



City of Rochester Hills RESTORATION AND REMEDIATION PROJECT GRANT APPLICATION

Application Form

This application form must be completed and signed by the Applicant to initiate the grant application review process by the City of Rochester Hills (the City). To be eligible, the project must be located within one of the designated areas listed on the application.

The completed application form and any supplemental materials must be emailed to planning@rochesterhills.org

Attach copies of proposed preliminary site plan development or concept plans to illustrate how the proposed redevelopment and land uses will be situated on the subject property. Attach a copy of a final unsigned access agreement (See Exhibit 1, example attached) that the Applicant will be willing to execute if approved. Provide electronic copies of all environmental assessment and investigation reports. Please refer to the document *Restoration and Remediation Subgrant, Policies and Procedures, City of Rochester Hills* for additional information.

Please note that if this application is approved to be funded, the Applicant will be required to execute a Subgrant Agreement (See Exhibit 2, example attached).

For assistance in completing this application form, please contact Sara Roediger at the Rochester Hills Planning and Economic Development Department at 248.841.2573 or by email at roedigers@rochesterhills.org

Attachments

Example Access Agreement
Example Subgrant Agreement



City of Rochester Hills
RESTORATION AND REMEDIATION PROJECT GRANT APPLICATION

Application Date: _____

Section 1 Project Information

Project Summary				
Project Name:			City: Rochester Hills	
No. of Parcels:			School District(s):	
<input type="checkbox"/> Attach Preliminary Site Plan			Project is in: <input type="checkbox"/> Landfill Area A <input type="checkbox"/> Landfill Area B	
Parcel	Street address	Parcel ID No.	Improvements	Current Taxable Value
1				\$
2				\$
3				\$
4				\$
5				\$
Current Use:			Proposed Future Use:	
Current Zoning:			Proposed Future Zoning:	
Amount of Grant Funding Requested				
Task	Amount Requested	Schedule (Months Following Signed Agreement)		
Task 1: Environmental Assessments and Monitoring	\$			
Task 2: Remediation, Remedial Actions, Response and Removal Actions	\$			
Task 3: Engineered Controls	\$			
Total Subgrant Request	\$			
Project Description				
Detailed Project Description (include description of project and benefits):				
Describe anticipated schedule, including critical dates to implement eligible activities:				
Why does the project need incentives? Are there excess costs or market conditions that make investment difficult?				
Describe the status of permits and applications:				
Describe environmental activities to be funded under the grant:				



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Section 1 Project Information (continued)

Project Details: Provide Information About the Type of Project						
<i>Describe End Use</i>						
Manufacturing		Square Footage		Lease/Sale Price		\$
Commercial/Retail		Square Footage		Lease/Sale Price		\$
Office		Square Footage		Lease/Sale Price		\$
Housing	<input type="checkbox"/> Rental <input type="checkbox"/> For Sale	Number of Units		Price of Unit		\$
Other						
Job Creation (Full time jobs only, not including construction jobs), if available						
End Use		First Year	Second Year	Third Year	Fourth Year	Fifth Year
	Jobs Retained					
	Jobs Created					
Construction Description						
	Cost per square foot	\$	Construction Jobs			
Will the project promote.... <input type="checkbox"/> Mixed Use Development? <input type="checkbox"/> Walkable Communities? <input type="checkbox"/> Sustainable Development? If Yes, describe how:						
Will the project be LEED Certified, Sustainable or "Green"? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe:						
Other Incentives or Overlay Districts to be included in this project:						



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Section 2 Applicant Information

Applicant Information	
Company (the Applicant):	Contact Person:
Street Address:	Cell Phone:
City/State/Zip:	Email:
Office Phone:	Fax:
Applicant's Interest in Property: (if Applicant does not own the property, an executed access agreement with permission to conduct the requested tasks, is required)	
Property Owner's Name (if different from Applicant):	Property Owner's Phone:
Property Owner's Address:	Property Owner's Fax:
City/State/Zip:	Property Owner's Email:
Applicants Designated Representative:	Contact Person:
Street Address:	Cell Phone:
City/State/Zip:	Email:

Applicant Brownfield and Grant Experience
<p>How much experience do key staff who will be working on this project have with similar brownfield projects in their current positions? Describe experience with incentives for assessment and remediation.</p> <p style="text-align: center;"> <input type="checkbox"/> less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 3 or more years </p> <p>Describe an example project (or provide attached narrative).</p>
<p>How many similar types of brownfield grant projects has the Applicant, and its subcontractors, previously completed?</p> <p style="text-align: center;"> <input type="checkbox"/> less than 1 year <input type="checkbox"/> 1 to 3 years <input type="checkbox"/> 3 or more years </p> <p>Describe an example project (or provide attached narrative).</p>
<p>Has the Applicant, or its subcontractors, ever had a permit violation or other violation with EGLE? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, explain (or provide attached narrative):</p>
<p>Within the last 24 months, has the Applicant, or its subcontractors, had a grant from the Department of Environment, Great Lakes, and Energy (EGLE) revoked or terminated, or has been determined by EGLE to be unable to manage a grant.? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, explain (or provide attached narrative):</p>



