

**Fiscal Year 2025**  
**Instructions for Requesting Brownfields**  
**Revolving Loan Fund Grant Supplemental Funding**

Approximately \$40,000,000 in Infrastructure Investment and Jobs Act (IIJA) funds may be available to supplement existing Brownfields Revolving Loan Fund (RLF) Cooperative Agreement Recipients (CARs or recipients) who 1) have an open RLF cooperative agreement as of **March 26, 2025**, 2) made loan(s), and 3) substantially depleted their pool of grant funds. Only current CARs awarded funding under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) § 104(k) and those originally awarded under CERCLA § 104(d) that have transitioned a grant(s) to CERCLA § 104(k) as provided in CERCLA § 104(k)(3)(D) are eligible for RLF supplemental funding. RLF CARs requesting supplemental funding must address the considerations identified in Parts [III](#) and Part [IV](#), below.

All EPA supplemental funding decisions are subject to the availability of funds and Agency budget priorities and EPA reserves the right to reject all requests and make no awards. When determining award amounts, EPA will give special consideration to RLF CARs that have not previously received IIJA funding but meet all eligibility requirements for RLF supplemental funding. This special consideration may affect the total amounts distributed to the remaining requesting RLF CARs. Note that although EPA has provided a sample form for requesting funding (Appendix A), CARs will not be denied supplemental funding or otherwise penalized during the review process for not using the sample form.

## **I. Background**

CERCLA § 104(k)(3)(A)(i) and 104(k)(5)(A)(ii), among other things, authorizes EPA to:

- award grants of up to \$1,000,000 per eligible entity to be used to capitalize RLFs and provide subawards for brownfields cleanup; and
- make an additional grant to RLF CARs for up to \$1,000,000 for any year after the year for which the initial grant is made (noncompetitive RLF supplemental funding).

In addition, subsection (8)(A)(iv) of the CERCLA § 104(k) line-item in the IIJA authorizes EPA to use the specified IIJA appropriations “notwithstanding funding limitations” in the codified version of CERCLA § 104(k) for “...grants under sections 104(k)(3)(A)(i) and 104(k)(5)(A)(ii) of CERCLA for capitalization of revolving loan funds in amounts not to exceed \$10,000,000 per grant.”

## **II. Process**

### **Notification of Supplemental Funding Availability**

Information regarding the availability of RLF supplemental funding has been posted on the EPA Brownfield Program’s website at <https://www.epa.gov/brownfields/current-and-upcoming-funding-opportunities>. In addition, eligible CARs will be notified of the availability of RLF supplemental funding for Fiscal Year 2025 (FY25) by EPA Regional RLF program staff.

### **Definitions**

The following definitions should be used to clarify any unfamiliar terminology in the “Requests for Supplemental Funding” section that follows.

- RLF Grant status definitions:

- Open: The cooperative agreement is open (i.e., period of performance has not ended).
  - Post-Closeout: The cooperative agreement period of performance has ended and the RLF Grant has accrued or expected program income that has not been expended or returned to EPA (i.e., a Closeout Agreement is active or still needs to be executed).
  - Closed: The cooperative agreement period of performance has ended and the RLF Grant has no accrued or expected program income (e.g., loan repayments). The remaining program income balance must be \$0, with no expected change, for an RLF Grant to be Closed.
- Sensitive Populations:
    - Sensitive populations are those populations that are likely to experience elevated health risks from pollution, including populations based on age (young children and the elderly), pregnant women, and serious disease burden (such as, high rates of cancer, asthma, chronic respiratory disease, coronary heart disease, low birth weights, etc.), as well as low-income populations. See CERCLA § 104(k)(6)(C)(x)<sup>1</sup>.
  - Program income:
    - Refers to the funds generated or earned by all open, post-closeout, and closed<sup>2</sup> RLF Grants, including principal repayments, interest earned on outstanding loan principal, interest earned on accounts holding RLF program income, loan fees and loan-related charges received from borrowers, and other income generated from RLF operations.
  - Committed funds:
    - Pending loans and subgrants which are defined as loans/subgrants that have been approved through the CAR's decision process (e.g., board or committee) but have not been awarded with a fully-signed agreement as of the date of the request for supplemental funding; NOTE: Do not include potential loans and subgrants that have not been approved through the CAR's decision process (e.g., board or committee). To count as committed funds, the loan or subgrant must be executed or pending, as defined above.
    - Unreimbursed costs for a cleanup that is completed or underway through an executed loan or subgrant, which is defined as a loan/subgrant with a fully-signed agreement and award date that precedes the supplemental funding request; and
    - Estimated costs for personnel, travel, contracts, or other programmatic costs necessary to maintain the RLF for the next 5 years.
  - Uncommitted funds:
    - The amount of available funding and is defined as the amount of Unspent RLF Funds minus the amount of Committed RLF Funds (see Part [IV](#) below for more details, including how Total RLF Funds is defined).
  - For FY25, EPA defines “significantly depleted funds” as follows:
    - **For RLF CARs who have received more than \$1 million in EPA funding for their RLF program:** The balance of uncommitted funding can equal no more than 35% of the total amount of RLF funds under all of the CAR's open, post-closeout, and closed grants.

