



December 16, 2015

Environmental Protection Agency Region 3  
Attn: Tom Stolle  
1650 Arch Street  
Mail Code 3HS51  
Philadelphia, PA 19103

**Re: FY16 USEPA Brownfield Coalition Assessment Grant Application**  
Brooke County & Hancock County, West Virginia and Jefferson County, Ohio

Dear Mr. Stolle:

The Business Development Corporation of the Northern Panhandle (BDC), as the lead entity, is pleased to submit this coalition assessment grant application on behalf of its coalition members: The Jefferson County Port Authority (JCPA), Business Development Corporation of the Northern Panhandle (BDC), and the Brooke-Hancock-Jefferson Metropolitan Planning Commission (BHJ). The grant request is for \$600,000. This investment will allow the coalition to assess industrial legacy properties and a backlog of regional sites within three counties, located in two states and two federal EPA regions, with one goal--to repurpose brownfields to create economic development opportunities for our region. This sets the stage for our "3-2-1 Brownfields Coalition Corridor of Opportunity" (3-2-1).

Our grant is clearly aligned with the mission of the USEPA brownfields program. By assessing contaminated sites with hazardous substances and petroleum products, the risk of harmful environmental exposure is reduced while jobs are retained and created. As the lead entity, and on behalf of the BDC, I will be the local administrative contact for this grant.

Our region has a long and proud industrial heritage. Situated in the upper reaches of the Ohio River Valley, Weirton-Steubenville features river and highway transportation systems that have supported a diverse industrial history. Dating back to the 1880s, manufacturing flourished along both banks of the Ohio. In the late 1960s, giant steel-making facilities like Weirton Steel (now ArcelorMittal) in West Virginia and Wheeling-Pittsburgh Steel in Ohio employed more than 12,000 workers each. Today, ArcelorMittal employs less than 1,000. Severstal, the owner of Wheeling-Pittsburgh, ceased operations in 2009, slamming the door on a legacy of Ohio iron and metal production dating back to 1872.

Today, these and other abandoned industrial sites dot the low-lying river valley, some sitting empty for more than six decades. Business districts have declined, shuttering gas stations and commercial buildings. The downturn has resulted in job losses in most sectors, and the population continues to decline with no end in sight. The 1980 census reported the tri-county population at 163,089. In 2014, the U.S. Census estimates the same area population as 121,336, ranked 319th out of 381 metropolitan areas across the United States. Future estimates predict further population losses.

The coalition needs these grants to support our continued success in redeveloping brownfields. Since changing our paradigm, back in 2009, to focus on brownfields redevelopment to create economic

development opportunities for job creation and retention, our coalition members have created 1,324 new jobs, attracted \$76,000,000 of investment, and assessed, remediated, and developed over 1,000 acres of brownfields. All of these gains have been on brownfield sites in our three counties.

Our collective development expertise, combined with the capacity added by our partners, positions our coalition to effectively use these assessment dollars. The following applicant information is provided as specified in the grant guidelines:

- A. **Applicant identification:** Business Development Corporation of the Northern Panhandle  
3174 Pennsylvania Ave, Suite 1, Weirton, WV 26062
- B. **Applicant DUNS number:** 879886588
- C. **Funding request:**
  - i. Grant Type: Assessment
  - ii. Amount: \$600,000
  - iii. Contamination: Hazardous substances in the amount of \$300,000 and petroleum in the amount of \$300,000.
  - iv. Assessment Type: Coalition
- D. **Location:** Brooke County (WV), Hancock County (WV), & Jefferson County (OH)
- E. **Site Information:** Not a site specific proposal
- F. **Contacts:**
  - i. Project Director: Patrick Ford  
304.748.5041 (Ph), 304.748.0241 (Fax), pford007@gmail.com (E-mail)  
Mailing address: 3174 Pennsylvania Ave., Suite 1, Weirton, WV 26062
  - ii. Chief Executive: William D'Alesio, President of the Board of Directors  
304-670-0803 (Ph), 304.748.0241 (Fax), bmwbill46@gmail.com (E-mail)  
Mailing address: 3174 Pennsylvania Ave, Suite 1, Weirton, WV 26062
- G. **Date Submitted:** December 16, 2014
- H. **Project Period:** Three years. Projected October 1, 2016 through November 30, 2019
- I. **Population:**
  - i. 121,336 (2014 US Census Estimates)
  - ii. 23,530 (Brooke County, WV), 30,112 (Hancock County, WV), & 67,694 (Jefferson County, OH)
- J. **Regional Priorities Form/Other Factors Checklist:** This checklist is an attachment to this transmittal letter.

We thank you for your consideration of this proposal and request.

Very truly yours,



Patrick B. Ford, Executive Director  
Business Development Corporation of the Northern Panhandle

*Distribution: Mr. Tom Stolle, Brownfields Coordinator, EPA Region 3*

**Appendix 3**  
**Regional Priorities Form/Other Factors Checklist**

Name of Applicant: Business Development Corporation of the Northern Panhandle

**Regional Priorities Other Factor**

If your proposed Brownfields Assessment project will advance the regional priority(ies) identified in Section I.E, please indicate the regional priority(ies) and the page number(s) for where the information can be found within your 15-page narrative. Only address the priority(ies) for the region in which your project is located. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal, it will not be considered during the selection process.

**Regional Priority Title(s):**

Region 3—Climate Change Resiliency

Region 3—Coordinated Public Funding for Brownfields

Page Number(s):     Climate Change Resiliency—pp. 6, 7, 11, 12, 13, & 15  
                              Coordinated Public Funding for Brownfields—pp. 9, 10, 11, & 15

## Assessment Other Factors Checklist

Please identify (with an x) which, if any of the below items apply to your community or your project as described in your proposal. To be considered for an Other Factor, you must include the page number where each applicable factor is discussed in your proposal. EPA will verify these disclosures prior to selection and may consider this information during the selection process. If this information is not clearly discussed in your narrative proposal or in any other attachments, it will not be considered during the selection process.

**NOTE: Please refer to the next page.**

Other Factor	Applicable	Page #
<i>None of the Other Factors are applicable.</i>		
Community population is 10,000 or less.		
Applicant is, or will assist, a federally recognized Indian tribe or United States territory.		
Targeted brownfield sites are impacted by mine-scarred land.	<b>X</b>	11
Project is primarily focusing on Phase II assessments.	<b>X</b>	8
Applicant demonstrates firm leveraging commitments for facilitating brownfield project completion by identifying amounts and contributors of funding in the proposal and have included documentation.	<b>X</b>	9
Recent (2008 or later) significant economic disruption has occurred within community, resulting in a significant percentage loss of community jobs and tax base.	<b>X</b>	13
Applicant is one of the 24 recipients, or a core partner/implementation strategy party, of a “manufacturing community” designation provided by the Economic Development Administration (EDA) under the Investing in Manufacturing Communities Partnership (IMCP). To be considered, <b>applicants must clearly demonstrate in the proposal the nexus between their IMCP designation and the Brownfield activities. Additionally, applicants must attach documentation</b> which demonstrates either designation as one of the 24 recipients, or relevant pages from a recipient’s IMCP proposal which lists/describes the core partners and implementation strategy parties.	<b>X</b>	11
Applicant is a recipient or a core partner of HUD-DOT-EPA Partnership for Sustainable Communities (PSC) grant funding or technical assistance that is directly tied to the proposed Brownfields project, and can demonstrate that funding from a PSC grant/technical assistance has or will benefit the project area. Examples of PSC grant or technical assistance include a HUD Regional Planning or Challenge grant, DOT Transportation Investment Generating Economic Recovery (TIGER), or EPA Smart Growth Implementation or Building Blocks Assistance, etc. To be considered, <b>applicant must attach documentation.</b>		
Applicant is a recipient of an EPA Brownfields Area-Wide Planning grant.		

## NARRATIVE PROPOSAL

### 1. Community Need

#### a. Targeted Community and Brownfields

i. **Targeted Community Description:** “3-2-1! Three counties, two states and one goal!” The stage is set for West Virginia (WV) and Ohio (OH) to join forces along the Ohio River. The **1** goal? Repurpose brownfields to create economic development opportunities. The U.S. Census Bureau defines the Weirton-Steubenville Metropolitan Statistical Area (MSA) as **2** states, WV and OH, in **2** federal regions (Region 3 in Philadelphia, PA, and Region 5 in Chicago, IL, respectively) and **3** counties, Brooke and Hancock, WV and Jefferson County, OH. The Jefferson County Port Authority (JCPA), Business Development Corporation of the Northern Panhandle (BDC), and the Brooke-Hancock-Jefferson Metropolitan Planning Commission (BHJ) see in these numbers the “3-2-1 Brownfields Coalition Corridor Of Opportunity” (3-2-1). After two successful USEPA Brownfield Assessment Grants, a 2008 Community-Wide Assessment in Brooke and Hancock counties, and a 2009 Brownfield Coalition Assessment grant in Jefferson County, 3-2-1 recognizes that this historically linked metropolitan market has two states and three counties whose strength lies in one shared social and economic vision.

Situated in the upper reaches of the Ohio River Valley, Weirton-Steubenville features river and highway transportation systems that have supported a diverse industrial history. Dating back to the 1880s, manufacturing flourished along both banks of the Ohio River. In the late 1960s, giant steel-making facilities like Weirton Steel (now ArcelorMittal) in WV and Wheeling-Pittsburgh Steel in OH, employed more than 12,000 workers each. Today, ArcelorMittal employs less than 1,000. Severstal, the owner of Wheeling-Pittsburgh, ceased operations in 2009, slamming the door on a legacy of OH iron and metal production dating back to 1872.

Today, these and other abandoned industrial sites dot the low-lying river valley, some sitting empty for more than six decades. Business districts have declined, shuttering gas stations and commercial buildings. Outdated school facilities stand beyond their useful life. Many deteriorated buildings remain in a state of disrepair, attracting trespassers, illegal activity, and vandalism. The downturn has resulted in job losses in most sectors, and the population continues to decline with no end in sight. The 1980 census reported the tri-county population at 163,089. In 2014, the U.S. Census estimates the same area population as 121,336, ranked 319th out of 381 metropolitan areas across the United States. Future estimates predict further population losses. The American Community Survey estimated the Weirton-Steubenville MSA Personal Per Capita Income at \$35,150, ranked 314<sup>th</sup>. Below is a short summary of the targeted communities.

If it were not for this coalition grant, our coalition partners and communities could not access any USEPA brownfields resources due to our limited individual local capacity, extremely limited and often encumbered dwindling financial resources, and aging, small populations. Collectively, we have the capacity to apply for brownfields assessment funding and leverage the resources to cleanup and redevelop brownfields for economic development purposes.

**Newell CDP (WV), population 964, (2014 U.S. Census):** Newell is an unincorporated area in Hancock County established in 1905. The U.S. Census defines Newell as the northern-most settlement of WV and Southern United States. The Homer Laughlin China Company, known worldwide as the Official Fiesta® Factory, still operates in this community.

**City of Toronto (OH), population 5,091 (2010 U.S. Census):** Settled in the late 19th century, the town became a center of heavy industry with a number of large factories in and around the town. Today TIMET, the world's largest supplier of titanium metals, is the city's major employer.

**City of New Cumberland (WV), population 1,147 (2014 U.S. Census):** New Cumberland is the county seat of Hancock. WV State Route 2, a principle arterial highway, bisects the town, carrying major

industrial/commercial traffic in the north to US Route 22 in Weirton. Past industrial activities include clay, mining, and brick manufacturing.

**City of Steubenville (OH), population 18,659 (2010 U.S. Census):** The largest of the five target areas and the oldest incorporated area (organized in 1797, predating the statehood of OH in 1803). This former steel town, located on the west bank of the Ohio River, is known as the "City of Murals," after its more than 25 downtown murals, and is home to Franciscan University and Eastern Gateway Community College.

**Village of Mingo Junction (OH), population 3,125 (2014 U.S. Census):** An original settlement of the Mingo Indians, Mingo Junction was a major industrial and railroad center. Today, Mingo Junction's rail yard serves several transloading facilities that supply material to shale gas well sites within a 75-mile radius.

**City of Wellsburg (WV), population 2,778 (2014 U.S. Census):** Historic Wellsburg, founded in 1790, is home to many notable sites that mark the early history of WV's Northern Panhandle. Wellsburg is also the site of the first glass factory in WV, built in 1813.

## ii. Demographic Information

Selected Demographics Of Targeted Communities <sup>1</sup>					
Targeted Areas – Ohio					
Demographic Factors	Mingo Jct., Village	Toronto, City	Steubenville, City	Ohio	National
Population	3,125	4,961	18,437	11,560,380	314,107,084
% Unemployed	10.10%	12.00%	10.30%	9.20%	9.20%
% Poverty Rate	13.40%	23.10%	30.30%	15.90%	15.60%
% Poverty < 18 yrs.	15.80%	39.80%	42.70%	23.10%	21.90%
% Minority	8.40%	3.20%	20.90%	15.20%	23.70%
Median HH Income	\$40,890	\$38,300	\$31,219	\$48,849	\$53,482
Median Age	45.5	40.7	41.3	39.1	37.4
% Population ≥ 65	21.4%	17.9%	18.9%	14.7%	15.3%
Targeted Areas - West Virginia					
Demographic Factors	N. Cumberland, City	Newell, CDP	Wellsburg, City	West Virginia	National
Population	1,154	1,156	2,763	1,852,994	314,107,084
% Unemployed	22.80%	6.50%	5.10%	8.20%	9.20%
% Poverty Rate	42.00%	11.50%	13.40%	18.10%	15.60%
% Poverty < 18 yrs.	68.60%	22.30%	11.40%	25.40%	21.90%
% Minority	2.40%	9.10%	1.60%	4.50%	23.70%
Median HH Income	\$21,471	\$38,152	\$35,655	\$41,576	\$53,482
Median Age	46.4	54.0	48.3	41.6	37.4
% Population ≥ 65	14.8%	28.2%	22.7%	16.8%	15.3%

Source: U.S. Census Bureau. American Factfinder, 2010-2014 American Community Survey 5-Year Estimates

<sup>1</sup> Employment Rate for Newell, CDP listed Full Employment (0.00%) with a Percent Margin of Error +/- 6.50%

The MSA faces several challenging social and economic factors. An eroded manufacturing economic base and stagnant opportunity for brownfield redevelopment over the last 40 years has led to widespread unemployment and under-employment. Unemployment in four of the targeted areas is well above their respective state and national averages, with New Cumberland rated 2.5 times the national rate. However, the *American Community Survey, 2014*, (ACS) reported that overall unemployment in Brooke County (8.1%) and Hancock County (7.7%) is below the state and national average, and in both counties, that is an improvement from 2010 when the ACS reported 8.7% and 9.5% in each county, respectively. Much of this improvement can be attributed to the shale gas activity, which has led to new job opportunities. 3-2-1,

however, is focused on diversifying our economic base and creating sustainable employment. The Jefferson County rate of 9.1% in 2014 equaled the OH and national average. This is higher than 2010, when the ACS reported 8.3% for Jefferson County. The poverty rate and median household income do not fare much better. Poverty in New Cumberland is almost three times the national average, while Steubenville rates twice the average. Poverty among children less than 18 years of age in New Cumberland is more than three times the national average and in Steubenville is twice that percentage. Although the statistics show that the target communities have an overall less-than-average minority population compared statewide and nationally, the Census also estimates that nearly 1 out of 5 citizens are aged 65 years and older. WV's percent of population aged 65 years or older ranks second in the nation; exceeded only by Florida, a traditionally warm weather retirement state.

