

Excerpt of Draft Work Plan Narrative
Technical Assistance to Tribal Communities Addressing Brownfields (Tribal TAB)

Center for Hazardous Substance Research
Kansas State University ▪ Manhattan, KS

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(Revisions are current as of May 3, 2017; as of that date EPA Award to KSU is being processed,
but had not been received by KSU)

1.0 Environmental Results

Expected environmental outcomes for this initiative will be enhancement and increased capacity of tribal communities including Alaska Federally-Recognized Tribes to recognize brownfield sites, address releases of hazardous substances, pollutants and contaminants, realize the potential opportunities presented by addressing brownfield sites, and substantively participate in the brownfields cleanup and redevelopment process. The proposed project will enable tribal communities to reduce the impacts of contamination and initiate and/or participate in brownfields revitalization so that brownfield sites can be assessed, cleaned up, and put back into culturally-appropriate, beneficial and productive use (including green space development); thus stimulating economic and community development and mitigating associated health and environmental risks. Recognizing and acting upon brownfields issues will aid in promoting self-determined communities, with a better quality of life in the affected areas. Remediation of recognized brownfields sites, if necessary, will aid in improving overall human health and the environment. This is especially important for tribal community stakeholders who practice traditional and subsistence lifeways that depend on flora, fauna and/or water that may be negatively impacted by brownfields or releases of hazardous substances, pollutants and contaminants.

This important project will support EPA's Strategic Plan in that it advances progress toward EPA Strategic Plan Goal 3 (Cleaning Up Communities and Advancing Sustainable Development), Objective 3.1 (Promote Sustainable and Livable Communities), Sub-objective (Assess and Clean Up Brownfields). It will strengthen brownfields programs and projects set up by tribal governments and inter-tribal consortia nationwide.

The multi-faceted initiative will aid the 128(a) Tribal Response Programs (TRPs) in improving communication and collaboration between tribal stakeholders and across communities, facilitating participation in an informed and meaningful manner when it comes to brownfield identification, remediation and revitalization. It is anticipated that the project will infuse a high degree of knowledge, self-sufficiency, and confidence in tribal professionals and communities to deal with brownfield sites and enhance regenerative development. Overall, this project will create more awareness of brownfields and their potentially significant impact on human health and environment. This will assist in the long-term transformation of brownfields, reduction of environmental risks, and improvement of economic vitality. Specific program outcomes and outputs are outlined in Section 2B below and in Attachment A.

2.0 Description of the Project

A. Objective

The overall goal of the project is to provide useful expertise, practical tools, and a meaningful network which help tribal communities build capacity toward realizing successful brownfields reuse and redevelopment. We will focus on guiding, connecting, and mentoring tribal professionals in effectively delivering technical services and building tribal capacity while emphasizing community participation. By leveraging and expanding its current collaborative TAB network, KSU has assembled and will expand a team of technical assistance providers that are experienced in implementation of environmental programs and addressing health, economic and cultural challenges in tribal communities and Alaska Federally-Recognized Tribes. Every effort will be made to utilize experienced tribal professionals as part of the team and emphasize Tribes assisting Tribes. The existing Team includes persons with a broad range of expertise and experiences that will meet the needs of tribal staffs, tribal governments and tribal communities. The types of expertise includes brownfield inventory and prioritization, assessments and cleanups, contaminant fate and transport, technical contracting, risk assessment and communication, tribal operating procedures and code development, community outreach and participation, land use planning and reuse/redevelopment, seeking and obtaining financial assistance, grant proposals and management.

The KSU-Tribal TAB team will conduct four major types of technical assistance in EPA’s five subject areas to tribal communities across the nation. Regional Tribal Coordinators in the KSU-Tribal TAB network will coordinate with KSU to assign/match TAB Tribal professionals, or TAB professionals with tribal experience, with TRP Brownfields Coordinators, to respond to technical assistance requests. Table 1, shows examples of specific activities for each type of technical assistance, within each subject areas required by EPA.

