



## **Welcome to the CLU-IN Internet Seminar**

### **TABEZ - Free E-Tool to Facilitate Writing of EPA Assessment and Cleanup Grants**

Sponsored by: U.S. EPA Region 5

Delivered: September 8, 2010, 2:00 PM - 3:30 PM, EDT (18:00-19:30 GMT)

*Instructors:*

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*Deborah Orr, U.S. EPA Region 5 (orr.deborah@epa.gov)*

*Moderator:*

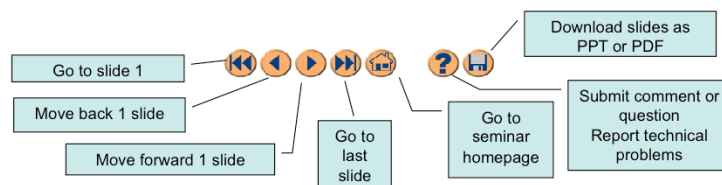
*Jean Balent, U.S. EPA, Technology Innovation and Field Services Division (balent.jean@epa.gov)*

*Visit the Clean Up Information Network online at [www.cluin.org](http://www.cluin.org)*

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# Housekeeping

- Please mute your phone lines, Do NOT put this call on hold
  - press \*6 to mute #6 to unmute your lines at anytime
- Q&A
- Turn off any pop-up blockers
- Move through slides using # links on left or buttons



- This event is being recorded
- Archives accessed for free <http://clu.in.org/live/archive/>

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Although I'm sure that some of you have these rules memorized from previous CLU-IN events, let's run through them quickly for our new participants.

Please mute your phone lines during the seminar to minimize disruption and background noise. If you do not have a mute button, press \*6 to mute #6 to unmute your lines at anytime. Also, please do NOT put this call on hold as this may bring delightful, but unwanted background music over the lines and interrupt the seminar.

You should note that throughout the seminar, we will ask for your feedback. You do not need to wait for Q&A breaks to ask questions or provide comments. To submit comments/questions and report technical problems, please use the ? Icon at the top of your screen. You can move forward/backward in the slides by using the single arrow buttons (left moves back 1 slide, right moves advances 1 slide). The double arrowed buttons will take you to 1<sup>st</sup> and last slides respectively. You may also advance to any slide using the numbered links that appear on the left side of your screen. The button with a house icon will take you back to main seminar page which displays our agenda, speaker information, links to the slides and additional resources. Lastly, the button with a computer disc can be used to download and save today's presentation materials.

With that, please move to slide 3.

Deborah Orr, Brownfields Coordinator  
Region 5  
TAB EZ Webinar

*Introduction*  
*September 2010*



# TAB EZ

([www.tabez.org](http://www.tabez.org))

Sabine E. Martin, Ph.D., P.G.

Center for Hazardous Substance Research  
Kansas State University  
September 2010



## Technical Assistance to Brownfield (TAB) Communities

- A national program
- Funded by EPA headquarters via grants to 4 different entities
- **Free** to communities
- K-State assists communities in EPA Regions 5 and 7



# EPA Regions



## TAB Assistance to Communities

- Tailored to specific community needs
- Typically coordinated through the city, tribal or non-profit brownfields project manager
- May include:
  - Help identifying funding sources for revitalization projects
  - Review of EPA and other grant applications
  - Help finding a consulting firm
  - Review of project plans, technical reports
  - Assistance with community outreach/involvement
  - Educational workshops and redevelopment visioning
  - Other assistance, as needed and agreed upon
- Communities accepted on a 'first come' basis
- Depends on staff/funding availability

# Special Projects

## Web - based software: TAB EZ

www.tabez.org



**TAB EZ**

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Welcome to TAB EZ

Technical Assistance to Brownfields communities (TAB) easy brownfields grant application (EZ) software program

IAB EZ is a grant writing tool to be used for preparation of EPA brownfields grant proposals. Currently, IAB EZ only addresses **assessment** and **cleanup** grants; RLF grant proposal outlines may be added at a later date.

What TAB EZ can do:

TAB EZ provides a framework for your proposal and provides strategies and links to reduce time in writing the proposal.

What IAB EZ can not do:

IAB EZ can not write a specific and compelling request for brownfield grant funding for you. It's your proposal and you need to incorporate your ideas and approach!

Using this tool is not a substitute for reading the grant guidelines!

While we put a lot of information from the guidelines into TAB EZ, there is also information we did not include. Please read the guidelines at the EPA brownfields web page. Also, a copy of the guidelines can be found in TAB EZ under "Resources".

Register prior to use:

While the use of TAB EZ is free, you must be a registered user to prepare a grant application via TAB EZ. Please register by clicking on "Register" in the upper right hand corner of the IAB EZ window.

**TAB EZ was updated to be consistent with the FY2011 brownfields grant guidelines.**

**!!!The deadline to submit your FY2011 grant proposal is October 15, 2010!!!**

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**TAB EZ TUTORIAL**



## TAB EZ



Free, online tool  
developed to  
simplify the EPA  
Brownfields grant  
application process



## Background

- Prototype developed by Purdue University with EPA TAB funding (Midwest Hazardous Substance Research Center)
- Center for Hazardous Substance Research at Kansas State University developed latest version, released on September 4, 2008

## WHY TAB EZ?

- Levels playing field for small/ rural communities, disadvantaged cities and towns and not-for-profits
- Tool is time and place independent: flexibility critical to community resources that are stretched to capacity
- Integrates brownfield education with support for all stakeholders

# What TAB EZ CAN and Can NOT do

## *TAB EZ can:*

- provide a framework for the Community's proposal
- provides strategies and links to reduce time in writing the proposal

## *TAB EZ cannot:*

- write a specific and compelling proposal for you  
**It's your proposal!**



TAB EZ is NOT a substitute  
for reading the grant  
guidelines!!!


## Features and Benefits to Users

- User friendly and can be accessed anytime at the user's own pace
- Integrates Brownfield education with online support: definitions, regulatory citations and pertinent federal/state web links
- Helpful Hints for every criteria to be addressed

## TAB Contacts

- Dr. Sabine Martin (Program Director)  
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- Blase Leven  
913-532-6519
- [baleven@ksu.edu](mailto:baleven@ksu.edu)

Web site: <http://www.engg.ksu.edu/chsr/outreach>



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## About

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**Kansas State University (KSU)**

Kansas State University provides subject matter expertise, application development and content to the TAB EZ application. KSU is a comprehensive research land-grant institution first serving students and the people of Kansas, and also the nation and the world. Since its founding in 1863, the University has evolved into a modern institution of higher education, committed to quality programs and responsive to a rapidly changing world and the aspirations of an increasingly diverse society. The **Center for Hazardous Substance Research (CHSR)** at KSU operates the Technical Assistance to Brownfields communities (TAB) program for EPA regions 5 and 7 with grant funding from the United States Environmental Protection Agency (EPA).

**CABEM Technologies**

CABEM provides the software development, application development and creative design expertise for TAB EZ. CABEM technologies designs, builds, provides and integrates IT solutions tailored to the needs of each customer with specialization in workflow automation, real time enterprise and custom software systems. Initially founded to help small to medium size businesses, today CABEM is providing solutions to progressive companies of all sizes, academic institutions and the military.

**United States Environmental Protection Agency (EPA)**

Funding for TAE EZ is provided by EPA through a grant to the KSU CHSR.



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2 / 20 58.9%

Find

**TAB EZ**

**TUTORIAL – USE TAB EZ TO WRITE A BROWNFIELDS GRANT PROPOSAL**

**HOME**

Register to use the proposal writing tools under Grant Applications

Navigate to other pages using the top toolbar

Use Quick Links to see specific TAB EZ content

Click an icon to open Grant Applications Home or the TAB EZ tutorial

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## Definitions

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### Assessment Grants

Funds to inventory, characterize, assess, and conduct cleanup planning and community involvement related to brownfield sites.

### Brownfields Law

The Small Business Liability Relief and Brownfields Revitalization Act requires the EPA to publish guidance to assist applicants in preparing proposals for grants to assess and clean up brownfield sites.

### Brownfields Program

EPA funding and support provided to states, communities, tribes, and nonprofits to prevent, inventory, assess, clean up, and reuse brownfield sites.

