>Attachment A</b>
If the Applicant is <i>not</i> the owner of the property, provide documentation of the access agreement between the Applicant and the Property Owner(s)	<input type="checkbox"/>
If the Applicant is <i>not</i> the owner of the property, and there is an Option to Purchase the property, provide evidence of Option to Purchase	<input type="checkbox"/>
If Applicant <i>is</i> owner of property, show evidence of property ownership by providing a copy of the deed for all parcels within the defined project property	<input type="checkbox"/>

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**PART A – PROPERTY INFORMATION**

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**1. Property Location Information**

Property Name (including aliases or historic names): \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Neighborhood: \_\_\_\_\_

**2. Property Owner Information (If different than the Applicant. If a multi-parcel application, please attach additional sheets for property owner contact information.)**

Name of Current Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

Date of Purchase by Current Property Owner(s): \_\_\_\_\_

How was the Property Acquired (purchase, tax foreclosure, donation, eminent domain): \_\_\_\_\_

\_\_\_\_\_

**3. Property Contact Information (If different than Property Owner or Applicant)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Town/City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

Relationship to Owner: \_\_\_\_\_

**4. Size of property to be assessed (acres):** \_\_\_\_\_

Provide Property Map as **Attachment B**.

**5. Parcel number(s):** \_\_\_\_\_

**6. Current land use and/or zoning classification:** \_\_\_\_\_

**7. Property History** (provide an overview of the ownership, operations history, including company names and dates of operation ceased, as applicable and known.)

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Company Name	Owner Name	Operation Description	Date Operations Ceased

**8. Access (provide name and distance):**

Proximity to major road(s): \_\_\_\_\_

Proximity to major airport(s): \_\_\_\_\_

Rail Served: YES  NO

River Access: YES  NO

Pedestrian accessibility: YES  NO

Public transportation: YES  NO

**9. Available Utilities (Check all that applies):**

- None
- Natural Gas
- Water
- Electric
- Fiber

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**PART B – PROJECT ELIGIBILITY**

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**1. Provide as *Attachment C*, a minimum 250 word narrative describing the project. Please limit narrative to 2-pages. *This attachment is mandatory.***

**2. Is the property eligible to participate in the Ohio Environmental Protection Agency (EPA) Voluntary Action Program (VAP) as defined in Ohio Administrative Code rule 3745-300-02? (If necessary, please contact the Port Authority for assistance with this question.)**

YES  
 NO

a. If YES, is the property currently enrolled in the VAP? YES  NO

b. If YES, please describe the activities completed under the VAP thus far (e.g., Phase I, Phase II activities and dates):

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**3. Is the property listed on the National Priority List? ([www.epa.gov/superfund/sites/npl](http://www.epa.gov/superfund/sites/npl))**

YES (*STOP – not eligible*)  
 NO (*continue*)

**4. Is the Applicant a responsible party (RP) or potentially responsible party (PRP) liable for cleanup of hazardous substances and/or petroleum contamination on the property?**

YES (*STOP – not eligible*)  
 NO (*continue*)

**5. Has the Applicant been subject to either of the following?**

A federal judgment or order in a court of law or an administrative order issued by an administrative body that would require the Applicant to assess, investigate, or clean up the property; or

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A filed enforcement action brought by federal or state authorities, or is party to a citizen suit, that would, if successful, require the Applicant to assess, investigate or clean up the property.

**YES** (*STOP – not eligible*) If YES, please indicate above.  
 **NO** (*continue*)

**6. Does applicant meet all current financial obligations to the City of Cincinnati, Hamilton County and/or local jurisdiction and is not delinquent with any real or personal property taxes, fees, assessments, liens or other charges.**

**YES** (*continue*)  
 **NO** (*STOP – not eligible*)

**7. Is the applicant currently in compliance with all applicable ordinances or statutory provisions of the City of Cincinnati, Hamilton County and/or local jurisdiction or have received approval of a plan to bring the site into compliance with said ordinances or statutory provisions.**

**YES** (*continue*)  
 **NO** (*STOP – not eligible*)

**8. Does the Applicant have, or can it obtain, access to 100% of the property? (*check one*)**

**YES** Applicant is sole property owner or has control of property

**YES** Applicant has entered into an access agreement with current property owner(s)

**YES** If the Applicant has not obtained access, is the Applicant presently working on acquiring an access agreement with current Property Owner(s)?