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<sup>1</sup> The Brownfields Program will implement this provision in accordance with all applicable law.

<sup>2</sup> While grants cannot earn program income in closed status, for the purposes of RLF supplemental funding, EPA requires the CAR to consider program income earned while any closed grant was previously in open or post-closeout status.

- **For RLF CARs who have received \$1 million or less in EPA funding for their RLF program:** The balance of uncommitted funding can equal no more than 50% of the total amount of RLF funds under all of the CAR’s open, post-closeout, and closed grants.
- Executed:
  - The CAR has a fully-signed loan or subgrant agreement with an award date that precedes the supplemental funding request.<sup>3</sup>
- Pending:
  - A loan or subgrant that has been approved through the CAR’s decision process (e.g., board or committee), but there is no fully signed loan or subgrant agreement as of the date of the request for supplemental funding.

### **Requests for Supplemental Funding**

FY25 RLF supplemental funding decisions will be based upon specified considerations identified below in Part [III](#). Only CARs with open RLF grants as of March 26, 2025 can request supplemental funding. Submittals must note the dollar amount requested. Due to high demand and limited resources, supplemental funding awards have typically been between \$200,000 and \$500,000. However, due to the availability of IIJA funds, EPA anticipates awarding up to \$4,000,000 per grant for FY25 RLF supplemental funding. Each CAR will receive a new cooperative agreement that is separate from its existing RLF cooperative agreement, unless it has already received an RLF cooperative agreement with IIJA funds. In that case, EPA will amend the CAR’s IIJA-funded cooperative agreement.

- To be eligible for an FY25 supplemental funding award of **up to \$1 million**, CARs must meet the following general criteria by **March 26, 2025**, when supplemental funding requests are due:
  - CARs must demonstrate that they have executed at least one loan.<sup>4</sup>
  - CARs must demonstrate that they have “significantly depleted funds” as described in the previous section (includes EPA funds, monetary cost share<sup>5</sup>, and any available program income from open, post-closeout, and closed RLF Grants).
  - CARs must have a clear plan for quickly utilizing the additional requested funds.
- To be eligible for an FY25 supplemental funding award of more than **\$1 million and up to \$2.5 million**, CARs must meet all of the following criteria by **March 26, 2025**, when supplemental funding requests are due:

1	CAR must meet general supplemental funding criteria identified above and have an uncommitted funding balance that does not exceed \$750,000.
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<sup>3</sup> If a CAR is awaiting EPA Regional approval of property eligibility related documents that have impeded the execution of a loan or subgrant prior to submitting their supplemental funding request, that CAR may still submit RLF supplemental funding requests by the 3/26/2025 deadline and may be deemed eligible for supplemental funding on a case-by-case basis. This determination will be made upon regional review of the supplied documents and consultation with OBLR.

<sup>4</sup> As was indicated in the FY22 Supplemental Funding Instructions, in FY23 and beyond, the criteria for RLF Supplemental funding now requires execution of a loan (i.e., a CAR who has executed only a subgrant no longer meets supplemental funding criteria).

