

## Funding

**Available Funding:** \$250,000 per year

**Award Limit:** \$50,000 per project; up to \$250,000 per applicant for multiple sites within a Target Area. Grant funds will be available until expended on a first come first served basis

**Local Match:** 25%

**Grant Term:** 1 Year (single site) 3 years (multi-site)(no extension)

**Application Limit:** Applicants with an open grant for multi-site investigations with less than 80% of the funds awarded expended are ineligible to apply

## Key Dates

**Round One Due:** May 1, 2024

**Round One Decision:** July 2024

**Round Two Due:** November 1, 2024

**Round Two Decision:** January 2025

## Site Investigation Eligible Sites Table

### Eligible Sites

- Properties with contamination that exceeds or is perceived to exceed safe standards set by the Minnesota Pollution Control Agency (MPCA), Minnesota Department of Agriculture (MDA) or the Minnesota Department of Health (MDH) for the intended use.
- Properties that are publicly-owned or privately-owned that will
  - increase the tax base and
  - add or preserve jobs and/or
  - add or preserve affordable housing after redevelopment is completed.

### Ineligible Sites

- A party likely responsible for the contamination has been identified and is also likely financially capable of carrying out the investigation in the foreseeable future
- No known or suspected environmental contamination is demonstrated
- TBRA funding is not needed in order for the redevelopment to proceed
- Redevelopment proposals that will not generate property taxes or payments in lieu of taxes (PILOT/PLT)
- The application does not score at least 50% (35 points) of the total possible points (70 points)

Applications may also be determined ineligible for funding if:

- Individual project sites are not approved by the Council staff prior to incurring eligible costs. Changes to the eligible Target Area will require a grant amendment prior to incurring costs to be reimbursed for grant funds
- adequate investigation funding is available from other public and private sources;
- any part of a redevelopment site that will be funded by the State or Federal Superfund Program in the current or following fiscal year
- the redevelopment requires extensive new regional infrastructure beyond that which is already planned
- the redevelopment is not consistent with the redevelopment component of the municipality's comprehensive plan

**Program Coordinator**

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## Site Investigation Eligible Sites Table

### Eligible Activities

- Creating or updating environmental investigation documents\* including:
  - Phase I environmental site assessment
  - Phase II environmental site assessment work plans
  - Phase II environmental site assessment
  - Hazardous building materials, asbestos or lead based paint assessments\*\*
  - Development of a Response Action Plan\*\*\*
  - Abatement plans
  - Asbestos emissions control plans (ECP)
- limited demolition (as necessary to assess contamination only),
- environmental oversight

### Ineligible Activities

- “soft costs” such as:
  - administrative overhead,
  - travel expenses,
  - legal fees,
  - bonds,
  - insurance,
  - permits,
  - licenses or authorization fees,
  - costs associated with preparing grant proposals or applications or bids,
  - applicant’s project coordination costs, operating expenses, planning costs, and prorated lease and salary costs,
- cleanup or abatement costs,
- construction costs (e.g., geotechnical or structural assessments),
- costs for environmental assessments outside of the redevelopment site or Target Area (as identified in the application).

\* The costs for the investigation work incurred within 180 days before the application submission deadline may be considered as matching funds.

\*\* Costs associated with asbestos and lead-based paint assessments must meet state standards established by the Minnesota Department of Health and Minnesota Occupational Safety and Health Administration (OSHA) as well as federal standards including Asbestos Hazard Emergency Response Act (AHERA) and the Toxic Substances Control Act (TSCA) and the EPA Renovation, Repair and Painting Rule.

\*\*\* Response Action Plan (RAP) - and amendments, if any - must be submitted to the MPCA or MDA for the redevelopment being proposed.

