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**Grant or Loan Application – Part I**

**Kennebec Valley Council of Governments**

**Brownfields Revolving Loan Fund (KVCOG RLF)**

**A mandatory meeting or conference call is required with representatives of the Kennebec Valley Council of Governments prior to submitting this document.**

Please contact Jessie Cyr, Economic and Community Development Director at KVCOG

at any time during the application process for guidance or information,

at [jcyr@kvcog.org](mailto:jcyr@kvcog.org) or (207)453-4258 Ext. 220.

**Applicant Information**

Applicant Name:\_Click or tap here to enter text.

Mailing Address: Click or tap here to enter text.

City: Click or tap here to enter text.

State: Click or tap here to enter text. ZIP: Click or tap here to enter text.

Daytime telephone number: Click or tap here to enter text.

Contact Person: Click or tap here to enter text.

Tax I.D. Number: Click or tap here to enter text.

Organization Type: Click or tap here to enter text.

Date: Click or tap here to enter text.

**Ownership/Management**

Please list all officers, directors, and owners of 20% or more of the applicant business.   
A separate sheet may be attached if necessary.

Name: Click or tap here to enter text. Office Held: Click or tap here to enter text.

Phone: Click or tap here to enter text.

**Funds Requested**

Loan:  **Yes  No**   
Amount Requested: $ Click or tap here to enter text.

Grant (municipalities, nonprofits, tribes):  **Yes**  **No**

Amount Requested: $ Click or tap here to enter text.

**Site Information**

Name of Site: Click or tap here to enter text.

Name of Proposed Redevelopment Project: Click or tap here to enter text.

Street Address of Site Proposed for Cleanup: Click or tap here to enter text.

Date that Applicant had legal ownership of the site: Click or tap here to enter text.

Assessor’s Map & Parcel Number (please include map): Click or tap here to enter text.

Current use of property and existing zoning: Click or tap here to enter text.

Is use and/or zoning proposed to be changed as part of this proposal? Yes No

If yes, explain: Click or tap here to enter text.

Current Site Owner (if other than applicant): Click or tap here to enter text.

\*Note: You must provide an “Access Agreement” if property is not owned by Applicant

Date of Completed Phase I Environmental Assessment: Click or tap here to enter text.

Phase I completed under ASTM AAI? Yes No

Phase I submitted to MEDEP? Yes No

Date of Completed Phase II Environmental Assessment: Click or tap here to enter text.

Date of Completed Hazardous Materials Inventory/Survey: Click or tap here to enter text.

Have land use restrictions been placed on the property? Yes No

Has the Site/Property entered VRAP? Yes No Unknown

* Attach a copy of the VRAP correspondence from MEDEP (if available)
* Attach a copy of the property deed to this application
* Attach a copy of the site plan to this application

Name of consulting firm(s) (and contact information) that completed Phase I/II Assessments and VRAP Application:

Click or tap here to enter text.

Brief description of type and extent of contamination at the site:

Click or tap here to enter text.

**Proposal and Loan Request**

Brief description of proposed cleanup strategy and intended end use:

Click or tap here to enter text.

Estimated cost of redevelopment (attach basis of cost): Click or tap here to enter text.

Estimated cost of environmental cleanup: Click or tap here to enter text.

Source of above estimates: Click or tap here to enter text.

Primary funding source for overall cleanup: Click or tap here to enter text.

Amount being requested under the KVCOG RLF: Click or tap here to enter text.

**Borrower and Site Eligibility**

Provide the following information on clearly labeled separate sheets (see Attachment List).