<sup>5</sup> See Appendix B for an explanation of the differences between monetary cost share and program income, as provided in EPA’s response to a question from an RLF Listening Session held on March 11, 2022.

2	CAR's RLF program (open, post-closeout, and closed grants) must have at least 3 sites which are in process or have achieved cleanup.
3	CAR must have revolved program income generated from open, post-closeout, and/or closed RLF Grant(s) into at least one <u>executed</u> loan or subgrant.
4	CAR's RLF program (open, post-closeout, and closed grants) must have at least 2 sites that have positively impacted an area with sensitive populations (see definition above).

- To be eligible for an FY25 supplemental funding award of **more than \$2.5 million and up to \$4 million**, CARs must meet criteria 1, 2, and 4 above as well as the following for criteria 3 by **March 26, 2025**, when supplemental funding requests are due:

3	CAR must have revolved <u>at least \$100,000</u> of program income generated from open, post-closeout, and/or closed RLF Grant(s) into at least one <u>executed</u> loan or subgrant.
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- Potential for a waiver: If a large loan repayment is made after January 1, 2025, which causes the CAR not to meet these supplemental funding criteria (e.g., those funds are designated for a particular site but cannot be committed/expended by the date supplemental funding requests are due), the CAR may request a waiver to the criteria by providing justification with its supplemental funding request.
- RLF CARs should consider whether a site is located in an area with sensitive populations when selecting subawardees. Requesters are encouraged to use relevant federal, state, and/or local dataset(s) or geospatial mapping tool(s), that illustrate the prevalence of "sensitive populations" as described in the "Definitions" section above. These dataset(s) or geospatial mapping tool(s) should be used to gain a better understanding of the populations that may be adversely and disproportionately affected by environmental or human health harms and risks. Data from other sources (e.g., studies, census, and third-party reports) can also be included to give a more complete picture of the sensitive populations.
- A request for supplemental funding must be in the form of a letter (transmitted electronically) addressed to your Regional Brownfields Project Officer with a copy to U.S. EPA Headquarters at [brownfields@epa.gov](mailto:brownfields@epa.gov). The letter must include the information identified in Part [IV](#), below.

Note that the request for supplemental funding can be submitted as either 1) a letter which provides all the requested information in Part [IV](#), or 2) a very brief cover letter, with the sample format provided in Appendix A attached (see Part [IV](#) for an explanation of Appendix A). Requests for supplemental funding will not be rejected or reviewed unfavorably if a requester chooses not to use the sample format in Appendix A as long as the requester provides all the information identified in Part [IV](#).

### **Regional Input on Requests**

- EPA Regions will review request letters from RLF CARs. The Regions will screen requests for eligibility and submit an evaluation of the request to EPA Headquarters as it relates to the considerations in Part [III](#) below.

### **Deadlines**

- Request letters must be submitted via email to your Regional Brownfields Project Officer by **March 26, 2025**. While EPA will not consider late submissions (i.e., after **March 26, 2025**), if an RLF CAR is not able to submit a request by the deadline, there may be opportunities to request supplemental funding in a future year, subject to funding availability.

### **Selection/Award**

- Upon selection by the Assistant Administrator of the Office of Land and Emergency Management (OLEM), the Regional Administrator, or other delegated regional award official will make RLF supplemental funding awards.
- Upon selection to receive an award of supplemental funds, RLF CARs must work with their EPA Region to award a new cooperative agreement (or amend an existing IJJA-funded cooperative agreement), create/revise their workplan, and follow applicable award procedures.
- All new RLF cooperative agreements awarded will include a revised Closeout Agreement (COA) based on EPA's [FY22 COA Template](#) (see [Fact Sheet](#) for more details). EPA will require the CAR to operate the RLF program under a single COA based on the FY22 COA Template. That is, for CARs that have existing COAs, all post-closeout program income the CAR currently has (from past RLF Grants where the period of performance has ended) or will have in the future (from any open RLF Grants when the period of performance ends), will be combined and governed by a single COA with a COA tracking number that is usually based on the oldest, original grant number.
  - IMPORTANT NOTICE: Although the CAR will have up to 30 days after award to sign the new COA, if the CAR has post-closeout program income in its RLF program and is selected for an FY25 supplemental funding award, the CAR must be prepared to complete post-closeout reporting requirements for FY25 per the new COA.

