



**Office of Planning  
and Development**

# **Consolidated Funding Application 2021-2022**

## **Environmental Protection Fund Brownfield Opportunity Areas Program**

**An Office of the New York State Department of State**

May 2021

# Brownfield Opportunity Areas Program (BOA)

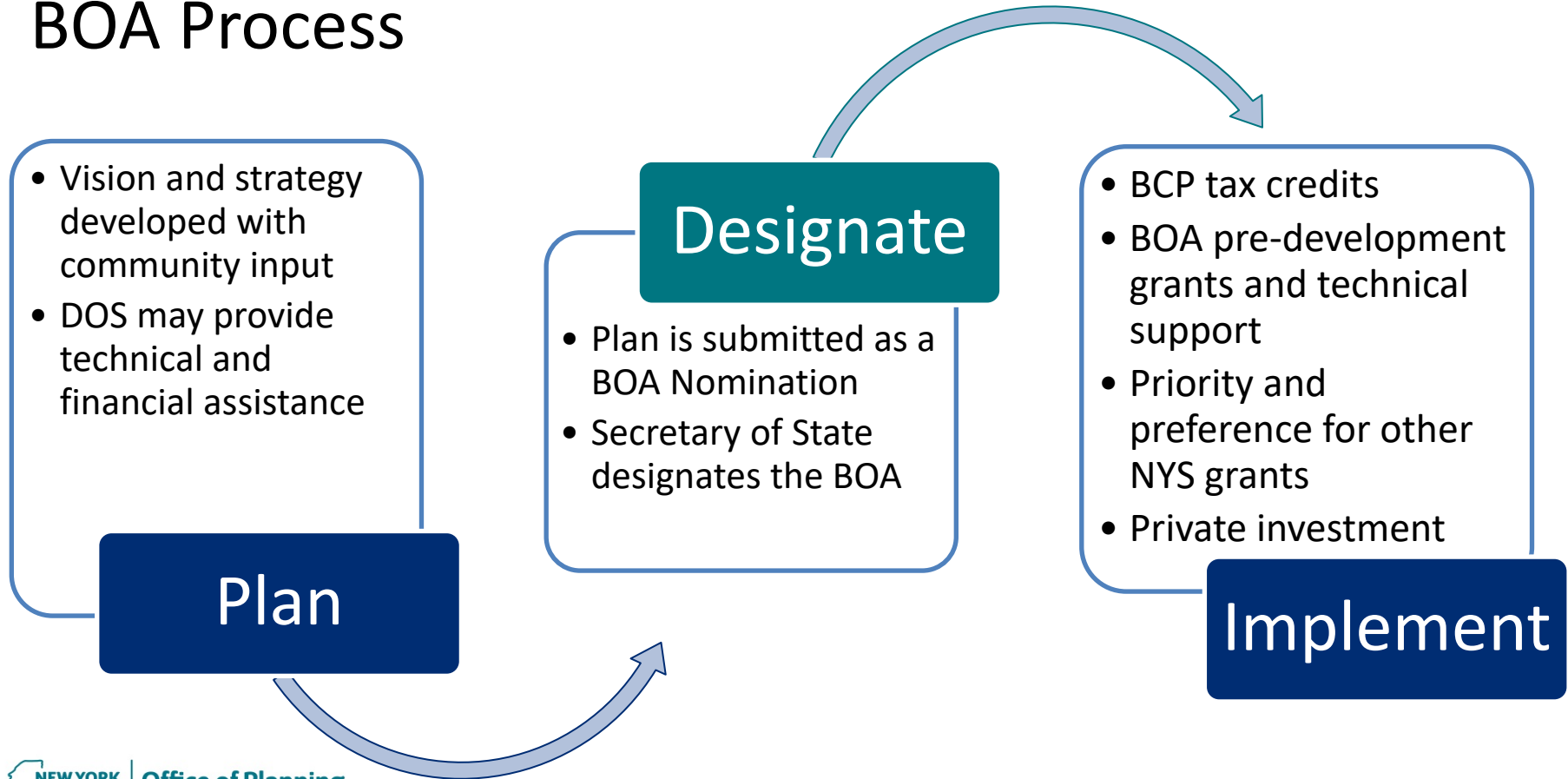
Program provides assistance to communities to develop area-wide community-based plans to redevelop brownfields and abandoned sites, transforming them into catalytic properties that revitalize the area.



# BOA Program Empowers Communities

- To address a range of problems posed by multiple known or suspected brownfield sites;
- To build community consensus on the future uses for the area with an emphasis on strategic sites that are known or suspected brownfields;
- To establish sustainable goals and objectives for area-wide revitalization and for redevelopment of strategic sites;
- To identify and establish the multi-agency and private-sector partnerships necessary to leverage assistance and investments to revitalize downtowns, neighborhoods, and communities;
- To address environmental justice concerns and promote environmental equity in areas that may be burdened by negative environmental consequences; and
- To engage in activities to implement the community's vision after BOA designation by Department of State.