The Council considers the following additional factors when reviewing future costs to be paid using grant funds:

- To minimize the amount of funds needed to replace contaminated soils, applicants are encouraged to design and implement projects in a way that minimizes the amount of backfill needed to replace the contaminated soils (e.g., underground parking, basements). Any underground use must be consistent with the approved RAP.
- Future mitigation costs associated with soil vapor mitigation must be based on data provided that shows soil vapors are over 33 times the MPCA intrusion screening value thresholds.
- Contractor markups for subcontractor costs are eligible but limited to 10% or less.

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## Site Investigation Scoring Table

WHAT: PROPOSED PROJECT OUTCOMES		
<b>Tax Base</b>	Increase to the city tax base	<b>5</b>
<b>Jobs and Housing</b>	Build or preserve affordable housing with priority given to projects that serve residents who have barriers finding safe, affordable housing or new housing units affordable to households with income at or below 30% of the median income	<b>5</b>
	Create or preserve long-term job opportunities with priority given to projects with living-wage jobs	
<b>Compact, Connected Development</b>	Develop vacant lots or re-use vacant buildings	<b>15</b>
	Increase the use of transit and alternatives such as walking or biking	
	Support efficient growth in the region through adaptive reuse, infill development or redevelopment	
	Demonstrate a market demand for future redevelopment proposals	<b>5</b>
<b>Environmental Impact</b>	Investigate contaminated sites with the greatest potential to improve the environment and reduce risk to human health	<b>12</b>
	Potential to support equitable environmental protection based on project location and potential impact of exposure	<b>6</b>
<b>Subtotal Outcomes</b>		<b>48</b>

Site Investigation Scoring Table continued

HOW: PROPOSED PROJECT PROCESS		
Process	Address a residential and/or workforce need that was identified by or with residents or workers most impacted by inequities	4
	The city is taking steps toward addressing racial and other inequities at the local level, especially efforts to implement equitable development practices	3
<b>Subtotal Process</b>		<b>7</b>
WHO: PROPOSED PROJECT TEAM		
Capacity	Project team's capacity to begin an environmental investigation and commit sources for required matching fund contribution	15
	The team demonstrates a need for public financing	
	The project team, including partners, is designed to reflect and be responsive to those underrepresented and most impacted by the project; or the predevelopment activities will seek to build such partnerships in a meaningful way	
	Demonstrate public applicant's capacity to oversee environmental investigations	
<b>Subtotal Team</b>		<b>15</b>
<b>Total</b>		<b>70</b>
<b>Applicants must score at least 35 of the 70 available points</b>		

## Site Investigation Checklist

### TBRA Site Investigation Application Contents

- 2024 TBRA Site Investigation Form (Online Form in WebGrants Funding Opportunity)

### Application Attachments

- Resolution from applicant authorizing TBRA application submission (PDF).  
Name the file “TBRA Resolution – [Project Name].”
- Legal Description of Site (PDF).  
Name the file “TBRA Legal Descrip – [Project Name].”

### Maps (include project boundary)

- Target Area Map using LCA online mapping tool – a street map showing parcels and parcel identification numbers (including a unique county ID) for the redevelopment project.(PDF)
- Aerial Map using LCA online mapping tool – An aerial map showing the redevelopment project boundary. (PDF)
- Overview Map using LCA online mapping tool – An aerial map showing ¼ mile and ½ mile radius from the project site. (PDF)

### Project Images and Figures

- Site Plan Map (PDF)
- Current Conditions (Include image(s) of building interiors for abatement requests.) Name the file “TBRA Current Images – [Project Name].”
- Proposed Development (e.g., elevations, architectural renderings, concept sketches, etc.).  
Name the file “TBRA Development Images – [Project Name].”

### Environmental Reports

- Phase I Environmental Site Assessment (PDF)  
Name the file “TBRA Phase I ESA - [Project Name]”
- Other prior environmental reports e.g., Limited Site Investigation, Limited Hazardous Materials Report, Asbestos or Lead-based paint Survey, etc.
- Phase II Environmental Site Assessment, prior RAP

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