**YES** Applicant is a municipal corporation with legal authority to declare conditions on the property to be a public nuisance and enter the property to abate the nuisance

**YES** Other (*specify*): \_\_\_\_\_

**NO** (*STOP – assessment project is not eligible if the Applicant cannot obtain access.*)

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**PROJECT EVALUATION CRITERIA**

**1. What are the most influential factors for assessing the property? (Check all that apply)**

- Redevelopment potential of property for a for-profit business
- Redevelopment potential of property for public purpose
- Redevelopment potential of property as a park/green space
- Public health and safety benefit
- Other (*specify*): \_\_\_\_\_

**2. Is the project property included in an adopted community development plan? (A development plan is a strategic plan, market study or other document that guides the future economic development or land use of the community in which the project property is located.)**

- YES
- NO

If yes, please provide an excerpt or portion of the community’s development plan that identifies the general area of the project property and/or local brownfield redevelopment initiative as **Attachment D**.

Name of Report(s)	Date of Report(s)	Adopted By

**3. Is there a redevelopment proposal currently in place or being evaluated for the end use of the site?**

- YES
- NO

a. If yes, is the possible end use(s) for the property part of, or consistent with, the community’s master plan?

YES (*I have also contacted the local economic development organization about the property’s redevelopment potential and neighborhood plans*)

Name of Contact	Position	Organization



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**NO** (If no, explain why)

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**4. If a redevelopment proposal is available, please provide a brief explanation below. Include business/project name, type of business activities, improvements, structures to be built, etc.**

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If yes, please provide a copy of the redevelopment proposal, preliminary budget and redevelopment schedule as **Attachment E**.

**5. Is there a confirmed end-user(s) or developer(s) for the property? (check one)**

- YES** (Applicant has a confirmed end-user(s) for the property)  
 **YES** (Applicant has a developer in place, but has not confirmed a final end-user(s))  
 **NO**

If YES, please complete, as best as possible, questions 6 - 9 if known. If no, please skip to item 10.

**6. End-user/Developer**

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Organization/Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
Town/City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

**7. How many permanent jobs are committed to be retained on the project property? (Retained jobs include permanent full-time jobs on the project property that are currently located within Hamilton County.)**

- 50 or more jobs  
 10-49 jobs  
 Less than 10 jobs  
 No jobs retained

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**8. How many permanent jobs are committed to be created on the project property?** (Newly created jobs include permanent full-time jobs on the project property that are not currently located within Hamilton County.)

- 50 or more jobs
- 26-49 jobs
- 10-25 jobs
- Less than 10 jobs
- No jobs created

**9. How many times is the committed average wage above the State minimum wage?** (Estimate how many times the average of the retained and/or created wages are above the state minimum wage.)

- 3 times or more
- 2 to 2.99 times
- 1 to 1.99 times
- Less than minimum wage

*Example: The average wage of the retained and/or created jobs is \$14.00 per hour. The state minimum wage is \$8.30 per hour. The ratio is  $\$14.00/\$8.30 = 1.69$ .*

**10. Indicate the current economic condition of property:**

- Fully occupied
- Partially vacant / Under utilized
- Vacant
- Orphaned / Abandoned

**11. Number of existing buildings \_\_\_\_\_ Total square footage of existing buildings \_\_\_\_\_** Does the owner or applicant intend to demolish the existing buildings  YES  NO

**12. If known, what is the current (pre-cleanup) appraised market value of the property? \$ \_\_\_\_\_**  
Source: \_\_\_\_\_

**13. Please list past land uses/activities of the property of which may have caused environmental contamination:**

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**14. What will the information gathered during the requested assessment be used for?**

