

October 27, 2010

Notes from Brownfields Jobs Training Professional Learning Community (PLC) Session #31

Session leader: Mike Senew

Topic: Program Scope and Definition – Planning your grant submission process. What should prospective applicants be doing now?

### **NOTES FROM SESSION 31**

During this session, we also examined the issue of RFP requirements such as health and safety training; and Renovation, Repair, & Painting (RR&P).

This week thanks go to **Jeanne-Marie Crockett from Santa Fe Community College** briefing us on their train-the-trainer programs. For additional information, she may be reached at [jcrockett@sfccnm.edu](mailto:jcrockett@sfccnm.edu) or by phone at 505.428.1302.

### **When will the EPA Request for Proposals be issued?**

EPA has indicated that the final Request for Proposals will be issued in mid November. We will let you know as soon as they are released. Before then, you may get a draft copy at the following URL:

Draft Guidelines for Brownfields Environmental Workforce Development and Job Training Grants (PDF) (32 pp, 173K)  
<http://www.epa.gov/brownfields/applicat.htm>

\*\*\*NOTE: There will likely be changes to the above draft guidelines. Due dates, unless extended, will be the end of January with grant awards in April.

### **Planning your grant submission process – what should you be doing now?**

When the RFP is issued, applicants can no longer seek individual help from EPA staff:

1. **Contact your Regional EPA Job Training Representative** before the RFP is issued. Discuss your community and proposed project. Seek their input. Let them know your intention to submit a proposal. A list of regional representatives appears at the end of these notes. The initial proposal review begins now at the regional level by showing your interest, seeking advice, and asking questions that will assist everyone during the proposal writing and review process.
2. **Contact community officials** to indicate your intention to submit an environmental job development and training program grant application. You may be surprised at the interest, encouragement, and advice you will receive. Ask for assistance and perhaps participation in the program. Certainly ask for letters of support. In every case, ask for additional individuals to contact.
3. **Continue to expand your needs assessment activities** by contacting local industry, potential employers, labor, and job development organizations. Programs should be expanding needs assessments and, at the same time, developing partnerships, recruiting advisory board members, collecting letters of support, and identifying additional community resources.

4. **Locate Brownfields projects in your community.** Locations and contact information can be found on the EPA Web site. Another helpful information resource is SMARTe. SMARTe is a Brownfields resource tool ([www.smarte.org](http://www.smarte.org)) with many helpful links. For more information including funding sources, Brownfields locations, and contact information, see the notes below with additional information about Smarte.
5. **If possible, participate and document participation in a Brownfields public hearing.** A public announcement of your intention to develop an environmental job training program will go a long way in developing a fundable proposal. Linking this with an existing Brownfields public hearing is an excellent idea.
6. Last and most important: **Lock down your partners, potential resources, and pledges.** Talk is cheap – in the end, the quality of your grant proposal will heavily depend on the partnerships established. The more resources leveraged, the broader a network, the more comprehensive and sustainable a program will become.

### **Addressing RFP requirements such as health & safety training and Renovation, Repair & Painting (RR&P)**

Interest has been expressed regarding trainers, training, and trainer certification.

The first place to look for training partners is the local university or community college. Many colleges have certified/authorized trainers and some offer train-the-trainer courses to certify/authorize additional faculty. First, programs need to identify course offerings. Next, contact the local community college or university. Faculty may be associated with the continuing education, extension, or credit program so you may have to check each of these programs.

Another excellent source of trainers is community stakeholders. Stakeholders include consultants, emergency response organizations, fire departments, and private sector employers. Any of these organizations may be a partner, providing in kind training services. Community stakeholders, in addition to providing trainers, may also provide equipment and facilities at minimal or no charge to the program.

If you choose to train and qualify staff, as mentioned above, there are several train-the-trainer programs available.