### **III. Considerations**

- In addition to the depletion of funds, supplemental funding requests will be evaluated on the quality and extent to which the CAR's RLF program reflects the following considerations:
  - 1) The number of imminent and potential projects in the RLF program pipeline that demonstrate the program's ability to make loans and subgrants for cleanups that can be started and completed, as well as quickly lead to redevelopment;
  - 2) Community benefits from executed and pending loan(s) and/or subgrant(s), with particular consideration given to CARs who can demonstrate benefits to areas with sensitive populations; and
  - 3) The ability to administer, preserve, and revolve the capitalization funding in the RLF Grant.
- The IJJA does not require cost share from grant recipients. Therefore, for this IJJA-funded cooperative agreement, no cost share is required for the entire RLF Grant award. Note that a 20% cost share is still required under existing cooperative agreements for RLF Grants which were not awarded using IJJA funds.
- EPA encourages innovative approaches to maximizing revolving and leveraging with other funds, including using grant funds as a loan loss guarantee, or by combining with other government or private sector lending resources.

- EPA may also consider relevant information from other sources including information from EPA files and/or from other federal or non-federal grantors to verify or supplement information provided by the requester.
- All FY25 supplemental funding recipients will have the following FY22 policy changes apply to their new awards via terms and conditions:
  - The allowable subgrant limit has increased to \$500,000, with the limited possibility of a waiver to exceed \$500,000 on a case-by-case basis.
  - The discounted amount in a discounted loan has increased to a maximum of \$500,000 and up to 50% of the loan, with the limited possibility of a waiver for either condition. Note that the discounted amount will still apply towards the non-loan portion of the 50/50 split (i.e., the discounted amount cannot apply towards the 50% of EPA funds + cost share that must be spent on loans and associated eligible programmatic expenses).
  - Program income should not be included in the calculation of the 50/50 split or in the subgrant or discounted loan caps.

#### IV. Content of Supplemental Request

CARs must provide sufficient information in their request for supplemental funding to demonstrate eligibility and to allow for evaluation of the considerations discussed above in Part III. The request must, therefore, include all the following information. CARs may, but are not required to, use the optional sample format in Appendix A as an attachment to your cover letter request so that the information is complete and in the correct order. EPA's preference is for CARs to submit Tables 1, 2, and 3 in the Excel file provided in Appendix A so EPA can easily see if the math is correct. **However, CARs that do not use the sample formats and tables below and in Appendix A will not be denied supplemental funding or otherwise penalized during the review process.**

#### 1. **A demonstration of the CAR's eligibility for supplemental funding, to include the significant depletion of funds.**

##### Data and Calculations for Significant Depletion of Funds Determination

##### A. TOTAL RLF FUNDS

- Total amount of EPA funds awarded to CAR under all open, post-closeout, and closed RLF Grants = \_\_\_\_\_
- Total amount of monetary cost share under all open, post-closeout, and closed RLF Grants = \_\_\_\_\_
- Total amount of program income generated under all open, post-closeout, and closed RLF Grants = \_\_\_\_\_
- TOTAL RLF FUNDS (sum of three bullets above) = \_\_\_\_\_

##### B. UNSPENT RLF FUNDS

- Total amount of unspent EPA funds awarded to CAR for all open RLF Grants = \_\_\_\_\_
- Total amount of unspent (unmet) monetary cost share for all open RLF Grants = \_\_\_\_\_
- Total amount of unspent program income generated under all open and post-closeout RLF Grants = \_\_\_\_\_
- UNSPENT RLF FUNDS (sum of three bullets above) = \_\_\_\_\_

NOTE: Please consult with the appropriate Region for the amount of unspent EPA funds reported in the EPA's Financial Management System.

