



Environmental Science and Services Division

Request for Proposals

January 31, 2008

Michigan's Brownfield Grant and Loan Program: Clean Michigan Initiative Waterfront Redevelopment Grants

Jennifer M. Granholm, Governor
Steven E. Chester, Director

The Michigan Department of Environmental Quality (MDEQ) is accepting proposals for projects that enhance waterfronts, increase public access, and provide economic benefits for communities. The goal of this Request for Proposals (RFP) is to fund projects that will assist communities in creating a vibrant, attractive waterfront in their community. The proposed project may either be a stand-alone project or part of a larger overall development.

In November 1998, Michigan Voters approved the Clean Michigan Initiative (CMI), which included \$50 million for waterfront redevelopment projects. There remains approximately \$750,000 available for grants to local units of government for waterfront improvements. These grants are issued by the MDEQ in conjunction with the Michigan Economic Development Corporation (MEDC). The CMI legislation requires a balanced distribution of grant and loan funds throughout the state; therefore, the MDEQ intends to fund approximately 7 to 10 smaller projects located throughout the state.

Eligible proposals must meet the requirements described in Part 795, Waterfront Revitalization, and Part 196, Clean Michigan Initiative Implementation, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA). These requirements include:

- Grant funds may only be used for eligible activities.
- The proposal must be consistent with a Waterfront Redevelopment Plan, and the plan must be included with the application.
- The project must provide significant public access to the waterfront or provide waterfront recreational opportunities for the public.
- The grant recipient must contribute a minimum of 25 percent match to the project.
- The project site must meet the definition of "waterfront," as defined in Part 795 of the NREPA.

WATERFRONT REDEVELOPMENT GRANTS

Eligible Activities

Grant funds may be used for:

1. **Environmental Response Activities as defined in Part 201, Environmental Remediation, of the NREPA.** Eligible activities include: site investigation, cleanup or removal of hazardous materials and contaminated soils, and other response activities.
2. **Property Acquisition.** The purchase of waterfront property or the assembly of waterfront property by the applicant, consistent with the Waterfront Redevelopment Plan.
3. **Public infrastructure and facility improvements consistent with the Waterfront Redevelopment Plan.** Examples include, but are not limited to, developing trails and boardwalks, lighthouse renovations, installing public restrooms, installing lighting or benches, and improvements needed to comply with the Americans with Disabilities Act.
4. **Demolition.** Demolition of buildings and other facilities along a waterfront that is inconsistent with a Waterfront Redevelopment Plan.

The activities can be part of a larger project that includes aspects not eligible for grant funding.

Ineligible Projects

Grant funds cannot be used at a site that will be used for a gaming facility or for a stadium or arena for use by a professional sports team. The funds also cannot be used to develop a municipal or commercial marina.

Eligible Applicants

Waterfront Redevelopment Grants are available to local units of government including a county, city, village, township, or an agency of a county, city, village, or township; or an authority or other public body created by or pursuant to state law (Part 196 of the NREPA). Nonprofit organizations (including organizations structured pursuant to Section 501(c)(3) of the Internal Revenue Code) are not eligible applicants. The proposed project must be within the applicant's jurisdiction.

In addition, all applicants must:

- Demonstrate an ability to carry out the proposed project.
- Supply proof of a successful financial audit within the 24-month period immediately preceding the application, as demonstrated by an Independent Auditors Report from a Comprehensive Annual Report.
- Not have had a MDEQ grant revoked or terminated within the 24-month period immediately preceding the application.
- Not have demonstrated an inability to manage a grant or meet the obligations in a project contract with the MDEQ within the 24-month period immediately preceding the application.

Liability

This section is applicable if the project site has a hazardous substance that exceeds cleanup criteria identified in Part 201 of the NREPA. Liable parties may not be relieved of their responsibility for performing response activities under state and federal law, or permitted to benefit from the investment of public funds. Liable parties are defined in Part 201, Sections 20101 and 20126, of the NREPA. If the DEQ believes, based on available information, that there may be a liable party that may benefit from the proposed grant or loan, the MDEQ may require a 40-year title search or other information needed to make a liability determination, as a condition of funding.

