

Revolving Loan Fund (RLF) Subgrant Application



The purpose of the Indiana Brownfields Program (Program) Revolving Loan Fund (RLF) Subgrant incentive is to facilitate the redevelopment of brownfield sites by making subgrants to eligible political subdivisions and non-profit organizations to finance environmental cleanup on sites they currently own.

Please review the “Indiana Brownfields Program Revolving Loan Fund (RLF) Subgrant Guidelines” (RLF Subgrant Guidelines) for more information *prior to* completing this application.

Indiana defines a brownfield as a parcel of real estate that is abandoned or inactive; or may not be operated at its appropriate use; and on which expansion, redevelopment, or reuse is complicated; because of the presence or potential presence of a hazardous substance, a contaminant, petroleum, or a petroleum product that poses a risk to human health and the environment. IC 13-11-2-19.3.

A completed application must be submitted electronically to:

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Indiana Brownfields Program
100 N. Senate Ave., Room 1275
Indianapolis, IN 46204
EMAIL: scorbin1@ifa.in.gov

John Morris
Indiana Brownfields Program
100 N. Senate Ave., Room 1275
Indianapolis, IN 46204
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Application Checklist – Including Required Supporting Documentation:

- Completed Typed Application
- Completed Applicant & Site Eligibility Questionnaire (*Exh. A, RLF Subgrant Guidelines*)
- Photographs of site as it currently exists
- Site plan/map showing existing structures
- Copies of Phase I & Phase II Environmental Site Assessments
- Proposed cleanup plan and project cleanup costs, if available
- Redevelopment plan, including site plan/map post-redevelopment, if available

Please answer the questions below, referring to the *RLF Subgrant Guidelines* to inform your answers and confirm required application information. Applications must be typed. If more space is needed, additional pages may be attached.

I. Applicant Information

Name of political subdivision or non-profit applicant (Applicant):

Mailing Address:

City/Town: State: Zip: County:

Contact Person: Contact Person's Title:

Contact's Telephone Number: Email:

II. Property Information

A. Property/site name (please list all known names to which the property is commonly referred (e.g., *Johnny's Market*)):

If applicable, U.S. EPA or IDEM Site #:

Street Address:

City/Town: Zip: County:

Tax Parcel Identification #(s):

B. Previous property owner name:

Date that the property was acquired by Applicant:

Identify the method by which the Applicant acquired the property (e.g., purchase, tax foreclosure, donation, eminent domain):

Street Address:

City/Town: Zip: County:

Telephone Number:

C. What is the approximate size of the site? Describe the existing site conditions, including number of existing buildings and current uses.

D. Was the site previously tax delinquent? **YES** **NO** If yes, what is the total amount of tax delinquency?

E. Has the site received financial assistance from the Indiana Brownfields Program or U.S. EPA in the past? **YES** **NO** If yes, please list awarding agency, type of assistance (e.g., assessment grant, loan), date, and amount of previous award(s).

III. Environmental Site Conditions (Types of contaminants, media affected, extent and degree of contamination)

A. Provide a *brief* history of the operations at and ownership of the site, including current and past uses, past owners/occupants and dates of ownership. Include information regarding any known contamination at the site and describe the nature and extent of the contamination.

B. Summarize any previous efforts, by Applicant or any other entity, to redevelop or address environmental contamination at the site.

- C. Has a Phase I Environmental Site Assessment been performed at the site? **YES** **NO**
 What is the date on which the assessment was completed?
 For whom/what entity was the Phase I prepared, if not the Applicant?
 Please attach a copy of any Phase I report(s).
- D. Have any Phase II Environmental Site Assessment activities been performed at the site?
YES **NO** If yes, please attach a copy of any Phase II report(s).
- E. Has the contamination on the project property resulted in any lawsuits (e.g., liability, nuisance, insurance recovery)? If yes, provide a detailed explanation.
- F. Is the National Historic Preservation Act (NHPA) applicable to the site? **YES** **NO**
UNKNOWN
- G. Is the Endangered Species Act (ESA) applicable to the site? **YES** **NO**
UNKNOWN

IV. Redevelopment/Project Information (Scope, timeline, and budget)

- A. Cleanup activities
- Scope/media to be addressed:
 - Estimated cost of cleanup: \$
 - Timetable to start cleanup and anticipated completion date:
- B. Redevelopment/construction activities
- Secure all financing by:
 - Break ground/lease by:
 - Achieve full site operation/occupancy by:
- C. What is the stage of project development?
- Ready for planning: **YES** **NO**
 - Development plan complete: **YES** **NO**
 - Ready for land acquisition: **YES** **NO**
 - Land acquired: **YES** **NO**
 - Ready for construction bid: **YES** **NO**
- D. Describe the reuse/redevelopment plans for the site, including its place in the community's overall economic and community development plans. Please provide a detailed description of any formal plans for redevelopment and any activities that have already been completed towards those plans (e.g., contracts executed, zoning approvals). Do plans call for multi-use functions (e.g., residential and commercial/retail)? Please describe plans for long-term maintenance and management of the site once it is redeveloped.

V. Socioeconomic Benefits (Remediation, capital investment, economic impact, projected job creation)

- A. *Redevelopment Plans* -
- Provide detail on how the subgrant will be used to promote economic development or enable the creation of, preservation of, or addition to parks, greenways, undeveloped

property, other recreational property, or other property used for nonprofit purposes.

- Describe the extent to which redevelopment plans call for pollution prevention and reduced resource consumption (e.g., infrastructure reuse, pollution prevention activities, native landscaping, innovative stormwater management/reuse, construction debris/fill reuse, green building techniques, and/or others).