### Brownfields site

Real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of hazardous substances, pollutants, contaminants, controlled substances, petroleum or petroleum products, or is mine- or land- contaminated land. Includes all "real property," including residential, as well as commercial and industrial properties.

### Cleanup Grants

Funds to carry out cleanup activities at a specific brownfield site owned by the applicant.

### Construction & Demolition

An EPA initiative to recycle building materials. Resources and information available at <http://www.epa.gov/CDmaterials/recycle.htm>.

### Continuing Obligations

Applicants that own contaminated land should be aware that some CERCLA liability protections require that the site owner meet certain continuing obligations. For example, grantees must comply with land-use restrictions and institutional controls; take reasonable steps with respect to the hazardous substances on the property; cooperate with, assist, and allow access to authorized representatives; and comply with CERCLA information requests and subpoenas and provide legally required notices. For more information on the obligations of owners of contaminated property, see EPA's Common Elements Reference Sheet at <http://www.epa.gov/compliance/resources/policies/cleanup/superfund/common-ehem-ref.pdf>.

### Cost share

A contribution of money, labor, material or services that support eligible project activities and originate from a source other than EPA.

### Eminent domain

In public law, the right or power to take private property for public use.

### Environmental authority

A government agency or office empowered to make decisions regarding environmental policies and protections.

### Environmental buffers

Land left in its natural state or revegetated to provide a buffer between human activities and wildlife habitat.

### Environmental insurance

Insurance products that allow economic risks associated with brownfields to be quantified. This makes investment decision-making easier for developers and other investors and provides lenders confidence to make loans. Environmental insurance is one tool used in a larger risk management strategy.

### Environmental oversight

Usually, the U.S. EPA or the appropriate state agency provides oversight and approval of brownfields cleanup plans.

### Greenspace

Areas redeveloped for uses such as parks, recreation areas, greenways, or environmental buffers.

### Hazardous substance

Internet



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## Acronyms

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**40 CFR**  
Title 40 of the Code of Federal Regulations deals with the protection of the environment.

**70 FR**  
Volume 70 of the Federal Register, a published log of rules and regulations issued by the U.S. government before they go into effect. The Federal Register also prints information on the activities of every U.S. government agency.

**AAI**  
All appropriate inquiry refers to the requirements for assessing the environmental conditions of a property prior to its acquisition.

**ABCA**  
analysis of brownfield cleanup alternatives

**ACRES**  
The Assessment, Cleanup, & Redevelopment Exchange System is an on-line reporting tool. It has features to assist you with data entry, data submission, and tracking both new and historical data related to your grant or subject properties. ACRES tracks your data through each step of the EPA review process and maintains an archive of all data submitted for your later reference.

**Acronyms - printable list**   
A listing of common acronyms found in the EPA Brownfields Assessment and Cleanup Grant Guidelines.  
[Link >>>](#)

**ACS**  
American Community Survey

**AOR**  
authorized organization representative

**ASTM**  
The American Society for Testing and Materials is an international standards organization that develops and publishes voluntary consensus technical standards for a wide range of materials, products, systems, and services.

**BFPPs**  
bona fide prospective purchasers

**CERCLA**  
Comprehensive Environmental Response, Compensation and Liability Act, commonly known as Superfund


**CFDA**  
The Catalog of Federal Domestic Assistance is a listing of all federal programs available to State and local governments (including the District of Columbia), federally-recognized Indian tribal governments, Territories (and possessions) of the U.S., domestic public, quasi-public, and private profit and nonprofit organizations and institutions, specialized groups, and individuals.

**DUNS**  
Dun and Bradstreet (D&B) Data Universal Numbering System. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of over 100 million businesses worldwide.

**EE/CA**  
engineering evaluation/cost analysis

**EPA**  
Environmental Protection Agency

**ESA**



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## Resources

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The resources below are a collection of documents, links, and information to help support the proposal development process. To access the resources below, click on the title of the resource.

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[Cleanup Grant Application Helpful Hints](#)

[CHSR Citizen Briefs](#)

[Community Involvement](#)

[Definitions](#)

[DUNS Number](#)

[EPA Brownfields Grant Guidelines](#)

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## Help

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Below are directions for finding the TAB EZ tutorial, frequently asked questions (FAQs) about TAB EZ, and FAQs about EPA Brownfields grant applications. Prior to contacting the site administrators for help, please check the information below to see if the answer to your question is available.

## Contact Us

For help using TABEZ.

## FAQs - EPA Brownfields grants

A copy of the FAQs related to application for an EPA Brownfields Grant (downloaded August 12, 2009) may be found in the Resources section of TABEZ under both topic headings, "EPA Brownfields Grant Guidelines" and "Relevant Information from US EPA". The FAQs may also be found on the EPA website at this URL, <http://www.epa.gov/brownfields/applcat.htm>.

## FAQs - TAB EZ

Here you will find TAB EZ related FAQs.

## Tutorial

The tutorial for TABEZ may be opened as a PDF document from the left navigation bar under Quick Links or from the Resources page under Tutorial.





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## FAQs

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### Frequently Asked Questions

#### Can lost text be recovered?

No, not if you didn't save it.

#### How can I avoid losing the text that I typed into my grant proposal?

Save your work often by clicking on the save button at the bottom of the page. TAB EZ does not automatically save your work. Before selecting to view another page in TAB EZ, or to open a link outside of the proposal writing area, save your work.

#### How can I report a problem?

Please send your comments by using the Contact Us/Feedback feature. We will address all comments. Check "please contact me" if you want a reply from the TAB EZ team.

#### When I opened a link, the new page was outside of TAB EZ. How do I get back to TAB EZ?


Please use the back arrow of your browser to return to the previous page in TAB EZ.

#### Who Designed the TAB EZ Application

TAB EZ was first developed by Purdue University. The current improved version was designed by Kansas State University and Cabem Technologies, Inc.

#### Why Must I Register to Use TABEZ?

You may view TAB EZ content on the Home page, Resources, and Help. You may also use the Search feature to find content within TAB EZ. However, you must register to use the proposal writing feature under Grant Applications. When you register, a space is set up for you to write your proposal and collaborate with your proposal team. Other TAB EZ users cannot see your work, unless you invite specific participants.



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## Register

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You must be a registered user to use TAB EZ to prepare a grant application. Registration and use of this site is free. To register, fill out the information required below, then read and agree to the terms of use.

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Email

Password

\* Password must be at least 8 characters

Re-Type Password

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1. TAB EZ is newly released. There may be errors and omissions, and the software might not always function as intended. Please report any errors that you find.


2. TAB EZ provides information and helps the user write a brownfields assessment or cleanup grant proposal. It does not and cannot write

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### Welcome to TAB EZ

**Technical Assistance to Brownfields communities (TAB) easy brownfields grant application (EZ) software program**

TAB EZ is a grant writing tool to be used for preparation of EPA brownfields grant proposals. Currently, TAB EZ only addresses **assessment** and **cleanup** grants; RLF grant proposal outlines may be added at a later date.

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TAB EZ provides a framework for your proposal and provides strategies and links to reduce time in writing the proposal.

**What TAB EZ can not do:**

TAB EZ can not write a specific and compelling request for Brownfield grant funding for you. It's your proposal and you need to incorporate your ideas and approaches!

Using this tool is not a substitute for reading the grant guidelines!


While we put a lot of information from the guidelines into TAB EZ, there is also information we did not include. Please read the guidelines at the **EPA brownfields** web page. Also, a copy of the guidelines can be found in TAB EZ under "Resources".

**Register prior to use**


While the use of TAB EZ is free, you must be a registered user to prepare a grant application via TAB EZ. Please register by clicking on "Register" in the upper right hand corner of the TAB EZ window.

**TAB EZ was updated to be consistent with the FY2011 brownfields grant guidelines.**

**!!!The deadline to submit your FY2011 grant proposal is October 15, 2010!!!**




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#### Quick Links:

## Cleanup Grant Configuration

[Home](#) > [Grant Applications](#) > [cleansite](#) > [Application Configuration](#)

Please select the type of contamination on the site, hazardous substances, petroleum, or both. Your selection will determine which sections of the proposal outline are available for editing (adding text). Sections that are not required for the type of contamination you choose will be unavailable for editing. At any time, you may select "Application Configuration" under "In This Section" in the lefthand green sidebar to change these choices and the configuration of your proposal outline.