- Grantee Mollie Dowling with OAI, Inc. provides RR&P as well as hazardous wastesite worker train-the-trainer programs. [mdowling@oaiinc.org](mailto:mdowling@oaiinc.org)
- Jeanne-Marie Crockett with Santa Fe Community College discussed their train-the-trainer programs. Santa Fe CC has developed both training and train-the-trainer capabilities. You may contact her at [jcrockett@sfccnm.edu](mailto:jcrockett@sfccnm.edu).
- Another excellent source of train-the-trainer programs for EPA, OSHA, and energy training is the Rocky Mountain Education Center (RMEC). Currently RMEC is managing more than 4,000 OSHA outreach instructors and has processed more than 130,000 – 10- and 30-hour OSHA cards last year. They offer OSHA, EPA, and BPI programs. You may contact them at [www.rmecosha.com](http://www.rmecosha.com) or by phone at 303.914.6420.

## Additional Notes

### Regional Environmental Job Development and Training Contacts

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<b>EPA Region 2</b> Schenine Mitchell	<b>NJ, NY, PR, VI</b>	290 Broadway, 18th Floor New York, NY 10007 Phone (212) 637-3283 e-mail: mitchell.schenine@epa.gov
<b>EPA Region 3</b> Jeff Barnett	<b>DE, DC, MD, PA, VA, WV</b>	1650 Arch Street (3HS34) Philadelphia, PA 19103-2029 Phone (215) 814-3246 e-mail: barnett.jeff@epa.gov
<b>EPA Region 4</b> Kathleen Curry	<b>AL, FL, GA, KY, MS, NC, SC, TN</b>	Atlanta Federal Center 61 Forsyth Street (SNFC, EPA Mail Room) Atlanta, GA 30303 Phone (404) 562-8660 e-mail: curry.kathleen@epa.gov
<b>EPA Region 5</b> Linda Morgan	<b>IL, IN, MI, MN, OH, WI</b>	77 West Jackson Boulevard (SE-4J) Chicago, IL 60604-3507 Phone (312) 886-4747 e-mail: morgan.linda@epa.gov
<b>EPA Region 6</b> Amber Perry Sam Reynolds	<b>AR, LA, NM, OK, TX</b>	1445 Ross Avenue, Suite 1200 (6SF-VB) Dallas, TX 752022733 Phone (214) 665-3172, (214) 665-6682 e-mail: perry.amber@epa.gov; reynolds.samuel@epa.gov
<b>EPA Region 7</b> Ina Square	<b>IA, KS, MO, NE</b>	901 N. 5th Street (SUPR/STAR) Kansas City, KS 66101 Phone (913) 551-7357 e-mail: square.ina@epa.gov
<b>EPA Region 8</b> Christina Wilson	<b>CO, MT, ND, SD, UT, WY</b>	US EPA, Region 8 (EPR-B) 1595 Wynkoop Street Denver, CO 80202-1129 Phone (303) 312-6706 e-mail: wilson.christina@epa.gov
<b>EPA Region 9</b> Wallace Woo	<b>AZ, CA, HI, NV, AS, GU</b>	75 Hawthorne Street (SFD 1-1) San Francisco, CA 94105 Phone (415) 972-3270 e-mail: woo.wallace@epa.gov
<b>EPA Region 10</b> Susan Morales	<b>AK, ID, OR, WA</b>	US EPA Region 10; 1200 6th Avenue, Ste 900 (ECL-112); Seattle, WA 98101 Phone (206) 553-7299 e-mail: morales.susan@epa.gov

### **Additional Resources**

You may want to check out the revamp of the SMARTe Web site. It provides links to most Brownfields-related information sources. For example, if you scroll over to the menu on the left, link to funding sources or go to “others”, you can link to local programs and Google maps locating Brownfields in your community. View SMARTe online at [www.smarte.org](http://www.smarte.org).

SMARTe 2011 is now available. The most recent version of SMARTe provides updated links, resources, and information related to all aspects of the land revitalization process including planning future use while considering environmental issues, economic viability, and socio-cultural needs. For example, the newly updated Liability Section of SMARTe provides an overview of liability risk (when a site is/was contaminated) and how to reduce those risks. Additionally, a new sub-section under Future Land Use/Sustainable Practices provides information and considerations for re-using a site as an urban garden. SMARTe is widely accessed by users in over 90 different countries.

### **MARK YOUR CALENDAR**

Next PLC Session:        November 10, 2010  
   2:00pm EST

Feel free to invite a guest! Send your contact information to Mike Senew at [msenew@aol.com](mailto:msenew@aol.com).