C. COMMITTED RLF FUNDS

- Total amount of committed funds under all open and post-closeout RLF Grants for loans = \_\_\_\_\_
- Total amount of committed funds under all open and post-closeout RLF Grants for subgrants = \_\_\_\_\_
- Total amount of committed funds under all open and post-closeout RLF Grants for contracts = \_\_\_\_\_
- Total amount of committed funds under all open and post-closeout RLF Grants for eligible program management costs (e.g., personnel, fringe, travel, supplies, indirect charges) for the next 5 years = \_\_\_\_\_
- COMMITTED RLF FUNDS (sum of four bullets above) = \_\_\_\_\_

NOTES:

- Do not include any expenses that you have already drawn down.
- Do not include funds for potential loans or subgrants that have not been approved through the CAR's decision process (e.g., board or committee); those funds should be included in [B above](#).

D. UNCOMMITTED FUNDS = UNSPENT RLF FUNDS ([B above](#)) – COMMITTED RLF FUNDS ([C above](#)) = \_\_\_\_\_

E. UNCOMMITTED BALANCE PERCENTAGE = UNCOMMITTED FUNDS ([D above](#)) ÷ TOTAL RLF FUNDS ([A above](#)) x 100 = \_\_\_\_\_

F. Significant depletion of funds determination:

- Has the CAR been awarded more than \$1,000,000? Yes/No
  - If yes, does the uncommitted balance exceed 35% of total RLF funds (i.e., is [E above](#) greater than 35%)? Yes/No
- Has the CAR been awarded less than or equal to \$1,000,000? Yes/No
  - If yes, does the uncommitted balance exceed 50% of total RLF funds (i.e., is [E above](#) greater than 50%)? Yes/No
- Note on potential for a waiver: If a large loan repayment is made after January 1, 2025, which causes the CAR not to meet these supplemental funding criteria (e.g., those funds are designated for a particular site but cannot be committed/expended by the date supplemental funding requests are due), the CAR may request a waiver to the criteria by providing justification with its supplemental funding request.
  - Has the CAR included a waiver request with justification in the supplemental funding request? Yes/No

Additional Supporting Information

G. Number of loans and/or subgrants under all open, post-closeout, and closed RLF Grants:

- Number of executed loans = \_\_\_\_\_
- Number of executed subgrants = \_\_\_\_\_
- Number of pending loans = \_\_\_\_\_
- Number of pending subgrants = \_\_\_\_\_

- NOTE: Executed means the CAR has a fully-signed loan or subgrant agreement with an award date that precedes the supplemental funding request. Pending means a loan or subgrant has been approved through the CAR's decision process (e.g., board or committee), but there is no fully signed loan or subgrant agreement as of the date of the request for supplemental funding. Do not include potential loans or subgrants that have not been approved through the CAR's decision process (e.g., board or committee).
- Consider using the following table to justify the numbers provided in the bullets above:

**Table 1**

**Sample Format for Executed and Pending Loans and Subgrants**

**(Note that requests for supplemental funding that do not use this table will not be penalized.)**

Name of Borrower or Subgrantee	Loan or Subgrant	Executed or Pending	Amount of Loan or Subgrant	Amount of Program Income Used	If Executed, Award Date	For Loans		
						Repayment Period Length	Interest Rate	Repayment Status (not started, in progress, or complete)

H. A list of projects and associated costs that demonstrate the current funding commitments, associated leveraging, and anticipated outcomes:

The list should account for your total committed funds amount listed above and include, at minimum, the following information: project name, location, form of commitment (loan, subgrant, or combination of the two), the dollar amount, project status (current status and projected timeline for completion of project), the amounts and sources of associated leveraged funding and whether the funding is firm (secured), proposed cleanup actions, and other anticipated outcomes (including anticipated reuse of property, the estimated number of cleanup and redevelopment jobs that will be created, and other anticipated outcomes that have a direct benefit to the community such as public health and environmental benefits). **Table 2** below provides examples of the level of information required for this demonstration.