Table 1. Types of Technical Assistance by Subject Area and Specific Activities.

<i>Subject Area</i>	TASK 1. Tribal Site-Specific Assistance	TASK 2. Tribal Online Forum & Resources	TASK 3. Tribal Roundtables, Workshops (6-10 per Yr) & Webinars (4 per Yr)	TASK 4. Tribal Capacity Building & Evaluation
<i>1. Forum</i>	<ul style="list-style-type: none"> - Remote and in-person Stakeholder meetings - Citizen mobile site inventory & prioritization using Indigenous approaches - Use local/tribal knowledge system 	<ul style="list-style-type: none"> - Tools to identify sites/request assessment - Fact sheets & training modules - Use of online network examples such as Local Environmental Observer & Tribal Exchange. 	<ul style="list-style-type: none"> - Leadership & methods - Values-based citizen and stakeholder input - Indigenous food systems -Success stories: housing, community services, job creation; energy; tribal investment 	<ul style="list-style-type: none"> - Stakeholders help set redevelopment goals, prioritize activities, and evaluate progress - NTBWG advisory group
<i>2.128(a) Tribal Response Programs (TRP)</i>	<ul style="list-style-type: none"> - Advice on Four TRP elements: Survey & inventory; oversight & enforcement; public participation; cleanup verification & certification; Tribal Natural Resource Damage assessment and restoration 	<ul style="list-style-type: none"> - Geospatial tools - Training modules for each TRP element & other resources - Fact sheets on funding & leveraging - Examples of QAPPs, Successful Proposals, RFPs, etc. 	<ul style="list-style-type: none"> - Four TRP Elements - code development/ implementation and compliance/enforcement -Case studies and success stories 	<ul style="list-style-type: none"> - Stakeholders help determine TRP priorities

3. <i>Science and Technology</i>	- Technical document reviews - Assessment, cleanup, remediation oversight & other	- Tribal Health connections - Green Remediation - Green Infrastructure	- Relevant presentations- Low-impact development extractive industry issues on Tribal Lands	- Stakeholders help select issues and topics to include
4. <i>Integrated Approaches</i>	- Sustainable redevelopment planning - Intra-Tribal govt & environmental offices - Deconstruction, cleanup and re-use	- Utilities, transportation, recreation, medical, education, web, housing, etc. - Livability Principles	- Menominee & Seven Generation models for community engagement - Historic preservation - Cultural resources - Green remediation	- Determine environmental, economic, and community needs
5. <i>Brownfields Finance & Planning</i>	- Market and feasibility analysis - Review draft EPA & other grant applications - Re-use visioning using indigenous frameworks -Track assessment, cleanup, & land use controls	- Identify funding resources - Assessing community assets & building financial empowerment - TABEZ grant writing - BIT Site Inventory Tool -- Referral to Inter-Tribal and other resources per region	- Tribal response grant workshops - Leveraging resources across programs - Brownfield economic revitalization & grant-writing workshops	- Stakeholders participate in market and feasibility analyses - Increase collaboration amongst tribal, state, nonprofit and federal entities -Increased efficiency of services to communities

B. Results or Benefits Expected

As previously stated, outcomes anticipated include an increased capacity of tribal communities to recognize brownfields sites, realize the potential opportunities presented by these sites, and substantively participate in the brownfields redevelopment and reuse process. It is anticipated that the national tribal technical assistance activities will enhance and increase the success of regional efforts by making tools and resources more widely available to tribes throughout the nation while also launching the much needed *Tribal Brownfields Forum*. Planned outcomes and outputs from this project are shown in Table 2. Performance measures will include an accounting of how well we meet our major Program Outcomes and Outputs (in Table 2) and project milestones (Attachment A).