If a potentially liable party exists, grant funds may be limited to costs for activities that are not the liable party's responsibility. Additionally, the MDEQ is prohibited from making grants or loans to local governments or Brownfield Redevelopment Authorities (BRAs) that are responsible for causing a release or threat of a release at the site proposed for the grant.

Match

A minimum local government match of 25 percent of the total project cost is required.

Match should be calculated as follows: **Total Project Cost = Match + Grant**. For example, a project costing \$100,000 would require a minimum of \$25,000 local match. The maximum grant request would be \$75,000.

The local match can be from other public or private sources, local general fund, private donations, or State of Michigan grants, excluding other CMI grants. In-kind donations of services and donations of property and materials will also be accepted as match. Donations must be documented in writing.

Funds that are pending (such as other grants that have not yet been awarded) can be listed as match, but the Waterfront Redevelopment Grant Contract may not be signed until all sources of match are confirmed in writing to the MDEQ. Grants will be withdrawn if the match identified in the grant application is not confirmed within 120 days of the grant offer. All other project aspects being equal, projects with local match in excess of 24 percent will receive a higher priority for funding.

Evaluation Considerations

Complete, eligible applications will be reviewed by the MDEQ and MEDC. Funding decisions will be made based on the following criteria:

- Whether the project provides significant waterfront access to the general public.
- Whether the project is consistent with the Waterfront Redevelopment Plan for the area in which the project is located.
- The amount of private investment and the number of jobs that will be created as a result of the project.
- Project cost.
- Whether the project will significantly contribute to the local economy and the redevelopment or revitalization of the community.
- The level of public and private commitment and other resources available for the project.
- The level of demonstrated commitment from other governmental agencies.
- The level of public and private commitment to other aspects of the Waterfront Redevelopment Plan.
- Whether there is evidence of adverse economic and socio-economic conditions within the waterfront planning area.
- Whether the project is innovative in comparison to other grant applications.

- The viability of the Waterfront Redevelopment Plan.
- How the project relates to a broader economic and community development plan for the local unit of government as a whole.
- The level of public and private commitment to improving abandoned real property within the waterfront planning area in which the project is located.
- Nonpoint source pollution control practices from project implementation through the date the CMI bonds are repaid.
- If the project can be completed in two (2) years or not.

The MDEQ and MEDC intend to fund only high quality projects. The MDEQ and MEDC reserve the right to not fund a project that meets the eligibility requirements if the benefit of the project is low compared to its cost, or to partially fund a project or fund only certain aspects of a proposed project. The MDEQ and MEDC may request additional information during the review period.

Priority

Priority will be given to projects that:

- Request \$100,000 or less in Waterfront Redevelopment Grant funds.
- Exceed the 25 percent minimum match requirement.
- Are located in areas where the municipality has not previously received CMI Waterfront Redevelopment Grant monies.
- Focus on increasing public access to the waterfront.
- Incorporate Smart Growth principles, Low Impact Development designs, or Leadership in Energy and Environmental Design (LEED) concepts.
- Have a committed developer.

Waterfront Definition

Waterfront means land that is contiguous to the Great Lakes or their connecting waterways, a river, or a lake or impoundment that has a surface area of not less than 50 acres, pursuant to Part 795 of the NREPA.

Waterfront Redevelopment Plans

Pursuant to Part 795 of the NREPA, all proposed projects must be consistent with a Waterfront Redevelopment Plan as developed by the applicant, or with a state-approved recreation plan that includes waterfront improvements. At a minimum, the plan shall do both of the following:

- Clearly designate the geographic area included within the waterfront planning area.
- Identify the economic impact of the project to the improved area, the surrounding neighborhood, and the region in which the waterfront planning area is located.