**iii. Description of Brownfields:** The Weirton-Steubenville MSA was the manufacturing center of the American Industrial Revolution. Manufacturing output peaked in the mid-1960s. Subsequent years have seen the steady closure of industrial plants, resulting in empty commercial buildings, factories, gasoline stations, and schools. In short, there is nowhere to hide from brownfields in the 3-2-1 corridor. Many of the residential communities are wedged into a half-mile to one-mile strip between OH State Route 7 and WV State Route 2, often-just hundreds of yards from large steel mills, rail yards, and power plants. Because factories are often directly across the street from homes, the impact from air pollution, as well as the potential for soil, groundwater, and surface water (Ohio River) impacts, is direct. These brownfields also affect residents through job loss and blight. Following are six brownfield target areas. The brownfield properties, in the six target areas, are all within the corporate limits of their communities and near local neighborhoods and public amenities.

**Newell, WV:** Newell Porcelain Co, Inc., (1955-2005), manufactured porcelain electrical insulators. This eight-acre site dominates the landscape and holds hostage one of the two remaining river sites in Hancock County with access to a Norfolk Southern rail spur. Phase 1 Assessment detected lead, mercury, and petroleum contaminants. These contaminants present a potential source of pollution to the river watershed.

**City of Toronto, OH:** State Route 7, a principle south/north OH arterial, bisected the city until the 1970s, when the State Highway Department built a four-lane bypass. Remnants of four to six gas stations with suspect Underground Storage Tanks (UST) remain along old Route 7. Suspected contaminants are petroleum and metals, a potential source of pollution to the river watershed.

**New Cumberland, WV:** The target site is the American Industrial Recycling (AIR) Facility, which has collapsed and is in disrepair. On a one-acre site, the AIR Facility once housed a recycling and incineration operation for disposal of contaminated soils. The building is partially demolished. The suspected contaminants also present a potential source of pollution to the river watershed.

**Steubenville, OH:** The target property is a Terminal/Warehouse on the Ohio River shore once used for metal fabricating and bulk chemical storage. A local business owner converted the building into a boat sales outlet with indoor storage, docking on the Ohio River, and fueling. Suspected contaminants are volatile organic compounds (VOC), polycyclic aromatic hydrocarbons (PAH), PCB, and metals. Situated along the river, the suspected contaminants present a potential source of pollution to the watershed.

**Mingo Junction, OH:** The targeted site is a 32-acre former Railroad Roundhouse razed in the 1980s, where the Pennsylvania Railroad performed locomotive maintenance. The site is on the perimeter of a massive Norfolk Southern Rail Yard and several active "Frac Sand" and transloading facilities that supply material to shale gas well sites in a 75-mile radius.

**Wellsburg, WV:** The Gen-Pak Site is a 160,000-square-foot, two-story industrial building that last produced, in the early 1990s, molded plastic products. The building has been declared blighted and there is interest in the property. Property has access to active rail service. Phase 1 assessment identified petroleum

and hazardous substances on-site as well as potential UST. The assessment also noted potential impacts from PCB-containing oils and petroleum releases that may have affected groundwater on site.

**iv. Cumulative Environmental Issues:** Urban neighborhoods and work sites along the Ohio River Valley are situated near existing or former industrial sites that contain or discharge suspected and/or recognized toxicants such as heavy metals, solvents, polycyclic aromatic hydrocarbons, plasticizers, and insecticides. Many older educational, government, and commercial buildings contain asbestos, lead, potential high levels of PCB. Transportation service facilities pose a risk from petroleum products. Active industrial and energy production sites release airborne pollutants such as fine particulate matter (PM<sub>2.5</sub>), volatile organic compounds (VOC), hydrocarbons (HC), nitrogen oxides (NO<sub>x</sub>), and ozone (O<sub>3</sub>), which are discharged along the Ohio River by prevailing westerly winds. The USEPA lists Brooke, Hancock and Jefferson counties in its final designations (October 2009) as non-attainment for the 2006 24-hour PM<sub>2.5</sub> Standards. Additionally, USEPA lists Brooke and Jefferson counties as an Initial Non-attainment Designation for the 2010 Sulfur Dioxide Standards. Sources include coke and steel-making facilities, metal fabrication and finishing as well as coal-fired power generating plants located within the target area on the Ohio River. These facilities, the MSA's long-time economic staple, contribute to an air quality problem that can lead to lung and cardio-vascular disease and cancer. Contaminants from brownfield sites, along with related activity such as automobile and heavy-truck traffic, migrate through the fine particulate matter into the air, eventually mixing with stormwater and penetrating groundwater.

#### **1.b. Impacts on Targeted Community**

Exposure to the toxic substances historically used in the region's mining, production, and manufacturing operations have been directly linked to increased occurrences of asthma, respiratory irritations, lung disorders, and cancers cited as follows: 1) Jefferson County had the 3rd highest (out of 88 OH counties) average annual number of new invasive cancer and age adjusted incidence for the period 2003 to 2007 (*OH Cancer Incidence Surveillance System, of the OH Department of Health 2010*); 2) Jefferson County has higher than the statewide averages in eight of the 10 leading causes of mortality, updated July 2007 (*OH Department of Health*); 3) Children in Jefferson County with elevated lead blood levels was the third highest in the state at 4.38% (*OH Department of Health 2013*); and, 4) The statewide air toxics study showed that Jefferson County has both the highest cancer and noncancerous risk estimates for volatile organic compounds (*2010 OH EPA All OH Air Toxics Report*). Even more troubling is that about 80% of all of our industry and brownfield sites, according to GIS analysis, are located in HUD-defined low- to moderate-income block groups, which contain the greatest sensitive populations. These sensitive populations are comprised of low- and moderate-income populations; including children in poverty as well as women of child-bearing age, which are two sensitive populations that are impacted throughout the target region. The wealthier population that remains in the area has migrated away from the river, leaving behind areas with high poverty rates and low median incomes living in substandard housing and surrounded by vacated commercial properties.

The *WV County Health Profiles – 2004*, the most current data available at the county level, indicates that Brooke and Hancock have statistically significant "worse" rankings compared to national rates for diseases of the heart, lung and colon cancers, diabetes, chronic obstructive pulmonary disease, and low-birth weight births. According to the 2004 report, Hancock County ranks 7<sup>th</sup> in WV for deaths attributed to diseases of the heart, 34.6% higher than the national average. In both Brooke and Hancock, deaths caused by colon cancer are higher than the national rate, by 14.8% and 33.7%, respectively. The report listed a cancer incidence rate of 561.1 per 100,000 people in Hancock County, far exceeding a 2011 WebMD report stating that 300 of every 100,000 Americans develops cancer each year. Brooke County was also higher, at 442.4 per 100,000. Over the same time period, the National Cancer Institute SEER Cancer

Statistics Review listed the national incidence rate as 480.4 per 100,000. The health report also stated that low-birth weight births in Hancock County from 1997-2001 was 9.8% out of 163 births, ranking 29.0% higher than the U.S. average and seventh overall in WV. Brooke fared somewhat better, ranking 30th in WV, 7.9% low-birth weight births out of 99 births.

Specifically, there are immediate health impacts in the six targeted communities directly attributable to the brownfields within their respective communities: NEWELL-The contaminants present a potential source of pollution to the river watershed and can cause severe damage to the brain and kidneys, and lead to pregnancy loss through miscarriage. TORONTO- The pollutants are known to cause damage to the liver and kidneys, and respiratory and central nervous systems. NEW CUMBERLAND-The contaminants present a health and environmental hazard that potentially exposes animal and human life to high concentrations of lead, mercury, petroleum, and polychlorinated biphenyls (PCB). STEUBENVILLE- The suspected contaminants present a potential source of pollution to the watershed and are known to cause damage to human and animal respiratory systems, and types of cancer. MINGO JUNCTION-Suspected contaminants are VOC, PAH, PCB, and metals that can cause cancers and damage human and animal respiratory systems. WELLSBURG- The known contaminants can cause severe damage, including cancer, to the brain, kidneys and liver, as well as melanoma.

**c. Financial Need**

**i. Economic Conditions:** Substantial cuts to the OH Local Government Fund have affected all of the 3-2-1 communities. According to the OH Department of Taxation, between 2008 and 2012, Steubenville, Mingo Junction, and Toronto have seen local government fund distributions decline by some 40%. Steubenville's audits indicate that the taxable assessed value of the city's former RG Steel Mill (largest brownfield) declined by 45% between 2008 and 2012. The Village of Mingo Junction's audits show that municipal income tax revenues declined by 60% between 2006 and 2012, directly related to the shutdown of RG Steel. As a result, the OH Development Services Agency has designated Jefferson County a distressed county.

WV has not fared much better. In August 2011, WV Governor Earl Ray Tomblin instructed state agencies to cut 7.5% of spending by 2015. In October 2015, the Governor cut spending by another 4%, continuing a hiring freeze and limiting travel in an attempt to balance dwindling revenues from coal and natural gas. These budgetary deficits have reduced the state's capacity to assist counties and cities with brownfield assessments and cleanup. A 2012 Hancock County Budget Report stated that Brooke and Hancock have lost a combined \$3.5 million in revenues since 2009. County governments incurred major revenue loss when tax-reverted property increased by 185% (*WV Department of Revenue*), directly related to reductions in manufacturing and spin-off employment.

Economic conditions are bleak and further compounded at the local level. High poverty in the three of the six target areas, high unemployment in four of six target areas, median household incomes substantially less than the national and state average in six of six target areas, and populations less than 5,000 in five of six target areas all point to the fact that local municipalities are unable to draw on other sources of funding. Furthermore, all six target areas are highly impacted by the decline, if not disappearance, of the steel industry.

**1.c.ii. Economic Effects of Brownfields:** Tracts of land and buildings that supported the manufacturing and commercial economic base are now abandoned, collapsed, or run-down sites. These abandoned brownfields throughout the tri-county area occupy what is generally flat land along the Ohio River, close to transportation networks. The Federal Reserve Economic Data, Federal Reserve Bank of St Louis (FRED), reported that in January 1990, manufacturing employment in the Weirton-Steubenville MSA was 17,200. As of December 2014, that number dropped to 5,600. Non-farm employment over that same period dropped from 52,000 to 43,600.

In Jefferson County, home foreclosures increased 330% from 1995 to 2012 (*Policy Matters Ohio 2013*). In 2014 alone, property tax delinquencies surged 8.3% (*2014 Jefferson County Auditor*). Between 1997 and 2010 (*OH Department of Taxation*), the property tax delinquency dollars for Jefferson County rose 164%.

The decline in the MSA population and employment, coupled with decreased tax revenues, has left local governments struggling to maintain current infrastructure, making it all but impossible to find and dedicate local resources to brownfield sites. The USEPA Brownfield Assessment grant allows the coalition to pool our resources to collaborate on the bigger picture of intentional and effective brownfield redevelopment.

## **2. Project Description and Feasibility of Success**

### **2a. Project Description,**

**2 a i. Project Description:** The 3-2-1 establishes a base for revitalization by assessing brownfield properties along the Ohio River. The region, laden for decades with heavy industry and coal mining, was knocked down and almost out. Along with the diversification of the tax base and the “stick-to-it-ness” of residents, this boundary-busting project will act as a springboard for economic stability, job expansion, and a healthy residential vitality. Equally noteworthy, is our coalition members’ vision aligning with economic adjustment strategies (including land use and revitalization plans) adopted for Brooke and Hancock counties, comprehensive plans adopted by Jefferson and Brooke counties (including land use and revitalization plans), and Comprehensive Economic Development Strategy (including revitalization plans) adopted by all three counties.

The BDC is the 3-2-1 applicant. The JCPA and BHJ are 3-2-1 members. Since all 3-2-1 parties have limited resources, creating one major brownfield initiative maximizes all available resources. To date, 3-2-1 has leveraged several million dollars in cleanup and redevelopment money through two successful USEPA Assessment Grants: BHJ’s Regional Development Council’s 2008 USEPA Grant and Jefferson County’s 2009 USEPA Grant. This proposal is guided by 3-2-1’s respective long range plans, founded on the following principles: 1) Continue partnerships with HUD-DOT-EPA to sustain the region; 2) Incorporate sustainable and equitable reuse approaches into assessment projects; and, 3) Leverage USEPA funding for other federal, state, and local gap financing for brownfield redevelopment economic opportunity. The basis for each plan is to free up properties through brownfield assessment, cleanup and redevelopment, train the emerging workforce, and create a healthy vitality for the region’s residents and visitors. Outputs and subsequent outcomes of this project are summarized as follows:

3-2-1 will focus on riverfront properties with the highest redevelopment potential. The largest brownfield sites are the Norfolk Southern former Railroad Roundhouse (Mingo Junction), Newell Porcelain (Newell) and Gen-Pak Paper (Wellsburg). 3-2-1 will use the successful redevelopment models applied to the Steubenville RG Steel site (River Rail Development, LLC) and the Beech Bottom Wheeling-Pittsburgh Corrugating Plant (BDC), both assessed with USEPA grants. These sites are being cleaned up with Clean OH and USEPA grants respectively and, collectively, \$10 million of private investments, converting both defunct properties into industrial parks for energy companies, steel fabricators, and professional offices.

**2.a.ii. Project Timing:** Based on successful experience with Jefferson County’s 2009 USEPA Brownfield Coalition Assessment grant and the Brooke-Hancock 2008 USEPA Community Assessment grant, together with knowledgeable member communities, 3-2-1 will hit the ground running. In Summer 2016, before execution of a cooperative agreement with USEPA, 3-2-1 will convene a public meeting, provide an overview of the new grant, update the brownfield inventory, and discuss prioritization. The BDC, head of 3-2-1, will draft a memorandum of agreement (MOA) with 3-2-1 members to establish a plan for distribution of funds and implementation of the assessment work. In late Summer 2016, Patrick Ford, BDC Executive Director and project manager, will lead the environmental consultant procurement process: issuing a

request for qualifications, evaluating the proposals, and selecting the environmental engineer in consultation with 3-2-1 members. This task will be completed by October 1.

In the project's first quarter, the 3-2-1 coalition and consultant will refine the brownfield inventory and prioritize the sites based on public input, set up a pre-quality assurance project plan (QAPP) conference call, and prepare a draft QAPP. No Phase II work can be started without an approved QAPP. The project manager and the consultant will submit site eligibility forms for USEPA approval and meet with property owners to obtain access agreements for conducting Phase I and/or Phase II ESAs.

The goal is to complete 50% of the Phase I ESAs and 30% of the Phase II ESAs in Year 1. The consultant will complete the balance of the Phase I and Phase II ESAs in Years 2 and 3, with the remedial actions plans (RAPs) started in Year 2 and completed in Year 3. If funds are available, the consultant may complete miscellaneous Phase I and II ESAs. The BDC will ensure all the quarterly tracking and measurements of progress are accomplished, along with timely inputs to ACRES.