2. **A list of imminent and potential projects in your pipeline that are most likely to use the requested funding to demonstrate the likelihood that the supplemental funding will be used expeditiously, lead to preservation of the fund, promote reuse of sites, and provide community benefits.**

Include, at minimum, the following information: project name, location, form of anticipated commitment (loan, subgrant, or other), the estimated dollar amount, project status and projected timeline for completion of project, the amounts and sources of leveraged funding and whether the funding is firm (secured), proposed cleanup actions, and other anticipated outcomes (including anticipated reuse of property, the estimated number of cleanup and redevelopment jobs that will be created, and other anticipated outcomes that have a direct benefit to the community such as public health and environmental benefits). **Table 3** below provides examples of the level of information required for the projects.

Note: Potential projects must maintain a 50/50 split between loan and non-loan costs. That is, at least 50% of the total award amount (EPA funds + cost share) must be spent on loans and associated eligible programmatic costs. Program income should not be included when calculating the 50/50 split.

Will the 50/50 split still be met with potential loans and subgrants shown in Table 3? Yes/No

**Table 2**  
**Sample Format and Examples for Committed Funds**  
 (Note that requests for supplemental funding that do not use this format will not be penalized.)  
 (Supplement as appropriate using additional rows or text.)

<b>Project Name</b>	<b>Location</b>	<b>Estimated Amount (\$)</b>	<b>Form of commitment (Loan, Subgrant, or Other)</b>	<b>Status/Timeline</b>	<b>Firm Leveraging Commitments and Estimated Leveraging</b>	<b>Proposed Cleanup and Anticipated Reuse and Outcomes</b>
E.g., Site A	City of Wherever, State	\$300,000	Loan	Executed RLF loan, cleanup underway and anticipated to be complete by end of summer 2025, redevelopment spring of 2026.	Firm: \$300,000 of private funding escrowed by private party for cleanup. County Parks and Rec has approved plan and committed to upkeep and maintenance of complex. Potential: Up to \$500,000 from national sports organization.	Cleanup of former landfill, expected reuse as a sports complex, creating 1 full time and 3 part-time jobs.
E.g., Site B	Unincorporated County of Anyplace, State	\$200,000	Subgrant	Approval from City Council; Subgrant to be executed in Fall 2025 & cleanup in Spring 2026.	Firm: \$500,000 for cleanup and redevelopment from local health organization. Potential: HUD Funding for affordable housing	Cleanup of abandoned hospital, affordable housing, 2 full-time jobs and the ability for aging residents to remain within neighborhood.
Programmatic Costs for Sites A & B and management of RLF for the next five years	Not Applicable	\$10,000 \$10,000 \$10,000	Personnel Environmental Professional Contract Fund Manager Agreement	Internal set-aside for personnel, contract and MOA with fund manager. To be expended during cleanup of sites A & B and for management of program income.		Successful implementation of RLF, Preservation of the RLF funds
<b>Total Committed Funds</b>		<b>\$530,000</b>				

**Table 3**

**Sample Format and Examples for Potential Projects**  
**(Note that requests for supplemental funding that do not use this format will not be penalized.)**  
(Supplement as appropriate using additional rows or text.)

<b>Project Name</b>	<b>Location</b>	<b>Estimated Amount (\$)</b>	<b>Form of commitment (Loan, Subgrant, or Other)</b>	<b>Status/Timeline</b>	<b>Firm Leveraging Commitments and Estimated Leveraging</b>	<b>Proposed Cleanup and Anticipated Reuse and Outcomes</b>
E.g., Site D	City/Town , State	\$500,000	Loan	Developer has completed cleanup planning and is preparing RLF application. Anticipated schedule starting from date of supplemental award (12 months total): Application Submittal, Approval and Processing (3 months); Cleanup (1 month); Redevelopment Complete within 8 months.	Firm: \$1,000,000 from developer	Cleanup of a former foundry result in a new Nursing Home allowing elderly to remain within their community. Proposed project will create 30 jobs for both skilled and unskilled workers.
E.g., Site E	City/Town , State	\$100,000	Subgrant	Local non-profit submitted a preliminary application. Anticipated schedule starting from date of supplemental award: Application submittal (4 <sup>th</sup> Quarter FY25); approval, processing and cleanup (1 <sup>st</sup> Quarter, FY25); Cleanup Complete (2nd Quarter, FY25); Redevelopment Complete (by end of FY25).	Potential: up to \$200,000 from State DOT	Cleanup of a former railroad for redevelopment into a new bike path and greenspace to improve the quality of life for the community.
Programmatic Costs for Sites D & E and management of RLF	City/Town , State	\$5,000 \$5,000 \$5,000	Personnel Environmental Professional Contract Fund Manager Agreement	Internal set-aside for estimated personnel, environmental contract and MOA with fund manager. To be expended during cleanup of sites D & E and for management of program income.	Additional Personnel Costs from City	Compliance with Award Conditions and Revolve of Funds
<b>Total for Potential Projects</b>		<b>\$615,000</b>				