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Section 3 Required Attachments

Required Attachments	Attached?
Proposed preliminary site plan, development or concept plans.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
A draft written access agreement between the property owner, EGLE, and the City of Rochester Hills is required. The agreement must include a commitment from the property owner that allows EGLE staff and City of Rochester Hills staff or their designated representative access to the property to complete the proposed eligible activities. (NOTE: An example is attached for your use.)	<input type="checkbox"/> Yes <input type="checkbox"/> N/A Previous provided to the City
Detailed list of eligible costs to be funded by the grant.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
Detailed list of other incentives which may be applied for as part of this project.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A
All available reports on environmental investigations and assessments (provide electronically)	<input type="checkbox"/> Yes <input type="checkbox"/> N/A Previously submitted to the City
If Applicant does not own the properties listed above, an executed access agreement with permission to conduct activities at the property.	<input type="checkbox"/> Yes <input type="checkbox"/> N/A

The undersigned, as a representative of the Applicant, certifies that all of the above statements and those contained in documents submitted herewith are true and complete to the best knowledge and belief of the Applicant and the undersigned.

The undersigned, as the representative of the Applicant, certifies that the Applicant will comply with all applicable state and federal statutes and regulations, including those associated with the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, its administrative rules, and those statutes related to civil rights, equal opportunity, labor standards, environmental protection, and historic preservation.

Name of Applicant

Title

Signature of Applicant

Date

For Official Use Only
Date Received:
File No.
Date Reviewed:



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Attachment A CONFIDENTIAL INFORMATION

(Information contained on this page will not be published in any Agenda Packet, nor will it made available to any person interested in viewing this file)

Section 4 Investment Information

Project Costs: Include the estimated costs of eligible activities and investments in the tables below. Include an estimated date when tasks in each category will be completed.

Cost Category	Estimated Costs	Estimated Date Completed
<i>General Costs</i>		
Land Purchase	\$	
Construction Costs (bricks and mortar)	\$	
Equipment and Fixtures	\$	
Soft Costs (professional costs and fees)	\$	
Incentive Category	Estimated Costs	Estimated Date Completed
<i>Eligible Costs</i>		
Environmental Assessments	\$	
BEA/Due Care	\$	
Remediation Planning and Options Analysis	\$	
Remediation, Mitigation, Control	\$	
Removal Actions	\$	
Additional Response Activities	\$	
Vapor Mitigation Systems	\$	
Other Engineered Controls	\$	
Operations and Maintenance Plans (1)	\$	
Removal of Unstable Soils (2)		
Project Management and Oversight of Above	\$	
Other:	\$	
Total Estimated Project Cost		\$
Requested Incentives	Amount Requested (3)	
Rochester Hills Grant Funding (4)	\$	Attach detailed cost breakdown
Brownfield TIF	\$	Attach detailed cost breakdown
Other Incentives:	\$	Attach detailed cost breakdown
	\$	
	\$	
Total Estimated Incentives		\$

Footnotes:

- (1) Limited to plan preparation and approval. Does not include operation and maintenance costs.
- (2) Limited to removal of soils. Does not include foundation work or fill.
- (3) Ranges may be provided
- (4) To be eligible, costs must be incurred after execution of the Subgrant Agreement



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For City Use Only			
ELIGIBILITY CRITERIA Date of Review: _____			
Project is located in designated area	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Intended future use is consistent with proposed clean-up and EGLE policies (not applicable for assessment only applications)	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NA <input type="checkbox"/>
Applicant successfully screened on www.SAM.gov	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Property has, or has reason to believe it has, historical contamination to soil, groundwater, surface water, sediment or air quality	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
The project will provide substantive improvements in reducing historical threats to public health or the environment	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
The project will provide a potential beneficial effect in the area that would not have occurred without the incentives	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
The project incorporates a preference for source control, active remediation, or mitigation beyond what is required for due care obligations	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
The project will ensure a desirable and cohesive development with the surrounding area, the Master Land Use Plan and zoning requirements (not applicable for assessment only applications)	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/> NA <input type="checkbox"/>
EVALUATION CRITERIA Date of Review: _____			
Applicants' ability to complete the scope of work and experience with similar projects	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
Proximity of the property to sensitive receptor or environmental features	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
Amelioration of threats to public health or the environment	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
Whether the projects implements best practices or innovative approach to cleanup	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
Whether the project substantially supports the key objectives of the Grant	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
FUNDING CRITERIA Date of Review: _____			
Location appropriate to the intended future use	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
Job retention, creation and quality	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
Demonstrated need for incentives	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
Increases taxable value	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
Development ready	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>
Is the project leveraging other funding sources?	H <input type="checkbox"/>	M <input type="checkbox"/>	L <input type="checkbox"/>