**2.a.iii. Site Selection:** The coalition will be chaired by the executive directors of the BDC, BHJ, and JCPA. Coalition members and stakeholders have set their site priorities based on our respective economic adjustment strategies, revitalization plans, and land use plans– evaluating sites along the Ohio River that are infrastructure-ready, and matching them up with new business/redevelopment ventures, primarily in the our target industry clusters of energy, metals, chemicals, transportation logistics, and health care. A handful of target sites in our target communities have been shortlisted based on attractiveness to these clusters. As with all sites, the coalition will first establish the eligibility for the site. If the site is found eligible, selection and prioritization criteria will include the potential to address and eliminate public health, safety, and environmental issues; eligibility with the WV DEP Voluntary Remediation Program (VRP) and OH EPA's Voluntary Action Program (VAP) for leveraged technical and financial assistance; benefit to low and moderate income areas; condition of existing infrastructure available for reuse; and potential redevelopment and job creation opportunities for the property.

Access to properties can be challenging, particularly when the program was first started. We held community meetings to discuss the brownfield process, and the benefits to property owners to be able to get a Phase I and II ESAs paid for through the grant process. Sometimes property owners can be skeptical of the brownfield objectives, particularly collecting soil and groundwater samples. A relationship of trust must be developed and the coalition has gone to great lengths to establish that with property owners through the public meetings, and private individual meetings with property owners. Because our program has been in place several years, the coalition has been very successful in obtaining property access agreements.

## **2.b. Task Description and Budget Table**

### **2.b.i. Task Descriptions**

**Task 1: Site Inventory and Prioritization: \$10,000.** Coalition members and stakeholders will set their site priorities based on our economic adjustment strategies, revitalization and land use plans– evaluating sites along the Ohio River that are infrastructure-ready, and matching them up with new business/redevelopment ventures, primarily in the our target industry clusters of energy, metals, chemicals, transportation logistics, and health care. As with all sites, the coalition will first establish the eligibility for the site. If the site is found eligible, selection and prioritization criteria will include the potential to address and eliminate public health, safety, and environmental issues; eligibility with the VRP and VAP for leveraged technical and financial assistance; benefit to low and moderate income areas; condition of existing infrastructure available for reuse; and potential redevelopment and job creation opportunities for the property. This task includes the creation and maintenance of an inventory database with scoring system, and inputting and maintaining a GIS web-based site inventory system. The estimated cost is \$10,000.

**Task 2: Phase I & Phase II Environmental Site Assessments: \$490,000.** The bulk of the grant funds will be spent on this task. Assessment work will be overseen by a VAP and VRP Certified Professional. Selected sites will undergo Phase I ESAs to meet USEPA's All Appropriate Inquiry standards (ASTM E1527-13), and may also be completed to meet the Phase I requirements under VAP and VRP. By meeting the VAP and VRP standards, these sites will be eligible to leverage additional cleanup funding through our respective states and the USEPA. For Phase I ESAs, it is estimated that 10 hazardous substance sites (average size 15 acres), at an average cost of \$6,000 each (\$60,000 total), and seven petroleum sites (corner gas station size) at an average cost of \$3,500 each (\$24,500 total), totaling \$84,500 will be performed.

It is estimated that seven of the Phase I ESA hazardous substance sites will need Phase II ESAs at an average cost of \$40,000 per site (\$280,000), and four of the petroleum sites will need a Phase II ESA at an average cost of \$30,000 per site (\$120,000), totaling \$400,000. Prior to any Phase II assessment work, the consultant will develop quality assurance/quality control project plans (QAPP) for USEPA's approval, at an estimated cost of \$5,500. In addition, the consultant will develop site specific sampling and analysis plans (SAP) for USEPA approval, and site-specific health and safety plans (HASP) prior conducting field work. The estimated costs for the SAPs and HASPs are included in the Phase II cost estimate above. The total cost of this task is Phase I \$84,500 + Phase II \$400,000 + QAPP \$5,500 = \$490,000.

For hazardous substance sites, Phase II work will be completed according to ASTM 1903-11 and also follow VAP and VRP guidance, and petroleum sites will also follow OH's Bureau of Underground Storage Tank Regulations (BUSTR) and WVDEP's Underground Storage Tank (UST) Regulations, as required.

**Task 3: Remedial and End Use Planning: \$60,000.** After Phase II Assessment completion, it is estimated five hazardous substance sites and three petroleum sites will need remedial action planning and coordination with site redevelopment. The planning for each site is estimated to be \$7,500 and include a remedial action plan (RAP) for evaluating the alternatives and costs for cleaning up each site. In addition, the planning will include working with the potential property owner or developer to integrate remedial alternatives with redevelopment of the property. These RAPs will also be used to pursue cleanup funds from the USEPA, WVDEP, and the Jobs OH Revitalization Funds (up to \$1,000,000) to leverage the USEPA brownfield assessment grant funding.

**Task 4: Community Outreach: \$16,000.** Since the 2008 and 2009 USEPA grants, we have engaged neighborhood associations, business and property owners, developers, and other parties in our brownfield programs. This has occurred through community meetings and various media. We plan to continue this program through 3-2-1 meetings and special events involving brownfield cleanup and redevelopment. 3-2-1 meetings will be held semi-annually, with other meetings held for certain milestones. It is estimated that the environmental consultant will cost \$12,000 for meetings and presentations over the 3-year period. In-kind services from the 3-2-1 coalition and Jefferson County Regional Planning Commission (JCRPC) will support meeting outreach. The consulting time was weighted toward hazardous sites. The task also includes preparation and distribution of information (\$4,000 material and public notices).

**Task 5: Programmatic Costs: \$24,000.** For this task, \$24,000 is requested, \$10,000 for a consultant to lead meetings, manage the site selection and prioritization process, review and evaluate reports and document submittal for USEPA required reporting and \$2,000 for oversight by the environmental consultant for technical issues and QAQC. Funds are also being requested for two to four staff for travel expenses (\$12,000) to two national and two regional brownfield conferences. 3-2-1 will provide approximately another \$10,000 of in-kind staff time for programmatic costs (average 500 hours at \$20/hour). The coalition will track and measure progress to achieve project results by an inventory of sites and develop rating system for prioritization. The coalition will input these sites into its GIS database for visualization and public engagement.

Task	Outputs	Outcomes
Site Inventory & Prioritization	Prioritize up to 30 sites for the 8 target brownfield areas	1. Improve quality of life & health by cleaning up at least 327 acres of brownfields posing health threats to residents & water supply - Ohio River. 2. Improve infrastructure, increase affordable transportation & housing, & create a healthy recreational environment for the community. 3. Stimulating the oil & gas, metallurgical, & chemical workforce through brownfield redevelopment, worker training & education.
Phase I and II ESAs	Phase Is - 27; Phase IIs - 20	
Remedial Planning	RAPs - 8	
Community Outreach	At least 2 public meetings/year	
Programmatic	Meet US EPA reporting requirements	

**ii. Budget Table (5 points): Hazardous Substance & Petroleum Assessment Budget**

Budget Categories	Task 1	Task 2	Task 3	Task 4	Task 5	Total
	Site Inventory & Prioritization	Site Assessments	Remedial & End Use Planning	Community Involvement	Programmatic Costs	
Personnel - H	--	--	--	--	\$12,000	\$12,000
Personnel - P	--	--	--	--	\$5,000	\$5,000
Travel - H	--	--	--	--	\$3,000	\$3,000
Travel - P	--	--	--	--	\$3,000	\$3,000
Supplies - H	--	--	--	\$2,000	--	\$2,000
Supplies - P	--	--	--	\$2,000	--	\$2,000
Contractual-H	\$5,000	\$340,000	\$30,000	\$2,500	\$500	\$378,000
Contractual-P	\$5,000	\$150,000	\$30,000	\$9,500	\$500	\$195,000
<b>Subtotal H</b>	<b>\$5,000</b>	<b>\$340,000</b>	<b>\$30,000</b>	<b>\$4,500</b>	<b>\$15,500</b>	<b>\$395,000</b>
<b>Subtotal P</b>	<b>\$5,000</b>	<b>\$150,000</b>	<b>\$30,000</b>	<b>\$11,500</b>	<b>\$8,500</b>	<b>\$205,000</b>
<b>TOTAL GRANT</b>	<b>\$10,000</b>	<b>\$490,000</b>	<b>\$60,000</b>	<b>\$16,000</b>	<b>\$24,000</b>	<b>\$600,000</b>

H = Hazardous Sites P = Petroleum Sites

**2.c. Ability to Leverage**

The 3-2-1 coalition is seeking to fund all of the assessments with this USEPA Coalition Grant. The focus of the 3-2-1 coalition is leveraging money for the revitalization (cleanup, construction, industry recruitment) of the properties in the target areas. The coalition has financial commitments for investments in revitalization from the Neighborhood Initiative Program (NIP), CleanOhio, Community Development Block Grants, WV Economic Development Authority, United States Economic Development Administration, Hancock County Commission, Brooke County Commission, Appalachian Partnership for Economic Growth, Benedum Foundation, and private investors. The track record of the coalition has proven that our members have been able to attract \$28 of investment for every \$1 in USEPA funding. Based on this multiplier, the coalition anticipates leveraging \$16,800,000 in public and private investments from a \$600,000 assessment

grant. The 3-2-1 also anticipates using investment companies located in Pittsburgh, Los Angeles, and Chicago in future projects in our target areas.

In June 2014, in a cooperative effort to redevelop industrial properties along a 60-mile river corridor between Weirton, WV and Pittsburgh, PA, the Benedum Foundation, a private foundation, awarded the BDC and the Pittsburgh-based Riverside Center for Innovation \$370,000 for site development. The BDC is using these funds to estimate building demo costs, remediate contamination, and finalize site preparation.

### **3. Community Engagement and Partnerships**

#### **3.a Plan for Involving Targeted Community & Other Stakeholders; and Communicating Progress**

**3.a.i. Community Involvement Plan:** Over the last 5 years, the BDC and JCPA have relied on BHJ to involve the community. It has been a successful approach and we will continue with this strategy. Through its past involvement with the USEPA Assessment Grant Program, BHJ formed a Brownfields Task Force (BTF). Through the BTF, BHJ has created a host of programs, committees, and public involvement activities for community support and communication. The BTF has met on a quarterly basis since November 2008 and maintained an open dialogue with communities and stakeholders. For this application, the BTF will be chaired by the executive directors of the coalition members and will meet quarterly.

**Step 1. WV Collaborative Redevelopment (WVRC) Model** - The WVRC model, a program of the Northern WV Brownfields Assistance Center (NBAC), provides services and expertise for WV communities to capture the maximum economic, environmental, and social benefits from the remediation and adaptive reuse of brownfields. The first WVRC model project administered by BHJ was the TS&T Site in Chester. The WVRC has worked with several other EPA-funded projects in coordination with the BTF, including Brooke Glass in Wellsburg. The WVRC will provide information and training tools.

**Step 2. Brownfields Task Force (BTF)** The BTF, chaired by the executive directors of the coalition members, will meet quarterly. The BTF is the mechanism through which all target communities have provided input since the beginning of this project and will continue to be engaged and informed throughout the project. Members include stakeholders and/or residents of targeted communities such as city managers, elected officials, and/or private business interests. WV members include the BDC, WV Development Office, WV Department of Environmental Protection, WV Department of Transportation, and WV Brownfield Assistance Center. OH members include the JCPA, Appalachian Partnership for Economic Growth, Jefferson Soil & Water Conservation District, OH Environmental Protection Agency, and OH Department of Transportation. Other members include an advisory environmental engineer, a representative of the real estate community, financial institutions, and workforce investment board. Task Force meetings are open to the public. The BTF received the 2015 WV Brownfield Award in Environmental Impact in recognition of the Task Force's dedication to brownfields redevelopment in WV.

**3.a.ii. Communicating Progress (5 points):** The BTF will publicly promote brownfields achievements through traditional (newspaper, television, radio, newsletters) and social media (email blasts, Facebook, Instagram, Twitter, etc.). In every instance, the BTF will accept comment from citizens and stakeholders and provide answers in a timely manner. The regular BTF meetings as well as public media exposure (traditional and social) is appropriate and effective for the target community because the BTF directly involves citizens from each target community and the majority of citizens in each target community receive their news from either traditional or social media.

The meeting schedule will include: (1) an introductory workshop within 90 days of receiving the grant; (2) after the first quarter, a session to solicit input, identify, and prioritize, (3) an update after the consultant completes 50% of the Phase Is, (4) a second update session after completing 30% of the Phase IIs, and (5) a meeting to discuss site redevelopment and reuse. These meetings will provide opportunities for public input and discussion regarding site identification, health and environmental concerns, and end-use redevelopment decisions. Meeting locations will rotate within specific target communities.

**3.b. Partnerships with Government Agencies**

**3.b.i. Local/State/Tribal Environmental Authority:** 3-2-1 members have a strong relationship with OH EPA and WVDEP. OH EPA, through their VAP, and WVDEP, through their VRP, have provided technical assistance and guidance for meeting the cleanup standards using risk based approaches, while integrating the cleanup into redevelopment plans. This was done at brownfield sites in Toronto, Steubenville, and Yorkville in OH, and sites in Chester, Newell, Weirton, and Beech Bottom, WV. The coalition will continue to use OHEPA and WVDEP for technical assistance for brownfield site assessment and cleanup. The OH Department of Natural Resources (ODNR), Jefferson Soil & Water Conservation District, JCRPC, and WVDEP will assist in site identification and evaluation.

**3.b.ii. Other Governmental Partnerships:** As in past projects, County/City Health departments will be involved during assessment and cleanup. If the environmental consultant finds hazardous substances that present negative health impacts, they will notify the health departments to help resolve the issue. The consultant will also call upon health departments to validate off-site health threats, identify toxicological issues, and perform risk evaluations. Other government partners are the OH and WV Department of Transportation (ODOT/WVDOT) for assistance with either highway or rail last mile connections, pedestrian walkways, bicycle facilities, or public transit and human service transportation projects.

**3.c. Partnerships with Community Organizations**

**3.c.i. Community Organization Description & Role:** As outlined below, partners will have a seat on the Task Force, and all have committed to share information with their constituents.

Organization	Hours committed	\$ Value	Role
Jefferson Soil & Conservation District	80	\$1,500	TF member offering technical assistance on stormwater, green space, urban gardening, mine scarred land reclamation .
Eastern Gateway Community College	750	\$15,000	TF member offering programs and courses to train students in oil and gas industry, office space, staff expertise .
Hancock County Senior Services	500	\$5,000	Will provide meeting space and review time/participation.
Fort Steuben Historic Center	288	\$3,600	Providing multimedia conference room for meetings..
Brooke Hancock Regional Council	300	\$10,500	Group of public and private interests that identifies & prioritizes sites for brownfield site assessment and cleanup.
Hancock County Health Department	As Needed	\$0	Public outreach to ensure protection of public health and welfare.
Brooke County Health Department	As Needed	\$0	Public outreach to ensure protection of public health and welfare.
Appalachian Partnership	As Needed	\$0	Offer loans and grants to sites along the Ohio River that create jobs.
IMCP	As Needed	\$0	BDC is member of the IMCP Coalition for the Greater Pittsburgh Metals Manufacturing Communities Partnership.
Wellsburg Redevelopment Authority	560	\$11,065	Identify, prioritize and leverage funding for revitalization of sites.
Weirton Chamber	1500	\$45,000	Volunteer non-profit partnership for businesses and professionals working to build a healthy regional economy. Has generously donated significant staff and resources
<b>TOTAL</b>	<b>3,418</b>	<b>\$94,100</b>	

**3.c.ii. Letters of Commitment:** Community partners have supplied Letters of Commitment, found in Appendix C.

#### **4. Project Benefits**

##### **4.a. Health and/or Welfare and Environment Benefits**

**4.a.i. Health and/or Welfare Benefits:** There are immediate health impacts in the six targeted communities directly attributable to the brownfields within their respective communities: NEWELL-The contaminants present a potential source of pollution to the river watershed and can cause severe damage to the brain and kidneys, and lead to pregnancy loss through miscarriage. TORONTO- The pollutants are known to cause damage to the liver and kidneys, and respiratory and central nervous systems. NEW CUMBERLAND-The contaminants present a health and environmental hazard that potentially exposes animal and human life to high concentrations of lead, mercury, petroleum, and polychlorinated biphenyls (PCB). STEUBENVILLE- The suspected contaminants present a potential source of pollution to the watershed and are known to cause damage to human and animal respiratory systems, and types of cancer. MINGO JUNCTION-Suspected contaminants are VOC, PAH, PCB, and metals that can cause cancers and damage human and animal respiratory systems. WELLSBURG- The known contaminants can cause severe damage, including cancer, to the brain, kidneys and liver, as well as melanoma.