What type of contamination will be addressed with the grant funding?

- ☐ Hazard Substance  
☐ Petroleum  
☐ Both

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## Cleanup Grant Configuration

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Please select the type contamination on the site, hazardous substances, petroleum, or both. Your selection will determine which sections of the proposal outline are available for editing (adding text). Sections that are not required for the type of contamination you choose will be unavailable for editing. At any time, you may select "Application Configuration" under "In This Section" in the left hand green sidebar to change these choices and the configuration of your proposal outline.

What type of contamination will be addressed with the grant funding?

☐ Hazard Substance

☐ Petroleum

☒ Both

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### cleansite

EDIT NAME


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Before you submit your proposal(s) for a cleanup grant, please ensure all necessary documents are included in your submittal package. See the **checklist** for cleanup grants. Mailing instructions for your submittal can be found on page 20 of the guidelines.

Application area/section:	Last Contributor:	Date:	Status:	Char #:
Cleanup, Important Information, READ ME				<a href="#">VIEW</a>
III.C Threshold Criteria for Cleanup Grants				<a href="#">VIEW</a>
III.C.1 Applicant Eligibility				<a href="#">VIEW</a>
III.C.1.a Eligible Entity			0	<a href="#">EDIT</a>
III.C.1.b Site Ownership			0	<a href="#">EDIT</a>
III.C.2 Letter from the State or Tribal Environmental Authority			0	<a href="#">EDIT</a>
III.C.3 Site Eligibility and Property Ownership Eligibility				<a href="#">VIEW</a>
Site Eligibility				<a href="#">VIEW</a>
III.C.3.a Basic Site Information			0	<a href="#">EDIT</a>
III.C.3.b Status and History of Contamination at the Site			0	<a href="#">EDIT</a>
III.C.3.c Sites Ineligible for Funding			0	<a href="#">EDIT</a>
III.C.3.d Sites Requiring a Property-Specific Determination			0	<a href="#">EDIT</a>
III.C.3.e Environmental Assessment Required for Cleanup Proposals			0	<a href="#">EDIT</a>
Property Ownership Eligibility				<a href="#">VIEW</a>
III.C.3.f CERCLA §107 Liability			0	<a href="#">EDIT</a>
III.C.3.g Enforcement Actions			0	<a href="#">EDIT</a>
III.C.3.h Information on Liability and Defenses/Protections				<a href="#">VIEW</a>
III.C.3.h.i Information on the Property Acquisition			0	<a href="#">EDIT</a>
III.C.3.h.ii Timing and/or Contribution Toward Hazardous Substance Disposal			0	<a href="#">EDIT</a>
III.C.3.h.iii Pre-Purchase Inquiry			0	<a href="#">EDIT</a>
III.C.3.h.iv Post-Acquisition Uses			0	<a href="#">EDIT</a>
III.C.3.h.v Continuing Obligations			0	<a href="#">EDIT</a>
III.C.3.i Petroleum Sites			0	<a href="#">EDIT</a>
III.C.4 Cleanup Authority and Oversight Structure			0	<a href="#">EDIT</a>
III.C.5 Cost Share			0	<a href="#">EDIT</a>

V.B.1 Community Need (15 total points)			<a href="#">VIEW</a>
V.B.1.a Health, Welfare, and Environment (8 total points)	●	0	<a href="#">EDIT</a>
V.B.1.b Financial Need (7 total points)	●	0	<a href="#">EDIT</a>
V.B.2 Project Description and Feasibility of Success (40 total points)			<a href="#">VIEW</a>
V.B.2.a Project Description (10 total points)	●	0	<a href="#">EDIT</a>
V.B.2.b Budget for EPA Funding and Leveraging Other Resources (10 total points)	●	0	<a href="#">EDIT</a>
V.B.2.c Programmatic Capability (20 points total)			<a href="#">VIEW</a>
V.B.2.c.i Currently or Has Ever Received an EPA Brownfields Grant	●	0	<a href="#">EDIT</a>
V.B.2.c.ii Has Not Received an EPA Brownfields Grant but has received other federal or non federal assistance agreements	●	0	<a href="#">EDIT</a>
V.B.3 Community Engagement and Partnerships (15 total points)			<a href="#">VIEW</a>
V.B.3.a Plan for Involving the Affected Community (5 points)	●	0	<a href="#">EDIT</a>
V.B.3.b Partnerships (5 points)	●	0	<a href="#">EDIT</a>
V.B.3.c Key community-based organizations (5 points)	●	0	<a href="#">EDIT</a>
V.B.4 Project Benefits (30 points total)			<a href="#">VIEW</a>
V.B.4.a Welfare and/or Public Health (10 points)	●	0	<a href="#">EDIT</a>
V.B.4.b Economic Benefits and/or Greenspace (5 points)			<a href="#">VIEW</a>
V.B.4.b.i Economic Benefits	●	0	<a href="#">EDIT</a>
V.B.4.b.ii Other Non-Economic Benefits	●	0	<a href="#">EDIT</a>
V.B.4.c Environmental Benefits from Infrastructure Reuse/Sustainable Reuse (10 points)	●	0	<a href="#">EDIT</a>
V.B.4.d Plan for Tracking and Measuring Progress (5 points)	●	0	<a href="#">EDIT</a>
IV.C.2 Cleanup Grant Transmittal Letter			<a href="#">VIEW</a>
IV.C.2.a Applicant Identification	●	0	<a href="#">EDIT</a>
IV.C.2.b Funding Requested	●	0	<a href="#">EDIT</a>
IV.C.2.c Location	●	0	<a href="#">EDIT</a>
IV.C.2.d Property Name and complete site address, including zip code	●	0	<a href="#">EDIT</a>
IV.C.2.e Contacts	●	0	<a href="#">EDIT</a>
IV.C.2.f Date Submitted	●	0	<a href="#">EDIT</a>
Project Period	●	0	<a href="#">EDIT</a>
IV.C.2.h Population	●	0	<a href="#">EDIT</a>
Hardship Waiver Request	●	0	<a href="#">EDIT</a>
Cleanup Grant Character Count:		0	
Cleanup Grant Transmittal Letter Character Count:		0	
Hardship Waiver Character Count:		0	
All			

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**TAB EZ was updated to be consistent with the FY2011 brownfields grant guidelines.**

**!!!The deadline to submit your FY2011 grant proposal is October 15, 2010!!!**



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Application Name:	Owner:	Last Contributor:	Date:		
clean table	Sabine Martin	Sabine Martin	09/01/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
cleanboth4	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
cleanhaz4	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
cleanpetro4	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assessspecboth3	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assessspecpetro3	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assessspecchaz3	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assesswideboth3	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assesswidehaz3	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assesswidepetro	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assesswidepetro	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assessspecboth	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assessspecchaz1	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assessspecpetro	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
cleanpetro1	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assesswideboth	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assesswidepetro	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assesswidehaz	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assessspecboth	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assessspecpetro2	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assessspecpetro	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
assessspecchaz	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
cleanboth	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
cleanpetro	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>
cleanhaz	Sabine Martin	Sabine Martin	08/26/2009	<a href="#">EDIT</a>	<a href="#">DELETE</a>



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## cleanboth4

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Before you submit your proposal(s) for a cleanup grant, please ensure all necessary documents are included in your submittal package. See the [checklist](#) for cleanup grants. Mailing instructions for your submittal can be found on page 20 of the guidelines.


