

BROWNFIELD SITE ASSESSMENT MATCHING GRANT APPLICATION



(Please provide all requested information and be sure to sign and date the application.
Attach additional sheets if necessary. For answers to your questions, call 414-286-5693.)

1. PROPERTY TO BE ASSESSED

Street Address _____

City _____ Zip Code _____

Sq. Ft of Lot _____ Sq. Ft. of Buildings _____

2. APPLICANT INFORMATION

Applicant _____

d.b.a. or Trade Name _____

Street Address _____

City _____ Zip Code _____

Mailing Address (if different) _____

City _____ Zip Code _____

Telephone _____ FAX _____ e-mail _____

Primary Contact _____ Title _____

Applicant's Role in Redevelopment:

Property Owner Interested Buyer Other

Is the applicant (its principals or related businesses) delinquent on taxes owed to the City of Milwaukee? _____

3. PROPERTY OWNER INFORMATION (if different than applicant)

Property Owner Name _____

Mailing Address _____

City _____ Zip Code _____

Telephone _____ FAX _____ e-mail _____

Primary Contact _____ Title _____

4. ACCESS TO SITE (please skip this question if applicant is property owner)

Has the owner provided you with permission to conduct environmental testing on this property?
_____ If yes, please indicate any time restrictions on this work _____

5. PROPOSED SITE ASSESSMENT

Please attach a copy of a Phase II proposal.

Funds requested from City of Milwaukee Site Assessment Grant Matching Program:

(This amount should not exceed 50% of total site assessment cost or \$15,000 - whichever is less.)

6. PROPOSED REDEVELOPMENT PROJECT

Project Description (include the following: description of proposed redevelopment, description of any land to be purchased; description of any demolition, new construction or renovation the project would involve; and any other matters needed to give a concise description of the project):

Estimated increase in jobs within two years? _____ Full-time _____ Part-time
Does the property proposed for redevelopment have any back taxes owed to the City of Milwaukee? ____ If so, please indicate how these will be addressed _____

Describe potential project implementation schedule, including environmental investigation, remediation and site development: _____

Estimated Redevelopment Cost: (costs such as environmental remediation may not be well defined at this point, however, please try to include an educated guess)

| | | |
|----------------------------------|-----------------|----------------------|
| Environmental Site Assessment | \$ _____ | |
| Site Acquisition | \$ _____ | Acres _____ |
| Environmental Remediation | \$ _____ | |
| Demolition | \$ _____ | |
| Geotechnical Site Preparation | \$ _____ | |
| New Construction | \$ _____ | Square Footage _____ |
| Remodeling of Existing Structure | \$ _____ | Square Footage _____ |
| Equipment | \$ _____ | |
| Furniture & Fixtures | \$ _____ | |
| Working Capital | \$ _____ | |
| Debt Refinancing | \$ _____ | |
| Other (Specify) | \$ _____ | |
| TOTAL COST | \$ _____ | |

7. ALL APPLICANTS SHOULD ANSWER THE FOLLOWING QUESTIONS

Is any owner, member, stockholder; partner, officer or director of any previously mentioned entities, or any member of the immediate families of any such person, an employee of the City of Milwaukee? Yes No If yes, provide the name of the employee and relationship to the applicant: _____

Does the business currently participate or anticipate participating in contracts with the City of Milwaukee, federal government, or any other governmental agency? Yes No If yes, please provide details: _____

I certify that the information contained in this application is, to the best of my knowledge, true and correct.

Signed: _____ Date: _____

Print or type Name: _____ Title: _____

RETURN TO: City of Milwaukee
Site Assessment Matching Grant Program
Attn: Mat Reimer
809 North Broadway
Milwaukee, Wisconsin 53202

Phone: (414) 286-5693
Email: mreime@milwaukee.gov

REQUIRED INFORMATION CHECKLIST

BUSINESS DOCUMENTS INFORMATION

- Brief history of the applicant's business. Brief description of business, including a description of products made or sold, services offered, and description of business' market and competition.

PROJECT INFORMATION

- Completed ASTM Phase I Environmental Site Assessment
- Documentation of any underground storage tanks pulled, Phase II work, or remediation that has been conducted since the Phase I was completed
- Copy(s) of Phase II proposal(s)

ATTACHMENT A

Terms and Conditions of City of Milwaukee Site Assessment Matching Grant

- 1) Eligibility:
 - a) Property to be tested must be located in the City of Milwaukee;
 - b) Applicant must either own property to be tested or have accepted option or offer to purchase or other interest in the property which includes a right of entry to conduct testing;
 - c) Applicant provides a recently completed ASTM Phase I environmental site assessment for the property;
 - d) The testing is preparatory to a planned reuse or redevelopment of the property;
 - e) Planned reuse or redevelopment of the underutilized property will include commercial or industrial use, not primarily residential use, which will create new permanent on-site jobs; and
 - f) Applicant must be current on all property taxes in the City of Milwaukee and free from building code violations.

- 2) Funding:
 - a) Grant amount will be as specified in approval letter or one-half the cost actually incurred by applicant, whichever is less;
 - b) Maximum grant amount is \$15,000;
 - c) Grant must be approved prior to commencement of eligible activities and funding will be disbursed following completion of work and documentation of payments as a reimbursement of costs incurred by applicant;
 - d) Competitive bids for covered services should be obtained from at least two licensed environmental consultants, or applicant may elect to use one of the city's pre-qualified consultants;
 - e) Costs eligible for reimbursement include fees paid to environmental consultants and commodity service providers in connection with:
 - i) Phase II Environmental Assessment; and
 - ii) Remedial Action Plan.
 - f) Costs incurred more than one year after the date of the approval letter will not be eligible for reimbursement without prior approval;
 - g) Reimbursement claims to the City of Milwaukee must be made within one year of the approval letter. Extensions may be granted to complete needed documentation for reimbursement upon request; and
 - h) The following costs are not eligible for reimbursement:
 - i) Legal fees;
 - ii) Costs paid by others (e.g., the seller);
 - iii) Asbestos, lead, and/or hazardous materials assessments; and
 - iv) Geotechnical Engineering Services

- 3) Reporting:
 - a) Applicant to provide information to City of Milwaukee on results of all environmental testing and related work and to provide copies of any reports generated as a result of such work;
 - b) Applicant to provide information to City of Milwaukee on the proposed reuse or redevelopment including investment and job creation and retention following completion of the project;
 - c) Applicant to provide documentation of costs incurred for eligible expenditures in sufficient detail to clearly justify reimbursement under the terms of this grant; and
 - d) Applicant to provide W-9, copies of invoices and proof of payment (cancelled check) for reimbursement under the terms of this grant.