The revitalization of these target sites will reduce physical exposure to known and suspected toxicants, such as asbestos, lead, petroleum, and PCB. A Site Assessment Work Plan (SAWP) will be prepared for site recovery. The SAWP objective is to complete site characterization per the requirements of the VAP and VRP. The USEPA Assessment Program will greatly assist local stakeholders with mitigating community health risks such as cancers and heart disease. The goal is to create a livable and sustainable environment for residents. Site-specific health and safety plans protect on-site workers and surrounding communities by setting standards for acceptable levels of airborne emissions such as dust, odor, and noise; preventing soil erosion and protecting nearby ecosystems; and ensuring that property owners properly excavate, stockpile, and dispose contaminants. These requirements will lead to productive site redevelopment.

**4.a.ii. Environmental Benefits:** 80% of all of our industry and brownfield sites are located in HUD-defined low- to moderate-income block groups, which contain sensitive populations such as low- and moderate-income populations; including children in poverty as well as women of child-bearing age, which are two sensitive populations that are impacted throughout the target region. The proposed assessment and revitalization of targeted projects will significantly reduce exposure to known and suspected toxicants. Examples include: 1) Controlling documented community risks from substances such as arsenic, barium, and cadmium at the Newell Porcelain Site. Environmental benefits include the design and installation of proper engineering systems that will stem the migration of these substances into the Ohio River; (2) Alleviating documented suspected hazardous substances and toxic risks from PCBs and VOCs at the New Cumberland AIR Facility and Wellsburg Gen-Pak building. Anticipated cleanup will focus on contact vapor intrusion to neighboring residents and reduce migration into the Ohio River; (3) Mitigating the migration of suspected toxics from chemicals once stored at the Steubenville Marina Terminal/Warehouse; (4) Assessing and restoring to use former gasoline stations in Toronto; (5) Stemming documented hazardous substances at the Mingo Junction Railroad Roundhouse Site from entering the watershed through stormwater runoff. Anticipated cleanup will restore a non-productive industrial-zoned site into a safe environment for warehouse and transportation-related services.

##### **4.b. Environmental Benefits from Infrastructure Reuse/Sustainable Reuse**

**4.b.i. Policies, Planning, and Other Tools:** 3-2-1 promotes sustainable development outcomes of brownfield redevelopment projects through energy and water use applications, in addition to reusing and recycling clean hard fill generated during site remediation. In these situations, demolition contractors place demolished structures and building materials (clean hard fill) as backfill in the excavations. Demolition work at the former TS&T Pottery Factory and RG Steel property took advantage of this practice. 3-2-1 will use its

core organization's policies and planning tools to ensure sustainable development outcomes of its target brownfield sites. Examples of this work in practice are described below in the next two paragraphs.

OH and WV communities are working directly with the USEPA, OH EPA, and WV DEP to update municipal separate storm sewer systems (MS4) and obtain a National Pollution Discharge Elimination System (NPDES) permit. Affected communities have developed stormwater management programs designed to prevent harmful pollutants from entering into the Ohio River watershed. Mingo Junction, Steubenville, Stratton, Toronto, Tiltonsville, Follansbee, Weirton, and Wellsburg all have undertaken MS4 sewer/stormwater separation projects and management.

Communities have also adopted sustainable infrastructure practices to lower transportation costs, reduce air pollution, decrease infrastructure costs, and preserve historic properties and sensitive lands. Non-profit Magic Tree, Inc., in New Cumberland, has a mission to educate, facilitate, and demonstrate a green and sustainable lifestyle. In 2013, BDC spent \$569,000 to install a steep embankment barrier at the TS&T site in Chester. The purpose of the barrier was to stabilize and cover the slope to prevent runoff of potentially impacted soil without compromising slope stabilization. In 2014, Wellsburg retained 2000 tons of crushed brick on site during excavation at the Brooke Glass. This significantly reduced demolition costs, conserved natural resources and landfill space, reduced the environmental impact of producing new materials, created jobs, and reduced building project expenses.

**4.b.ii. *Integrating Equitable Development or Livability Principals:*** The approach to revitalize the target brownfield sites incorporate equitable development practices and HUD-DOT-EPA Livability Principles. The cleanup and redevelopment of targeted properties will increase economic competitiveness by encouraging the growth of local and regional tourism and supporting and valuing the existing community by addressing problem properties at the gateway into business districts and adjacent to local neighborhoods. Target sites in target communities support equitable development outcomes through its participation in the BTF, which encourages the involvement of residents in the target communities, including minority and at-risk populations.

**4.c. *Economic and Community Benefits (long term benefits)***

**4.c.i. *Economic or Non-Economic Benefits:*** There are approximately 500 acres in the coalition's brownfields inventory suitable for industrial development. If these sites (which are almost all unused) were revitalized for our industry clusters, they could produce close to 5,000 jobs based on the Mid-Ohio Regional Planning Commission Land Use Model Grid. According to the OH Department of Job and Family Services, the average annual salary for all industries is \$43,687. Thus, the redevelopment of these sites could generate a payroll gain for the three counties of \$218,435,000. Over the past three years, the three counties have experienced a \$2.85 billion investment (Ohio Shale Coalition and Shale Play). These deals are dynamic and in various stages of negotiations moving forward. For example, our partnerships with Hackman Capital and River Rail Development, and their collective \$10,000,000 investment in the former Wheeling Corrugating Steel Plant in Beech Bottom and Steubenville RG Steel plant, was initiated with USEPA brownfield assessment grants, and are models for other former redevelopments. These sites have already created approximately 1,000 jobs. The challenge for our area is flat, pad-ready sites, to locate another \$250 million of prospects currently shopping sites in our region.

**4.c.ii. *Job Creation Potential: Partnerships with Workforce Development Programs:*** The 3-2-1 coalition will partner with the WV Northern Community College and Eastern Gateway Community College to promote job skills training and local hiring as well as linking members of the community to all new employment opportunities related to the assessment, cleanup, and redevelopment of the target properties. WV Northern Community College and Eastern Gateway Community College offer programs designed for entry-level positions in the fields of welding, computer engineering, environmental science, and green-collar jobs. These fields of employment are vital to successful brownfield redevelopment. Both have training programs directly related jobs in the natural gas and oil drilling industry. Both offer many of these programs

as customizable training options for companies. In addition, the Jefferson County Education Service Center is providing a similar role by sponsoring a program, the Utica Academy, to offer specialized education to high school students wishing to work in the oil and gas field. A \$1.9 million POWER grant, to retrain displaced coal workers, thanks to President Obama's coal initiative, will also help prepare our workforce for opportunities on repurposed brownfield sites.

## **5. Programmatic Capability and Past Performance**

### **5 a. Programmatic Capability**

The BDC and the 3-2-1 coalition have a strong brownfield and grant management team to successfully implement and accomplish the goals of this grant. The BDC will augment its environmental grant team with the management team in place among the other 3-2-1 members. The project manager will be BDC Executive Director Pat Ford. Mr. Ford has over 25 years experience in local and regional government and economic development. Assisted by two full-time staff, Mr. Ford has been involved in the redevelopment of almost 900 acres of brownfields, the attraction of over \$70 million in investment, and creation of approximately 1,200 jobs. During this same period, the region has seen a drop in unemployment of almost 4%. Michael Paprocki, Executive Director of BHJ, will assist Mr. Ford. Mr. Paprocki manages four full-time and two part-time staff members that include two engineers, a full-time Finance Manager, and a full-time Community Development Specialist. Mr. Paprocki has been involved in several transportation management projects and has created several land use and demographic forecast modeling techniques for travel demand modeling projects used for Air Quality Conformity demonstrations and Environmental Justice assessments. He has over 18 years working experience as a GIS specialist.

A licensed Remediation and Environmental Specialist will support the project manager. The consultant will conduct the Phase I and Phase II environmental studies and work with the WVDEP and OHEPA to develop remediation options. The 3-2-1 strategy for tracking and measuring progress has the following elements: 1) Evaluate achievements against milestones established within the grant application and work plan; 2) Evaluate whether the grant and projects have redeveloped priority sites and improved local brownfields management fundamentals such as management, acquisition, and the leveraging of outside dollars; and, 3) Document project outcomes and outputs. 3-2-1, in both narrative and spreadsheet form, documents project progress and shares this information through its Task Force (TF).

The 3-2-1 members have the same management team in place and now have over five years of direct experience in managing a assessment grants. As a demonstration of programmatic capabilities, Jefferson County Coalition received a Brownfields Recognition Award for Leadership and Commitment at the 2013 National Brownfield Conference.

Once the USEPA announces the grant award, the coalition will implement a tracking and managing system, including spreadsheets for all budgets, and schedules for the tasks. These systems will be similar to previous grants. The coalition will track the grant using BHJ's QuickBooks and acceptable accounting software for managing federal monies. BHJ will proof the grant budget internally using an Excel spreadsheet. As with earlier grants, 3-2-1 will enter all the specific brownfield site assessment information into ACRES in a timely manner for USEPA's use and accounting.

The coalition will go through a procurement process to contract with a highly qualified environmental consultant to address the technical requirements of the project, primarily the prioritization, Phase I, Phase II and remedial planning tasks. The coalition members have experience with the procurement and selection of consultants based on earlier grants. If during the course of the project the coalition needs other specialized consultant services, i.e. wetlands issues, or additional resources, the coalition has working experience with capable environmental consultants offering comprehensive environmental services.

### **5.b. Audit Findings**

BDC & all members of the 3-2-1 coalition have no adverse audit findings on any grants, nor been required to comply with special "high risk" terms under agency regulations implementing OMB Circular A-102.

## **5.c. Past Performance and Accomplishments**

### **5.c.i. Currently or Have Ever Received an EPA Brownfields Grant**

**5.c.i.1. Compliance with Grant Requirements:** In 2009, USEPA awarded the Jefferson County Brownfield Coalition a three-year, \$1,000,000 USEPA Brownfield Coalition Assessment grant. The coalition complied with the grant work plan, schedule, terms, and conditions. All quarterly and technical reports were submitted on time during the project period, as well as filling of Assessment, Cleanup, and Re-development Exchange System (ACRES) reports. The ACRES reports were current at the end of the project period. A six-month extension was awarded for the completion of two Phase I ESAs, three Phase II ESAs, and an asbestos survey. Of the \$1,000,000, only \$155 remained in the grant budget at completion. All expected results were achieved during the grant period, and there was no need for corrective measures.

In 2012, the USEPA awarded the BDC a \$200,000 cleanup grant for the TS&T site. The BDC was in full compliance with this grant's work plan, schedule, and terms and conditions. The BDC completed all work within one year by special request of the EPA, fully expended all grant dollars, and closed out the grant. The BDC was the recipient of three Targeted Brownfields Assessment (TBA) grants for three specific properties in 2014. The BDC has since closed out all three grants. The TBAs included \$225,000 for the former Wheeling Corrugating Plant property located in Beech Bottom; \$70,000 for the former Brooke Glass site in Wellsburg; and \$90,000 for the Jimmy Carey Stadium located in Weirton. The USEPA awarded the BDC two cleanup grants for the Wheeling Corrugating Plant and Brooke Glass in 2015. The grant period for these two grants is October 1, 2015 to November 30, 2018. They are currently preparing an RFP to solicit contractors to perform the cleanup work. Contractors will complete all work at both sites in the grant period. The BDC also received a USEPA Cleanup grant for the TS&T riverbank in 2015. The grant period for this cleanup grant is October 1, 2015 to November 30, 2018. They are currently working with the WVDEP to develop an acceptable approach to remediate the riverbank. Once WVDEP approves this approach, the BDC will solicit contractors to perform the cleanup and complete all work within the grant period.

**5.c.i.2. Accomplishments:** Jefferson County's 2009 grant funded 23 Phase I environmental site assessments, 11 Phase II environmental site assessments, one remedial action plan, three asbestos surveys, and six public meetings. These numbers meet the environmental study outputs established in the 2009 USEPA assessment grant application. This helped return five brownfield properties to beneficial reuse, including one property put back to use as green space. Furthermore, the grant has exceeded the employment outcome goal of 50 with cumulative job growth totaling 124. Also, Jefferson County leveraged funds to conduct additional assessment of a former clay tile site (\$299,571 Clean Ohio), clean up of commercial property in Steubenville (\$297,318 Clean Ohio), cleanup of the 185-acre former Steubenville RG Steel plant (\$1,000,000 Clean Ohio), and private funding for cleanup and development (\$4,493,000) from River Rail Development. Jefferson County input all details as required per site in ACRES.

The BDC has been involved in the redevelopment of almost 900 acres of brownfields, leveraged \$70 million of investment, and created 1,200 jobs. The USEPA produced a podcast on the work of the BDC that aired at the 2015 National Brownfields Conference, illustrating the BDC approach as a model for other communities. One example highlighted in the podcast was the cleanup and redevelopment of the former TS&T site in Chester. The project achieved the following outcomes: 1) The original \$5,000 investment leveraged over \$1,300,000 from 14 funding streams to remediate the site; 2) Community input and support were garnered from almost two dozen meetings; and 3) The project won a competitive grant from the WV Redevelopment Collaborative from WVU and the Benedum Foundation.

Jefferson County successfully used *JobsOhio's* new revitalization program in 2015 to obtain a \$450,000 cleanup grant for Barium & Chemicals' riverfront industrial property. The grant facilitates Barium & Chemicals' full compliance with USEPA cleanup requirements and retains 27 jobs and creates 5 more.

## PROJECT DESCRIPTION (Form 424)

*"3-2-1! Three counties, two states and one goal!"* The stage is set for West Virginia (WV) and Ohio (OH) to join forces along the Ohio River. The 1 goal? Repurpose brownfields to create economic development opportunities. The U.S. Census Bureau defines the Weirton-Steubenville Metropolitan Statistical Area (MSA) as 2 states, WV and OH, in 2 federal regions (Region 3 in Philadelphia, PA, and Region 5 in Chicago, IL, respectively) and 3 counties, Brooke and Hancock, WV and Jefferson County, OH. The Jefferson County Port Authority (JCPA), Business Development Corporation of the Northern Panhandle (BDC), and the Brooke-Hancock-Jefferson Metropolitan Planning Commission (BHC) see in these numbers the "3-2-1 Brownfields Coalition Corridor Of Opportunity" (3-2-1).

