



## City of Atlanta-Invest Atlanta Brownfield Revolving Loan Fund Program

The City of Atlanta - Invest Atlanta Brownfields Revolving Loan Fund (BRLF) Program provides financing to eligible brownfields clean-up projects within the Atlanta city limits. Brownfields Revolving Loan Fund (BRLF) funding is available to qualified/eligible market- ready sites for the sole purpose of funding environmental cleanup activities. The BRLF program provides low interest loans to developers and private property owners and subgrants to non-profits for Brownfield-related remediation and/or abatement activities.

EPA defines a brownfield as real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of hazardous substances, pollutants, contaminants, controlled substances, petroleum or petroleum products, or mine-scarred lands.

The goals of the City's Brownfield Program are to improve the quality of life, revitalize neighborhoods and increase the City's tax base by:

- Encouraging sustainable redevelopment of brownfield sites;
- Protecting human health and the environment;
- Supporting the retention and attraction of jobs;
- Maximizing the effectiveness of the Brownfield Program through collaborative efforts; and
- Educating and engaging with the community about the Brownfield Program.

## Instructions:

To apply for a BRLF loan or grant, please complete this entire application and provide all requested documentation and information and sign and date where indicated. Information contained on this form will be utilized by Invest Atlanta and The City of Atlanta Brownfields Program in consultation with the United States Environmental Protection Agency (USEPA) RLF Project Officer to make a determination as to whether the Project meets EPA's Region 4 and The City of Atlanta-Invest Atlanta Brownfields Revolving Loan Fund Program eligibility criteria.

For additional information about the Brownfields Revolving Loan Fund and to review the BRLF Guidelines and Procedures Manual and visit the City of Atlanta Brownfields Program website at: [www.atlantaga.gov/brownfields](http://www.atlantaga.gov/brownfields)

Please submit all application materials to:

Jessica Lavandier  
City of Atlanta  
Department of City Planning  
Office of Zoning and Development  
55 Trinity Avenue, Suite 3350  
Atlanta, GA 30303  
Phone: 404-450-6442  
Email: [Jlavandier@atlantaga.gov](mailto:Jlavandier@atlantaga.gov)

And to

Cynthia Freeman, MBA  
Small Business Loan Analyst  
Invest Atlanta  
133 Peachtree Street, NE, Suite 2900  
Atlanta, GA 30303  
Phone: 404-614-8294  
Email: [cfreeman@investatlanta.com](mailto:cfreeman@investatlanta.com)

## A. Application Form

1. Date: \_\_\_\_\_
  
2. Name of Applicant:  
\_\_\_\_\_
  
3. Legal Name of Applicant, if different:  
\_\_\_\_\_
  
4. Previous Names of Applicant, if any: \_\_\_\_\_
  
5. Key Contact Person and Title:  
\_\_\_\_\_
  
6. Business Mailing Address:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
7. Phone: \_\_\_\_\_
  
8. Email: \_\_\_\_\_
  
9. Applicant's Unique Entity Identifier (UEI): \_\_\_\_\_  
Each recipient is required to have an UEI. It can be obtained by registering at SAM.gov.
  
10. Legal Form of Applicant (check applicable box):  
 Individual/Sole Proprietorship  
 For-Profit Corporation (Indicate State \_\_\_\_\_ and Date \_\_\_\_\_ of Incorporation)  
 Not-For-Profit Corporation (Indicate State \_\_\_\_\_ and Date \_\_\_\_\_ of Incorporation), provide documentation to show non-profit status.  
 Partnership (Indicate State \_\_\_\_\_ and Date \_\_\_\_\_ of Formation)  
 Limited Partnership (Indicate State \_\_\_\_\_ and Date \_\_\_\_\_ of Formation)

- Limited Liability Company (Indicate State \_\_\_\_\_ and Date \_\_\_\_\_ of Organization)
- Political Subdivision or Quasi-Governmental Agency  
Describe in detail \_\_\_\_\_
- Other  
Describe: \_\_\_\_\_

## B. Amount Requested

State the principal amount requested and whether the request is for a loan and/or subgrant.

1. **Estimated remediation cost:** \_\_\_\_\_

Loan amount requested: \_\_\_\_\_

Subgrant amount requested: \_\_\_\_\_

2. **Estimated redevelopment cost:** \_\_\_\_\_

**C. Applicant Eligibility**

1. Identify each person or entity with at least a ten percent (10%) ownership interest in the Applicant:

Name of Owner	Address	% Ownership

2. Identify each person or entity with a managerial role (director, officer, manager, general partner, council members, etc.) with the Applicant:

Name	Address	Title

3. Provide information describing your environmental compliance history and attach any relevant documents.

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### D. Property Information

1. Property Address: \_\_\_\_\_
  
2. Parcel I.D. # (if applicable): \_\_\_\_\_
  
3. Approximate Acreage: \_\_\_\_\_
  
4. General Description of Improvements:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
5. Provide a general description of the proposed project - include a general description of the proposed use (e.g., retail, residential, office, etc.); description of anticipated improvements (i.e., number and size of buildings); and approximate capital investment: Provide project information such as number of businesses, number of jobs, acreage of greenspace or trails. Number of housing units, number of affordable housing units etc.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
6. Describe community involvement efforts to date for this proposed project to date:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
7. Project Schedule: \_\_\_\_\_
  
8. Estimated start of clean-up activities: \_\_\_\_\_
  
9. Estimated completion of clean-up activities: \_\_\_\_\_
  
10. Estimated start of redevelopment activities: \_\_\_\_\_

11. Estimated completion of redevelopment activities: \_\_\_\_\_
  
12. Current Zoning of Project Site: \_\_\_\_\_
  
13. Is a change in zoning required for Proposed Project?    \_\_\_ Yes    \_\_\_ No
  
14. If a change in zoning is required, explain when the zoning will be obtained:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
15. Identity of Immediate Prior Owner of the Property (or Current Owner if you are not the current owner):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
16. Address of Immediate Prior Owner of the Property (or Current Owner if you are not current owner). For petroleum-contaminated properties only, list any and all prior known owners:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
17. Are you the current owner of the property: Yes \_\_\_\_\_ No \_\_\_\_\_
  
18. If you are the current owner, list the date you acquired title to the Property:  
\_\_\_\_\_
  
19. If you are not the current owner, list the date you expect to acquire title to the Property:  
\_\_\_\_\_
  
20. Method property was acquired (lease, purchase, donation, imminent domain, tax sale, etc.):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



### E. Environmental Site Assessment

1. Phase I Environmental Site Assessment completed \_\_\_\_ No - \_\_\_\_ Yes  
Completion Date: \_\_\_\_\_
  
2. Phase II Environmental Site Assessment completed \_\_\_\_ No - \_\_\_\_ Yes  
Completion Date: \_\_\_\_\_
  
3. Does this site meet the definition of a Brownfield Site?  
  
Yes \_\_\_\_\_ No \_\_\_\_\_ Don't Know \_\_\_\_\_

Please provide the Phase I and Phase II ESAs

4. Description of Environmental Concerns

General description of nature, scope, and extent of contamination:

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To the extent you have such knowledge, describe in detail the dates (time period) and manner in which the Property became contaminated:

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Is the Property contaminated by a controlled substance, petroleum or petroleum product, or is the property mine scarred land?

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If the Property is contaminated by a controlled substance, petroleum or petroleum product, or is mine scarred land, describe generally the state/condition of the property. If contamination includes a known Underground Storage Tank, include tank number (if known):

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5. Is this site enrolled in the Georgia Environmental Protection Division (EPD) Brownfield Program

No  Yes

If Yes, provide the approved Correction Action Plan (CAP).

6. Describe the proposed site remediation to be conducted with the BRLF funds being requested and provide a budget. Provide the remediation plan.

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**F. To the best of your knowledge, information and/or belief, answer the following by checking the appropriate box.**

**For all sites**

1. Is the applicant a Potentially Responsible Party (PRP) under CERCLA § 107?

Yes       No       Don't Know

2. Has the applicant currently or in the past subject to any penalties resulting from environmental non-compliance at the site subject to the loan?

Yes       No       Don't Know

3. Is the Property currently listed, or proposed for listing on the National Priorities List?

Yes       No       Don't Know

4. Is the Property subject to a unilateral administrative order, court order, administrative order or consent, or judicial consent decrees under CERCLA?

Yes       No       Don't Know

5. Is the Property subject to the jurisdiction, custody or control of a federal governmental agency, except for land held in trust for an Indian tribe?

Yes       No       Don't Know

6. Is the applicant suspended, debarred or otherwise ineligible from receiving federal funds?

Yes       No       Don't Know

### For petroleum sites

7. Is there a viable responsible party for the site?

Yes     No     Don't Know

8. Is this site a relatively "low risk" compared with other petroleum sites in the State?

Yes     No     Don't Know

9. Will the site be assessed, investigated or cleaned up by a person/entity that is potentially liable for cleaning up the site?

Yes     No     Don't Know

10. Is the site subject to any order under § 9003(h) of the Solid Waste Disposal Act (SWDA)?

Yes     No     Don't Know

11. Has the applicant dispensed or disposed of petroleum or petroleum-product at the site?

Yes     No     Don't Know

12. Has the applicant exacerbated the contamination at the site?

Yes     No     Don't Know

13. Has the applicant taken reasonable steps with regard to the contamination at the site?

Yes     No     Don't Know

## G. Conditional CERCLA Liability Protection

Grant recipients, borrowers, or subrecipients who are eligible, or seek to become eligible, to receive a grant, loan, or subaward based on a liability protection from CERCLA as a: (1) bona fide prospective purchaser (BFPP), (2) contiguous property owner (CPO), or (3) innocent landowner (ILO) (known as the “landowner liability protections”), must meet certain threshold criteria and satisfy certain continuing obligations to maintain their status as an eligible grant recipient, borrower, or subrecipients. To the best of your knowledge, information and/or belief, answer the following by checking the appropriate box:

1. Indicate which Landowner Liability Protection the borrower subgrantee meets as a

- Bonafide Prospective Purchaser (BFPP)
- Contiguous Property Owner (CPO)
- Innocent Landowner (ILO)

2. Was “All Appropriate inquiry” into the previous ownership and uses of the property completed prior to acquiring the property?

