

*Brownfields Assessment Grant Proposal Advice  
Fiscal Year 2014 (with 2015 tips)*

**V.B. 1. Community Need (Max. 45 Points) – will likely decrease to 40**

**V.B.1.a. Targeted Community and Brownfields**

i) Include a brief description of your city, town, or geographic area to provide the reader some background on its cultural and industrial history that establishes the context for your brownfield challenges. Within this geographic area, identify and describe the targeted community where you plan to perform assessment activities, such as a neighborhood, district, corridor, census tract or other locality around which your project will focus. [5 points] will likely remain 5 points.

**The Combee Settlement Census Designated Place (CDP)** is an unincorporated area of Polk County that is home to 5,577 people according to the 2010 census. The size of a small city, the Combee Settlement CDP is bordered on the west by the City of Lakeland, the largest city in the County, and Lake Parker. Unemployment, low income, low educational attainment and pervasive poverty combine to make the project area an area of critical economic concern, it suffers from the 2<sup>nd</sup> highest crime rate in unincorporated Polk County consisting largely of drug-related offenses. Housing in the area is characterized by small, aging, deteriorated wood frame concrete block and mobile homes on small lots. About 45% of these homes are rentals, many are owned by absentee landlords with no long term commitment to the community. The US 92 corridor, a blighted major highway corridor developed in the 1930's originally linking Tampa and Orlando, both light and heavy industrial uses, forms the southern boundary. The eastern boundary borders and active freight rail line and the Saddle Creek Park, featuring a series of ponds created by phosphate strip mining activity. Formerly mined areas and current industrial uses characterize the area to the north of the Combee Settlement community. To the north and west lie the two Lakeland Electric Power plants and other industrial properties.

**This proposal had included a map but the guidelines state not to do this.**

In 2013, the Central Florida Regional Planning Council (CFRPC) received an Area-Wide Planning (AWP) Grant for a portion of the Combee Settlement, the East Lake Parker-West North Combee neighborhood. The AWP area has a population of 1,262. The AWP catalyst site is a 57 acre undeveloped property located on the southeast shore of Lake Parker, directly north of US 92 and east of an electric power plant. A large active power plant is the main feature of the view into the City of Lakeland, while the other potential Combee Settlement brownfield sites are located in unincorporated Polk County. Historically the area was a white working class neighborhood. As the population aged, homes deteriorated and contributed to the blight in the area. As property values dropped, cheap rental properties proliferated, attracting many very low income families.

CFRPC proposes to use the community-wide assessment grant to work with the Combee Settlement CDP residents, area businesses, the City of Lakeland and Polk County to create an inventory of Brownfields sites with the potential for redevelopment, and to identify willing property owners, and conduct Phase I and Phase II environmental assessments. We will continue to coordinate with community residents and business owners, and other stakeholders from the AWP project to carry out effective community involvement to implement the strategies developed in the Area-wide plan. And we will extend our outreach to involve residents and stakeholders from the larger Combee Settlement CDP area. Funds are budgeted for health monitoring including a health impact assessment to promote the incorporation of healthy and sustainable development strategies in the redevelopment planning.

**Describing other sites in addition to the catalyst site could make this write up even stronger.**

ii) Provide demographic information about your targeted community including pertinent indicators of population, unemployment, poverty, minorities, and income such as those shown in the suggested table below, and clearly cite the sources of your data. [5 points] will likely remain 5 points

The 5,577 Combee Settlement CDP residents have high unemployment rates (13.4%) and poverty rates (32.4%). 20.1% of the households are receiving food stamps or Supplemental Nutrition Assistance Program (SNAP benefits). Per capita income is \$14,673 compared to \$26,551 for Polk County as a whole, and median household income is \$26,450 compared to \$41,325 for Polk County. Almost one quarter of the residents are Hispanic (24.4%) and 16.5% speak Spanish at home with 10.5% speaking English “less than very well”. According to the 2008-2012 American Community Survey 5-year estimates, the Combee Settlement is now home to 24.4% Hispanic or Latino residents, 5.4% Black or African American residents, and 70.0% white residents.

	Combee Settlement CDP	Polk County	Florida	United States
Population	5,577 <sup>1</sup>	616,158 <sup>3</sup>	19,057,542 <sup>3</sup>	308,745,538 <sup>1</sup>
Unemployment	13.4% <sup>5</sup>	8.7% <sup>2</sup>	8.8% <sup>3</sup>	8.3% <sup>2</sup>
Poverty Rate	32.8% <sup>5</sup>	26.7% <sup>3</sup>	12.4% <sup>3</sup>	15.1% <sup>3</sup>
% Minority	21.1% <sup>5</sup>	2.4% <sup>3</sup>	23.7% <sup>3</sup>	26.7% <sup>3</sup>
% Children	24.1% <sup>5</sup>	23.0% <sup>3</sup>	21.0% <sup>3</sup>	20.42%
% Over 65	12.5% <sup>5</sup>	18.8% <sup>3</sup>	17.6% <sup>3</sup>	13.7% <sup>3</sup>
% Hispanic	24.4% <sup>5</sup>	18.6% <sup>3</sup>	22.9% <sup>3</sup>	16.35%
Per Capita Income (\$)	14,673 <sup>5</sup>	20,358 <sup>3</sup>	26,551 <sup>3</sup>	26,530 <sup>3</sup>
Median Household Income (\$)	26,450 <sup>5</sup>	41,325 <sup>3</sup>	47,661 <sup>3</sup>	49,445 <sup>3</sup>
Free or Reduced Lunch Eligible	100% <sup>4</sup>	66.64% <sup>4</sup>	58.57% <sup>4</sup>	43.2% <sup>4</sup>
HHL DS Receiving Food Stamps	20.1% <sup>1</sup>	17.3%	14.1%	13.2%

