

	<b>Neighborhood &amp; Environmental Services Department Policies and Procedures</b>	<b>DATE</b> 02/28/2008
		<b>PROC. NO.</b>
<b>TITLE</b>	Brownfields Cost Sharing	<b>RESPONS. ORG.</b> NESD/CRA
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**1.0 Purpose:**

To establish guidance criteria for determining whether a designated brownfields site is eligible for cost sharing financial incentives offered through Escambia County’s Brownfields Program. The guidance criteria will assist in determining the percentage of cost sharing required by the applicant. Cost sharing of projects helps extend available program funding and allows a greater number of properties to be considered for environmental assessment and cleanup.

All funding is subject to acceptance of the applicant into the Escambia County Community Redevelopment Agency Brownfields Program as set forth in the application criteria.

**1.1 Program Acceptance Criteria:**

Criteria to be considered for admission into the Brownfields Cost Sharing program include but are not limited to the following:

- Accepted application into the Escambia County Redevelopment Agency Brownfields Program
- Availability of funds and the source of funding, e.g. Environmental Protection Agency (EPA) funds, Community Development Block Grants (CDBG), or Tax Increment Financing (TIF) Trust Fund
- The financial ability of the applicant to pay a portion of the cleanup cost (a current Financial Statement, a current appropriate Federal Tax Return Statement)
- Business Plan and Redevelopment Plan
- The potential tax revenues to be generated for Escambia County
- The degree to which the project will protect human health
- The degree to which the project will protect the environment
- Volunteer Site Assessment Analysis Agreement
- The intended end use of the property must be consistent with the Escambia County Comprehensive Land Use Plan, the Land Development Regulations and Community Redevelopment Agency (CRA).

## **2.0 Definition:**

Cost sharing means that a specific portion of the project costs will not be funded by Escambia County.

## **3.0 Phase I & II Site Assessments**

Escambia County Brownfields Program will pay 100% of Phase I & II Environmental Site Assessments up to \$50,000. If Phase I and Phase II Assessment activities exceed \$50,000, cost sharing of 50% will be required from the applicant to complete the assessment activities.

Participation in the County's Financial Assistance Program will require applicants to enter into Funding and Lien Agreements with Escambia County.

All brownfields incentive program financial assistance is dependant on current funding available from CDBG, U.S.EPA, Brownfields grants, and TIF.

## **4.0 Quality Assurance Project Plan**

All U.S. EPA Funded Phase II Environmental Site Assessment activity requires a Quality Assurance Project Plan (QAPP). Escambia County's Brownfields Program will pay 100% of a QAPP when required. (All brownfields incentive program financial assistance is dependent on current funding available from CDBG, U.S. EPA Brownfields Grant, and TIF.

## **5.0 Contamination Cleanup and Remediation**

Cost sharing of 30% will be required from the applicant on all cleanup and remediation projects. All brownfields incentive program financial assistance is dependent on current funding available from CDBG, U.S. EPA Brownfields Grants, and TIF.

## **6.0 Other Requirements**

**6.1** The consultant will be responsible for collecting the applicant's share of the project cost. Escambia County will be invoiced only for its portion of the project. The Scope of Work from the site consultant to Escambia County must clearly state that the consultant will seek payment of the cost-sharing portion directly from the Program applicant.

Last Revised: 04/28/2007