Portions of other local plans (such as a master plan or Brownfield Redevelopment Plan) can be submitted or combined and submitted, provided the submission meets all the requirements of a Waterfront Redevelopment Plan. The Waterfront Redevelopment Plan should provide all of the information requested, but do so as succinctly as possible. The Waterfront Redevelopment Plan must be included as part of this proposal.

Timeline*

March 26, 2008	Applications Due
April 30, 2008	Target date to Announce Grant Awards
By July 30, 2008	Complete Signed Contracts for Projects
July 30, 2010	Complete All Project Activities, Close Out Contracts.

*Actual dates may change depending on funding availability and program requirements.

Applications must be hand-delivered by 4:00 p.m., **March 26, 2008**, or carrier dated (i.e., United States Postal Service, United Parcel Service, and Federal Express) no later than **March 26, 2008**.

Please note:

1. Dates from mail metering machines will not be accepted as a qualifying date. Metered mail must be delivered, or separately U.S. Postal Service post-marked by the deadline (metered mail is not usually post-marked – you must specifically request this service).
2. The tracking code and electronic tracking systems will be relied on to determine carrier dates for proposals sent via United Parcel Service and Federal Express.
3. Packages weighing one pound or more cannot be mailed from drop boxes under United States Postal regulations. Such packages should be mailed through the postal counter. Packages weighing one pound or more left in a drop box will be returned to the sender undelivered.
4. Faxes and e-mail submissions will not be accepted. Late proposals will not be considered for funding.

Content

A complete proposal consists of the following five elements:

- ESSD Grant Application Cover Sheet (Form EQP 3581)
- Project Description
 - Executive Summary
 - Project Overview
 - Public Access
 - Economic Benefits
 - Site Information
- Budget
- Timeline
- Waterfront Redevelopment Plan

Six paper copies of the complete proposal must be submitted along with one electronic copy, except for the Waterfront Redevelopment Plan component. Only one hard copy and one electronic copy of the Waterfront Redevelopment Plan is required. The electronic version of the complete proposal must be provided on a compact disc and must be in Microsoft Office compatible formats. Any graphics, photos, maps or charts should be imbedded within the Proposal document or included as PDF or similar files.

Instructions for completing an application, and all required forms, are available from the MDEQ Brownfield Redevelopment Grant and Loan Program Web page (www.michigan.gov/degbrownfields) under "Grant Applicant Information." Proposals will be evaluated based on the information received by the due date. Late materials will not be accepted or reviewed.

Project Clarification/Revisions

The MDEQ may request additional information for clarification purposes. The MDEQ can award grants for amounts other than those requested and/or request changes to the proposed work plan.

Confidentiality

Proposal information will not be kept confidential. Grant proposals are considered public information under the Freedom of Information Act, PA 442 of 1976.

Acceptance of Contract Content

Successful applicants will be required to enter into a project contract with the MDEQ. A project contract consists of standard “boilerplate” language (Appendix A), the applicant’s project description, time line, and budget information. Failure of a successful applicant to accept these obligations may result in cancellation of the grant award.

Grant awards are contingent upon availability of funds and the terms and conditions of the Brownfield Redevelopment Grant Program.

Contact

For questions, contact the grant coordinator for your area as shown on the map on page 7.

Submittal Addresses:

Postal Address:

Attention: Nancy Steffen
Department of Environmental Quality
Environmental Science and Services Division
P.O. Box 30457
Lansing, Michigan 48909-7957

Physical Address:

Attention: Nancy Steffen
Department of Environmental Quality
Environmental Science and Services Division
Constitution Hall, 1 North Tower
525 West Allegan Street
Lansing, Michigan 48933

Note

The MDEQ will not discriminate against any individual or group on the basis of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. Questions or concerns should be directed to the Office of Human Resources, P.O. Box 30473, Lansing, Michigan 48909.

Grant Coordinators