The BDC is the 3-2-1 applicant. The JCPA and BHC are 3-2-1 members. Since all 3-2-1 parties have limited resources, creating one major brownfield initiative maximizes all available resources. To date, 3-2-1 has leveraged several million dollars in cleanup and redevelopment money through two successful USEPA Assessment Grants. This proposal is guided by 3-2-1's respective long range plans, founded on the following principles: 1) Continue partnerships with HUD-DOT-EPA to sustain the region; 2) Incorporate sustainable and equitable reuse approaches into assessment projects; and, 3) Leverage USEPA funding for other federal, state, and local gap financing for brownfield redevelopment economic opportunity. The basis for each plan is to free up properties through brownfield assessment, cleanup and redevelopment, train the emerging workforce, and create a healthy vitality for the region's residents and visitors. Outputs and subsequent outcomes of this project are summarized as follows:

3-2-1 will focus on riverfront properties with the highest redevelopment potential. The largest brownfield sites are the Norfolk Southern former Railroad Roundhouse (Mingo Junction), Newell Porcelain (Newell) and Gen-Pak Paper (Wellsburg). 3-2-1 will use the successful redevelopment models applied to the Steubenville RG Steel site (River Rail Development, LLC) and the Beech Bottom Wheeling-Pittsburgh Corrugating Plant (BDC), both assessed with USEPA grants. These sites are being cleaned up with Clean OH and USEPA grants respectively and, collectively, \$10 million of private investments, converting both defunct properties into industrial parks for energy companies, steel fabricators, and professional offices.

The bulk of the grant funds will be spent on assessment work. Assessment work will be overseen by a VAP and VRP Certified Professional. Selected sites will undergo Phase I ESAs to meet USEPA's All Appropriate Inquiry standards (ASTM E1527-13), and may also be completed to meet the Phase I requirements under VAP and VRP. By meeting the VAP and VRP standards, these sites will be eligible to leverage additional cleanup funding through our respective states and the USEPA. For Phase I ESAs, it is estimated that 10 hazardous substance sites (average size 15 acres), at an average cost of \$6,000 each (\$60,000 total), and seven petroleum sites (corner gas station size) at an average cost of \$3,500 each (\$24,500 total), totaling \$84,500 will be performed.

It is estimated that seven of the Phase I ESA hazardous substance sites will need Phase II ESAs at an average cost of \$40,000 per site (\$280,000), and four of the petroleum sites will need a Phase II ESA at an average cost of \$30,000 per site (\$120,000), totaling \$400,000. Prior to any Phase II assessment work, the consultant will develop quality assurance/quality control project plans (QAPP) for USEPA's approval, at an estimated cost of \$5,500. In addition, the consultant will develop site specific sampling and analysis plans (SAP) for USEPA approval, and site-specific health and safety plans (HASP) prior conducting field work. The estimated costs for the SAPs and HASPs are included in the Phase II cost estimate above. The total cost of this task is Phase I \$84,500 + Phase II \$400,000 + QAPP \$5,500 = \$490,000.

For hazardous substance sites, Phase II work will be completed according to ASTM 1903-11 and also follow VAP and VRP guidance, and petroleum sites will also follow OH's Bureau of Underground Storage Tank Regulations (BUSTR) and WVDEP's Underground Storage Tank (UST) Regulations, as required.

## APPENDIX A

### Threshold Criteria for Assessment Grants (Section III.C)

1. Applicant Eligibility  
The Business Development Corporation of the Northern Panhandle (BDC) qualifies as a general purpose unit of local government. The BDC fits under the definition in 40 CFR 31.3 in more than one way. Local governments include local public authorities whether or not incorporated as nonprofits. The BDC also qualifies as land clearance authority or other quasi-governmental entity operating under supervision of a local government.
2. Letter from the State or Tribal Environmental Authority  
A current letter from the West Virginia Department of Environmental Protection is enclosed and acknowledges that the BDC plans to conduct assessment activities and is planning to apply for federal grant funds.
3. Community Involvement  
Over the last 5 years, the BDC and Jefferson County Port Authority (JCPA) have relied on the Brooke-Hancock-Jefferson Metropolitan Planning Commission (BHJ) to involve the community. It has been a successful approach and we will continue with this strategy. Through its past involvement with the USEPA Assessment Grant Program, BHJ formed a Brownfields Task Force (BTF). Through the BTF, BHJ created a host of programs, committees, and public involvement activities for community support and communication. For this application, the BTF will be chaired by the executive directors of the coalition members and will meet quarterly. The 3-2-1 will apply a two-step approach.

**Step 1. West Virginia Collaborative Redevelopment (WVRC) Model** - The WVRC model, a program of the Northern WV Brownfields Assistance Center (NBAC), provides services and expertise for WV communities to capture the maximum economic, environmental, and social benefits from the remediation and adaptive reuse of brownfields. The first WVRC model project administered by BHJ was the TS&T Site in Chester. The WVRC has worked with several other EPA-funded projects in coordination with the BTF, including Brooke Glass in Wellsburg. The WVRC will provide information and training tools.

**Step 2. Brownfields Task Force (BTF)** The BTF, chaired by the executive directors of the coalition members, will meet quarterly. Members include stakeholders and/or residents of targeted communities such as city managers, elected officials, and/or private business interests. West Virginia members include the BDC, WV Development Office, WV Department of Environmental Protection, WV Department of Transportation, and WV Brownfield Assistance Center. Ohio members include the Jefferson County Port Authority, Appalachian Partnership for Economic Growth, Jefferson Soil & Water Conservation District, Ohio Environmental Protection Agency, and Ohio Department of Transportation. Other members include an advisory environmental engineer, a representative of the real estate community, financial institutions, and workforce investment board. Task Force meetings are open to the public. The BTF received the 2015 WV Brownfield Award in

Environmental Impact in recognition of the Task Force's dedication to brownfields redevelopment in West Virginia.

The meeting schedule will include: (1) an introductory workshop within 90 days of receiving the grant; (2) after the first quarter, a session to solicit input, identify, and prioritize, (3) an update after the consultant completes 50% of the Phase Is, (4) a second update session after completing 30% of the Phase IIs, and (5) a meeting to discuss site redevelopment and reuse. These meetings will provide opportunities for public input and discussion regarding site identification, health and environmental concerns, and end-use redevelopment decisions. Meeting locations will rotate within specific target communities.

4. Site Eligibility and Property Ownership Eligibility (Site-Specific Proposals Only)  
Not required for Community Wide Assessment Grants.

## **APPENDIX B**

**Letter from the State or Tribal Environmental Authority**



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west virginia department of environmental protection

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Division of Land Restoration  
601 57th Street SE  
Charleston, WV 25304  
Phone: 304-926-0455

Earl Ray Tomblin, Governor  
Randy C. Huffman, Cabinet Secretary  
dep.wv.gov

December 8, 2015

Mr. Patrick Ford, Executive Director  
Business Development Corporation of the Northern Panhandle  
3174 Pennsylvania Avenue, Suite 1  
Weirton, WV 26062

Re: EPA Brownfields Coalition Community-Wide Assessment Grant Application

Dear Mr. Ford,

Thank you for your continued efforts to further enhance your local community and the state's environment and economy by applying for a United States Environmental Protection Agency Coalition Community-Wide Hazardous Substances and Petroleum Brownfields Assessment Grant. This unique collaboration across state lines to join the Business Development Corporation of the Northern Panhandle with the Jefferson County Port Authority and Brooke-Hancock-Jefferson Metropolitan Planning Commission truly embraces the U.S. EPA Brownfields Program's goal of promoting partnerships to prevent, assess, safely clean up, and sustainably reuse brownfields.

Brooke, Hancock, and Jefferson Counties have several idled and underutilized sites as a result of the downturn of the once prominent steel industry; however, the locations of these sites still provide advantageous features such as riverfront property, rail access, and strategic placement on State Route 2. With proper environmental assessment for petroleum and hazardous substances on these properties, redevelopment of otherwise desirable land will finally be possible, which will spark economic revitalization in a region plagued by steel plant downsizing and closures.

The Business Development Corporation of the Northern Panhandle has been a trailblazer in the state for embracing brownfield redevelopment to revitalize the local economy, protect public health, and improve the environment, and has had great success with previous U.S. EPA Brownfields Cleanup Grants and Targeted Brownfields Assessments. In addition, the Brooke-Hancock Regional Planning and Development Council, administered by the Brooke-Hancock-Jefferson Metropolitan Planning Commission, has had remarkable accomplishments with previously awarded U.S. EPA Brownfields Assessment Grants. By effectively prioritizing sites

and focusing on properties with high potential for redevelopment, the Brooke-Hancock Regional Planning and Development Council has used the grants to fund Phase I and Phase II Environmental Site Assessments that led to further investment, assessment, remediation, and redevelopment at several sites throughout the Brooke and Hancock Counties. Working together with the Jefferson County Port Authority, your collective efforts with a coalition grant will continue to make a significant impact on the broader region.

The West Virginia Department of Environmental Protection's Division of Land Restoration fully supports this project. We look forward to our continued collaboration with the Business Development Corporation of the Northern Panhandle and the Brooke-Hancock-Jefferson Metropolitan Planning Commission on revitalization of brownfields in the Northern Panhandle of West Virginia. We are committed to assisting you assess, remediate, and redevelop vacant, underutilized, and contaminated properties into productive and positive new uses. Please contact me or my staff if we can be of service.

Sincerely,



Patricia A. Hickman  
Director

## APPENDIX C

### Documentation of Applicant Eligibility

Coalitions applying for assessment grants must document how all coalition members are eligible entities. All coalition members must submit a letter to the grant applicant (lead coalition member) in which they agree to be part of the coalition. Attach these letters to your proposal.

#### Business Development Corporation of the Northern Panhandle

The Business Development Corporation of the Northern Panhandle (BDC) qualifies as a general purpose unit of local government (County Government) for Brooke and Hancock counties in West Virginia. Brooke and Hancock counties created the BDC to be the lead economic development entity for their respective counties. The BDC fits under the definition in 40 CFR 31.3 in more than one way. Local governments include local public authorities whether or not incorporated as nonprofits. The BDC also qualifies as land clearance authority or other quasi-governmental entity operating under supervision of a local government.

#### Jefferson County Port Authority

The Jefferson County Port Authority (JCPA) was organized in 2012 as a body corporate and politic according to provisions in the Ohio Revised Code (ORC), section 4582. As described in ORC 4582.02, Port Authorities in the State of Ohio are created through the actions of one or more political subdivisions. 4582.01-4582.20 describes the broad powers of Ohio port authorities, including their focus on economic development through powers to own and sell land, form partnerships with local governments, and serve as a financing vehicle during development projects. The Board of County Commissioners of Jefferson County and Steubenville City Council collaborated to form the new port authority and appoint members to the Board of Directors.

#### Brooke-Hancock-Jefferson Metropolitan Planning Commission

The Brooke-Hancock-Jefferson Metropolitan Planning Commission, established by agreement between Jefferson County and the City of Steubenville in Ohio and Brooke County and Hancock County and the cities of Weirton and Wellsburg in West Virginia, meets the criteria for metropolitan planning as set forth in Chapter 8, Article 26 of the West Virginia Code. This interstate regional planning commission should enhance cooperative governmental planning in developing the economic, social and physical objectives of the bi-state region. The Brooke-Hancock Regional Planning and Development Council was created from the 1971 West Virginia Regional Planning & Development Act. The Act mandated that West Virginia be divided into 11 regions to serve as "development districts" more effectively utilize the State's resources and to maximize the opportunities for local communities and public service agencies to secure Federal assistance for economic development, water and sewer systems and other public projects.



December 15, 2015

Environmental Protection Agency Region 3  
Attn: Tom Stolle  
1650 Arch Street  
Mail Code 3HS51  
Philadelphia, PA 19103

Dear Mr. Stolle,

The Business Development Corporation of the Northern Panhandle (BDC) is the lead entity of the coalition members we have branded the "3-2-1 Brownfields Corridor of Opportunity" coalition. Our coalition partnership is comprised of the BDC, Jefferson County Port Authority, and Brooke-Hancock-Jefferson Metropolitan Planning Commission. As the lead entity of the coalition, the BDC will work with our partners to identify, prioritize, assess, remediate, and develop brownfield sites in Brooke and Hancock counties in West Virginia and Jefferson County, Ohio.

Our three counties and two states have one goal—to repurpose brownfields to create economic development opportunities. We will achieve this goal by eliminating abandoned structures and health hazards, attracting private and public investment, and preserving and attracting jobs in our region. This coalition grant opportunity will fund our assessments and leverage the resources necessary to accomplish our goal. By acting regionally, we will accomplish locally.

Very truly yours,

**BUSINESS DEVELOPMENT CORPORATION**

A handwritten signature in blue ink, which appears to read "Patrick B. Ford", is written over the printed name of the Executive Director.

Patrick B. Ford, Executive Director



# JEFFERSON COUNTY PORT AUTHORITY

*Economic development office serving Jefferson County, Ohio*

December 7, 2015

Mr. Pat Ford  
Business Development Corporation of the Northern Panhandle  
3174 Pennsylvania Avenue  
Weirton, WV 26062

Dear Mr. Ford:

Please accept this letter as the Port Authority's expression of strong commitment to your coalition grant application for USEPA brownfield assessment assistance. As you know, after receiving your thorough overview of the proposed three-county brownfield partnership approach, my Board voted unanimously (Resolution #2015-08) on November 3, 2015 to support this endeavor. The Jefferson County Port Authority looks forward to being an active partner throughout this process. Our involvement will include but not be limited to: 1) co-chairing a Brownfield Task Force with you throughout the implementation period; 2) engaging in various forms of outreach to landowners, explaining the benefits of pursuing Phase I or II environmental assessments at their properties; and 3) strategizing with the BDC on broad-based economic development marketing of the Upper Ohio Valley region that covers our respective states.

I applaud the BDC for its vision as an economic development leader. Our unique river valley prospered for generations as a result of heavy industrial investments in sectors like steel production and mineral extraction. That history has now left us with many strategically located and highly visible sites potentially plagued with hazardous substances and petroleum. From an economic development standpoint (i.e. the need to re-position these sites for new investment from diverse industrial sectors) and quality of life/beautification perspective, this and future brownfields strategies should be a top priority for our respective agencies. I look forward to working with you well into the future as we strive to rebuild the valley into a national success story of redevelopment and environmental stewardship.

Thank you for your leadership in the grant-writing process. Please contact me at any time. I look forward to getting to work on our implementation plans.

Sincerely,

Evan Scurti  
Executive Director

**Jefferson County Port Authority  
By-Laws**

**Article I**

Section 1. The Jefferson County Port Authority is a port authority formed under the provisions of Chapter 4582, Ohio Revised Code, as a body corporate and politic.

Section 2. Principal Office. The principal office of the Jefferson County Port Authority ("Authority), its Board of Directors, and its Secretary shall be temporarily located at 115 S. Third Street, Steubenville, OH 43952. The Board of Directors may establish an office at any other location within the territorial limits of the City of Steubenville or outside the city limits but within Jefferson County Ohio if the Board of Directors believe such a move would improve the efficiency of the Authority's operation.

