

Notice: Use of this form is required by the DNR for any application filed pursuant to s. 292.72, Wis. Stats. Personally identifiable information collected will be used for loan and grant administration and will also be accessible by request under Wisconsin's Open Records law. [ss. 19.31 – 19.69, Wis. Stats.]. Applications must be complete in order to be processed. This form may not be altered in any way. If the Department receives an altered form, the form will be returned to the applicant without being processed.

DNR Use Only		
Application No.	Region	Project Notes
Project Manager	PM Phone Number	
EPA Contact Date		
Eligible? <input type="checkbox"/> Yes <input type="checkbox"/> No	Loan or Grant Awarded? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Instructions: Please complete the following information in order to receive an eligibility and award determination for a Petroleum Substance Ready for Reuse loan or grant for the brownfield site. Final determination is done in partnership between DNR and US EPA. Submit one hard copy of the application and all its attachments. Large reports may be submitted on a CD. For additional information about this program, visit us on the DNR's web site at: dnr.wi.gov/org/aw/rr/rif/.

<input type="checkbox"/> Loan Request	<input type="checkbox"/> Grant Request
Amount of Request	\$

Cleanup Start Date:	
Cleanup End Date:	

This is a request to clean up:

- Petroleum products** **Both petroleum products and hazardous substances, co-mingled**
 Both hazardous substances and petroleum, not co-mingled but in distinct areas of the property

In order to be eligible for the Ready for Reuse Program and receive priority funding, all the following criteria must be met:

- The site must meet the federal definition of an "eligible brownfield site."** The project "site" may be made up of separate legal properties, or part of one property. See the Ready for Reuse web site for additional information.
- Grants: The applicant must be an eligible governmental entity, tribe (or other eligible tribal entity) or an eligible non-profit organization. Loans: The applicant must be an eligible governmental entity.**
- If applying for a grant, the applicant must own the site.**
- The applicant must not have caused the contamination on the site, and must meet the applicant liability criteria listed on page 3 of the Ready for Reuse Petroleum Loan and Grant fact sheet (RR-867).**
- Cleanup is for petroleum contamination only.** For cleanup of both petroleum and hazardous substances which are co-mingled, the petroleum must be the main contaminant of concern. For cleanup of hazardous substances, use the Ready for Reuse Hazardous Substance Loan and Grant Application (Form 4400-238).
- The ch. NR 716 Site Investigation, Wis. Admin., Code, for the site is complete, and has been at least submitted to the DNR.** Higher preference is given to those that DNR has approved.
- The applicant has secured financing in place to complete the cleanup and redevelopment.**
- A municipal resolution authorizing the governmental entity to apply for and receive Ready for Reuse funding has been passed (not applicable to non-profits).** (Submit as Attachment F)

Section 1: Applicant Information

Type of Eligible Applicant (see the Ready for Reuse Fact Sheet (RR-753) for additional information)	
<input type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village <input type="checkbox"/> Tribe <input type="checkbox"/> Other eligible governmental agency*: Please specify: <input type="checkbox"/> Other eligible tribal entity *: Please specify: <input type="checkbox"/> Non-Profit Organization [e.g. 501(c)(3)]*	
* Submit proof of applicant eligibility in Attachment G.	
Applicant Name	County
Address	

City	State	Zip Code
Web Site (if applicable)	Population	
State Assembly District	State Senate District	

Section 2: Contact Information for Applicant

Authorized Representative	Title
Mailing address	
Phone	Fax
Email	

Contact Person	Title
Mailing address (if different from above)	
Phone	Fax
Email	

Environmental Consultant or Contractor (if applicable)	Title	
Address		
City	State	Zip code
Phone	Fax	
Email		

Section 3: Project Information

1. What is the project name?
2. Is the project composed of multiple contiguous properties? Yes No

If yes, how many separate properties are included in the project?

Sections 4, 5, 6 and 7 on pages 3-4 of this application must be filled out and submitted for each individual property included in the funding request.

3. Briefly describe the entire project. (e.g. Cleanup of a former tannery in the city's downtown redevelopment zone. Will be redeveloped as a pharmacy.)

Section 4: Property Information

Property Name

Property Address(es)

City

State

Zip code

Size (acres)

DNR BRRTS #

Tax Parcel #s

Section 5: Property Eligibility

1. Does the site meet the federal definition of a "brownfield?" (see the [Ready for Reuse web page](#) for a definition)
 Yes No
2. Has the applicant contributed to the contamination at the site? Yes No
a. If yes, please explain.
3. Is any person that may have caused this contamination both subject to state or federal environmental enforcement or a citizen suit AND able to pay for the cleanup?
 Yes No
a. If yes, please explain.
4. To your knowledge, have federal LUST Trust funds been used at this site? Yes No
a. If yes, please explain.
5. Is the property subject to a corrective action order under the Resource Conservation and Recovery Act (RCRA) §9003(h)?
 Yes No
a. If yes, please explain.
6. Is the property subject to a response under the Oil Pollution Act (OPA)? Yes No
a. If yes, please explain.
7. Has this property received a PECFA eligibility determination from the Wisconsin Department of Commerce?
 Yes – answer 4a and attach the Department of Commerce letter.
 No – answer 4b.
 - a. If yes, is this property eligible for PECFA reimbursement?
 Yes
 No
 Partial Eligibility

Please explain your answer.
 - b. If no, why not?

Section 6: Property History

1. Provide a brief, written history of the property. Submit as an additional page, if necessary.

2. Past Land Uses (select all that apply):
- | | | | |
|---|--|---|--|
| <input type="checkbox"/> agricultural co-op | <input type="checkbox"/> coal gas manufacturer | <input type="checkbox"/> dry cleaner | <input type="checkbox"/> electroplater |
| <input type="checkbox"/> landfill | <input type="checkbox"/> manufacturing | <input type="checkbox"/> petroleum bulk plant | <input type="checkbox"/> pipeline |
| <input type="checkbox"/> salvage yard | <input type="checkbox"/> service station | <input type="checkbox"/> tannery | <input type="checkbox"/> unknown |
| <input type="checkbox"/> other: | | | |
3. What is the current use of the property?
- | | | | |
|---------------------------------------|--------------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> agricultural | <input type="checkbox"/> commercial | <input type="checkbox"/> industrial | <input type="checkbox"/> public use |
| <input type="checkbox"/> recreational | <input type="checkbox"/> residential | <input type="checkbox"/> other: | |
- Is the property currently vacant? Yes No
 - What is the current zoning for the property?
4. Describe the existing site conditions, including existing buildings.
5. What types of petroleum products are known to be present at the site or facility? If possible, provide chemical names and the media contaminated (e.g. PAHs from petroleum in soil).
6. Known or suspected sources/wastes (select all that apply):
- | | | | |
|--|---|--|---|
| <input type="checkbox"/> aboveground pipeline or tank | <input type="checkbox"/> burning of materials | <input type="checkbox"/> contaminated building | <input type="checkbox"/> dumping or buried drums |
| <input type="checkbox"/> fly ash | <input type="checkbox"/> foundry sand | <input type="checkbox"/> industrial accident | <input type="checkbox"/> lagoon |
| <input type="checkbox"/> routine industrial operations | <input type="checkbox"/> surface spills | <input type="checkbox"/> transformer | <input type="checkbox"/> underground pipeline or tank |
| <input type="checkbox"/> other(s): | | | |
7. Has the State of Wisconsin ever been notified of the discharge of a hazardous substance(s) at the site or facility? Yes No
- If yes, when?

Section 7: Cleanup Information

1. Has a ch. NR 716 Site Investigation been submitted to the State of Wisconsin?
 Yes: Submittal Date _____ State Agency _____
 No: Anticipated date of submittal _____ State Agency _____
2. Has a ch. NR 716 Site Investigation been approved by the State of Wisconsin for this site?
 Yes: Approval Date _____ Approval Agency _____ Project Manager _____
 No: Anticipated date of approval _____ Approval Agency _____
3. Has a ch. NR 722 Remedial Actions Option Report been submitted to the DNR for review and approval?
 Yes: Date of Submittal _____ Approval Date (if approved) _____ Project Manager _____
 No: Anticipated date of submittal _____
4. Briefly describe the preferred cleanup plan, including the estimated cost.
5. Has this site received closure from DNR or another state agency? Yes No
- If yes, complete answer the following questions:
- a. When did the site receive closure?
 - b. Which state agency gave the site closure?
 - c. Why does the site need additional cleanup funding?
 - d. Was the site closure conditioned on a structural impediment? Yes No
 - If yes, has an additional Site Investigation been completed beneath the impediment? Yes No

Section 8: Redevelopment Information

1. What is the proposed use of the property after remediation?

- agricultural commercial industrial public use
 recreational residential other: unknown

2. Briefly describe any proposed redevelopment plan.

3. What are the estimated total redevelopment costs?

4. What is the estimated increase in the property's value?

5. What are the start and end dates of the redevelopment?

Redevelopment Start Date: _____ Redevelopment End Date: _____

6. Is there a development agreement in place, or conditional upon funding? Yes No

- If yes, describe the agreement.

7. Briefly describe the community benefits of the redevelopment. Include information on the ability of the community to draw on other sources of funding for environmental remediation and subsequent redevelopment.

8. Briefly describe how the project will facilitate the creation of, preservation of, or addition to a park, greenway, undeveloped property, recreational property or other property used for nonprofit purposes.

9. Briefly describe how the project will facilitate the use or reuse of existing infrastructure.

Section 9: Project Readiness

1. Complete Table B below.

Table B. Total Cleanup Costs at Project/Site

Total Cleanup Cost at Project/Site	\$
Ready for Reuse Amount Requested	\$
Remaining Project Costs	\$

2. What is your proposed match percentage? (must be at least 22%)

3. Fill in Table C Below. Identify the secured sources of revenue to pay for the Remaining Project Costs listed in Table A above. Provide documentation of the secured Sources of Revenue in **Attachment H**.

Table C. Secured Sources of Revenue

Source of Revenue	Amount	Secured?
1.	\$	
2.	\$	
3.	\$	
4.	\$	

4. Has the applicant applied for or formally requested any other financial assistance to offset the environmental cleanup costs?
 Yes No
 • If yes, list the sources and amounts.

Section 10: Required Attachments

Include the following attachments at the end of your completed application form.

<input type="checkbox"/>	A. Project Budget (include a justification if including grant or loan costs for demolition and/or asbestos abatement)
<input type="checkbox"/>	B. Compliance with Federal Requirements
<input type="checkbox"/>	C. Map (plat map preferred) – Note location of the Brownfield Project Site
<input type="checkbox"/>	D. Current photographs of site and surrounding area
<input type="checkbox"/>	E. Copy of an ordinance or resolution authorizing the applicant to enter into a financial assistance agreement with DNR.
<input type="checkbox"/>	F. Proof of applicant eligibility, if applicable.
<input type="checkbox"/>	G. Proof of secured financing to complete the cleanup project.
<input type="checkbox"/>	H. Loan documentation, if applicable
<input type="checkbox"/>	I. Loan repayment schedule, if applicable

Section 11: Self-Certification

- I certify that information in this application and all its attachments are true and correct and in conformity with applicable Wisconsin Statutes.
- I certify that to the best of knowledge and belief that neither the entity applying for a Ready for Reuse loan or grant, nor any individual, partnership, company or corporation related to the applicant through common ownership or control:
- (a) has violated any provision of the Federal, state or local environmental laws or regulations relating to the proposed brownfield project site;
 - (b) has caused or contributed to the release of petroleum products (or petroleum comingled with hazardous substances) at the proposed brownfield project site, nor arranged for the disposal or treatment of petroleum products (or petroleum comingled with hazardous substances) from the site; nor
 - (c) has been suspended, debarred or otherwise declared ineligible to receive federal funds.
- I certify that the entity applying for a Ready for Reuse loan or grant does not have CERCLA s. 107 liability at the proposed project site.
- I certify that funds are available to commence and complete the cleanup activities associated with this project, and to finish the project within the loan or grant time period.
- I agree to comply with all reporting requirements, on forms supplied by the DNR.

Print Name of Authorized Representative

Signature of Authorized Representative

Date

Attachment A: Project Budget

Fill in the Project Budget below for your preferred remediation option. All costs should be for the time period starting after signing the financial agreement with DNR.

Activity or Expense	A. Ready for Reuse Loan or Grant Amount	B. Match Amount	C. Match Source
1. Preparation/Finalization of RAP	\$	\$	
2. Public Participation costs	\$	\$	
3. Soil Excavation	\$	\$	
4. Soil Transportation & Disposal	\$	\$	
5. Soil Treatment	\$	\$	
6. Soils Confirmation Testing	\$	\$	
7. Groundwater Remediation Capital Cost	\$	\$	
8. Groundwater Remediation Operation and Maintenance	\$	\$	
9. Post-remedial Groundwater Monitoring (Short-Term)	\$	\$	
10. Remediation Oversight	\$	\$	
11. Site Security Monitoring	\$	\$	
12. Health & Safety Site Monitoring	\$	\$	
13. DNR fees	\$	\$	
14. Demolition*	\$	\$	
15. Asbestos Abatement*	\$	\$	
16. Hazardous Substance Storage Tank Removal and Disposal	\$	\$	
17. Other Eligible Costs**:	\$	\$	
18. TOTALS	\$	\$	Match \$: _____

*Demolition and associated asbestos abatement costs must be necessary to perform environmental remediation activities, and must be pre-approved by the DNR and EPA.

** Other eligible costs must be pre-approved by the DNR and EPA. Provide a brief description next to Number 17, or on an attached sheet.

Attachment B: Compliance with Federal Requirements

I have read and am familiar with all federal terms and conditions associated with the Ready for Reuse loan and grant program, which are listed below. By signing this statement, I hereby certify that the entity applying for the program, and any individual, partnership, company or corporation related to the applicant through common ownership or control, agrees to comply with all of these conditions during loan or grant work if this application is approved. The conditions include, but are not limited to, the following terms:

1. Lobbying and Litigation
 - Federal funds may not be used to lobby or litigate against the federal government.
 - References: OMB Circular A-21, A-87 or A-122
2. Fair Share in Contracting
 - Small, minority and women's business enterprise goals
 - References: Women's and Minority Business Enterprise, Executive Orders 11625, 12138 and 12432, EPA form 5700-52-A, MBE/WBE Utilization under Federal Grants
3. Public Accommodation
 - Conference and meeting facilities
 - References: Hotel and Motel Fire Safety Act of 1990
4. Small Business in Rural Areas
 - Affirmative steps regarding small businesses in rural areas
 - References: Section 129 of Public Law 100-590
5. Procurement of Recycled Products
 - Preference for purchase of recycled materials
 - References: 40 CFR 246-254
6. National Historic Preservation Act
 - Contact EPA regarding any potential for impacts to historic properties
7. Debarment and Suspension
 - Do not use loan or grant funds for contracts with those debarred or suspended
 - References: Subpart C of 40 CFR Part 32, Executive Order 12549
8. Recycled Paper
 - Use of recycled paper for federal reporting
 - References: EPA Order 1000.25 and Executive Order 13101
9. Worker Protection
 - Davis-Bacon Prevailing wage rates for construction projects
 - References: Davis-Bacon Act of 1931
 - Contract Work Hours and Safety Standards
 - References: 40 USC327-333, OSHA Standard 29, CFR 1910.120
10. Uniform Relocation Act
 - References: Uniform Relocation and Real Property Acquisition Policies Act of 1970, Pub. L. 91-646, as amended
11. Reporting
 - Monthly or quarterly reporting, as listed in the final financial agreement with DNR

Print Name of Authorized Representative

Signature of Authorized Representative

Date

Attachment H: Loan Documentation

1. Does your municipality agree to issue an obligation authorized under Chapter 67, Wis. Stats., as security for the Ready for Reuse loan?
 - Yes – Continue to Question 2
 - No – **Stop.** Contact the DNR to discuss this loan application.

2. Which type of obligation will your municipality use as security for the Ready for Reuse loan?
 - Promissory Note under s. 67.12(12), Wis. Stats.
 - A Note Anticipation Note under s.67.12(1)(b)2, Wis. Stats.
 - Other municipal obligation under ch. 67, Wis. Stats.

3. When will the governing body approve the resolution which will approve the application for a Ready for Reuse loan?

4. Other than the Wisconsin constitutional debt limits, are there any other restrictions on borrowing by your municipality?
 - Yes No
 - If yes, please describe.

5. Is there any litigation pending or threatened which may materially impact the financial condition of the municipality?
 - Yes No
 - If yes, please provide background information regarding the litigation or factors and the current status.

6. Describe the plan for financing any project costs that are not eligible for Ready for Reuse loan financing, but necessary to ensure success of the project (i.e., asbestos removal, lead paint removal, legal fees, demolition not necessitated by remediation, infrastructure upgrade, etc.).

7. Is anybody in your local governmental unit directly benefiting from the cleanup and/or redevelopment of this site? Yes No
 - If yes, please provide details.

8. Bond Counsel Information
Please Note: Bond Counsel will assist in the preparation of the municipal obligation required to secure the Ready for Reuse loan.

Firm or Organization	Attorney Name		
Address			
City	State	ZIP code	
Phone	Fax		
Email			