Projected environmental outcomes include widespread increased tribal capacity to manage, cleanup and reuse brownfields, oversight of release responses and remediation along with enhanced community engagement and participation. Results will include an increase in recognizing, inventorying, prioritizing assessing and cleaning up brownfield sites and other releases, leading to creation of quality places to work, live, and play that reinforce self-governance while preserving traditional knowledge and lifeways. Tribes receiving technical assistance by tribal providers, with guidance from experienced KSU TAB providers and National Tribal Brownfields Working (advisory) Group (NTBWG), will not only develop increased capacity, but will trust and take comfort that they are supported by a team who understands their cultural, environmental and economic concerns.

Table 2. Overall Program Outcomes and Outputs

Outcomes	Outputs
a. Increased capacity of tribes to establish and/or enhance their Tribal Response Program to provide proper oversight to brownfield sites enrolled in their programs.	<ul style="list-style-type: none"> ● Assist TRPs & Tribal Communities 50-90 times/Year ● Create and manage <i>Tribal Brownfields Forum</i> with integrated on-line E-tools and
b. Increased capacity of tribes to assess, cleanup and	

<p>sustainably reuse brownfields properties</p> <p>c. Improved capacity of tribes to effectively address and be involved in brownfields activities</p> <p>d. Increased tribal community involvement, communication, and capacity to develop new partnerships with diverse stakeholders</p> <p>e. Improved ability of tribes to leverage necessary funding for brownfields activities</p> <p>f. Increased capacity of tribal communities to stimulate economic, social, and other beneficial reuses of brownfields sites resulting in improved environmental conditions and human health</p>	<p>Resources</p> <ul style="list-style-type: none"> ● 6-10 National Workshops; 4 Webinars/year ● Facilitate <i>NTBWG</i> ● Use Tribal Capacity Building, Indigenous Models, and Evaluation Strategies in every EPA Region ● Annual and Quarterly reports; monthly meetings with TAB technical assistance partners, interested EPA Regional offices, , and other interested parties
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C. Approach

Prioritization considerations for assistance requests, if needed, will include: Tribes establishing/re-establishing a TRP (tribal staff turnover is a common problem); Tribes with a 104k Brownfield Grant; Tribes with priority site work upcoming in their Public Record; Tribes with time critical site or community issues; and Tribes enhancing their TRP. We will work through regional coordination partners (including Inter-Tribal Consortia) to determine the types of assistance expertise needed. KSU-Tribal TAB team will offer even and fair distribution of coverage amongst regional geographies and numbers of tribes throughout Indian Country and across the nation, with special considerations for work in Alaska Federally-Recognized Tribes (which has 290 tribal communities). To date, we have been able to handle all requests for assistance. Services are provided by custom-tailored teams of KSU staff and partners from its network of tribal, private, state, and federal partners, as described below. KSU will extend or establish new sub agreements with its partners following proper federal procurement procedures, as discussed below.

Activities

The project provides tribal solutions, by a network of prominent tribal organizations and experts under the mentorship of experienced, successful KSU technical assistance providers. Technical assistance activities in the *five general subject areas* for which the EPA funds support to brownfields communities, includes: 1) a *Tribal Brownfields Forum*, an on-line forum which connects tribal stakeholders and resources nationwide, following the architecture of the successful online Local Environmental Observer system in Alaska; 2) tribal site-specific assistance with the four *Tribal Response Program* elements within a place-based culturally-sensitive context; 3) roundtables, workshops, and webinars on relevant applications of *science & technology* such as sustainability, community resilience, and green remediation; and 4) capacity building evaluations that tracks community brownfields capacity, provides indigenous-based strategies for *planning and securing financial resources*, and gauges effectiveness of service by the KSU-Tribal TAB team.