**Article II  
Board of Directors**

Section 1. Number and Qualifications of Board Members. The Board of Directors (the "Board") shall consist of nine (9) members. These members shall be registered voters of Jefferson County and reside within the City of Steubenville or within Jefferson County, Ohio for a period of three (3) years preceding his or her appointment and for the duration of his or her term. Any changes to residency to outside of Jefferson County means dismissal from the Board. Commencing in 2012, each county commissioner of Jefferson County shall have one Board appointment and one appointment by the majority vote of the commissioners, with the fourth member being a member of the Board of Realtors or the Jefferson County Chamber of Commerce Realtors. The appointments from Jefferson County shall not be residents of the City of Steubenville. The Mayor of the City of Steubenville with the advice of the City Council and the City Manager of the City of Steubenville shall by majority vote appoint four (4) Board members with the fourth member being a member of the Jefferson County Chamber of Commerce or the Board of Realtors. The appointment of the fourth board member by both the County and the City will rotate between the Board of Realtors and the Chamber of Commerce. Commencing in 2012 the ninth (9<sup>th</sup>) Board member shall be a non-elected individual as recommended by the membership of Jefferson County Regional Planning.



**Section 2. Term of Office.** One (1) of the Board member appointed by each of the City of Steubenville council and the Board of County Commissioners of Jefferson County, Ohio shall serve for an initial term of four (4) years. These four (4) year appointments shall be decided by majority vote of both political entities. One (1) of the Board member appointed by the City of Steubenville and the Board of County Commissioners of Jefferson County, Ohio shall serve for an initial term of three (3) years. These three (3) year appointments shall be decided by majority vote of both political entities. One (1) of the Board member appointed by the City of Steubenville and the Board of County Commissioners of Jefferson County, Ohio shall serve for an initial term of two (2) years. These two (2) year appointments shall be decided by majority vote of both political entities. One (1) of the Board member appointed by the City of Steubenville and the Board of County Commissioners of Jefferson County, Ohio shall serve for an initial term of one (1) year. This one (1) year appointment shall be decided by majority vote of both political entities. The Board member appointed by the Jefferson County Regional Planning Commission, shall serve for an initial term of one (1) year. Thereafter each successor member of the Board of Directors shall serve for a term of four (4) years, except that any person appointed to fill a vacancy shall be appointed to only serve for the remaining unexpired term. The term of a Board member will, if necessary, only continue for up to 60 days beyond its normal expiration date. If no nominee is appointed, the board position will remain vacant until an appointment is made by the appropriate authority.

**Section 3. Resignation/Removal.** Any member of the Board may resign by giving written notice of such resignation to the Chairperson of the Board. Such resignation shall be effective the date desired by the Board Member. Any member of the Board shall be removed by the majority of the Board if a Board member misses three (3) consecutive regular meetings of the Board or misses more than a total of four (4) regular meetings on an annual basis if monthly meetings are held or if a Board member commits misfeasance, nonfeasance, or malfeasance in office or commits a felony or take any act in contravention of Ohio Revised Code Chapter 4582 of Ohio law.

**Section 4. Vacancies.** Vacancies in the position of any member of the Board shall be filled by the appointing entity.

Section 5. Ex-Officio Members. The City Manager of the City of Steubenville, the Chairman of City of Steubenville's Economic Development Committee, the Mayor of the City of Steubenville and the Chairperson of the Board of Commissioners of Jefferson County, and the Director of Progress Alliance shall be ex-officio non-voting members of the Board. Ex-officio non-voting members of the Board may designate a person to represent him or her in the event of inability to attend any scheduled meeting of the Board.

Section 6. Board Member Compensation. Members of the Board of Directors shall serve without compensation. Board members, however, shall be eligible for reimbursement of reasonable expenses, as determined by the Board, in the performance of official duties.

Section 7. Civil Immunity. In addition to any immunity from civil liability that is conferred upon a Director or Board member by any other provision of the revised Code or by decisions of Ohio or any court of competent jurisdiction including Federal Courts, no member of the Board of Directors of the Authority shall be personally liable for any monetary damages that arise from actions taken in the performance of his or her official duties, except for acts or omissions that are not in good faith or that involve intentional misconduct or a knowing violation of law, or any transaction from which the director or Board member derived an improper benefit.

### **Article III Officers**

Section 1. Officers. The Board of Directors shall elect by a majority roll call vote one member from the Board to serve as Chairperson and one member from the Board as Vice Chairperson and one member from the Board as Secretary, and one member from the Board as Treasurer. Each officer has equal voting rights with other Board members. The Chairperson and Vice Chairperson shall be directors from either the City or the County, and they will rotate on an annual basis.

Section 2. Term of Office. All officers elected pursuant to the adoption of these Rules and Regulations of the Jefferson County Port Authority shall continue to hold office until the January reorganizational meeting or until their successors take office. Thereafter, the term of each officer shall be one(1) year in duration and until his or her successor takes office. At the December meeting, the Chairperson will accept nominations from the Board

of Directors for the offices of Chairperson, Vice Chairperson, Secretary and Treasurer. The Chairperson will contact each Director to ensure that the nominated Director has accepted the nomination and is willing to serve in such capacity. Officers currently serving will preside at the January meeting until the new officers are elected and placed into office. During the January meeting the Board of Directors will vote independently for each office. A roll call will be taken for each vote. Upon completion of the election, new officers will take over immediately and preside for the remainder of the meeting and commence their terms of office. Anyone becoming a Board Member or officer cannot be employed by the Authority, nor any of the appointing entities.

**Section 3. Resignation.** Any officer may resign his or her position as such officer by giving written notice of such resignation to the Chairperson of the Board of Directors, provided that in the event of resignation of the Chairperson, then such written notice shall be given to the Vice Chairperson. The resignation shall be effective when such resigning officer states in their letter. Notice of the resignation shall be transmitted officially at the next meeting of the Board of Directors. The resignation does not require a Board acceptance or vote.

**Section 4. Removal.** All officers shall serve at the pleasure of the Board of Directors and shall be subject to removal by majority of vote of the Board of Directors. An officer shall also be automatically removed as an office holder in the event such officer commits misfeasance, nonfeasance, or malfeasance in office, commits felony, or takes any act in contravention of Ohio revised Code Chapter 4582 of Ohio law.

**Section 5. Vacancies.** Vacancies in the position of any officer shall be filled by the Board of Directors by majority roll call vote for the remainder of such officer's term of office.

**Section 6. Chairperson.** The Chairperson shall preside at all meetings of the Board of Directors and shall be the chief executive officer of the Authority. He or she shall perform all duties commonly incident to the position of presiding officer of a Board or commission and all duties commonly incident to the position of chief executive officer of a Board of Directors and shall exercise supervision over the business of the Authority, its officers and any employees. Any authority given to the Director for contractual business or entering into agreements shall only occur if the majority of the Board of

Directors grants such authority. The Chairperson in conducting meetings shall follow Roberts Rules of Order. The Chairperson shall appoint from among the members of the Board of Directors and any outside resources / experts to such committees, both standing and special, as may be needed to investigate, evaluate, and recommend matters of policy and matters involving specific courses of action to the Board of Directors, when appropriate in conducting the business of the Authority. The Chairperson shall maintain a close liaison with the appropriate officials of Jefferson County and the City of Steubenville in matters which are of common interest to the County, the City and the Authority.

**Section 7. Vice Chairperson.** The Vice Chairperson shall perform the duties and have the authority of the Chairperson during the absence or inability of the Chairperson to perform his or her duties, and shall preside at all meetings of the Board of Directors when and while the Chairperson is absent. At any meeting at which both the Chairperson and Vice Chairperson are absent then the secretary shall preside and run the Board of Directors meeting.

**Section 8. Secretary.** The Secretary shall attend all meetings of the Board of Directors and shall keep accurate minutes of the proceedings at such meetings. The Secretary shall have authority to perform such duties as are provided by law and may, at any time, as may be delegated by the Board of Directors. Custody of the minutes belong to the Board of Directors but preparation of minutes is the duty of the Secretary. The Secretary also prepares and records all resolutions adopted by the Board of Directors.

**Section 9. Treasurer.** The Treasurer shall be the fiscal officer for the Board of Directors. Before receiving any moneys on behalf of the Board, the Treasurer shall furnish a bond in such amount as shall be determined by the Authority and will be reimbursed for such bond by the Authority, with sureties satisfactory to the Authority and all funds coming into the hands of the Treasurer shall be deposited by him or her into the bank account of the Authority as determined by the Board. All funds shall be secured in the same manner as funds are required to be secured by the Auditor for the County of Jefferson, Ohio. No disbursements shall be made from such funds except in accordance with rules adopted by the authority or specific actions of the majority of the Board of Directors. The Treasurer shall have the care and custody of the funds that belong to the Board of Directors. Treasurer shall

have the authority to deposit monies on behalf of the Board of directors. All purchasing over \$500.00 must have the approval of the majority of the Board of Directors. The Treasurer has the authority to write checks not to exceed \$500.00. Two signatures are required on all checks that are distributed on behalf of the Authority. The signatories shall be the Chairperson, the Vice Chairperson and the Treasurer. The Treasurer shall prepare and submit to the Board of Directors proposals for the annual budget and shall establish budget procedures and supervision over budget control.

**Section 10. Assistant Secretary/Treasurer.** The Board of Directors may appoint an assistant to the Secretary/Treasurer when the Board deems such assistance appropriate and necessary. An Assistant Secretary/Treasurer may perform any and all duties and have the authority of the Secretary/Treasurer, including that of fiscal officer, excepting only such authority and duties as are specified by Chapter 4582 of the revised Code, Ohio law. The Assistant Secretary/Treasurer shall perform any duty the Secretary/Treasurer or the Board of Directors deem necessary within the scope of the position of Secretary/Treasurer. The Board of Directors may require that an Assistant Secretary/Treasurer provide a surety bond similar to that of the Secretary/Treasurer.

**Section 11. Other Assistant and Subordinate Officers.** The Board of Directors may from time to time appoint an executive director and such assistant, subordinate, and other employees, professional consultants or advisors as it deems desirable or necessary, who shall be employed on terms and conditions determined in the sole and absolute discretion of the Board of Directors. The hiring of such individuals shall go through the appropriate hiring and review process. The executive director shall be hired by a roll call vote of the Board of Directors. Any person appointed or employed pursuant to this section shall perform such duties as the Board of Directors may prescribe. The Board of Directors may authorize an executive director to employ and discharge such assistants, subordinates, and other employees and professional consultants and prescribe the authority and duties of such individuals or persons.

#### **Article IV Meetings**

**Section 1. Quorum.** A majority of the Board of Directors shall constitute a quorum for purposes of holding a meeting of the Board. The affirmative vote of a majority of a quorum shall be necessary for any action taken by the Authority. The loss of a quorum following commencement of a meeting shall not require adjournment of such meeting, but no action may be taken by or in the name of the Authority without a quorum present. Absentee, telephonic or proxy voting shall not be allowed at any time.

**Section 2. Regular Meetings.** Regular meetings of the Board of Directors shall establish meeting times and frequencies with monthly regular meetings held at least once a month during the calendar year. The place and time of meetings shall be determined by the majority of the Board of Directors. Notices of all regular meetings shall be posted in such a manner as from time to time is required by the Ohio Revised Code.

**Section 3. Special Meetings.** Special meetings of the Board of Directors may be called at any time by the Chairperson or the Vice Chairperson or any two (2) members of the Board of Directors. A written notice must be given to all members of the Board of Directors when a special meeting is called. Such notice shall be given either by hand delivery, courier delivery, facsimile transmission, or electronic mail with a delivery/read confirmation and must be done at least two (2) days prior to the commencement of the meeting. Failure to give proper notice to all members of the Board of Directors shall constitute a failure to properly communicate with the Board of Directors and any action taken during such meeting will be considered null and void and not properly authorized. Notices of all regular meetings shall be posted in such a manner as from time to time is required by the Ohio Revised Code.

**Section 4. Minutes and resolutions.** Action of the Board of Directors shall be done through resolutions and/or motions. Resolutions shall be in written form. The vote by each Board member shall be officially recorded into the minutes of the meeting. The minutes of each meeting of the Board of Directors shall be recorded in a book titled the Minute Book bearing appropriate volume numbers. With respect to each meeting there shall be shown in the minutes the date and place at which the meeting was held, the names of the members present and absent, a summary of the meeting and a record of each vote taken. Resolutions adopted shall identify by appropriate reference to the number and title of such resolution. Each resolution adopted by the Board of Directors will be numbered, signed by the

Chairperson or the Board member presiding at the meeting, attested by the Secretary or Assistant Secretary and maintained in a separate book titled: the Resolution Book, bearing appropriate volume numbers. Each resolution shall bear as a prefix to its number the year in which it has been adopted. The Minute Book and Resolution Book shall be open to the inspection of the public at a reasonable time at the offices of the Authority.

**Section 5. Public Meetings:** All meetings of the Board of Directors shall be open to the public in accordance with Ohio Revised Code Section 121.22.

**Section 6. Rules of Procedure:** Unless otherwise provided, meetings of the Board of Directors shall be conducted in accordance with Robert's Rules of Order.

**Section 7. Conduct of Meetings.** Any member of the Board of Directors shall be permitted to change his or her vote until roll call has been taken. Board member must be in attendance (physically present) at the meeting to officially cast his or her vote.

**Section 8. Motions.** Motions shall be presented, seconded, and acted upon in accordance with said recognized parliamentary procedures. Upon request of any member of the Board of Directors, any motion shall be placed in writing. Any motion, prior to a vote, may be withdrawn. All motions are to be recorded and placed into the minutes.

**Section 9. Absence of Secretary.** In the event the Secretary and the Assistant Secretary are not present at a meeting, the presiding member of the Board of Directors may designate a person to be Acting Secretary.

**Section 10. Abstention from Vote.** In the event of a possible conflict of interest among any member of the Board of Directors on an issue coming before the Board, then such member shall abstain from voting on the issue in question.

## **Article V Administration and Employment**

**Section 1. Assistant and Subordinate Officers.** The Board of Directors by majority vote may appoint an executive director and an assistant or other employees, professional consultants or advisors as it may deem necessary.

All employment must be approved by majority vote of the Board of Directors.

Section 2. Executive Director. These duties will be determined by majority vote of the Board of Directors.

## **Article VI Powers, Appropriations and Contracts**

Section 1. Appropriations. Appropriations and budget procedures shall be in accordance and consistent with the Ohio Revised Code and the pertinent provisions of Ohio Revised Code Chapter 4582.

Section 2. Contracts. Contracts shall be entered into in accordance with the applicable provisions of the Ohio Revised Code and those pertinent provisions of Ohio Revised Code Chapter 4582. Any expenditure over \$15,000 must go through a competitive bidding process per the provisions of Ohio Revised Code Chapter 4582.12

Section 3. Execution of Instruments / All Necessary Acts. All contracts, agreements, checks, negotiable instruments, purchase orders, and other documents shall be executed by the person or officer designated in any pertinent provision of the Ohio Revised Code or Ohio Revised Code Chapter 4582. If no such statutory requirement exists, such instruments shall be executed by the Chairperson or Vice Chairperson and by the Secretary, Treasurer or the Assistant Secretary pursuant to a motion adopted by the Board of Directors. The Board of Directors may, at any time, designate one or more of its members or any other employee or officer of the Authority, including the Executive Director to execute any such instrument for and on behalf of the Authority.

Section 4. Audit. The Board of Directors shall be audited on an annual basis by an approved state auditing agency.

## **Article VII Fiscal Year**

The Authority shall operate on a fiscal year of January 1 through December 31.