- Yes       No       Don't Know

3. Is the applicant potential liable or affiliated with any other person who is liable for response cost at the site?

- Yes       No       Don't Know

4. Has any disposal of hazardous substances occurred at the site after the acquisition by the landowner?

- Yes       No       Don't Know

5. Has the applicant taken reasonable steps to with respect to hazardous substances by stopping any continuing releases, preventing any threatened releases and preventing or limiting human, environmental or natural resources exposure to any previously released hazardous substance?

- Yes       No       Don't Know

6. Has the applicant complied with any land use restrictions established or relied on in connection with the response action at the site and not impeding the effectiveness or integrity of institutional controls employed in connection with the response action?

- Yes       No       Don't Know       NA

7. Has the applicant provided full cooperation, assistance and access to persons that are authorized to conduct response actions or natural resource restoration at the site from which there has been a release or threaten release?

Yes       No       Don't Know       NA

8. Has the applicant complied with information requests and administrative subpoenas?

Yes       No       Don't Know       NA

9. Has the applicant provided all legally required notices with respect to the discovery or release of hazardous substances at the site?

Yes       No       Don't Know       NA

## H. Questions for Subgrants applicants

Non-profit entities that own the project site are eligible for subgrants. As such, the following questions specific to subgrants need to be answered.

1. To what extent will the subrecipient facilitate the creation of, preservation of, or addition to a park, greenway, undeveloped property, recreational property, or other property used for nonprofit purposes?

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2. To what extent will the subrecipient meet the needs of a community that has the inability to draw on other sources of funding for environmental remediation and subsequent redevelopment of the area in which a brownfield site is located because of the small population or low income of the community?

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3. To what extent will the subaward facilitate the use or reuse of existing infrastructure?

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4. How will the subaward benefit the long-term availability of funds from a revolving loan fund for brownfield remediation?

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Attach records to support and document these determinations.

## I. Certification

The Applicant hereby certifies, warrants, and represents that the information provided herein is complete, true and correct to the best of your knowledge, information and belief. In responding to the questions and requests for information set forth in this document, the Applicant has consulted an environmental professional and reviewed all environmental reports relating to the Property available to the Applicant. Applicant understands and acknowledges that Invest Atlanta, the City of Atlanta and the United States Environmental Protection Agency are relying on the information contained herein in making eligibility determinations and financing decisions and have the right to so rely. Further, by signing below the Applicant acknowledges and understands that, if Applicant is selected for a funding, Invest Atlanta and the City of Atlanta will require, among other things, that any and all environmental cleanup/remediation funded with EPA funds be undertaken in Georgia's Voluntary Cleanup Program administered by the Georgia Environmental Protection Division in the Department of Natural Resources. Eligibility determinations and funding recommendations do not constitute a final award. Awards are not final until all documents are executed and all conditions precedent to the award are met.

The undersigned agrees that acceptance of any form of financial assistance from the BRLF constitutes agreement to include the BRLF in any public relations events or materials related to the project, and to cooperate with and permit the BRLF to publicize its involvement for marketing and public relation purposes including, but not limited to signage, press releases, public events, and promotional materials.

Applicant: \_\_\_\_\_

By (Signature): \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

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



## J. Attachments

1. Check box for each attached document, as applicable:

Attach to this fully completed form true and accurate copies of:

- Articles of Organization (if an LLC),
- Articles of Incorporation (if a corporation),
- Certificate of Limited Partnership (if a limited partnership),
- Non-profits applying for a subgrant- attach Tax Exempt Status Letter or information showing non-profit status

Submit information regarding overall environmental compliance history including any penalties resulting from environmental non-compliance at the site subject to the loan or subaward.

Other documents: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Provide a true and accurate copy of the conveyance deed by which you acquired title to the Property, if you currently own the Property.

Provide a true and accurate copy of all documents granting you control or access to the property.

Attach a legal description and site plan.

3. Provide along with this application true and accurate copies of any and all ASTM Phase I and Phase II environmental site assessments, Remedial action plans, reports, studies, surveys and/or inspections relating to the Property. List attached documents:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Identify any and all other documents not in your possession, custody, or control of which you are aware that contain or may contain information relative to the environmental condition of the Property:

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4. Cleanup Planning- Provide the documents requested below.

- Corrective Action Plan
- Proposed Cleanup Plan
- Cleanup Plan Budget