Application area/section:	Last Contributor:	Date:	Status:	Char #	
Cleanup, Important Information, READ ME					<a href="#">VIEW</a>
ILC Threshold Criteria for Cleanup Grants					<a href="#">VIEW</a>
ILC.1 Applicant Eligibility					<a href="#">VIEW</a>
ILC.1.a Eligible Entity	S. Martin	8/27/09		45	<a href="#">EDIT</a>
ILC.1.b Site Ownership	S. Martin	8/27/09		36	<a href="#">EDIT</a>
ILC.2 Letter from the State or Tribal Environmental Authority	S. Martin	8/27/09		64	<a href="#">EDIT</a>
ILC.3 Site Eligibility and Property Ownership Eligibility					<a href="#">VIEW</a>
Site Eligibility					<a href="#">VIEW</a>
ILC.3.a Basic Site Information	S. Martin	8/27/09		45	<a href="#">EDIT</a>
ILC.3.b Status and History of Contamination at the Site	S. Martin	8/27/09		104	<a href="#">EDIT</a>
ILC.3.c Sites Ineligible for Funding	S. Martin	8/27/09		69	<a href="#">EDIT</a>
ILC.3.d Sites Requiring a Property-Specific Determination	S. Martin	8/27/09		76	<a href="#">EDIT</a>
ILC.3.e Environmental Assessment Required for Cleanup Proposals	S. Martin	8/27/09		69	<a href="#">EDIT</a>
Property Ownership Eligibility					<a href="#">VIEW</a>
ILC.3.f CERCLA §101 Liability	S. Martin	8/27/09		60	<a href="#">EDIT</a>
ILC.3.g Enforcement Actions	S. Martin	8/27/09		29	<a href="#">EDIT</a>
ILC.3.h Information on Liability and Defenses/Protections					<a href="#">VIEW</a>
ILC.3.h.i Information on the Property Acquisition	S. Martin	8/27/09		54	<a href="#">EDIT</a>
ILC.3.h.ii Timing and/or Contribution Toward Hazardous Substance Disposal	S. Martin	8/27/09		101	<a href="#">EDIT</a>
ILC.3.h.iii Pre-Purchase Inquiry	S. Martin	8/27/09		55	<a href="#">EDIT</a>
ILC.3.h.iv Post-Acquisition Uses	S. Martin	8/27/09		61	<a href="#">EDIT</a>
ILC.3.h.v Continuing Obligations	S. Martin	8/27/09		26	<a href="#">EDIT</a>
ILC.3.i Petroleum Sites	S. Martin	8/27/09		56	<a href="#">EDIT</a>
ILC.4 Cleanup Authority and Oversight Structure	S. Martin	8/27/09		62	<a href="#">EDIT</a>
ILC.5 Cost Share				0	<a href="#">EDIT</a>

V.B.1 Community Need (15 total points)					<a href="#">VIEW</a>
V.B.1.a Health, Welfare, and Environment (8 total points)			0		<a href="#">EDIT</a>
V.B.1.b Financial Need (7 total points)			0		<a href="#">EDIT</a>
V.B.2 Project Description and Feasibility of Success (40 total points)					<a href="#">VIEW</a>
V.B.2.a Project Description (10 total points)			0		<a href="#">EDIT</a>
V.B.2.b Budget for EPA Funding and Leveraging Other Resources (10 total points)	S. Martin	8/27/09	4631		<a href="#">EDIT</a>
V.B.2.c Programmatic Capability (20 points total)					<a href="#">VIEW</a>
V.B.2.c.i Currently or Has Ever Received an EPA Brownfields Grant			0		<a href="#">EDIT</a>
V.B.2.c.ii Has Not Received an EPA Brownfields Grant but has received other federal or non-federal assistance agreements			0		<a href="#">EDIT</a>
V.B.3 Community Engagement and Partnerships (15 total points)					<a href="#">VIEW</a>
V.B.3.a Plan for Involving the Affected Community (5 points)			0		<a href="#">EDIT</a>
V.B.3.b Partnerships (5 points)			0		<a href="#">EDIT</a>
V.B.3.c Key community-based organizations (5 points)			0		<a href="#">EDIT</a>
V.B.4 Project Benefits (30 points total)					<a href="#">VIEW</a>
V.B.4.a Welfare and/or Public Health (10 points)			0		<a href="#">EDIT</a>
V.B.4.b Economic Benefits and/or Greenspace (5 points)					<a href="#">VIEW</a>
V.B.4.b.i Economic Benefits			0		<a href="#">EDIT</a>
V.B.4.b.ii Other Non-Economic Benefits			0		<a href="#">EDIT</a>
V.B.4.c Environmental Benefits from Infrastructure Reuse/Sustainable Reuse (10 points)			0		<a href="#">EDIT</a>
V.B.4.d Plan for Tracking and Measuring Progress (5 points)			0		<a href="#">EDIT</a>
IV.C.2 Cleanup Grant Transmittal Letter					<a href="#">VIEW</a>
IV.C.2.a Applicant Identification			0		<a href="#">EDIT</a>
IV.C.2.b Funding Requested			0		<a href="#">EDIT</a>
IV.C.2.c Location			0		<a href="#">EDIT</a>
IV.C.2.d Property Name and complete site address, including zip code			0		<a href="#">EDIT</a>
IV.C.2.e Contacts			0		<a href="#">EDIT</a>
IV.C.2.f Date Submitted			0		<a href="#">EDIT</a>
Project Period			0		<a href="#">EDIT</a>
IV.C.2.h Population			0		<a href="#">EDIT</a>
Hardship Waiver Request			0		<a href="#">EDIT</a>
Cleanup Grant Character Count:			5643		
Cleanup Grant Transmittal Letter Character Count:			0		
Hardship Waiver Character Count:			0		
All					

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## Start New Grant Application

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Application Type:

Assessment Grant

Application Name:

mytown

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## Assessment Grant Configuration

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Please select the type of assessment grant proposal you wish to write, community-wide or site-specific. Also, select the type of contamination you need to address, hazardous substances, petroleum, or both. Your selections will determine which sections of the proposal outline are available for editing (adding text). Sections that are not required for the type of grant and type of contamination you choose will be unavailable for editing. At any time, you may select "Application Configuration" under "In This Section" in the lefthand green sidebar to change these choices and the configuration of your proposal outline.

You are allowed to apply for more than one assessment grant. Open the [Assessment Grant Options Summary Table](#) to view your options.

Applicants exceeding the maximum number of proposals allowable for assessment grants will be contacted by EPA, prior to review of any of the proposals, to determine which proposals the applicant will withdraw from the competition.

- What type of contamination will be addressed with the grant funding?
- ☒ Hazard Substance  
☐ Petroleum  
☐ Both
- What is the scope of your proposed project?
- ☒ Community Wide  
☐ Site Specific

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## mytown

EDIT NAME

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Before you submit your proposal(s) for assessment grants, please ensure all necessary documents are included in your submittal package. See the [checklist](#) for assessment grants. Mailing instructions for your submittal can be found on page 20 of the guidelines.

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Assessment, Important Information, READ ME				<a href="#">VIEW</a>
III.C Threshold Criteria for Assessment Grants				<a href="#">VIEW</a>
III.C.1 Applicant Eligibility			0	<a href="#">EDIT</a>
III.C.2 Letter from the State or Tribal Environmental Authority			0	<a href="#">EDIT</a>
III.C.3 Site Eligibility and Property Ownership Eligibility (Site-Specific Proposals Only)				<a href="#">VIEW</a>
Site Eligibility				<a href="#">VIEW</a>
III.C.3.a Basic Site Information				
III.C.3.b Status and History of Contamination at the Site				
III.C.3.c Sites Ineligible for Funding				
III.C.3.d Sites Requiring a Property-Specific Determination				
Property Ownership Eligibility				<a href="#">VIEW</a>
III.C.3.e CERCLA §107 Liability				
III.C.3.f Enforcement Actions				
III.C.3.g Information on Liability and Defenses/Protections Where Applicant Does NOT Own the Site				
III.C.3.h Information on Liability and Defenses/Protections Where Applicant Owns the Site or Will Own the Site During the Performance of the Grant				
III.C.3.i Petroleum Sites				
V.B Ranking Criteria for Assessment Grants				<a href="#">VIEW</a>
V.B.1 Community Need (20 total points)				<a href="#">VIEW</a>
V.B.1.a Health, Welfare, and Environment (10 Points)			0	<a href="#">EDIT</a>
V.B.1.b Financial Need (10 total points)			0	<a href="#">EDIT</a>

 **TAB EZ**

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Sabine Martin has invited you to help  
write a brownfields grant proposal  
using the TAB EZ software at  
[www.tabez.org](http://www.tabez.org).

You have been invited to participate on  
the following TAB EZ project: mytown  
This project has been added to your  
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Grant Application Participants		
Name:	Email:	
Sheree Walsh	smw@ksu.edu	<a href="#">Remove</a>

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# Questions?