B. *Community Involvement/Public Participation* - Describe the opportunities already given to local residents, businesses and the community as a whole to comment on the proposed cleanup and redevelopment plans for the site. Summarize any comments received, including the Applicant's responses to any negative comments. Discuss future plans to involve the affected community in reuse planning and/or cleanup plans (e.g., public meeting, neighborhood comment and input, coordinated local efforts, etc.)

C. *Capital Investment/Job Creation* –

- Total project investment:
- Estimated temporary (cleanup and construction) jobs created: Average hourly wage:
- Estimated permanent jobs created/retained: Average hourly wage:
- Total estimated new taxes generated:

VI. Subgrant Request (If the request is for greater than \$200,000, a waiver request will need to be made of U.S. EPA; maximum subgrant amount is \$350,000)

A. Amount of Subgrant Requested: \$

B. Intended Use of Subgrant Funds (*see* pages 5-6 of *RLF Subgrant Guidelines* for eligible project costs/activities):

VII. Financial Information

A. Describe the extent to which other funding is (or is not) available for the cleanup of the site.

Does the project have available dedicated public or private funding? YES NO

If yes, please:

- i) Identify the funds (e.g., general revenues, Tax Increment Financing (TIF), staff-time/in-kind services) that Applicant or any other entity has committed or will commit toward funding cleanup.
- ii) Describe all other funding sources (e.g., federal, state, non-profit or private) that are or will be committed or that Applicant is pursuing to complete the redevelopment project.

B. Estimated private and public investments in the project (actual and projected):

VIII. Grant Administration

A. Does the Applicant, if awarded an RLF Subgrant, wish to enter into an agreement with the Program for the Program to manage the bidding process/consultant selection and contract management on the Applicant's behalf to facilitate project management and timely expenditure of RLF funds? YES NO

IX. Eligibility/Liability Information

A. Review and complete Exhibit A of the *RLF Subgrant Guidelines* (Applicant and Site Eligibility Questionnaire).

B. If known, is/does the site:

- Meet the definition of a brownfield (*see* first page of this application)? **YES** **NO**
- Have any open or pending federal or state enforcement actions? **YES** **NO**
If yes, please explain:
- Subject to RCRA Corrective Action for hazardous substances contamination or petroleum contamination (under section 9003(h) of the Solid Waste Disposal Act (RCRA § 6991b(h)))? **YES** **NO**
- Pose an imminent threat to human health or the environment? **YES** **NO**
- Listed or proposed for listing on the National Priorities List? **YES** **NO**
- Subject to unilateral administrative orders, court orders, administrative orders on consent, or judicial consent decrees issued to or entered into by parties under CERCLA? **YES** **NO** If yes, please explain:
- Subject to the jurisdiction, custody, or control of the United States government? **YES** **NO**

C. Is the Applicant requesting a Property-Specific Determination for eligibility of the brownfield for RLF Subgrant funding? *See* page 4 of the *RLF Subgrant Guidelines* and page 4 of Exhibit A of the *RLF Subgrant Guidelines*. **YES** **NO**

X. Authorization/Certification/Consent to Publication

As a participant in RLF Subgrant funding, the undersigned (Applicant) agrees to the following conditions:

- A. The undersigned certifies that neither the Applicant, nor any individual, partnership, company or corporation related to the Applicant through common ownership or control, is considered a responsible party under CERCLA and/or IC 13-25-4 for hazardous substances contamination or IC 13-23-13 or IC 13-24-1 for petroleum contamination.
- B. The undersigned certifies that Applicant has never been suspended, debarred, or otherwise declared ineligible for federal or state financial assistance programs.
- C. The undersigned certifies that Applicant has no pattern of uncorrected environmental non-compliance.
- D. The undersigned understands that Applicant is applying for an RLF Subgrant using federal monies and further certifies that she/he has reviewed and agrees to be bound by terms and conditions contained in the U.S. EPA Cooperative Agreement entered into by the U.S. EPA and the Indiana Finance Authority <https://www.in.gov/ifa/brownfields/2366.htm>, including compliance with the terms of all governmental regulations pertaining to the project, including the regulations contained in 40 CFR Pt. 300, 42 USC § 9601 et. seq. and the requirements of the Davis-Bacon Act.

- E. The undersigned acknowledges that the Applicant, if awarded an RLF Subgrant, may be required to demonstrate a certain level of investment in the site that is the subject of the application within a two-year period following the execution of an Agreement documenting the Applicant's RLF Subgrant award. (*See* Investment/Match Requirement provision in the RLF Subgrant Guidelines).
- F. The undersigned agrees that the challenges and successes of this brownfield project may be discussed at any local, state or national meetings or conferences.
- G. The undersigned agrees that this brownfield project may be publicized through various media, including brochures, web pages, news articles and press events. These media may include photos of the project site.
- H. The undersigned understands that the information that is made available as part of the RLF Subgrant application will be available to the public and other agencies in accordance with the Indiana Public Records Act, IC 5-14-3, the state law that governs the disclosure of public records.
- I. The undersigned certifies to the best of his/her knowledge that all information provided herein is accurate and complete.

 Signature of person submitting
 application on behalf of Applicant¹

Date: _____

Print name: _____

Print title: _____

Address: _____

Phone number(s): _____

Fax number: _____

Email address: _____

¹ Electronic signatures are acceptable or a completed application may be printed, signed, scanned and then submitted via email.