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**15. Have there been any assessment activities already completed at the property either by the Applicant, Property Owner(s), Government Agencies, or Others?**

YES  
 NO

If YES, please indicate which of the following the date of the report(s) and the consulting firm that authored the report(s):

Type of Report	Date of Report	Author of Report (Name of Consulting Firm)
Phase I Environmental Site Assessment ASTM or VAP (circle one)		
Phase II Environmental Site Assessment ASTM or VAP (circle one)		
Asbestos Abatement Report		
BUSTR Tier I Environmental Site Investigation		
BUSTR Tier II Environmental Site Investigation		
Remedial Action Plan		

Please provide copies of the above indicated reports as **Attachment F**.

**16. Please provide a brief description of any known or suspect environmental contaminants:**

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**17. Has the Applicant received in the past, is it currently receiving, or has it applied for Ohio EPA, State of Ohio Fire Marshal's Office BUSTR, or U.S. EPA Brownfield assessment and/or cleanup funding for the project property?**

YES (Specify funding source(s) and list the activities for which funding has been or is being used, or was requested)

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**NO**

**18. Are there any commitments from the Applicant's Municipality, Other Local Public or Private resources to contribute to assessment and/or cleanup costs?**

**YES** *(If yes, what are the source(s) of funding, activity(s), and dollar commitment from each?)*  
*Please attach additional sheet(s) if more space is needed.*

**NO**

Source(s)	Activity(ies) funds will be used for	Funding Amount
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____

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***By submitting the information included with this completed USEPA Brownfield Assessment Grant Application for Financial Assistance, the Applicant acknowledges that the USEPA Brownfield Assessment Grant is designed to screen properties to determine if contaminants or hazardous substances may be present and requests that the Port Authority conduct environmental site assessment(s) on the property detailed herein.***

***The Applicant understands and agrees that the Property will be identified on government inventories, databases, and/or lists of Brownfield properties, including those receiving work funded by this Grant.***

***The undersigned affirms their intent to participate in this program and agrees to the required terms of the program Policies.***

***I attest that I have the authority to submit this Application for Financial Assistance and that the information submitted within this application is true, accurate and complete to the best of my knowledge.***

**Applicant:**

\_\_\_\_\_  
**Print or Type Name**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Signature**

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**LIST OF REQUIRED ATTACHMENTS**

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<i>Please mark applicable attachments with an "X" and non-applicable attachments as "N/A"</i>		
<b>Attachment A</b>	<b>Evidence of Ownership and Access between Applicant and Property Owner</b>	
<b>Attachment B</b>	<b>Property Map (e.g. aerial boundary map, plat map)</b>	
<b>Attachment C</b>	<b>250-word, 2-page maximum Project Description Narrative</b>	
<b>Attachment D</b>	<b>Excerpt from adopted Community Development Plan</b>	
<b>Attachment E</b>	<b>Copy of Redevelopment Proposal</b>	
<b>Attachment F</b>	<b>Copy of Previous Environmental Site Assessment(s)/Investigations</b>	
<b>Exhibit 1*</b>	<b>Site Access Agreement For Phase I Environmental Site Assessment and Other Non-Sampling Activities (Required)</b>	
<b>Exhibit 2*</b>	<b>Site Access Agreement For Phase II Environmental Site Assessment and Other Sampling Activities (Required)</b>	

*\*Exhibits 1 and 2 are required documents of this program. Please provide an executed Exhibit 1 if only requesting Phase I assistance. Please provide an executed Exhibit 2 if only requesting Phase II assistance. Please provide an executed Exhibit 1 and 2 if requesting both Phase I and Phase II assistance.*

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**EXHIBIT 1**

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**SITE ACCESS AND CONSENT AGREEMENT**

***Site Access Agreement For Phase I Environmental Site Assessment and Other Non-Sampling Activities***

**EXHIBIT 2**

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**SITE ACCESS AND CONSENT AGREEMENT**

***Site Access Agreement For Phase II Environmental Site Assessment and Other Sampling Activities***