## **Article VIII Amendments**

**Section 1. Amendments.** These Rules and Regulations may at any time be amended, modified, or supplemented with the approval of the Board of Commissioners of Jefferson County and the City of Steubenville City Council.



www.bhjmpc.org  
740-282-3685  
Fax 740-282-1821

December 15, 2015

Mr. Patrick Ford, Executive Director  
BDC of the Northern Panhandle  
3174 Pennsylvania Avenue Suite 1  
Weirton, WV 26062

Dear Mr. Ford:

The Brooke-Hancock-Jefferson Metropolitan Planning Commission (BHJ) supports the efforts of the U.S. EPA "3-2-1 Brownfields Coalition Corridor of Opportunity." The BHJ MPC, as a member of the Coalition, looks forward to working cooperatively with our partners to identify, prioritize and assess potential Brownfields sites for clean-up and redevelopment.

The elimination of health and safety hazards, the creation of new jobs and the elimination of blighting influences in the regions are matters of the highest importance to the Weirton-Steubenville, WV-OH metropolitan area. I believe working together with a regional approach is the best way to insure that the goals of the Coalition are achieved.

Sincerely,

Michael J. Paprocki  
Executive Director

## Documentation of applicant eligibility

The Brooke-Hancock-Jefferson Metropolitan Planning Commission, established by agreement between Jefferson County and the City of Steubenville in Ohio and Brooke County and Hancock County and the cities of Weirton and Wellsburg in West Virginia, meets the criteria for metropolitan planning as set forth in Chapter 8, Article 26 of the West Virginia Code. This interstate regional planning commission should enhance cooperative governmental planning in developing the economic, social and physical objectives of the bi-state region.

The Brooke-Hancock Regional Planning and Development Council was created from the 1971 West Virginia Regional Planning & Development Act. The Act mandated that West Virginia be divided into 11 regions to serve as “*development districts*” more effectively utilize the State’s resources and to maximize the opportunities for local communities and public service agencies to secure Federal assistance for economic development, water and sewer systems and other public projects.

### West Virginia Code

#### Chapter 8. Municipal Corporations

#### Article 25. Intergovernmental Relations – Regional Planning and Development

#### §8-25-1. Legislative finds and purposes

The Legislature hereby finds and declares that as a result of changes in the economy, population shifts, new transportation demands and increasing demands for public services, and as a result of increasing complexity in government programs and added demands on public revenues, there is a need to plan comprehensively for the future development of West Virginia and to provide for the efficient management of limited public revenues for the purpose of promoting the orderly development of the state and harmonizing the development of the state’s governmental, social, economic environmental and physical resources, while maintaining acceptable levels of public services and facilities toward the end of promoting the general health, safety and welfare of all its citizens. The Legislature further finds that the responsibility for planning and development rests with the governor of the state, as the state’s chief planning officer. The Legislature hereby further finds and declares that problems of growth and development so transcend the boundary lines of governmental units that no single unit can plan for the solution of these problems without affecting other units of government; that intergovernmental cooperation on a regional basis is an effective method to approach common planning and development problems and to seek more efficient and economical solutions to common problems of local government; and that assistance of the state is needed to make the most effective use of local, state, federal and private resources and funding in serving the citizens of all the state and of such regions; and the Legislature finds that any assistance provided by the state for the purpose of this article for the benefit of all its citizens and for a public purpose.

## **APPENDIX D**

**Letters of commitment from all community organizations**



Jefferson Soil and Water  
Conservation District

Jefferson Soil & Water Conservation District  
500 Market Street, Mezzanine – Suite 4  
Steubenville, OH 43952  
Telephone: (740)264-9790  
[www.jeffersonswcd.org](http://www.jeffersonswcd.org)

November 30, 2015

Pat Ford, Executive Director  
Business Development Corporation of the Northern Panhandle  
3174 Pennsylvania Avenue  
Weirton, WV 26062

RE: USEPA Coalition Assessment Grant

Dear Mr. Ford:

The Jefferson Soil and Water Conservation District pledges to be an active member of the Brownfields Task Force in regards to your unique partnership with the Jefferson County Port Authority and other local agencies committed to regional brownfields redevelopment. Our district understands how soil and water health does not occur along political corporation lines; our river valley operates as a cohesive unit both economically and in terms of water resources. Thus, we strongly support this regional effort to address contaminated sites and bring them back to productive economic use by applying for a USEPA Coalition Assessment Grant.

The Jefferson Soil and Water Conservation District annually provides \$15,000 in the areas of technical assistance and educational programs in the areas of stormwater runoff, greenspace preservation and mine-scarred land issues. Additionally, the district is committed to continued sponsorship of the Gateway Farmers' Market at a rate of \$4,500 per year. Our staff will specifically be made available as needed as property owners develop assessment requests on industrial sites throughout the three-year grant cycle. I am confident our district staff's expertise in areas like stormwater runoff and soil health will be an excellent resource as the Valley engages in this important redevelopment vision.

I look forward to working with you and the entire task force throughout the grant cycle. Please utilize us as a trusted partner as we rebuild and improve the environment of the Valley.

Sincerely,

Brandon Andresen  
Water Quality Coordinator

**“To promote wise land use management through technical and educational services in order to help people conserve and enhance the natural resources base for a better quality of life.”**



Mr. Pat Ford, Executive Director  
Business Development Corporation of the Northern Panhandle  
3174 Pennsylvania Avenue  
Weirton, WV 26062

Dear Mr. Ford:

I would like to strongly support your efforts in pursuing USEPA Brownfield Coalition Assessment grant in partnership with the Jefferson County Port Authority and other local agencies. This type of regional cooperation should be applauded and used as a template for other community initiatives aimed at improving the unique Ohio Valley region. Eastern Gateway Community College strives to serve the region's workforce development needs and would therefore like to become a trusted partner throughout this important economic development project.

As you are well aware, the entire Ohio Valley continues to struggle with ongoing legacy costs from industries (primarily steel and coal) that left a significant footprint in terms of obsolete real estate and potential land and groundwater contamination. We must address this issue by beginning environmental assessments on strategically located development sites. This is primarily needed to improve the overall environmental health of our community, but it will also re-position important sites for investment from new 21<sup>st</sup> century industries. Eastern Gateway is focused on being a part of this forward-looking local economy. Our Environmental Science Program currently has an enrollment of 15 students. These students will likely be very interested in learning more about your brownfield efforts. Additionally, we are currently offering a variety of programs to support future manufacturing in the Valley. These offerings include Accounting, Administrative Assistant, Business Management, Electrical/Electronics, Electro-Mechanical, Environmental (water and waste water), Interactive and Digital Media, Information Technology, Mechanical, Electrical Utilities Technician, Programmable Logic Controllers, and Welding.

In closing, I would like to specifically offer our Internet and Digital Media Design students to work in an internship program as a resource throughout the three-year grant implementation period. I would like to focus future interns on the first year of the implementation period. During that first year, an intern (he or she could be competitively chosen by your Brownfields Task Force) would work at no cost to you to build a website that specifically highlights participating properties, including their level of assessment and development potential. Redevelopment sites deserve their own marketing initiative, and I believe our students' computer/web design expertise could result in an impactful message to the real estate development community. Our interns can receive up to \$10 per hour for their services, but will be ask to donate their services for this community project. Please consider this an in-kind offering of \$5,000/year to your grant implementation process (based on an expected workload of 10 hours per week for a minimum of 25 weeks during this first year).

I look forward to working with you on this important endeavor. Please contact me at your convenience to discuss our offer of assistance in greater detail. I wish you well on the grant application and all future redevelopment efforts.

Sincerely,

Jerry Klimesmith  
Dean of BE&IT  
Eastern Gateway Community College  
jklimesmith@egcc.edu  
740-266-9707



# Hancock County Senior Services

Committee for Hancock County Senior Citizens, Inc.

December 9, 2015

Mr. Patrick Ford, Executive Director  
Business Development Corporation

Dear Mr. Ford,

I am writing in support of your efforts to obtain grant funding from the United States Environmental Protection Agency for the purpose of conducting 2016 EPA Brownfield Coalition Assessment Grant for Brooke (WV, Hancock (WV) and Jefferson (OH) counties.

As Executive Director of this agency, I am aware of the impact these areas have on the seniors residing in Brooke and Hancock counties. The opportunity to clean up these eyesores within our communities is essential to continued economic, social and health related progress. Your efforts greatly align with our own work to improve our quality of life for generations to come.

Seniors in Hancock County have spent their lives working to make this area of our state an industrial power. They worked to create an area which was recognized worldwide for its hardworking men and women. These dedicated individuals spent countless hours making their communities special places to live, work and raise their families. Now, these residents see vacant mills, plants and factories where they once labored. They view areas in great need of development and repurposing. Our northern panhandle region boasts the highest median age of any region within West Virginia. I applaud your efforts to make our communities prosperous once again.

On behalf of our Board of Directors, this agency is more than willing to partner with Business Development Corp and the Jefferson County Port Authority in this outstanding effort. Should the grant be funded, Hancock County Senior Services agrees to provide 500 hours of in-kind space with which to facilitate meetings at a value of \$5,000 over a three-year period. I wish you great success as you diligently strive to make our communities vibrant once again.

Respectfully,

E. Mark Knabenshue  
Executive Director



# Historic Fort Steuben

**& FORT STEUBEN VISITOR CENTER**

120 South Third Street Steubenville OH 43952  
740-283-1787

Mr. Pat Ford, Executive Director  
Business Development Corporation of the Northern Panhandle  
3174 Pennsylvania Avenue  
Weirton, WV 26062

Dear Mr. Ford:

On behalf of the Board and staff at Historic Fort Steuben, I express our support for your efforts in pursuing USEPA Brownfield Assessment Coalition Grant in partnership with the Jefferson County Port Authority and other local agencies. This type of regional economic development cooperation not only makes sense due to our cohesive culture, commuting patterns, and business relationships, but it is very smart strategically, as it will begin to position our entire river valley for quality redevelopment by the nation's leading industries. Historic Fort Steuben is ready to assist in the community effort, and we are also pleased because ongoing cleanup and redevelopment will only enhance our tourism and quality of life goals.

Historic Fort Steuben began in 1986 as a dream among grassroots leaders in the Steubenville community. I am proud to report that our volunteer-based non-profit attracts over 15,000 visitors to the Steubenville area every year. The former blighted block on S. 3<sup>rd</sup> Street between Adams and Market, overlooking the river, is now a showplace serving the local community as well as travelers along the Ohio River Scenic Byway. I look forward to participating in additional redevelopment efforts, especially in regard to riverfront sites. Ours is a vision of balanced tourism and 21<sup>st</sup> century industry in the region, and grants like this are desperately needed as the area continues to recover from decades of employment loss.

In closing I would like to specifically offer our multi-media conference room for meetings throughout the three-year grant cycle. The room accommodates 40 people and it will be made available up to 8 hours per month for the task force. This in-kind offering translates to our donation of \$100 monthly to the project over three years. I hope you are interested. We have many groups utilizing the meeting space, as it is a central meeting point immediately adjacent to State Route 7. I hope the task force finds it convenient. Please let me know if our staff can be of assistance throughout the application and implementation process.

Sincerely,

Judith Bratten  
Executive Director



www.bhjmpc.org

740-282-3685

Fax 740-282-1821

**December 15, 2015**

**Business Development Corporation  
Mr. Patrick Ford  
3174 Pennsylvania Ave Suite 1  
Weirton, WV 26062**

**Dear Mr. Ford,**

The Brooke-Hancock Regional Council would like to help support your efforts to cleanup and redevelop the potentially contaminated sites in Brooke (WV), Hancock (WV) and Jefferson (OH) counties. We understand you are applying for a USEPA coalition assessment grant for 2016 and we will commit three members of our staff, approximately 100 hours each for the 3 year project time. The members will prepare notices, coordinate and conduct meetings, record minutes, arrange consultant presentations, and provide speakers for updates on new reports. The commitment value is \$10,500 and is calculated using our hourly rate of \$35 times 300 hours.

We recognized the importance of cleaning up and redeveloping sites in the three county region because of the economic and psychological impact it will have on the communities. The underutilized facilities create voids in our towns that need filled with a new use. Hopefully, you will receive the grant to help in the process to create usable sites.

Sincerely,

**Michael Paprocki  
Executive Director**



**HANCOCK COUNTY HEALTH DEPARTMENT**  
**P.O. Box 578, New Cumberland, WV 26047**  
**Phone: 304-564-3343 FAX: 304-564-3410**

12-14-2016

Patrick Ford, Executive Director  
Business Development Corporation of the Northern Panhandle  
3174 Pennsylvania Ave, Suite 1  
Weirton, WV 26262

Re: FY16 EPA Brownfields Coalition Grant Application

Dear Mr. Ford,

The Hancock County Health Department would like to express support to your staff based on the efforts to assess multiple properties in the three county (Hancock, Brooke in West Virginia and Jefferson in Ohio) areas. The Health Department supports the 2016 U.S. EPA Brownfields Assessment Grant application to evaluate sites so they can be eventually cleaned up and put back into productive use.

Positive economic activities are needed in the three county region and we believe these project assessments are necessary to building an inventory of usable sites and for future job creation. The communities will also see improved environmental and health conditions.

The mission of the Hancock County Health Department is to provide services that promote healthy, thriving, educated residents throughout our communities. We strive to deliver our services in an efficient, courteous, respectful and non-discriminatory manner. We are particularly concerned with highly susceptible populations such as children, expectant mothers, and nursing women. Asbestos and lead are known to have adverse health consequences to these individuals. The assessment for these and other environmental pollutants and, if necessary, the remediation of these contaminants from any site could only serve to create a better environment, one in which undesired health outcomes are less likely. Your plans to work with the three counties within a 25 mile radius of Weirton, WV which are all affected by the historically same steel related pollutants is a unique approach. We look forward to working with you and the other county health departments, if you are awarded the grant, in gathering data related to the sites. We are different health departments but we have one common goal "public health".

The Health Department offers support by providing public outreach to ensure the health and welfare to the residents of Hancock County specifically. This is a tremendous project for the County and we stand in support of these efforts. Thank you for the opportunity to allow us to provide input into to this worthy project, we believe these efforts will lead to the betterment of our citizens in many ways.

Should you have any questions regarding this correspondence please feel free to contact my office at 304-564-3343.

Sincerely,

A handwritten signature in cursive script that reads "Jackie Huff".

Jackie Huff

Administrator

Hancock County Health Department



## Brooke County Health Department

204 Courthouse Sq. Wellsburg, WV 26070

Phone: 304-737-3665 Fax: 304-737-3689 Hours: 8:30 – 4:30

[www.brookecountyhealthdepartment.com](http://www.brookecountyhealthdepartment.com)

Administrator, Michael S. Bolen, MPS

12/11/15

Business Development Corporation

Mr. Patrick Ford

3174 Pennsylvania Ave Suite 1

Weirton, WV 26062

Dear Mr. Ford,

The Brooke County Health Department would like to help support your efforts to cleanup and redevelop the potentially contaminated sites in Brooke (WV), Hancock (WV), and Jefferson (OH). We understand you are applying for the USEPA coalition assessment grant for 2016 and we will commit staff members as needed during the three-year project time. The members will attend Brownfields taskforce meetings and work with the group after assessments have been completed to mitigate any harm to Brooke County residents from contaminants discovered at the assessed sites. The commitment in-kind value money associated will be provided through the staffing time.

We recognize the importance of cleaning up and redeveloping sites in the three county region because of the economic, psychological and physical impact it has on our communities. The underutilized facilities create voids in our towns that need redeveloped with new use. I hope that you receive the grant to help in the process to create a cleaner environment and usable sites for development.