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## cleansite

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<a href="#">ILC Threshold Criteria for Cleanup Grants</a>				<a href="#">VIEW</a>
<a href="#">ILC Applicant Eligibility</a>				<a href="#">VIEW</a>
<a href="#">ILC.1.a Eligible Entity</a>				<a href="#">EDIT</a>
<a href="#">ILC.1.b Site Ownership</a>				<a href="#">EDIT</a>
<a href="#">ILC.2 Letter from the State or Tribal Environmental Authority</a>				<a href="#">EDIT</a>
<a href="#">ILC.3 Site Eligibility and Property Ownership Eligibility</a>				<a href="#">VIEW</a>
<a href="#">Site Eligibility</a>				<a href="#">VIEW</a>
<a href="#">ILC.3.a Basic Site Information</a>				<a href="#">EDIT</a>
<a href="#">ILC.3.b Status and History of Contamination at the Site</a>				<a href="#">EDIT</a>
<a href="#">ILC.3.c Sites Ineligible for Funding</a>				<a href="#">EDIT</a>
<a href="#">ILC.3.d Sites Requiring a Property-Specific Determination</a>				<a href="#">EDIT</a>
<a href="#">ILC.3.e Environmental Assessment Required for Cleanup Proposals</a>				<a href="#">EDIT</a>
<a href="#">Property Ownership Eligibility</a>				<a href="#">VIEW</a>
<a href="#">ILC.3.f CERCLA §107 Liability</a>				<a href="#">EDIT</a>
<a href="#">ILC.3.g Enforcement Actions</a>				<a href="#">EDIT</a>
<a href="#">ILC.3.h Information on Liability and Defense/Protection</a>				<a href="#">VIEW</a>
<a href="#">ILC.3.h.i Information on the Property Acquisition</a>				<a href="#">EDIT</a>
<a href="#">ILC.3.h.ii Timing and/or Contribution Toward Hazardous Substance Disposal</a>				<a href="#">EDIT</a>
<a href="#">ILC.3.h.iii Pre-Purchase Inquiry</a>				<a href="#">EDIT</a>
<a href="#">ILC.3.h.iv Post-Acquisition Uses</a>				<a href="#">EDIT</a>
<a href="#">ILC.3.h.v Continuing Obligations</a>				<a href="#">EDIT</a>
<a href="#">ILC.3.i Petroleum Sites</a>				<a href="#">EDIT</a>
<a href="#">ILC.4 Cleanup Authority and Oversight Structure</a>				<a href="#">EDIT</a>
<a href="#">ILC.5 Cost Share</a>				<a href="#">EDIT</a>



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## Cleanup, Important Information, READ ME

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**Narrative Proposal - General requirements**

The narrative proposal includes all applicable responses to threshold criteria (see section II. C. of the guidelines) and responses to all ranking criteria (see section V.B. of the guidelines). The narrative proposal must be clear, concise, and specifically address all of the applicable threshold and ranking criteria. Responses to the criteria must include the criteria number and title (TAB EZ will do this automatically for you) but need not restate the entire text of the criteria. Proposals must provide sufficient detail to allow for an evaluation of the merits of the proposal. Factual information about your proposed project and community must be provided. Do not include discussions of broad principles that are not specific to the proposed work or project covered by your proposal.

Make sure you address all required criteria and every component of the respective criteria. If it appears at first that a criterion is not applicable to your project, take a real hard look at your project to make sure there is absolutely nothing that is relevant to this particular criterion. Example: Unless a project involves creation of a park or other greenspace features, applicants often think that the "greenspace" criterion is not applicable to their project. However, most projects have some feature that does apply to greenspace creation/preservation, even if it is "only" the preservation of greenspace because a brownfield is being revitalized, instead of building on a greenfield. If you really cannot find a link between your project and a required criterion, say so and explain why. Provide an answer to every section of the proposal outline.

Aside from providing the required information in your proposal, be sure to link that information to your project. Example: If you quote statistics, be sure to explain why and how the figures are relevant to your project.

**Page Limitations, Required Font Size, Attachments:**

**The narrative proposal shall not exceed 18 single spaced pages.** Any pages submitted over the page limit will not be evaluated by EPA. When using TAB EZ, the program will count the characters of each section you write and give you that number under "Character Count" above the text box. On the "Application Outline" screen, you will see the total count for your narrative proposal as well as the individual character count for each section. As a guideline: An 18 page narrative with font size 12 will have between 60,000 and 70,000 characters.

The narrative proposal must be typed, on letter-sized paper, with a standard font size no smaller than 12 point and 1-inch margins. In TAB EZ, the font size is set by default to 12 and you will not be able to change that while working on your section text in TAB EZ.

Only required attachments are allowed by EPA. No other attachments will be considered.

Refer to the sections indicated in the grant outline for detailed instructions on what to include in your proposal.

**"Polishing" your Proposal**

After you export what you wrote in TAB EZ to a WORD document, make sure you read through your entire proposal and edit where necessary. Especially, you'll need to polish your transmittal letter as TAB EZ will only make sure you provide the required information. It is up to you to write a compelling transmittal letter.

**Availability of EPA to answer questions**

EPA regional brownfields coordinators will be available to answer eligibility questions and any questions general in nature pertaining to your grant application throughout the competition period. When in doubt, call EPA!

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## cleansite

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Before you submit your proposal(s) for a cleanup grant, please ensure all necessary documents are included in your submittal package. See the **checklist** for cleanup grants. Mailing instructions for your submittal can be found on page 20 of the guidelines.

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III.C Threshold Criteria for Cleanup Grants					<a href="#">VIEW</a>
III.C.1 Applicant Eligibility					<a href="#">VIEW</a>
III.C.1.a Eligible Entity			●	0	<a href="#">EDIT</a>
III.C.1.b Site Ownership			●	0	<a href="#">EDIT</a>
III.C.2 Letter from the State or Tribal Environmental Authority			●	0	<a href="#">EDIT</a>
III.C.3 Site Eligibility and Property Ownership Eligibility					<a href="#">VIEW</a>
Site Eligibility					<a href="#">VIEW</a>
III.C.3.a Basic Site Information			●	0	<a href="#">EDIT</a>
III.C.3.b Status and History of Contamination at the Site			●	0	<a href="#">EDIT</a>
III.C.3.c Sites Ineligible for Funding			●	0	<a href="#">EDIT</a>
III.C.3.d Sites Requiring a Property-Specific Determination			●	0	<a href="#">EDIT</a>
III.C.3.e Environmental Agreement Required for Cleanup Proposals			●	0	<a href="#">EDIT</a>
Property Ownership Eligibility					<a href="#">VIEW</a>
III.C.3.f CERCLA §107 Liability			●	0	<a href="#">EDIT</a>
III.C.3.g Enforcement Actions			●	0	<a href="#">EDIT</a>
III.C.3.h Information on Liability and Defenses/Protections					<a href="#">VIEW</a>
III.C.3.h.i Information on the Property Acquisition			●	0	<a href="#">EDIT</a>
III.C.3.h.ii Timing and/or Contribution Toward Hazardous Substance Disposal			●	0	<a href="#">EDIT</a>
III.C.3.h.iii Pre-Purchase Inquiry			●	0	<a href="#">EDIT</a>
III.C.3.h.iv Post-Acquisition Uses			●	0	<a href="#">EDIT</a>
III.C.3.h.v Continuing Obligations			●	0	<a href="#">EDIT</a>
III.C.3.i Petroleum Sites			●	0	<a href="#">EDIT</a>
III.C.4 Cleanup Authority and Oversight Structure			●	0	<a href="#">EDIT</a>
III.C.5 Cost Share			●	0	<a href="#">EDIT</a>



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## Edit cleansite

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Edit the content for this section of the application

Section Title: **Eligible Entity**

Section Instructions: Applicants must demonstrate how they are an eligible entity for a cleanup grant. Refer to the description of applicant eligibility in section III A. Who Can Apply? For entities other than cities, counties, tribes, or states, please attach documentation of your eligibility (e.g., resolutions, statutes, etc.). **If you are a nonprofit organization, you must provide documentation, as an attachment to this proposal, indicating nonprofit status. Failure to do so may render your proposal ineligible for review.** [HELPFUL HINT](#)

Character Count: Section Not Started

Comments:

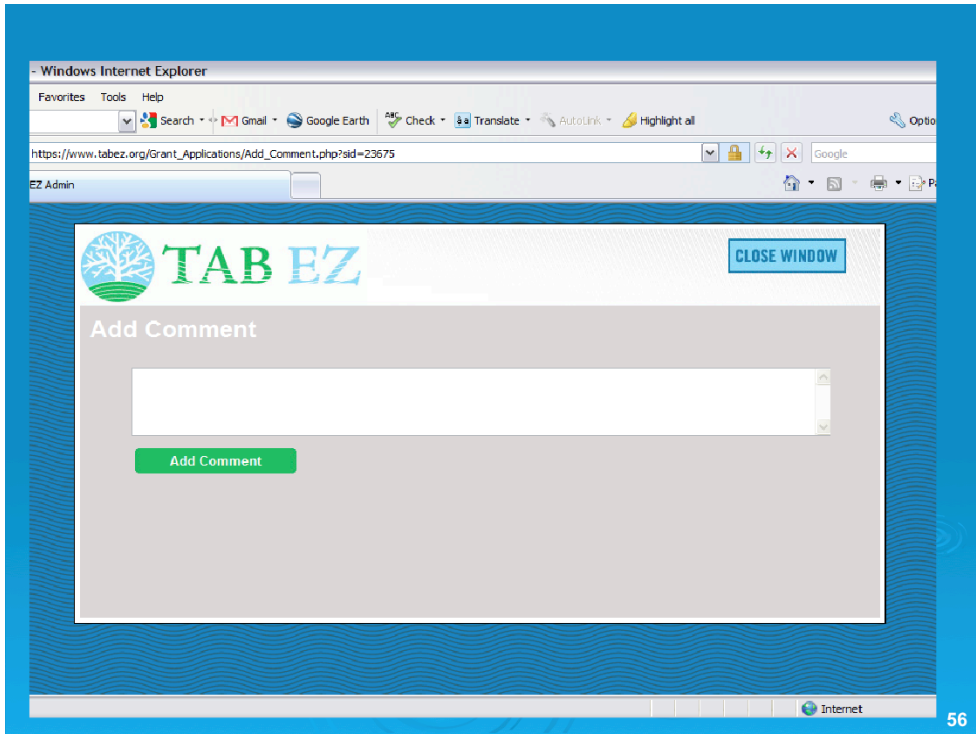
[Add Comment](#)

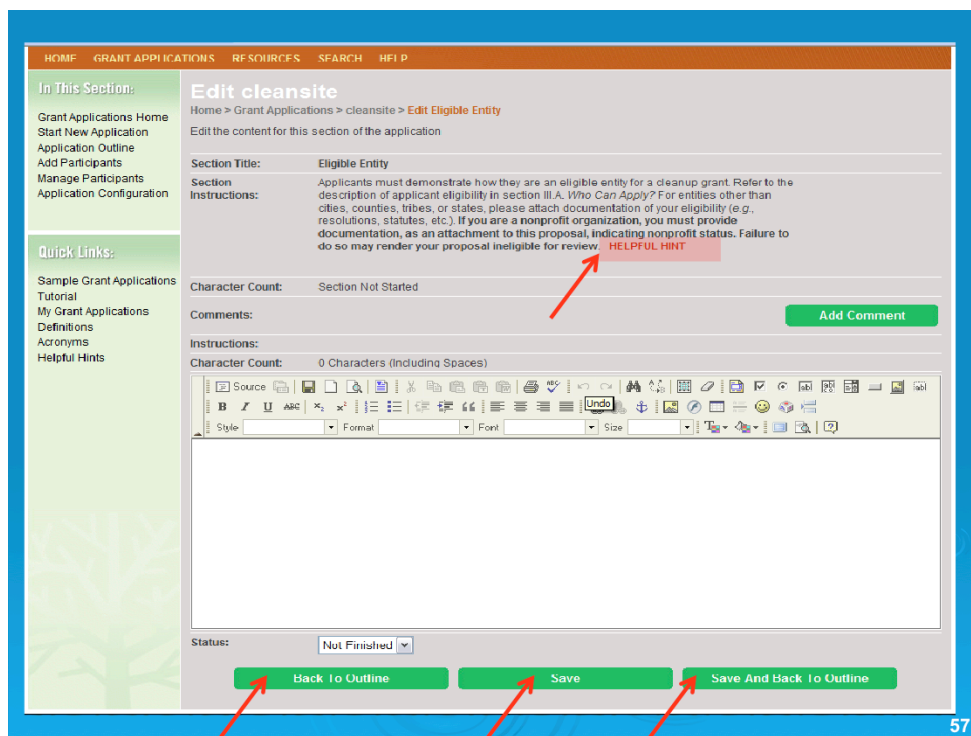
Instructions:

Character Count: 0 Characters (Including Spaces)

Rich text editor toolbar with various icons for text formatting, alignment, and insertion. Below the toolbar is a large text area for editing the content.

Status: **Not Finished**









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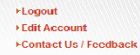
## cleansite

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Before you submit your proposal(s) for a cleanup grant, please ensure all necessary documents are included in your submittal package. See the **checklist** for cleanup grants. Mailing instructions for your submittal can be found on page 20 of the guidelines.

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Cleanup, Important Information, READ ME					<a href="#">VIEW</a>
III.C Threshold Criteria for Cleanup Grants					<a href="#">VIEW</a>
III.C.1 Applicant Eligibility					<a href="#">VIEW</a>
III.C.1.a Eligible Entity			●	0	<a href="#">EDIT</a>
III.C.1.b Site Ownership			●	0	<a href="#">EDIT</a>
III.C.2 Letter from the State or Tribal Environmental Authority			●	0	<a href="#">EDIT</a>
III.C.3 Site Eligibility and Property Ownership Eligibility					<a href="#">VIEW</a>
Site Eligibility					<a href="#">VIEW</a>
III.C.3.a Basic Site Information			●	0	<a href="#">EDIT</a>
III.C.3.b Status and History of Contamination at the Site			●	0	<a href="#">EDIT</a>
III.C.3.c Sites Ineligible for Funding			●	0	<a href="#">EDIT</a>
III.C.3.d Sites Requiring a Property-Specific Determination			●	0	<a href="#">EDIT</a>
III.C.3.e Environmental Assessment Required for Cleanup Proposals			●	0	<a href="#">EDIT</a>
Property Ownership Eligibility					<a href="#">VIEW</a>
III.C.3.f CERCLA §107 Liability			●	0	<a href="#">EDIT</a>
III.C.3.g Enforcement Actions			●	0	<a href="#">EDIT</a>
III.C.3.h Information on Liability and Defenses/Protections					<a href="#">VIEW</a>
III.C.3.h.i Information on the Property Acquisition			●	0	<a href="#">EDIT</a>
III.C.3.h.ii Timing and/or Contribution Toward Hazardous Substance Disposal			●	0	<a href="#">EDIT</a>
III.C.3.h.iii Pre-Purchase Inquiry			●	0	<a href="#">EDIT</a>
III.C.3.h.iv Post-Acquisition Uses			●	0	<a href="#">EDIT</a>
III.C.3.h.v Continuing Obligations			●	0	<a href="#">EDIT</a>
III.C.3.i Petroleum Sites			●	0	<a href="#">EDIT</a>
III.C.4 Cleanup Authority and Oversight Structure			●	0	<a href="#">EDIT</a>
III.C.5 Cost Share			●	0	<a href="#">EDIT</a>



Edit the content for this section of the application

Section **Continuing Obligations**

Please confirm your commitment to:

- ### HELPFUL HINTS

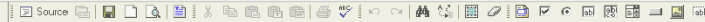
Comments:

Comments:

Add Comment

Instructions:

Character Count: 0 Characters (Including Spaces)