1. **Project Narrative** including a site description and map, current uses of any buildings, a site-specific statement of work proposed to be completed, and time frame for cleanup activities (including construction start and completion date);
2. **Plans for redevelopment of the Site** including the proposed reuse and redevelopment of the site, plan to achieve reuse and redevelopment objectives, and benefits (economic, environmental, health, and social) associated with the reuse and redevelopment of the site;
3. **Describe the cause or source of contamination**, including the nature, amount, and location of hazardous materials, and the generator(s) of contamination
4. **Describe any previous EPA or MEDEP environmental non-compliance history,** including any past or present enforcement actions with respect to the site or the applicant
5. **Describe and Attach documentation associated with National Historic Preservation Act Compliance** (Letters any and all letter from SHPO, Section 106 Compliance, Determination Letter, etc), if applicable. Include whether the site is listed or is eligible to be listed in the National Register of Historic Places and or as a designated National Landmark. Indicate whether your site is part of a designated Historic District, will impact the view of any adjacent or surrounding designated Historic Districts or registered historic structures or have the potential to impact archaeological resources.
6. **Provide copies of the following documents:**

* Phase I and Phase II Environmental Site Assessment and Hazardous Materials Inventory/Survey reports;
* Site-specific Quality Assurance Project Plan (QAPP) (if available\*);
* Site-specific Health and Safety Plan (if available\*);
* An Analysis of Brownfields Cleanup Alternatives (ABCA) (if available\*)/VRAP documentation/Community Relations Plan (CRP);
* Estimate of cleanup costs (provide details of costs- e.g. asbestos abatement, soil remediation, etc);
* Remedial design and engineering documents (if available\*); and
* Construction Plans (if available\*).

**\* If these documents are not available at the time of this application, it will be necessary to provide them at a later time in the loan process.**

1. **Provide certification with respect to the following:** 
   * + - Applicant meets EPA’s “bona fide prospective purchaser” requirements;
       - Applicant has not been a generator or transporter of contamination at the brownfield site for which a loan is being requested;
       - Applicant is neither currently nor has been subject to any penalties regarding environmental compliance, either from local, state, or federal authorities at the brownfield site for which a loan is being requested;
       - Applicant is not using the funds to pay for response costs at a site for which the applicant is potentially liable under 107 of CERCLA;
       - Applicant is authorized to enter into a loan agreement;
       - Applicant is not a Potentially Responsible Party under CERCLA for the subject site;
       - Applicant is not a party suspended or barred;
       - The site satisfies all EPA guidelines as an “eligible brownfields site”;
       - Borrower agrees to submit Quarterly Progress Reports to KVCOG, which documents the progress of cleanup activities and use of KVCOG BRLF loan proceeds; and
       - Borrower agrees to provide written notification both to the KVCOG BRLF Project Manager and to EPA of shipments of CERCLA waste to out-of-state disposal sites.

I, the KVCOG BRLF applicant, hereby attest that the information contained herein is true and correct to the best of my knowledge. I understand that the Kennebec Valley Council of Governments Brownfield Revolving Loan Fund is funded through a grant from the U.S. Environmental Protection Agency. Should I receive a grant or loan through this program, I agree to comply with all applicable laws and the specific cleanup guidelines issued for my property by the U.S. Environmental Protection Agency and the Maine Department of Environmental Protection.

Company/Applicant: Click or tap here to enter text.

Print Name: Click or tap here to enter text.

Signature:

Date: Click or tap here to enter text.KVCOG Follow-up:

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Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Applicant Check off List**

* **Attachment A** - Assessor’s Map and Parcel Reference
* **Attachment B** - Copy of Deed
* **Attachment C** - Copy of Site Plan
* **Attachment D** - Project Narrative (Section B above)
* **Attachment E** - Plans for redevelopment of the site (Section C above)
* **Attachment F** - Description of the cause or source of contamination (Section D above)
* **Attachment G** - Description of any previous EPA or MEDEP environmental non-compliance history (Section E above)
* **Attachment H** - Description and Attach documentation associated with National Historic Preservation Act Compliance (Section F above)
* **Attachment I** - Provide copies of all Environmental Reports (Ph I, II, QAPP, ABCA, VRAP, correspondence from DEP) and Redevelopment Plans/Reuse Plan and Estimated Redevelopment and Estimated Cleanup costs (Section G above)