

GUIDELINES FOR 2018-2019 TARGETED SITE INVESTIGATION PROGRAM

SUBMIT APPLICATIONS BY JULY 13, 2018



This document outlines the Department of Toxic Substances Control's (DTSC's) process for selecting brownfields properties, in California, to participate in the Targeted Site Investigation (TSI) Program. DTSC's TSI Program is funded by the United States Environmental Protection Agency (U.S. EPA) through a CERCLA 128(a) State and Tribal Response Program Grant.

DTSC uses these selection procedures to evaluate TSI applications and ensure that eligibility criteria have been satisfied. Selected sites will receive environmental services, such as assessment, investigation, or cleanup planning, conducted by DTSC's contractor under DTSC staff oversight. Applicants need to submit a completed application and meet the eligibility criteria to be considered for this program. For the 2018-2019 TSI cycle, approximately \$350,000 in environmental services will be available.

SCHEDULE OF ACTIVITIES

- May 2018: TSI application and guidelines posted on DTSC's website
- June 2018: Brownfields funding webinar

LEARN HOW TO ACCESS STATE AND FEDERAL FUNDING TO INVESTIGATE AND CLEANUP BROWNFIELDS!

Tuesday, June 12, 2018
10:00 to 11:30 am

Use the following link to register and receive details on how to access the webinar:

<https://attendee.gotowebinar.com/register/5055319559827076609>

- July 13, 2018: TSI applications due
- July 2018: Applicants contacted for verification and/or supplemental information
- August 2018: Decision notices for TSI applications forwarded to applicants
- September 2018: Site-specific activities initiated
- April/May 2019: Project complete

HOW TO APPLY

Please follow these instructions to submit a TSI application.

1. Applicants may submit individual applications for multiple properties.
2. Applications must be signed.
3. Applications should be submitted electronically to Triss.Chesney@dtsc.ca.gov.
4. In the subject line, include "TSI Application 2018" and the name of the applicant.
5. If more space is needed to complete information requested on the application, additional pages can be included as attachments.

6. Electronic attachments should include the applicant name and a description of the content in the file name (for example, "City of XYZ – Site Photographs," rather than "Appendix 1").
7. Contact the TSI Coordinator at Triss.Chesney@dtsc.ca.gov to make alternative arrangements for sending large files or documents that cannot be emailed.
8. Ensure that all application materials are received by July 13, 2018.
9. Upon receipt of the application, the person identified in Section 1 of the application will be contacted for verification and/or to obtain supplemental information.
10. If no confirmation email is received within 24 hours of submittal, please contact the TSI Coordinator at Triss.Chesney@dtsc.ca.gov.

ELIGIBILITY CRITERIA

Sites need to meet the following eligibility criteria.

1. **Brownfields Status:** Sites must meet the U.S. EPA definition of a "Brownfields" site. U.S. EPA's definition comes from the 2002 Public Law 107-118 (H.R. 2869) and codified in 42 U.S.C. 9601. With certain legal exclusions and additions, the term "Brownfields" means real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant and may include petroleum hydrocarbon releases. Sites ineligible to receive U.S. EPA grant funds include:
 - State-owned properties
 - Sites with ongoing or planned U.S. EPA directed removal actions;
 - Sites proposed or listed on the National Priority List (NPL);
 - Federally-owned properties;
 - Sites under enforcement actions; and
 - Active sites subject to corrective action pursuant to the Resource Conservation and Recovery Act (RCRA).

Typical examples of Brownfields sites include factories, crop farms, dairy farms, cattle ranches, dry cleaners, mining sites, illegal drug labs, properties with minimal historical information, abandoned buildings and vacant properties, or properties nears those with known environmental contamination.

2. **Redevelopment Plans:** The proposed TSI project must be of interest to the applicant for facilitating development, expansion or reuse. Redevelopment must be in the planning stages or in progress. DTSC cannot consider projects that have been completed.
3. **Current Ownership:** The applicant is not required to own the site; however, written authorization, from the owner, to access the site must be included with the TSI application.

4. **Site Access:** Sites should be readily accessible to DTSC staff and its contractor to perform TSI field work (e.g., sampling, monitoring well installation, etc.). The site should be cleared of excess vegetation and/or any other physical barriers that would impede the collection of samples.

If the applicant does not own the site, applicant must include written authorization from the property owner, allowing site access for DTSC staff and its contractor. For this cycle, field work may take place as soon as September 2018 or as late as March 2019. Field activities may range from one to five days, and some sites may require access for multiple phases. The applicant shall arrange for access accordingly.

5. **Limits to Project Scope:** Federal guidelines prohibit any site from receiving more than \$200,000 in funds or services under this program. Due to the number of applications received and the limitation of available funding, actual TSI services have generally been awarded in the range of \$45,000 to \$150,000, with an average award of approximately \$70,000.

Project scope should be defined such that it can be completed within the one-year program cycle.

SELECTION CRITERIA

Eligible sites will be selected using the following criteria.

1. **The project area has a clear need for revitalization**, for example:
 - The site has significant deterioration, under-utilization or significant environmental justice issues, which provide a clear need for revitalization, development or expansion.
 - The site has a high CalEnviroScreen score (for more information please refer to <https://oehha.ca.gov/calenviroscreen>).
2. **There is clear municipal/community support for the property's revitalization**, for example:
 - The site is clearly an integral part of a local development plan and there is no known public opposition.
 - The redevelopment/reuse would benefit the community.
3. **There are adequate resources and high developer interest**, for example:
 - The municipality or potential site developer has demonstrated an ability to leverage additional funds for cleanup and other future work at the site.
 - A development agreement is in place.
 - The site has strong development potential as demonstrated by past or present interest by a developer(s).

- Funding mechanisms have been identified for additional investigation, cleanup and/or the actual development, as applicable.
4. **DTSC assessment assistance is crucial**, for example:
- Lack of site assessment is the major obstacle to redevelopment and other resources are not available or insufficient for assessing the site.
 - Site falls within an underserved or blighted community, and/or the site's zip code has a high ranking on CalEnviroScreen.
5. **Existing information supports directing resources to the site**, for example:
- Based on existing information, the site is likely to have low to moderate levels of contamination.
 - There is a high likelihood that the larger redevelopment/expansion project will move forward.
 - Site is located within a DTSC or U.S. EPA focus area.
 - Site revitalization will serve to encourage further beneficial activity in nearby locations.
 - Site revitalization will improve safety and/or health of the community.

SELECTED SITES

DTSC will select sites for the TSI program based on the Selection Criteria, and will request U.S. EPA review and approval. U.S. EPA will approve projects to receive environmental services and will verify that the projects are eligible to receive funding through the TSI Program. Following U.S. EPA approval, DTSC will notify each applicant of the results of the selection process, as indicated in the Schedule of Activities. Then, DTSC will initiate a scoping meeting with the applicant and the designated contractor to determine the scope of work, including activities, deliverables and time frames. Completion of the project will be based on the project scope and activities.

QUESTIONS?

For questions about the TSI process, or for assistance with the application, please contact:

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