3. **A summary of major RLF accomplishments for projects where RLF funding has been expended to further demonstrate the CAR's ability to award and manage loans/subgrants, preserve the fund, successfully promote reuse of sites, and provide community benefits.**

The summary may include, at a minimum, the following information although requesters who choose to summarize their major RLF accomplishments in a different format will not be penalized. (NOTE: Your regional EPA project officer will confirm that appropriate accomplishments are reported in ACRES.):

- The geographic boundary where the RLF operates = \_\_\_\_\_
- The number of loans executed (open, post-closeout, and closed RLF Grants) = \_\_\_\_\_
- Cumulative dollar amount of executed loans = \_\_\_\_\_
- The number of subgrants executed (open, post-closeout, and closed RLF Grants) = \_\_\_\_\_
- Cumulative dollar amount of executed subgrants = \_\_\_\_\_
- The total amount of program income generated from CAR's open, post-closeout, and/or closed RLF Grant(s) (same value as entered under 1.A.) = \_\_\_\_\_
- The total amount of program income generated from CAR's open, post-closeout, and/or closed RLF Grant(s) that has been **revolved** into executed loans and/or subgrants = \_\_\_\_\_
- The number of ongoing cleanups (open and post-closeout RLF Grants) = \_\_\_\_\_
  - Provide names of sites as they appear in ACRES.
- The number of cleanups completed (open, post-closeout, and closed RLF Grants) = \_\_\_\_\_
  - Provide names of sites as they appear in ACRES.
- The number of sites in CAR's RLF program (open, post-closeout, and closed grants) that have positively impacted an area with sensitive populations = \_\_\_\_\_
  - Provide names of sites as they appear in ACRES and include/attach a description and/or supporting documentation (e.g., report from datasets or geospatial mapping tools) to help characterize and describe the affected populations and area(s). = \_\_\_\_\_
- The significant outcomes to date (including leveraged cleanup and redevelopment funding, cleanup and redevelopment jobs created, number of properties reused and other outcomes that have a direct benefit to the community) = \_\_\_\_\_

4. **A discussion on the management of the RLF to demonstrate the CAR's competency in managing an RLF program.**

This shall include, at a minimum:

- Information regarding the timeliness of submission of required reports and work products (including Quarterly Performance Reports and ACRES data);
- Completion of critical work plan tasks;
- Compliance with terms and conditions of the grant, and, if applicable, closeout agreement requirements for post-closeout and closed grants;
- Compliance with established loan review/approval process, or discussion of updates/changes to this process;
- Ability to meet the 20% cost-share requirement, when required; and

- Other information that further supports this element. If RLF grant management issues occurred, such as milestones were not met or submittals delayed, please explain how these were identified and corrected, and how they will be prevented in the future.
- **Note: If the CAR is requesting more than \$1,000,000 in supplemental funding and does not have sufficient potential projects in Table 3 for that amount (i.e., the total amount in Table 3 is lower than the amount requested), the CAR should include information on the process employed to justify a supplemental funding award of the requested amount (e.g., how the CAR's past performance demonstrates its ability to execute the requested amount and what steps will be taken in marketing to ensure the funds are used and not sitting idle in the RLF account).**