- 1 2010 U.S. Census
- 2 Bureau of Labor Statistics
- 3 2011 American Community Survey
- 4 Series 2013 22D Education Information & Accountability Services Data Report
- 5 American Community Survey, 2008-2012, 5-year estimates

The important thing to remember with this section is to show well organized statistics and show your references.

iii) Describe your brownfields, as well as their proximity to, and effect on your targeted community. Provide information about the nature and extent of your brownfields such as past land uses and site activities, potentially related environmental issues or contaminants, and current conditions. Discuss the real or perceived negative environmental impacts associated with the brownfields. [5 points] will likely remain 5 points

Combee's large numbers of Brownfields are remnants of earlier industrial and commercial uses along the US 92 corridor, and the railroad lines that border the area to the south and east. The surrounding areas developed early due to the highway's role as the major connector for the east (Daytona Beach) and west coasts (Tampa) of Central Florida. Once a thriving commercial corridor, as the interstate system developed, businesses relocated, deteriorated or closed, leaving abandoned commercial and industrial sites, derelict buildings and potential environmental impairment. Many of the businesses are manufacturing and transportation-related with maintenance areas where solvents, paints, etc. were stored or used as fuel storage and distribution areas. Spills may have occurred in plant areas and along the two pipelines that border the CSX rail line adjacent to US 92, carrying jet and diesel fuels to Orlando. Regulatory listed sites in Polk County are noted in the table below. An environmental data search will be conducted to assist in identifying and inventorying the potential Brownfields sites in the entire Combee Settlement CDP. Anecdotal reports also indicate that there may be several illegal drug production facilities and other unlisted facilities that the residents and Sheriff's deputies can help identify.

<b>Polk County</b>	<b>#</b>	<b>Source</b>
Registered Underground Storage Tank Sites (not total no., assume two per site)	2,556	FDEP Storage Tank Database (Owner_53.xls)
Leaking Underground Storage Tanks (tanks with registered discharge)(LUST)	1,387	FDEP Tank Facility Discharge Database (Disch_53.xls)
Aboveground Storage Tanks (AST)	899	FDEP Tank Database (Tanks_53.xls)
Priority Dry Cleaners w/ documented impact	35	FDEP Database (Priority CInAll)
EPA Resource Conservation & Recovery Act (RCRA) sites		
RCRA Large Quantity Generators (LQG)	25	EPA RCRA Database
RCRA Small Quantity Generators (SQG)	188	EPA RCRA Database
RCRA Used Oil Handlers	14	EPA RCRA Database

Also including a table of specific sites in the corridor ready for assessment would be helpful.

iv) In addition to brownfields, provide a summary of other various cumulative environmental issues (e.g. siting of power plants, incinerators, industry, landfills, congested highways, or other sources of air, water and land pollution) or other environmental justice concerns which may be present. [5 points] will likely remain 5 points

As a low income, unincorporated community with little political influence, the Combee area has been and continues to be an easy target for siting unsightly and potentially hazardous uses. On the western boundary of the Combee Settlement is the City of Lakeland Larson Power Plant that was in active service since 1950. The McIntosh Power Plant, which is located on the north side of Lake Parker and immediately north of the Combee Settlement area has been the subject of contaminated groundwater related to coal ash waste. In 2010, MCL for arsenic was exceeded in 15 well monitoring 3 bearing zones. While the direct effects of water contamination on the neighborhood are unknown, this further demonstrates cumulative environmental effects on the Combee Settlement Area.

The industrial nature and the deteriorated condition of many of the previous (and current) uses on US-92 indicate that it is likely the use of hazardous or petroleum substances have not been in keeping with current safe handling standards. Many of the homes along Combee Road now house marginal small businesses that are likely small generators of hazardous waste. ~~Removed some sentences that positively described the water quality of the lake~~ Through the implementation of the federal Clean Water Act and the Florida Watershed Restoration Act, Lake Parker has been identified by the Florida Department of Environmental Protection as an impaired water body because of contamination by nutrient over enrichment by phosphates that promote the growth of high levels of algae. In addition, previous strip mining of the area to extract phosphates in the soil tends to concentrate naturally-occurring radiation, which can lead to high levels of radon in closed spaces such as homes. The Florida Department of Health, Bureau of Radiation Control provides radiation testing of soil and water samples taken during Phase II site assessment. CFEPC will collaborate with the Polk County Health Department's radon program to promote awareness of radon issues in the Combee Settlement area.

~~Should mention nearby landfills, Superfund sites, emergency response actions, chemical plants, and anything else that is going to cause harm to the environment.~~

**V.B.1.b. Impacts on Target Community (15 points) will likely decrease to 10 points**

i) Describe how the issues discussed in this section have resulted in a disproportionate impact on the targeted community. Provide information describing the threats to health or welfare of sensitive populations such as children, pregnant women, minority or low-income communities, or other sensitive groups in the targeted community potentially subject to environmental exposures, including brownfields. Discuss the impacts the brownfields have on public health or welfare of your targeted community. [15 points] will likely decrease to 10 points

Low income area residents typically experience a disproportionate burden of health issues from social and environmental problems. Prevalent health issues in Polk County suggest a disproportionate impact on the Combee Settlement, 18.7% of the area residents report having a disability compared to 14.6% of county residents. The US Census American Community Survey, 2008-2012 noted that 39.4% of Polk County dwelling units were built prior to 1980. In the Combee Settlement CDP 1,870 of 2,375 (78.5%) homes were built before 1979, indicating a strong potential for the presence of lead-based paint since it was not banned for residential use until 1978. US HUD reports most homes built pre-1960 contain leaded paint; many built through 1978 may also have leaded paint. When lead is absorbed, it can cause damage to the brain/other vital organs (e.g. kidneys, nerves, blood). Infants, children under 6, and pregnant women are most vulnerable and should be tested. Leaded paint in older housing is the most significant source of lead exposure for children. Testing of children in some states has found alarming levels of lead exposure far surpassing that associated with paint alone, indicating there could be significant systemic problems which should be addressed to protect a generation of children from debilitating health problems (ATSDR). US HUD reports children in low-income families are 8 times more likely to get lead poisoning. In the Combee Settlement area 32.8% of the children live in poverty, compared to 28% of Polk County children, 13% in the US and 24.8% in the state. All of the children in the local community qualify for free or reduced price lunches . (www.countyhealthrankings.org).

About one-third of Combee residents lack health insurance coverage (30.5%) and 44% have public coverage. There are no doctors, dentists, or hospitals located in the Combee Settlement. The lung cancer death rate in Polk County is 50.3% and the chronic lower respiratory death rate of 48.8% may be linked to smoking and air pollution. Obesity and lack of physical activity are major contributors to many health conditions, including: heart disease, colon cancer, osteoporosis, diabetes, depression, and hypertension. Seventy-one percent (71.5%) of Polk County residents are overweight or obese. Medical professionals have coined the term “Sedentary Death Syndrome” for the estimated 300,000+ preventable deaths per year resulting from the impacts of physical inactivity and poor nutrition.

Health Data	Polk	Florida
Adults – who are sedentary	25.9%	35.4%
Adults – overweight or obese	71.5%	65.0%
Licensed Physicians / 100,000 population	150.5	326.7
Licensed Dentists / 100,000 population	27.3	62.9
Hospital Beds / 100,000 population	299.4	320.1
Adult Smokers	21.2%	17.1%
Lung cancer death rate	50.3	45.4
Chronic lower respiratory disease death rate	48.8	39.0
Diabetes death rate	20.0	19.6
Heart failure death rate	10.8	9.0
Melanoma incidence rate	25.9	18.3
Birth to Moms 15-19yrs rate/1,000	41.8	29.6
Low birth weight (<2500 grams)	8.0	8.7
% over 25 with high school / equiv.	32.0%	25.6%
Adults who currently have asthma	9.3%	8.3%

[www.countyhealthrankings.org/print/florida](http://www.countyhealthrankings.org/print/florida) (date accessed 9/30/2013)

The residents of the Combee Settlement are disadvantaged in seeking the benefits of walking and biking in their neighborhood for both health and to seek training and employment. As documented in the *East Lake Parker / North Combee Neighborhood Assessment*, there are narrow substandard roads with no sidewalks, no paved shoulders and inadequate stormwater drainage. Both US 92 and Combee Road (SR 659) are heavily traveled highways with many driveways and lack of curbs putting pedestrians and bicyclists at risk. According to the Florida DOT this intersection has a high rate of vehicular accidents with many involving pedestrians and bicyclists. Redevelopment of parcels on these major roadways would result in property meeting current access standards which would improve safety for pedestrians and bicyclists.

Could be even stronger if a redevelopment plan along this corridor is identified with sidewalks and community areas for exercise. Also could be helpful to ties

**V.B.1.c. Financial Need (10 points)**

i) **Economic Conditions:** Describe why you, as an applicant, need this funding and are unable to draw on other sources of funding because of a small population, low income or other factors of the targeted community. Describe how local economic conditions may have been made worse due to industrial decline, plant closures, natural disasters, or other significant economic disruptions. [5 points] will likely stay 5 points

The CFRPC was established by State of Florida Statutes and through an inter-local agreement between five counties representing 30 local governments with a total land area of 7,247.51 square miles (almost the size of New Jersey). The Council has not been funded by the State for the past three years. Council programs are funded by small local government assessments, grants and contracts for services. There is no uncommitted funding for staff to provide the programmatic activities or to pay for carrying out the needed environmental assessments to promote cleanup and redevelopment of Brownfields sites. The unincorporated Combee Settlement area is served by Polk County, which has had substantial reductions in property tax revenues since the economic downturn. Between 2006 and 2012, Polk property tax revenues declined by 23% during the period resulting in reduced county services and programs. There is no local government or special district covering the Combee Settlement with resources or grant expertise to provide funding.

Good to include concrete number on tax revenue decrease, also include the natural disasters that have hit the area.

ii) **Economic Effects of Brownfields:** Elaborate on the demographic table above (Section V.B.1.a) and discuss the key economic effects (e.g. reduced tax base, lost jobs and business opportunities, depressed property values, ongoing costs to secure vacant properties, etc.) of the brownfields on the targeted community. Describe other economic effects associated with brownfields such as blight, property vacancy, community disinvestment, burden on municipal services etc. To the extent that this discussion may include quantitative estimates and statistics, clearly cite the sources of such data. [5 points] will likely stay 5 points

The loss of significant revenue to the County has crippled the County’s ability to make the public investments necessary to improve the Combee Settlement infrastructure to attract new businesses to the area and to encourage reinvestment by existing businesses. Depressed property values have fueled the rental market resulting in the transition from home ownership to absentee ownership noted earlier (45% of residents live in mostly single family rental housing). There is an 18.9% rental vacancy rate, discouraging investment and leading to further deterioration of blighted properties.

When coupled with the Combee residents’ low educational attainment (37.3% have no high school diploma) and earning power (median income for workers is \$23,338 which is 14.6% below the state level) and high unemployment, the downward economic spiral continues. Redevelopment to support diversified employment and access to training opportunities and enable entry level workers to develop their skills and earning power, is critical to all aspects of the quality of life and health and well-being of residents. (Statistics from American Community Survey 5-year estimates).

Educational Attainment (2008-2010 American Community Survey)	Combee Settlement CDP	Polk County	Florida	USA
No High School Diploma	37.3%	17.9%	14.2%	14.2%
Bachelor’s Degree or higher	5.0%	18.2%	26.2%	28.5%

Putting a dollar value on lost tax revenues and citing any plant closures and job losses could also be helpful,

**V.B.2. Project Description and Feasibility of Success (50 points) – will likely decrease to 40**

**V.B.2.a. Project Description (25 points)**

i) Describe the project that will be funded under this grant and how the project aligns with the targeted community’s land use and revitalization plans. In addition to the description of the grant-funded assessment work, describe the redevelopment strategy or projected redevelopment for the property or properties that are assessed. [10 Points] will likely stay 10 points

CFRPC will use the Community-wide Assessment grant funds to conduct assessment and related activities for the Combee Settlement CDP and to implement the assessment needs identified in the Area-wide Plan (AWP) developed in cooperation with community residents, business owners, Polk County, and the City of Lakeland. Assessments will be completed in accordance with AAI documentation requirements at 40 CFR Part 312 or comparable requirements using ASTM Standard 1527.05 by environmental consultants selected in accordance with the procurement requirements of the 40 CFR 31.36. Extension of the assessment activities to the larger Combee Settlement area will support the goals established in the AWP and bring the benefits of the planning effort to the larger community. The site reuse planning will encourage and whenever possible incorporate green building design, and on-site stormwater management to promote sustainable development and improve water quality. Cleanup planning will incorporate methods to recycle building materials to reduce costs and the use of landfills and include the potential for use of the previously awarded EPA revolving loan funds for subgrants and loans, as well as available public and private funds. Development of the AWP Catalyst Site and a recent private investment to expand a large manufacturing plant on US 92 will generate excitement and stimulate new interest in investment along the US 92 corridor. The Florida Department of Transportation (FDOT) will be constructing an upgrade to the intersection US 92 and Combee Road (SR 659) in 2015 for a total cost of \$1,990,070. One of the goals of both the East Lake Parker-North Combee AWP project is to draw attention to the needs of this long neglected community and to provide a road map for public and private investment. The contamination from previous uses and quantify the costs of cleanup to provide assurance to potential developers that the costs are manageable, investors fear taking on a huge burden of environmental risk. Overcoming this barrier to new investment is paramount to a successful revitalization of the business corridor and new job creation.

Always tie this section in to a community master plan or visioning.

ii) Describe the project management approach which will be used to ensure completion within 3 years (address timing of contractor procurement, site selection, and site access). [5 Points] will likely stay 5 points

To ensure a rapid startup, CFRPC will send letters to all of the property and business owners on the US 92 and Combee Road commercial and industrial corridors, informing them of the opportunity for financial assistance for assessment (and cleanup using the existing RLF for low interest loans) and inviting them to contact us for more information. An environmental database of regulatory listed sites in the Combee Settlement target area will be secured to help locate the most likely candidates for assistance. In addition, the working relationships with the, Central Florida Development Council, the City of Lakeland's economic development professionals and the Lakeland Economic Development Council, which are charged with recruiting new investors and reinvestment by existing businesses, will continue. Relationships with the commercial real estate brokerage and sales community, established during a previous assessment grant, will be reinvigorated.

A request for proposals will be prepared drawing on previous selection methods and a selection committee, composed of three staff and two knowledgeable professionals, will be established. Up to three environmental consultants, experienced with brownfields program requirements, document preparation and reporting obligations, will be selected to ensure timely completion of assessment assignments.

Should also mention site access.

iii) Site Selection:

For community-wide and assessment coalition proposals, describe the process for prioritizing and selecting sites to assess, and for obtaining access to those sites.

-OR-

For site-specific assessment proposals describe the existing conditions of the subject property including anticipated levels of contamination, size, and/or status of ownership of the site. [10 points] will likely decrease to 5 points

The foremost criterion for site selection is a willing property owner. Project staff will use all available means to locate, educate and enlist Brownfields property owners. Working closely with prospective buyers and investors can persuade reluctant property owners who fear discovery of environmental concerns that exist on their property. The economic development partners and the real estate community can also assist in obtaining access to properties for assessment. We will target the properties that either carry the greatest environmental risk based on previous uses or can provide the greatest benefit to the Combee Settlement community. The potential for job creation and training for community residents is the primary concern of the neighborhood. Building strong corporate partnerships to promote economic revitalization will ensure the sustainability of redevelopment efforts. In addition, assessing suitable sites for needed community facilities such as a community center, community gardens, parks, and passive recreation opportunities along Lake Parker will be high priority.

Access should be stressed more. Access = Ready to assess

**V.B.2.b. Task Description and Budget Table (20 points)**

i) Task Description: List the tasks required to implement the proposed project. Describe the work that will take place under each task including grant-funded work and any supplemental work or services necessary to carry out the project that will be funded by sources other than this grant. [15 points] will likely decrease to 10 points

The total Community-wide Assessment request is \$400,000 with 50% budgeted for Hazardous Materials and 50% for Petroleum.

**Task 1 Outreach:** Community outreach and engagement will be extended to the entire Combee Settlement population, property and business owners, and other stakeholders including Churches and other non-profit agencies serving the community. Strategic partnerships developed during the area-wide planning process will be expanded. \$800 has been budgeted for material development and printing, reproduction and postage, \$920 for travel, \$970 for contracted services and \$16,690 for personnel and fringe benefits for a total of \$19,380. **Slightly heavy on the personnel costs in all tasks.**

**Task 2 Inventory and Assessments:** CFRPC will conduct Phase I Environmental Site Assessments (ESA's) at up to 21 sites (21 ASTM-AAI compliant Phase I ESA's at \$3,500 each = \$73,500), and Phase II ESA's at up to 6 sites (6 Phase II ESA's @ \$20,000 each = \$120,000), one Generic Quality Assurance Project Plan (QAPP) estimated at \$6,700, and 6 Site-Specific QAPPS (6 @ \$3,500 each = \$21,000).. Salary and fringe benefits are budgeted at \$7,130. The total budgeted for inventory and assessment is \$228,330. **I would remove the word inventory from this task since this is already done also Phase IIs are usually >\$.**

**Task 3 Remediation and Reuse Planning:** Successful coordination with the community, businesses and property owners and economic development entities is critical to beneficial reuse of the properties assessed and the health of residents and the environment. Participation by experienced environmental consultants is required for environmentally sound, cost effective cleanup solutions and economic outcomes. \$47,300 is budgeted for reuse planning, including \$42,120 for contracted services and to develop Analysis of Brownfields Cleanup Alternatives (ABCAs) or reuse plans at a cost of \$7,500 each.

**Task 4 Programmatic Support:** \$6,000 is budgeted for required travel to state, regional and national Brownfields training meetings; \$600 for supplies, \$22,280 for personnel and benefits; and \$48,600 for contracted services for a total budget of \$77,480. Programmatic support includes updating the ACRES database on a regular basis, and all other programmatic support needed to comply with the Cooperative Agreement Terms and Conditions.

**Task 5 Public Health Monitoring:** \$27,510 is budgeted for public health monitoring of this sum, \$21,870 is planned for contracted services for health impact assessments, radon testing and other public health needs that become apparent. The remainder, \$5,640 will cover personnel and fringe benefit costs for coordination with health agencies and contractors. **Public Health monitoring rarely actually happens so a more concrete upfront plan would be helpful.**

ii) Budget Table: Using the sample table format in the RFP, indicate how EPA grant funds will be used for the specific tasks described above. Specify the costs by budget category. Include ONLY EPA grant funds in this table. [5 points] will likely remain 5 points

Budget Categories						
<b>Hazardous</b>	Task 1 - Outreach	Task 2 – Inventory / Assessment	Task 3 – Remediation / Reuse	Task 4 – Programmatic Support	Task 5 – Public Health Monitoring	<b>Total</b>
Personnel	5,800	2,465	1,800	7,740	1,960	19,765
Fringe Benefits	2,545	1,100	790	3,400		8,695
Travel	460			3,000		3,460
Supplies	400			300		700
Contractual	485	110,600	21,060	24,300	10,935	167,380
<b>Total</b>	<b>9,690</b>	<b>114,165</b>	<b>23,650</b>	<b>38,740</b>	<b>13,755</b>	<b>200,000</b>
<b>Petroleum</b>	Task 1 - Outreach	Task 2 – Inventory / Assessment	Task 3 – Remediation / Reuse	Task 4 – Programmatic Support	Task 5 – Public Health Monitoring	<b>Total</b>
Personnel	5,800	2,465	1,800	7,740	1,960	19,765
Fringe Benefits	2,545	1,100	790	3,400		8,695
Travel	460			3,000		3,460
Supplies	400			300		700
Contractual	485	110,600	21,060	24,300	10,935	167,380
<b>Total</b>	<b>9,690</b>	<b>114,165</b>	<b>23,650</b>	<b>38,740</b>	<b>13,755</b>	<b>200,000</b>
<b>Combined</b>	Task 1 - Outreach	Task 2 – Inventory / Assessment	Task 3 – Remediation / Reuse	Task 4 – Programmatic Support	Task 5 – Public Health Monitoring	<b>Total</b>
Personnel	11,600	4,930	3,600	15,480	3,920	<b>39,530</b>
Fringe Benefits	5,090	2,200	1,580	6,800	1,720	<b>17,390</b>
Travel	920			6,000		<b>8,920</b>
Supplies	800			600		<b>1,400</b>
Contractual	970	221,200	42,120	48,600	21,870	<b>334,760</b>
<b>Total</b>	<b>19,380</b>	<b>228,330</b>	<b>47,300</b>	<b>77,480</b>	<b>27,510</b>	<b>400,000</b>

Overall the table looks good but could be even stronger if more of the funds were going toward actual assessment, less in personnel, and a clear plan for the public health monitoring was outlined.

**V.B.2.c. Ability to Leverage [5 Points] will likely remain 5 points**

Describe other sources of funding or resources that you have or may be seeking to ensure the successful revitalization of brownfields sites assessed with this grant. This should include public or private resources (beyond this grant) to achieve assessment, cleanup, and/or redevelopment needs of brownfields sites.

If you are not yet able to identify sources of leveraged funding needed for this project, then provide a recent example where you or your project partners have successfully leveraged resources to achieve an environmental or revitalization goal of your community (not necessarily on a brownfields site). Attach copies of documentation to this proposal for any "firm leveraged" resources identified in this section. [5 points] will likely remain 5 points

The EPA cleanup subgrant and loan funds available from CFRPC's RLF Program will be promoted to assessment grantees to leverage private and public funding of new development. CFRPC will leverage the EPA Assessment funds by assisting property owners in getting State of Florida Brownfields designations on their properties to become eligible for State Brownfields financial incentives for new investment. As revenues improve, commitments from the County and City will be sought to include needed public improvements such as wastewater and stormwater facilities to replace outdated septic systems and provide the capacity to meet the needs of new factories and commercial users. CFRPC has a track record of turning assessments into new community investments. Thus far, more than \$10 million in new private investment was generated by an assessment completed under a 2009-2012 EPA grant. A new community health clinic is being built that has leveraged \$1.355 million in federal health dollars through grants to construct and operated the clinic. A third property assessed under the previous grant will house a public library once the cleanup (now underway) is completed.

This write up is a little sloppy but the gist of it is good, could be stronger if reference more potential sources for some of the sites yet to be redeveloped. If a potential grantee has CDBG funds this is a good place to mention that.

**V.B.3. Community Engagement and Partnerships (35 points) – will likely remain 35 points**

**V.B.3.a. Plan for Involving Targeted Community & Other Stakeholders; and Communicating Project Progress (15 points)**

Discuss your plan for involving the targeted community and other stakeholders (such as neighborhood organizations, citizens groups, property owners, lenders, business organizations and developers) in the planning and implementation of your project (which may include project planning, site selection for assessments, cleanup decisions, and reuse planning).

Describe your plans for communicating the progress of your project, addressing the needs of the targeted community, to community members. The description should include a discussion of why the plans identified are appropriate for the targeted community.

Note: Applicants may address this criterion by various means that show meaningful public engagement where information is shared and views and input are actively solicited, including public meetings, webinars, use of media, and internet forums. Applicants must demonstrate how they will engage the targeted community in meaningful ways to ensure success of the proposed project. [15 Points] will likely remain 15 points but be broken down into plan and progress (10 points and 5 points respectively)

Community members of the Combee Area Revitalization Effort (CARE) are already engaged as partners in the EPA-funded Area-wide planning process that began in October 2013 for a portion of the Combee Settlement Area and have endorsed the Assessment Grant proposal. Over the course of the next year and a half, CFRPC will reach out and engage other stakeholders including business and property owners, churches and non-profits serving the area. Six community meetings will be held to carry out community visioning for redevelopment of Brownfields sites, training events on minimizing the health risks from exposure to contaminants, and determine preferred site redevelopment scenarios such as new multifamily housing, a community center, job creating entities, and open space or parks. The expansion to the entire Combee Settlement area will enhance the opportunities for public engagement by involving more participants from each of the stakeholder groups previously mentioned in a series of meetings and workshops to determine assessment priorities and explore future uses. In addition to press and public notices of the meetings, flyers announcing meetings will be distributed in grocery bags at the local market, and after church services. Business and property owners will receive letters inviting them to a stakeholders meeting, with telephone follow up whenever possible to encourage their participation. All available means of reporting on the progress of the Assessment grant activities including local broadcast and print media, public cable TV, community radio, church and community newsletters, website and email blasts, as well as social media when appropriate, will be used.

**Be sure to include neighborhood groups and talk about communication barriers if they exist (i.e. a different language)**

Organization	Contact Person	Contact Information	Commitment
Polk County Board of County Commissioners	Jim DeGennaro, Community Development Manager	863-534-6444 330 W. Church St., Box 9005 Bartow, FL 33831	Demographic reports, project liaison, marketing
Florida Department of Environmental Protection (FDEP)	Mary Yeargan, Director SW District Office	813-632-7600 13051 N. Telecom Pkwy Temple Terrace, FL 33637	FDEP staff members will serve on the steering committee
Combee Area Revitalization Effort (CARE)	Lorna Neib, President	863-669-0185 3325 Oakland Rd. Lakeland, FL 33801	Meeting facilities, public outreach, marketing
Polk County Community Emergency Response Team (CERT)	Kim French	3325 Oakland Rd. Lakeland, FL 33801	Meeting participation, public outreach, advertising
Lakewood Park United Methodist Church	Rev. Sue Garcia, Pastor	863-665-1242 1140 N. Combee Rd. Lakeland, FL 33801	Meeting space and participation in committees
More than Hair	Melissa Tolbert, Business Owner	863-665-1533 1307 N. Combee Rd. Lakeland, FL 33801	Meeting participation and promotion
Homeowner	Elizabeth Toy	863-665-7959 2431 Golview St. Lakeland, FL 33801	Meeting Participation
Polk Vision	Sara Roberts, Executive Director	P.O. Box 1506 Highland City, FL 33846	Public outreach, advertising, participation
Lakeland Vision	Laura Rodriguez, Executive Director	P.O. Box 1582 Lakeland, FL 33802	Public outreach, participation
City of Lakeland	Jim Sudiale, Director Community Development	228 S. Massachusetts Ave Lakeland, FL 33802	Meeting participation, community/public information
Central Florida Development Council	David Peti, Executive Director	2701 Lake Myrtle Park Rd Auburndale, FL 32822	Advisory Participation, business redevelopment



**V.B.3.b. Partnerships with Government Agencies (10 points)**

Describe your current efforts and plans to initiate and develop new, or to access existing, partnerships with i) your local/state/tribal environmental and health agencies as applicable to your state and local procedures – please briefly explain your local environmental oversight structure; [5 Points] will likely remain 5 points

A task force of City and County staff has been formed to coordinate public planning efforts and provide input into the Area-wide plan. CFRPC has in place a Brownfields Steering Committee composed of City and County residents and staff, the Florida Department of Environmental Protection Brownfields Program staff, the Central Florida Development Council, and a commercial loan officer. We will also continue relationships established with the Polk County Department of Environmental and Public Health and the Florida Department of Health Bureau of Radiation Control on the previous assessment grant. CFRPC Agency Partners include:

Regional/local economic development groups: Central Florida Dev. Council, Lakeland Economic Development Council; Heartland 2060; Comprehensive Economic Dev. Strategies Committee (CEDS); Community Redevelopment Agencies; and the Polk Transportation Planning Organization.

US Dept. of Defense / Office of Economic Adjustment; US Departments of Transportation, Housing and Urban Development, Economic Development Administration; Enterprise Florida, FDEP Brownfields Program and the Office of Greenways and Trails; Florida Department of Health – Polk Health Dept.; Dept. of Emergency Management; Florida Regional Councils Association; SW Florida Water Management District; The Nature Conservancy.

Local non-profits & developers for both economic development & housing projects; Chambers of Commerce; Lakeland Vision; Polk Vision; CareerSourcePolk

Florida Polytechnic University; Polk State College; University of South Florida; Polk County Public Schools

Letters from many of these partners are included but it may also be helpful to include a little more in the write up about past projects where the agencies have worked together and how this hopefully will work for the proposed project.

Describe your current efforts and plans to initiate and develop new, or to access existing, partnerships with ii) other relevant federal, state, and local governmental agencies [5 Points] will likely remain 5 points

CFRPC combined this criteria with the one above and the reviewer did not look unfavorably on that but I would recommend separating them.

**V.B.3.c. Partnerships with Community Organizations (10 points)**

Describe your current efforts and plans to initiate and develop partnerships with community organizations and discuss how they will be involved in the planning and implementation of your project.

- Include a description of each organization involved in your project.
- Describe the role and affirm commitments that each of these organizations will make in planning and implementation of the project. EPA may conduct reference checks to ensure that organizations identified are supportive and involved with the brownfields project.
- Letters of Support - Attach to the proposal current letters from all of the community organizations you have listed. These letters should discuss their support of the project, and describe and affirm their roles and the commitments they make to the planning and implementation of the project. The numbers of partners is not as important as the contributions of their organization. [10 points] will likely remain 10 points but be broken down into 5 points for the relationships and 5 for the actual letters

Two community-based organizations committed to improvement of all aspects of the quality of life in the Combee Settlement are currently participating in the Area-wide Planning project; The Combee Area Revitalization Effort or CARE, and the Community Emergency Response Team or CERT. Although they have some overlapping leadership, their missions and participants differ. CARE is primarily concerned with the quality of life, promoting public improvements, cleaning up blight, and works closely with local churches to ameliorate poverty and homelessness, and other social welfare issues and the Polk County Sheriff's Office to address public safety issues. CERT members receive extensive training and have locally-based supplies to respond to public emergencies, such as hurricanes, severe storms, fires, support fire and police first responders, and assist residents in sheltering in place. The Lakeland Park Methodist Church Pastor and congregants are active in the AWP planning process. We will also reach out to the other local church leaders and congregations and a continued effort will be made to locate and engage additional community based organizations in the partnership. Perhaps because of the transient nature of many residents, thus far we have not been able to locate any other community-based organizations, but if any should be discovered we will make every effort to involve them in the assessment planning and decision making.

CFRPC put most of this information in the intro to this section but I would recommend keeping information in the specified section.

**V.B.4. Project Benefits (30 points) will likely decrease to 25 points**

**V.B.4.a. Health and/or Welfare and Environment (10 points)**

Describe the health and/or welfare and environmental benefits anticipated from this grant (or broader project).

Describe how these benefits will address the health and/or welfare and environmental challenges in the

Community Need section (Section V.B.1). [10 Points] will likely stay at 10 points but be broken down into two criteria

Many of the chronic diseases suffered by Combee Settlement and Polk County residents can be linked to poverty, environmental factors and lack of access to health care. The most important factor in improving residents' health outcomes is access to employment, better wages and health insurance that covers preventative care and early treatment of diseases. Addressing Polk County residents' high rates of deaths from heart failure, lung cancer and chronic respiratory diseases will require a long term, sustained effort involving many different strategies. Obesity rates and births to teen moms are high, at 41.8 Births per 1,000. Given the age of homes (78.5% were built before 1979) the presence of lead-based paint is likely as is radon, since the homes were built on previously mined lands. Assessment of contaminants in the soil and water will identify the environmental risks that impact residents' health, establish a framework for removing these risks from the environment, and enable job-producing redevelopment. Partnership with the Polk County and State Health Departments and the community organization, CARE, will be developed to promote testing for lead paint and radon. A health impact assessment will be conducted to develop a more targeted profile of the existing health conditions, evaluate potential health impacts, and provide strategies to manage any identified adverse health impacts of the Area-wide plan.

I would also mention increasing walkability to help public health.

**V.B.4.b. Environmental Benefits from Infrastructure Reuse/Sustainable Reuse (10 points)**

i. Describe how your community is using planning, policies, ordinances or other tools to foster and implement sustainable redevelopment. Provide examples which may be pertinent to the proposed project such as using existing infrastructure, green buildings, energy efficiency, water management, green remediation, construction and demolition materials recycling, diesel emissions reductions, and renewable energy. [5 Points] will likely remain 5 points

Polk County has been proactive in promoting smart growth and sustainability and has incorporated goals, objectives and policies within its Comprehensive Plan which provide the foundation for implementing sustainable redevelopment. The county through its Land Development Code, implements regulations for sustainable redevelopment which promote contiguous and compact growth patterns to minimize energy costs and conserve land, water, and natural resources, as well as encourage the integration of uses. The County requires the identification and mapping of potential brownfield sites in key urban locations to promote redevelopment of sites in close proximity to transit services. The County directs growth to existing urban areas and promotes public and private investment in green infrastructure. In addition, Polk County implements a Sustainable Development Program to encourage “green building” and sustainable development practices and implements recommendations of the Polk County Solid-Waste Management Resource-Recovery Master Plan with regards to resource-recovery, recycling, and volume-reduction programs.

Mention that brownfield area already has sewer and electrical lines and access to power.

ii. Provide one example of efforts you have taken in your planning to integrate equitable development or livability principles for cleanup and revitalization of brownfields, such as improved transportation choices, affordable housing, and other considerations as described on page 7 of the RFP. [5 Points] will likely decrease to 3 points

The 57-acre Catalyst Site for the Area-wide plan was selected because of its potential for development of environmentally-friendly, affordable, multifamily housing. The property is adjacent to a transit route that can offer a more environmentally-friendly and less costly transportation choice. The use of Green Building principles is envisioned and promoted in the Polk County land development code and building standards. The development of walking and biking trails is under consideration to maximize the location across from Lake Parker and promote active lifestyles. All of these potential investments can revitalize life in the Combee Settlement for existing residents and make it attractive to new residents and investors.

- Facilitate Meaningful Community Engagement in Planning and Land Use Decisions
- Promote Public Health and a Clean and Safe Environment
- Strengthen Existing Communities
- Provide Housing Choices
- Provide Transportation Options
- Improve Access to Opportunities and Daily Necessities
- Preserve and Build on the Features That Make a Community Distinctive

**V.B.4.c. Economic or non-Economic Benefits (Long-term Benefits) [10 points]**

i) Discuss economic benefits, such as increased employment and expanded tax base, through the redevelopment of sites assessed under this grant. Be as specific as possible;

-OR-

discuss other non-economic benefits associated with sites to be reused for greenspace or other not-for-profit activities. Examples may include areas redeveloped for uses such as parks, recreation areas, greenways, environmental buffers and other not-for-profit, governmental or charitable organization spaces libraries, schools, health centers, community centers, fire stations, etc. [5 Points] will likely remain 5 points

Assessment of Brownfields sites in the Combee Settlement will not only promote cleanup of contamination and blighted properties but will enable job-creating redevelopment in the commercial corridors. Freeing properties but will enable job-creating redevelopment in the commercial corridors. Freeing properties of real or perceived environmental risks will clear the way to attract new investment. Opening up new employment opportunities nearby can address several of the economic and social distress factors in the area, including poverty (20.6%), the high unemployment rate (16.3%), and households receiving food stamps (20.1%). Community facilities such as walking and biking trails, parks and a community center will promote healthier living that can lower risks of overweight or obesity (71.5%), and death from diabetes (20%) and sedentary death syndrome. New private investment in industrial, commercial facilities and housing development will all increase the tax base and funds available for public improvements by the City and the County to benefit this resource-poor area.

Try to quantify benefits to the extent possible (i.e. xxx\$ of expected tax revenue with redevelopment of a certain site, xxx jobs created, etc.) Can get numbers by looking at other redevelopment projects.

ii) Describe any planned efforts to promote local hiring and procurement or link members of the community to potential employment opportunities in brownfields assessment, cleanup, or redevelopment related to your proposed projects. Such efforts may include, but are not limited to partnering with local workforce development entities or Brownfields job training grantees. [5 Points] will likely decrease to 2 points

CFRPC will employ two strategies to promote local hiring. First, we will work with the developers of brownfields sites to promote jobs locally and create job ladders and training to enable workers to acquire the skills needed to advance in the work place. Second, we will work with the local workforce board, known as CareerSource Polk to enable recruiting, access to training resources, and use of their mobile unit to recruit from the Combee area

Mention whatever job resources your community has available.

**V.B.5. Programmatic Capability and Performance (40 Points) will likely remain 40 points**

V.B. 5. a. Programmatic Capability (24 Points) will likely increase to 28 points

Describe the organizational structure you will utilize to ensure the timely and successful expenditure of funds and completion of all technical, administrative and financial requirements of the project and grant. Include a brief discussion of the key staff including their roles, expertise, qualifications, and experience.

Describe the system(s) you have in place to appropriately acquire any additional expertise and resources (e.g. contractors or subawardees) required to successfully complete the project. Please refer to Section IV.E. and F. regarding contractors and subawards.

CFRPC has the ability to manage the grant through Helen Sears, Program Director/Bronwfields Project Manager, supported by qualified environmental consultants to support brownfields redevelopment activities. CFRPC's staff has extensive environmental project management experience and has successfully managed many state and federal grants. CFRPC will manage its brownfields program with procurement activities through its purchasing office, complying with all federal/state/agency requirements. Ms. Sears has 35+ years of experience in program design/management, planning & coordination, communication and grant writing, public relations / marketing, meeting planning, and grass roots community organization. CFRPC has successfully completed its EPA ARRA \$1,000,000 assessment grant and will meet all grant environmental/administrative requirements. CFRPC's Finance Dept. is headed by Kristen Guy. Audited annually, the accounting office will coordinate all assessment financial functions with the Project Director. CFRPC ensures compliance with program and comprehensive-planning requirements by incorporating approved accounting procedures, providing internal audits, and following grant requirements. CFRPC uses several reporting systems to comply with reporting requirements. Though the organization is small, it handles a variety of grants administrative/compliance requirements. All grants/contracts managed by CFRPC are current on reporting requirements and in compliance with all contract terms and conditions. CFRPC's reputation as a progressive organization and leader in the planning and community development fields have enabled it to retain/attract highly qualified individuals. CFRPC has procedures in place to ensure a smooth transition can occur if new project management is needed. Should employee turnover occur during the grant period, CFRPC has proven hiring procedures to ensure properly qualified/experienced personnel fill vacancies as quickly as possible.

Should try to have another employee working with the primary employee as well.

V.B.5. b. Audit Findings (2 Points) will likely remain 2 points

Describe any adverse audit findings. If you have had problems with the administration of any grants (e.g., compliance reporting, expenditure of funds), please describe how you have corrected, or are correcting, the problems. If you have not, please affirm that you have not had any adverse audit findings. Respond to this criterion regardless of whether or not you have had a federal or non-federal assistance agreement. [Failure to address this section will result in zero points for this factor.]

CFRPC's most recent audit was conducted for the year ending 9/20/13 by Clifton Larson Allen, LLP, no adverse findings were noted.

Even if adverse findings occur, state what is being done to correct this.

### **B.5. c. Past Performance and Accomplishments**

1. Compliance with grant requirements [7 Points]: will likely decrease to 5 points

Discuss your compliance with the work plan, schedule and terms and conditions....

Include a table listing 6 grants with the following categories:

Program, Funder, Amount, Balance Remaining, Award Date, Grant accomplishments.

Using a table format seems to be the best way to showcase past grants and include all necessary information so the reviewer can find out more if needed.

2. Accomplishments [7 Points]: will likely decrease to 5 points

Describe the accomplishments and specific outputs of your grant-funded program....

CFRPC put this in the table for the section above, that is fine or a paragraph highlighting accomplishments would be good too.