Sincerely,

Michael Bolen, MPS

Administrator



# Appalachian Partnership for Economic Growth

**Nov. 30, 2015**

**Mr. Pat Ford  
Executive Director  
Business Development Corporation of the Northern Panhandle  
3174 Pennsylvania Avenue  
Weirton, WV 26062**

**Dear Mr. Ford:**

I would like to offer my support and commitment to your efforts, in partnership with the Jefferson County Port Authority and other local partners in the Ohio Valley, regarding your USEPA brownfields assessment coalition grant application.

I have supported and been involved in past Jefferson County-led efforts toward brownfield revitalization, and many of these efforts have led to tangible results, including the comprehensive effort to assess and certify the former Steubenville steel mill site.

Nevertheless, I realize a great deal of work remains to be done, and your vision of cross-state partnership to accomplish broad-based cleanup and revitalization of the Ohio River Valley is the type of regionalism that should be applauded and supported. As you are well aware, our respective states share in the Valley's legacy of intensive manufacturing and mineral extraction processes, and we should work together to chart a new vision of diverse industries, businesses, and environmental stewardship. To that end, I believe APEG can play a vital role.

APEG is the network partner within the new JobsOhio economic development organization, covering 25 southeastern Ohio counties. APEG represents and discussed various JobsOhio incentive programs with new and expanding business prospects. One of the most successful programs statewide is the Revitalization program.

In the Appalachian 25-county territory, \$2.5 million of loans and grants have been offered to job creating prospects in the last 18 months. This program remains very well-funded and is prepared to offer responsible incentive packages as you and your local partners prepare sites for reinvestment.

I believe we have a great partnership model in Ohio, and I know it is similar in West Virginia; we are prepared to work with the Valley to attract new companies, offering above-average wages to local citizens. Recent examples of our commitment to brownfield redevelopment and job creation include a \$450,000 grant to Barium & Chemicals in Steubenville for remediation work. This effort will lead to the creation of six new jobs.

Secondly, you should know that APEG invested a considerable amount of money and time in the new *Ohio River Sites* ([www.ohioriversites.com](http://www.ohioriversites.com)) marketing initiative in 2015. I hope this effort showcases our commitment to marketing one of Ohio's most unique assets—it's Ohio River Valley. As you can see, we are focused on marketing these strategic development zones, but many of the sites struggle with a long legacy of manufacturing and potential contaminants. Thus, USEPA's assistance in bringing new economic and environmental life to these areas is vital and would be greatly appreciated.

We strongly encourage USEPA to assist this unique regional partnership, and we stand ready to offer our financial resources as job-creating prospects show interest in the coalition's inventory of revitalization areas.

Should you have any questions or need additional information, feel free to contact me.

Sincerely,



**Ed Looman**  
**Project Manager**  
**Appalachian Partnership for Economic Growth**  
**35 Public Square**  
**Nelsonville, Ohio 45764**  
[elooman@apeg.com](mailto:elooman@apeg.com)  
**(740) 381-4119**



3174 Pennsylvania Avenue, Suite 1  
Weirton, West Virginia 26062

Phone: 304-748-7212  
Fax: 304-748-0241  
www.weirtonchamber.com  
email: info@weirtonchamber.com

December 9, 2015

Mr. Patrick Ford  
Business Development Corporation

The Weirton Area Chamber of Commerce is in support of the Business Development Corporation of the Northern Panhandle (BDC) application for a 2015 EPA Brownfield Coalition Assessment Grant for Brooke (WV), Hancock (WV) and Jefferson (OH) counties.

Since the mid 1980's Brooke, Hancock and Jefferson Counties have been negatively impacted by the loss of steel manufacturing. Many businesses have closed that were either directly related to the steel industry or were supported by the industry workforce. The results of these closures are numerous sites with various degrees of environmental issues which remain unoccupied. And without any assessment of the property potential buyers are very hesitant to or do not want to purchase the property.

Our Chamber members are committed to creating a fertile environment for growth and would like to participate with the BDC in developing the sites for viable uses. Our role would not be direct work on site but through providing personnel for office assistance. We would commit to supplying one thousand five hundred (1500) hours over the grant period which equals \$45,000. Although this is a small portion of the total grant, we want to help the BDC in some capacity.

We look forward to a successful grant application, assessment process and eventual reusable sites for redevelopment.

Thank you for your time.

Sincerely,

Brenda L. Mull  
President, Weirton Area Chamber of Commerce

March 20, 2014

The Honorable Penny Pritzker  
U.S. Secretary of Commerce  
U.S. Department of Commerce  
Washington DC,

**Re: The Business Development Corporation of the Northern Panhandle Strongly Supports the  
"Tech Belt Makes" IMCP Coalition**

Dear Secretary Pritzker:

I write on behalf of **Business Development Corporation of the Northern Panhandle (BDC)** to convey our support for the "Tech Belt Makes" IMCP coalition. We strongly believe in the promise and potential of the advanced manufacturing cluster of precision manufacturing and robotics that is part of our region, and we are ready to be a partner with allied organizations to build this important sector.

The BDC has much to contribute in the endeavor to build up the manufacturing ecosystem of precision manufacturing and robotics in this Tech Belt Makes region. Creativity in businesses and development requires courage and an appetite for risk. The board of directors of the Business Development Corporation of the Northern Panhandle (BDC) has shown great courage – capitalizing on once-in-a-lifetime opportunities – to creatively and aggressively acquire real estate, reinvigorate dormant steel mills, raze abandoned factories, and attract precision manufacturing and energy related industries into our region. Our creativity in approaching opportunities has made way for emerging industries and opportunities to adapt public and private property into economically viable uses.

The board and staff of the BDC are dedicated to enhancing Hancock and Brooke counties' economic vitality by expanding the tax base and employment opportunities. We stand ready to offer our assistance in site selection, business and financial assistance, planning, workforce development, construction issues, and advocacy services. There are plenty of other reasons to grow advanced precision manufacturing, robotics, and key supply chains, associated with these industries, in West Virginia's Northern Panhandle – our low cost of doing business, skilled workforce, safe communities, excellent schools, competitive housing prices, and low real estate taxes.

At the BDC, we work creatively with partners across business, government, educational, and non-profit sectors, keeping our fingers on the pulse of the issues important to the health and vitality of our region. We are changing the trajectory of regional economy by purposefully redesigning the business climate, increasing the global competitiveness of West Virginia's businesses, and fostering prosperity for all residents in Brooke and Hancock counties.

If the Tech Belt Makes IMCP coalition is designated as a "Manufacturing Community" by President Obama's Administration, the BDC is ready to participate in this regional endeavor by:

- ✓ Providing matching local, state, philanthropic, and private dollars;
- ✓ Assigning key project staff to the effort, including myself and members of our board of directors, mayors, county commissioners, and representatives of major businesses and industries in the region;
- ✓ Folding this endeavor into our business recruitment, retention, and expansion programs in which we collaborate with the State of West Virginia Development Office;
- ✓ Collaborating with our job training partner of West Virginia Northern Community College; and
- ✓ Collaborating with the West Virginia Economic Development Authority; and
- ✓ Collaborating with the West Virginia Public Port Authority.

Thank you for the opportunity to participate as a supportive partner in the Tech Belt Makes IMCP coalition. We look forward to building manufacturing progress with you in our region. Please contact me, Patrick Ford, at [pford@bhbdc.com](mailto:pford@bhbdc.com) or 304-748-5041 (o) if you wish to discuss our support further.

Very truly yours

**BUSINESS DEVELOPMENT CORPORATION**

A handwritten signature in black ink, appearing to read "Patrick B. Ford". The signature is written in a cursive, flowing style with some overlapping letters.

Patrick B. Ford, Executive Director



Patrick Ford &lt;pford007@gmail.com&gt;

---

**FW: IMCP Co-Applicant MOU**

---

David Satterfield &lt;David.Satterfield@mail.wvu.edu&gt;

Mon, Dec 7, 2015 at 12:35 PM

To: Patrick Kirby &lt;Patrick.Kirby@mail.wvu.edu&gt;, "pford007@gmail.com" &lt;pford007@gmail.com&gt;

Cc: "Petra Mitchell (pmitchell@catalystconnection.org)" &lt;pmitchell@catalystconnection.org&gt;

Patrick and Pat,

In our initial meeting to move to the next phase of the IMCP effort we discussed adding additional partners and members to the co-applicant team. Your names and your organizations came up as good and appropriate members. Petra better describes the essence of our meeting and what exactly we requesting from you below.

I have attached a copy of what the MOU would look like. I am eager for you to join our team and appreciate your consideration of my request. Please let me know if you have any questions or need additional information.

Thank you

Dave

**From:** Petra Mitchell [mailto:pmitchell@catalystconnection.org]**Sent:** Friday, November 20, 2015 3:03 PM**To:** David Satterfield <David.Satterfield@mail.wvu.edu>**Subject:** IMCP Co-Applicant MOU

Hi Dave

The IMCP co-applicants agreed that either or both Pat Forde or Pat Kirby should be invited to the co-applicant team. Basically that means that they would be invited to all partner meetings and would receive regular updates on activities. They could also participate in the EDA planning activities, if they were interested. Finally, we hope that co-applicants will be the first ones to lead various IMCP grant applications on behalf of the community.

We have an MOU (looks worse than it is) that all co-applicants signed as part of submission. Since then we have only had one meeting, but plan to have meetings monthly or quarterly. Our top priority is to submit for

an EDA Planning grant, similar to the POWER Planning grant.

Please let me know if you could reach out to them and determine their interest in signing on to the MOU and we will get you a clean copy.

Thank you

**Petra Mitchell**

President and CEO

**Catalyst Connection**

2000 Technology Drive, Pittsburgh, PA 15219

phone: 412.918.4265      fax: 412.687.2791

free: 1.888.887.7472

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**GPMMC IMCP MOU 3-1-15.pdf**  
656K

# Wellsburg Urban Redevelopment Authority

70 Town Square  
Wellsburg, WV 26070

Ryan W. Weld  
Chairman

Matz Malone  
Co-Chairman

---

December 15, 2014

Mr. Patrick Ford  
Business Development Corporation  
3174 Pennsylvania Avenue, Suite 1  
Weirton, WV 26062

Dear Mr. Ford,

As the Chairman of the city of Wellsburg's Urban Redevelopment Authority (URA), I would like to voice the Authority's support for the BDC's application for the 2016 USEPA Brownfield Coalition Assessment Grant. Our Authority is a group of individuals from Wellsburg that includes small business owners, elected officials, and other professionals who have recognized the need for forward thinking in order to revitalize our city's downtown area and former industrial sites. The Authority consists of seven (7) members who will each offer eighty (80) hours of volunteer time over the three (3) year grant cycle to attend meetings, monitor and document activities, and conduct community outreach. This commitment equates to \$11,065 based on 560 hours at a volunteer rate of \$19.76 per hour.

As you are well aware, in the past three years since its inception, the URA has worked diligently with both the BDC and other entities in order to facilitate a Phase I of the former Gen Pac building located along Charles Street in Wellsburg between 17<sup>th</sup> and 18<sup>th</sup> Streets. We now fully support the BDC's grant application to help ensure that our efforts are followed through and that the site becomes clean and ready for future development.

It is our hope that the BDC is successful in obtaining this grant and that the assessment process continues at the site.

Sincerely,



Ryan W. Weld,  
Chairman, Wellsburg URA

## **APPENDIX H**

### **Letters of Commitment from Coalition Members**



# JEFFERSON COUNTY PORT AUTHORITY

*Economic development office serving Jefferson County, Ohio*

December 7, 2015

Mr. Pat Ford  
Business Development Corporation of the Northern Panhandle  
3174 Pennsylvania Avenue  
Weirton, WV 26062

Dear Mr. Ford:

Please accept this letter as the Port Authority's expression of strong commitment to your coalition grant application for USEPA brownfield assessment assistance. As you know, after receiving your thorough overview of the proposed three-county brownfield partnership approach, my Board voted unanimously (Resolution #2015-08) on November 3, 2015 to support this endeavor. The Jefferson County Port Authority looks forward to being an active partner throughout this process. Our involvement will include but not be limited to: 1) co-chairing a Brownfield Task Force with you throughout the implementation period; 2) engaging in various forms of outreach to landowners, explaining the benefits of pursuing Phase I or II environmental assessments at their properties; and 3) strategizing with the BDC on broad-based economic development marketing of the Upper Ohio Valley region that covers our respective states.

I applaud the BDC for its vision as an economic development leader. Our unique river valley prospered for generations as a result of heavy industrial investments in sectors like steel production and mineral extraction. That history has now left us with many strategically located and highly visible sites potentially plagued with hazardous substances and petroleum. From an economic development standpoint (i.e. the need to re-position these sites for new investment from diverse industrial sectors) and quality of life/beautification perspective, this and future brownfields strategies should be a top priority for our respective agencies. I look forward to working with you well into the future as we strive to rebuild the valley into a national success story of redevelopment and environmental stewardship.

Thank you for your leadership in the grant-writing process. Please contact me at any time. I look forward to getting to work on our implementation plans.

Sincerely,

Evan Scurti  
Executive Director



www.bhjmpc.org

740-282-3685  
Fax 740-282-1821

December 15, 2015

Mr. Patrick Ford, Executive Director  
BDC of the Northern Panhandle  
3174 Pennsylvania Avenue Suite 1  
Weirton, WV 26062

Dear Mr. Ford:

The Brooke-Hancock-Jefferson Metropolitan Planning Commission (BHJ) supports the efforts of the U.S. EPA "3-2-1 Brownfields Coalition Corridor of Opportunity." The BHJ MPC, as a member of the Coalition, looks forward to working cooperatively with our partners to identify, prioritize and assess potential Brownfields sites for clean-up and redevelopment.

The elimination of health and safety hazards, the creation of new jobs and the elimination of blighting influences in the regions are matters of the highest importance to the Weirton-Steubenville, WV-OH metropolitan area. I believe working together with a regional approach is the best way to insure that the goals of the Coalition are achieved.

Sincerely,

Michael J. Paprocki  
Executive Director

**Application for Federal Assistance SF-424**

* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
--	--	--

* 3. Date Received: <input type="text" value="12/17/2015"/>	4. Applicant Identifier: <input type="text"/>
--	--

5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>
--	---

**State Use Only:**

6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>
---	---

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="55-0630721"/>	* c. Organizational DUNS: <input type="text" value="8798865880000"/>
--	---

**d. Address:**

\* Street1:   
Street2:   
\* City:   
County/Parish:   
\* State:   
Province:   
\* Country:   
\* Zip / Postal Code:

**e. Organizational Unit:**

Department Name: <input type="text"/>	Division Name: <input type="text"/>
--	--

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:   
Title:

Organizational Affiliation:

* Telephone Number: <input type="text" value="304-748-5041"/>	Fax Number: <input type="text" value="304-748-0241"/>
---	---

\* Email:

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Environmental Protection Agency

**11. Catalog of Federal Domestic Assistance Number:**

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

**\* 12. Funding Opportunity Number:**

EPA-OSWER-OBLR-15-04

\* Title:

FY16 Guidelines for Brownfields Assessment Grants

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Brooke, Hancock, Jefferson counties assessment

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="600,000.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="600,000.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on .

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:

Middle Name:

\* Last Name:

Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:  \* Date Signed: