



Remediation and Redevelopment Program

Wisconsin Ready for Reuse Program Checklist for Grantees & Borrowers



Do not start the work at your cleanup site that you want a Ready for Reuse grant or loan to pay for until these items are

These items need to be completed BEFORE beginning any remedial work at a Ready for Reuse grant site.

1. Complete 30-Day Public Participation Requirements.

- Work with the Ready for Reuse manager to get approval on the following documents:
 - Community Relations Plan (CRP)
 - Analysis of Brownfield Cleanup Alternatives (ABCA)
 - Quality Assurance/Quality Control Equivalent (QAQC)

- Place the following documents, along with the three above documents, into a publicly-accessible administrative record:
 - DRAFT Remedial Action Plan/Interim Action Plan
 - Any other site or project-related reports

- Send the DNR copies of final, approved documents (hard or electronic copies)

- Public notice must be given to announce the public comment period and tell people where the administrative record is located. For example, a newspaper notice should be placed in:
 - a newspaper of general circulation; and
 - must appear in a common area of the paper (not in the legal notice section)

If a shorter public comment period is required, work with the Ready for Reuse manager. 15-day periods have been granted in certain circumstances.

2. Respond to all comments received during public comment period.

- Keep a record of all comments and responses. Send this to the Ready for Reuse manager at the end of the comment period.

3. Receive a Decision document from the Ready for Reuse manager approving the Public Participation process and authorizing the grantee to proceed with expenditures of Ready for Reuse funds for this project, consistent with the terms of the grant or loan agreement and the approved cleanup plan.

Contact Information

Contact Gena Larson at 608-261-5404 or gena.larson@wisconsin.gov with any questions about the Ready for Reuse program.

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