Application Name

V.B.1 Community Need (15 total points)			<a href="#">VIEW</a>
V.B.1.a Health, Welfare, and Environment (8 total points)	●	0	<a href="#">EDIT</a>
V.B.1.b Financial Need (7 total points)	●	0	<a href="#">EDIT</a>
V.B.2 Project Description and Feasibility of Success (40 total points)			<a href="#">VIEW</a>
V.B.2.a Project Description (10 total points)	●	0	<a href="#">EDIT</a>
V.B.2.b Budget for EPA Funding and Leveraging Other Resources (10 total points)	●	0	<a href="#">EDIT</a>
V.B.2.c Programmatic Capability (20 points total)			<a href="#">VIEW</a>
V.B.2.c.i Currently or Has Ever Received an EPA Brownfields Grant	●	0	<a href="#">EDIT</a>
V.B.2.c.ii Has Not Received an EPA Brownfields Grant but has received other federal or non-federal assistance agreements	●	0	<a href="#">EDIT</a>
V.B.3 Community Engagement and Partnerships (15 total points)			<a href="#">VIEW</a>
V.B.3.a Plan for Involving the Affected Community (5 points)	●	0	<a href="#">EDIT</a>
V.B.3.b Partnerships (5 points)	●	0	<a href="#">EDIT</a>
V.B.3.c Key community-based organizations (5 points)	●	0	<a href="#">EDIT</a>
V.B.4 Project Benefits (30 points total)			<a href="#">VIEW</a>
V.B.4.a Welfare and/or Public Health (10 points)	●	0	<a href="#">EDIT</a>
V.B.4.b Economic Benefits and/or Greenspace (5 points)			<a href="#">VIEW</a>
V.B.4.b.i Economic Benefits	●	0	<a href="#">EDIT</a>
V.B.4.b.ii Other Non-Economic Benefits	●	0	<a href="#">EDIT</a>
V.B.4.c Environmental Benefits from Infrastructure Reuse/Sustainable Reuse (10 points)	●	0	<a href="#">EDIT</a>
V.B.4.d Plan for Tracking and Measuring Progress (5 points)	●	0	<a href="#">EDIT</a>
IV.C.2 Cleanup Grant Transmittal Letter			<a href="#">VIEW</a>
IV.C.2.a Applicant Identification	●	0	<a href="#">EDIT</a>
IV.C.2.b Funding Requested	●	0	<a href="#">EDIT</a>
IV.C.2.c Location	●	0	<a href="#">EDIT</a>
IV.C.2.d Property Name and complete site address, including zip code	●	0	<a href="#">EDIT</a>
IV.C.2.e Contacts	●	0	<a href="#">EDIT</a>
IV.C.2.f Date Submitted	●	0	<a href="#">EDIT</a>
Project Period	●	0	<a href="#">EDIT</a>
IV.C.2.h Population	●	0	<a href="#">EDIT</a>
Hardship Waiver Request	●	0	<a href="#">EDIT</a>
Cleanup Grant Character Count:		0	
Cleanup Grant Transmittal Letter Character Count:		0	
Hardship Waiver Character Count:		0	
All			

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## Edit clean1

Home > Grant Applications > clean1 > Edit Budget for EPA Funding and Leveraging Other Resources (10 Points)

Edit the content for this section of the application

Section Title: Budget for EPA Funding and Leveraging Other Resources (10 Points)

Section Instructions: Here you will create your budget table and write your budget narrative outlining and explaining your project tasks.

Character Count: Section Not Started

Comments:

Add Comment

#### Instructions:

##### V.B.2.b.i Budget Table (5 points)

Use the budget table tool below to identify specific tasks for which EPA funding will be used. Show the costs (by budget category) associated with each task. Applicants requesting hazardous substance and petroleum funding in the same proposal must provide either two separate budget tables, or two separate line items within one budget table, that shows the planned petroleum and hazardous substance funded activities. In addition to the budget table, describe each task in detail, including the basis for the estimated cost as well as the projected outputs where possible (e.g., five tank pulls at a cost of \$13,000 per tank for a total of \$65,000). (Refer to Section I.E. of the guidelines for a definition and examples of "outputs").

Do not include tasks for activities or costs that are ineligible uses of funds under EPA's cleanup grant (e.g., land acquisition, building demolition that is not necessary to cleanup contamination at the site, building or site preparation, or administrative costs, such as indirect costs). Please refer to the Brownfields FAQ at [http://www.epa.gov/brownfields/proposal\\_guides/FY11\\_FAQs.pdf](http://www.epa.gov/brownfields/proposal_guides/FY11_FAQs.pdf) for additional examples of ineligible uses of funds. For questions not covered by the FAQ, contact your Regional Coordinator.

Reminder on additional use of grant funds described in Section I.B of the guidelines: A local government (does not include state or tribal governments) may use up to 10 percent of its grant funds for health monitoring of populations, monitoring and enforcement of institutional control(s), or other related program development and implementation activities.

#### Setting up your Budget Table:

Follow the instructions in the text box below and the sample budget table from the guidelines will come up. Note: You will have to scroll down to see all the instructions. Do not forget to save once you entered your data!

Inspecting your own Budget Table:

[http://www.epa.gov/brownfields/proposal\\_guides/111\\_FAQS.pdf](http://www.epa.gov/brownfields/proposal_guides/111_FAQS.pdf) for additional examples of ineligible uses or funds. For questions not covered by the FAQ, contact your Regional Coordinator.

Reminder on additional use of grant funds described in Section I.B of the guidelines: A local government (does not include state or tribal governments) may use up to 10 percent of its grant funds for health monitoring of populations, monitoring and enforcement of institutional control(s), or other related program development and implementation activities.

**Setting up your Budget Table:**

Follow the instructions in the text box below and the sample budget table from the guidelines will come up. Note: You will have to scroll down to see all the instructions. Do not forget to save once you entered your data!

**Importing your own Budget Table:**

Prior to importing your own table, delete the text in the text box below, then paste your own table in. Don't forget to write your narrative below your own table after importing.

**Budget Narrative**

Write your budget narrative describing your different tasks in detail in the text box below after you complete the budget table.

**HELPFUL HINTS**

**Character Count:** 0 Characters (Including Spaces)

Source [Icons] [Font] [Size] [Color] [Background Color] [Table] [Budget Table]

(Click the "Budget Table" button in the above toolbar (right side, bottom row), then make entries into table. To edit an earlier version that was saved, either click the button or right click on table and select "Budget Table". **Remove this message before you submit your grant.**)

**1** Travel to brownfields-related training conferences is an acceptable use of these grant funds.

**2** EPA defines equipment as items that cost \$5,000 or more with a useful life of more than one year. Items costing less than \$5,000 or, generally, equipment is not required for assessment grants.

### New Budget Table

Simply click a cell in the table below to edit it. When you update a cell, the totals in the table will automatically update for you. Use the buttons below the table to add and remove rows and columns.

BUDGET CATEGORIES	PROJECT TASKS						
	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	TOTAL
(programmatic costs only)							
Personnel							0
Fringe Benefits							0
Travel <sup>1</sup>							0
Equipment <sup>2</sup>							0
Supplies							0
Contractual <sup>3</sup>							0
Other (specify) _____							0
TOTAL	0	0	0	0	0	0	0
COST SHARE							0

Add Row	Add Column	Remove Row	Remove Column
---------	------------	------------	---------------

<sup>†</sup> *Wanted for homicide-related activities nationwide in an unresolvable case of the same name.*

{Click the "Budget Table" button in the above toolbar (right side, bottom row), then make entries into table. To edit an earlier version that was saved, either click the button or right click on table and select "Budget Table". Remove this message before you submit your grant.}



65



V.B.2.b Budget for EPA Funding and Leveraging Other Resources (10 Points)	S. Martin	8/31/10	2257	EDIT
V.B.2.c Programmatic Capability and Past Performance (20 Total Points)			0	EDIT
V.B.3 Community Engagement and Partnerships (15 Total Points)				VIEW
V.B.3.a Plan for Involving the Affected Community (5 Points)			0	EDIT
V.B.3.b Partnerships (5 Points)			0	EDIT
V.B.3.c Key community-based organizations (5 Points)			0	EDIT
V.B.4 Project Benefits (30 Total Points)				VIEW
V.B.4.a Welfare and/or Public Health (10 Points)			0	EDIT
V.B.4.b Economic Benefits and/or Greenspace (5 Points)				VIEW
V.B.4.b.i Economic Benefits			0	EDIT
V.B.4.b.ii Other Non-Economic Benefits			0	EDIT
V.B.4.c Environmental Benefits from Infrastructure Reuse/Sustainable Reuse (10 points)			0	EDIT
V.B.4.d Plan for Tracking and Measuring Progress (5 Points)			0	EDIT
IV.C.2 Cleanup Grant Transmittal Letter				VIEW
IV.C.2.a Applicant Identification			0	EDIT
IV.C.2.b Applicant DUNS number			0	EDIT
IV.C.2.c Funding Requested			0	EDIT
IV.C.2.d Location			0	EDIT
IV.C.2.e Property Name and complete site address, including zip code			0	EDIT
IV.C.2.f Contacts			0	EDIT
IV.C.2.g Date Submitted			0	EDIT
IV.C.2.h Project Period			0	EDIT
IV.C.2.i Population			0	EDIT
Hardship Waiver Request			0	EDIT
Cleanup Grant Character Count:			2257	
Cleanup Grant Transmittal Letter Character Count:			0	
Hardship Waiver Character Count:			0	
All				

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### Edit cleansite

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Edit the content for this section of the application

Section Title: Applicant Identification

Section Instructions: Provide the name and full address of the entity applying for funds. This is the agency or organization that will be receiving the grant and will be accountable to EPA for the proper expenditure of funds.

Character Count: Section Not Started

Comments:

[Add Comment](#)

Instructions:

Character Count: 0 Characters (including Spaces)

Rich text editor toolbar with icons for Bold, Italic, Underline, Bulleted List, Numbered List, Indent, Outdent, Link, Unlink, Image, Table, Undo, Redo, and others. Below the toolbar is a large text area for editing the content.

Status:

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[Save](#)

[Save And Back To Outline](#)



Application Name

V.B.1 Community Need (15 total points)			<a href="#">VIEW</a>
V.B.1.a Health, Welfare, and Environment (8 total points)	●	0	<a href="#">EDIT</a>
V.B.1.b Financial Need (7 total points)	●	0	<a href="#">EDIT</a>
V.B.2 Project Description and Feasibility of Success (40 total points)			<a href="#">VIEW</a>
V.B.2.a Project Description (10 total points)	●	0	<a href="#">EDIT</a>
V.B.2.b Budget for EPA Funding and Leveraging Other Resources (10 total points)	●	0	<a href="#">EDIT</a>
V.B.2.c Programmatic Capability (20 points total)			<a href="#">VIEW</a>
V.B.2.c.i Currently or Has Ever Received an EPA Brownfields Grant	●	0	<a href="#">EDIT</a>
V.B.2.c.ii Has Not Received an EPA Brownfields Grant but has received other federal or non-federal assistance agreements	●	0	<a href="#">EDIT</a>
V.B.3 Community Engagement and Partnerships (15 total points)			<a href="#">VIEW</a>
V.B.3.a Plan for Involving the Affected Community (5 points)	●	0	<a href="#">EDIT</a>
V.B.3.b Partnerships (5 points)	●	0	<a href="#">EDIT</a>
V.B.3.c Key community-based organizations (5 points)	●	0	<a href="#">EDIT</a>
V.B.4 Project Benefits (30 points total)			<a href="#">VIEW</a>
V.B.4.a Welfare and/or Public Health (10 points)	●	0	<a href="#">EDIT</a>
V.B.4.b Economic Benefits and/or Greenspace (5 points)			<a href="#">VIEW</a>
V.B.4.b.i Economic Benefits	●	0	<a href="#">EDIT</a>
V.B.4.b.ii Other Non-Economic Benefits	●	0	<a href="#">EDIT</a>
V.B.4.c Environmental Benefits from Infrastructure Reuse/Sustainable Reuse (10 points)	●	0	<a href="#">EDIT</a>
V.B.4.d Plan for Tracking and Measuring Progress (5 points)	●	0	<a href="#">EDIT</a>
IV.C.2 Cleanup Grant Transmittal Letter			<a href="#">VIEW</a>
IV.C.2.a Applicant Identification	●	0	<a href="#">EDIT</a>
IV.C.2.b Funding Requested	●	0	<a href="#">EDIT</a>
IV.C.2.c Location	●	0	<a href="#">EDIT</a>
IV.C.2.d Property Name and complete site address, including zip code	●	0	<a href="#">EDIT</a>
IV.C.2.e Contacts	●	0	<a href="#">EDIT</a>
IV.C.2.f Date Submitted	●	0	<a href="#">EDIT</a>
Project Period	●	0	<a href="#">EDIT</a>
IV.C.2.h Population	●	0	<a href="#">EDIT</a>
Hardship Waiver Request	●	0	<a href="#">EDIT</a>
Cleanup Grant Character Count:		0	
Cleanup Grant Transmittal Letter Character Count:		0	
Hardship Waiver Character Count:		0	

All

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**III.C.5 Cost Share**

**III.C.6 Community Notification**

**V.B. Ranking Criteria for Cleanup Grants**

**V.B.1 Community Need (15 total points)**

**V.B.1.a Health, Welfare, and Environment (8 total points)**


**V.B.1.b Financial Need (7 total points)**

**V.B.2 Project Description and Feasibility of Success (40 total points)**

**V.B.2.a Project Description (10 total points)**

**V.B.2.b Budget for EPA Funding and Leveraging Other Resources (10 total points)**

Budget Categories	Project Tasks						
(programmatic costs only)	[Task 1]	[Task 2]	[Task 3]	[Task 4]	[Task 5]	[Task 6]	Total
Personnel							


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TAB EZ is a grant writing tool to be used for preparation of EPA brownfields grant proposals. Currently, TAB EZ only addresses **assessment** and **cleanup** grants; RLF grant proposal outlines may be added at a later date.

**What TAB EZ can do:**

TAB EZ provides a framework for your proposal and provides strategies and links to reduce time in writing the proposal.

**What TAB EZ can not do:**

TAB EZ can not write a specific and compelling request for Brownfield grant funding for you. It's your proposal and you need to incorporate your ideas and approaches!

Using this tool is not a substitute for reading the grant guidelines!


While we put a lot of information from the guidelines into TAB EZ, there is also information we did not include. Please read the guidelines at the **EPA brownfields** web page. Also, a copy of the guidelines can be found in TAB EZ under "Resources".

**Register prior to use**


While the use of TAB EZ is free, you must be a registered user to prepare a grant application via TAB EZ. Please register by clicking on "Register" in the upper right hand corner of the TAB EZ window.

**TAB EZ was updated to be consistent with the FY2011 brownfields grant guidelines.**

**!!!The deadline to submit your FY2011 grant proposal is October 15, 2010!!!**




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**TAB EZ was updated to be consistent with the FY10 EPA brownfields grant guidelines.**

**!!!Deadline for proposal submittal is October 16, 2009!!!**



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### Contact

When you contact us for assistance, we will return your call or email as soon as possible to let you know the status of your request. Concerns and questions will be addressed in the order received.

### Feedback

We value your feedback. Thank you for taking the time to provide comments about your experience using TABEZ. When providing feedback please let us know what sections of TAB EZ your feedback applies to, i.e. particular sections of the assessment or cleanup grant application outline, helpful hints, resources, etc. If there are any problems with the links incorporated in TAB EZ, please let us know exactly which links do not work and where they are located within TAB EZ. The more detailed you can be, the easier and faster it will be for us to address any problems with TABEZ. In addition, if you have any suggestions for enhancements of TAB EZ, please let us know. This is the second release of TAB EZ and your suggestions and comments will be used to schedule improvements.

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Your Comments

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## Contact Info

- Dr. Sabine Martin (Program Director)

785-532-6474

[smartin1@k-state.edu](mailto:smartin1@k-state.edu)

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- To view a complete list of resources for this seminar, please visit the [Additional Resources](#)
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The screenshot shows a feedback form titled 'Technology Innovation Program' from the EPA. It includes a sidebar with links like 'Go to Seminar', 'Links', 'Feedback', 'Home', and 'CLU-IN Studio'. The main content area has a header for 'U.S. EPA Technical Support Project Engineering Forum' and 'Green Remediation: Opening the Door to Field Use Session C (Green Remediation Tools and Examples)'. Below this is a 'Seminar Feedback Form' section. It contains a message: 'We would like to receive your feedback so we can make this seminar more valuable. Please take a few minutes to fill out this form before leaving the site.' The form fields include 'First Name', 'Last Name', 'Email', 'Phone', and 'Date of Seminar'. A red box highlights a checkbox labeled 'Please come a copy of my feedback and I will be available to be interviewed by a representative of the U.S. EPA.'

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