# BOA Process



# Eligible Applicants

## Municipalities

- Towns/Villages
- Counties
- Local Public Authorities
- Public Benefit Corps
- School Districts
- Special Improvement Districts
- Indian Nations/Tribes

## Community-Based Organizations

- Not-For-Profit
- 501(c)(3)
- Mission to promote reuse of brownfield sites or community revitalization
- At least 25% of Board of Directors reside in area
- Community has demonstrated financial need

## Community Boards

Defined and described in Section 2800 of the New York City Charter.

Applicants are encouraged to work in partnership & jointly apply for funding

# BOA Eligible Grant Activities

## Develop BOA Nomination

Develop a community-supported plan for revitalization culminating in designation by the Secretary of State

## Pre-Development Activities

Targeted activities that help move projects from concept to completion in State-Designated Brownfield Opportunity Areas.

## Phase II Environmental Site Assessments

Formal assessment of a property's environmental condition in order to guide future land use decisions under the BOA Program within a State-Designated BOA.

# Developing a BOA Nomination

## BOA Nominations:

- Build community consensus around a vision for revitalization
- Provide a roadmap to return dormant brownfield sites back to productive use
- Identify key redevelopment opportunities
- Offer predictability for development community and direction for public investment
- Leads to BOA Designation

Guidance describing requirements for BOA Designation is available at: [https://www.dos.ny.gov/opd/programs/pdfs/BOA/BOA\\_Designation\\_Guidance.pdf](https://www.dos.ny.gov/opd/programs/pdfs/BOA/BOA_Designation_Guidance.pdf)



# Pre-Development Activities\*

- Develop & implement marketing strategies
- Develop plans & specifications
- Real estate services
- Building condition studies
- Infrastructure analyses
- Zoning & regulatory updates
- Environmental, housing and economic studies, analyses, & reports
- Public outreach



\* Projects *must* be located within a State-Designated BOA. A list of designated BOAs is available at: <https://dos.ny.gov/brownfield-redevelopment>



# Phase II Environmental Site Assessments (SA)\*

- Site is one or more areas of environmental concern and may include more than one contiguous tax parcel.
- Site must have definitive and identifiable boundaries.
- Must meet the criteria and conditions stated in the *BOA Site Assessments: Guidance for Applicants*.
- SA must advance the goals and priorities for revitalization and redevelopment of the BOA area.



\* Projects must be located within a State-Designated BOA. A list of designated BOAs is available at: <https://dos.ny.gov/brownfield-redevelopment>

# Phase II Environmental Site Assessment (SA) Supplement

- A SA Supplement is required for each site for which Phase II Environmental Site Assessment funding is being requested.
- SA supplements will be evaluated on a pass/fail basis for eligibility as outlined in the RFA and in the SA guidance.
- The SA Supplement and guidance is available at <https://dos.ny.gov/funding-bid-opportunities>



# Award Limitations

- Maximum grant award: \$300,000
- Award may not exceed 90% of the total eligible cost of the project. Grant recipient must provide the remaining 10%.

## Eligible costs:

- Personal Services – including direct salaries, wages, and fringe benefits of grantee employees for activities related to project work (project management and grant administration).
- Non-Personal Services –including consultant/contractual services for direct project related costs, project management, and limited grant administration; project related supplies and materials; necessary travel; and other goods and services required to complete the project.

## Ineligible Costs:

- Indirect or overhead costs
- Salaries and other expenses of elected officials
- Costs incurred outside of the contract term
- Costs that are not adequately justified or that do not directly support the project

# BOA Evaluation Criteria

**Up to 12 Points**

## Plan/Nomination Applications:

- Presence and Impact of Known or Suspected Brownfields

## Pre-Development Activity Applications:

- Community Vision and Strategic Opportunities

## Phase II SA Applications:

- Community Vision and Strategic Opportunities

**Up to 6 Points  
Indicators of  
Economic  
Distress**

**Up to 6 Points  
Local Capacity  
& Partnerships**

**Up to 6 Points  
Public &  
Stakeholder  
Support**

**Up to 8 Points  
Economic  
Value**

**Up to 6 Points  
Environmental  
Value**

**Up to 6 Points  
Public  
Value**

**Up to 10 Points  
Scope of Work**

**Up to 20 Points  
Budget &  
Cost**

**Up to 20 Points  
REDC Support**

# Request for Applications (RFA# 21-BOA-06)

<https://www.dos.ny.gov/funding-bid-opportunities>

Written questions will be accepted until **June 18th**

**NYS Department of State OPD&CI**  
**99 Washington Avenue, Suite 1010**  
**Attn: BOA RFA Questions**  
**Albany, NY 12231**

Email: [opd@dos.ny.gov](mailto:opd@dos.ny.gov); Subject: 21-BOA-06 RFA Questions

Responses will be posted at <https://www.dos.ny.gov/funding-bid-opportunities>

by July 6th.

To apply or access related CFA materials: <http://regionalcouncils.ny.gov>