Preliminary planning with partners will include input on workshop locations and program content focused on TRP, Intra-Tribal Redevelopment Visioning, and Leveraging Tribal

Resources and Funding. Once the cooperative agreement is in place, KSU will communicate the availability of our Tribal TAB services as follows:

- Develop and update training materials
- Provide internet and/or direct access and gather feedback
- Initiate outreach promoting awareness of program
- Engage tribal communities in collaboration
- Establish dedicated Tribal TAB website
- Coordinate *National Tribal Brownfields Working Group*
- Plan/design online *Tribal Brownfields Forum*

Communication will occur through personal visits, personal telephone calls, electronically via email, web meetings, listservs and our KSU website and, as necessary, through postal mailings. In cases where a Tribe or community does not have reliable internet access other means will be used. In order to establish or continue good relationships, we consider personal contact with tribal government, inter-tribal consortia, state agency (where appropriate), and EPA Regional personnel a “must,” just as we do for the communities we work with. Upon award of the cooperative agreement, we plan to offer at least one meeting per year with representatives of EPA Regions to review the Tribal TAB program, and plans for the coming year, and ask for input and advice for continuing to make the program highly successful. This may be accomplished by phone teleconference or face-to-face meetings at convenient locations such as the EPA Brownfields conference, the ITEP-TLEF or Regional locations . KSU will offer to have scheduled conference calls (as frequently as needed) with each EPA Region to discuss and coordinate respective plans for outreach and technical assistance efforts within each region. EPA’s Project Officer will join these calls when possible.

Tasks

The following outreach tasks are planned:

Task 1-Site-Specific Assistance to tribal communities 50-90 times per year, depending on site-specific needs. In addition to in-person support, we use telephone conference and web meetings (when possible) with TRP representatives and other tribal stakeholders, and other technical, and/or federal and state resources experts, to plan for site-specific assistance and to take next steps, such as redevelopment visioning events, starting site inventories, QAPPs, hiring contractors for assessments and cleanup, applying for Section 104 ARC Grants (Native Corporations too), and redevelopment strategy and connecting to funding and other resources, etc. Identifying, assessing and cleaning up brownfields or assuring timely and adequate cleanup of releases will facilitate identification and reduction of real or perceived threats to the health and welfare of tribal communities and especially sensitive populations such as children, pregnant women and the elderly. Organization/orientation of regional technical assistance network providers and partners; roll-out during ITEP TLEF; and respond to initial technical assistance requests.

Task 2-Online Forum and Resources, which will include creating and maintaining the Tribal Brownfields Forum (TBF), an online, password-protected interactive forum that TRP and other

tribal professionals can interact with peers, KSU-Tribal TAB Network experts, subject matter experts, local environmental observers, and others who share knowledge and best practices about brownfields-related social, environmental, and economic topics. The online forum will enable users to download relevant documents and templates; access simple geospatial tools to view and map site locations which can be incorporated into ACRES reporting and tribal inventory efforts; analyze case studies and lessons learned; and interface with other existing tools (e.g., the Brownfields Inventory Tool, TAB EZ grant writing software, Tribal Pollution Prevention, and the Tribal Environmental Info Exchange Network). During the first year work will include establishing the on-line forum framework and Alaska area coverage (for expansion in later years), updating and posting TRP written and video training series, succession planning module, exploring synergies with Tribal Exchange Network, and other useful example documents and resources.

Task 3-Six to Ten Tribal Roundtables, Workshops, and Four Webinars per year, including at least two “Tribal Response Program (TRP) Workshops,” two “Intra-Tribal Redevelopment Planning Roundtables,” and two “Leveraging Tribal Resources and Funding” workshops per year, at major tribal conferences, Regional Tribal Operations Committees (RTOCs) meetings, and other locations offered by tribal hosts. More than one of each type of workshop will be offered in EPA Regions with tribes over the 5-year grant period. Events will be planned with input from EPA and the NTBWG, and conducted at events such as Alaska Tribal Conference on Environmental Management (largest conference in Alaska, hosted by partner ANTHC), Alaska Forum on the Environment (AFE), National Brownfields Conference, and the ITEP Tribal Lands and Environment Forum (TLEF). Speakers will include staff from TRPs and other tribal agencies to promote peer-to-peer and intra-tribal stakeholder learning. In the first year, plans include conducting these workshops at the ITEP TLEF, and at ATCEM, as well as TRP Workshops in EPA Regions 6, 8 and 9.

Tribal Response Program (TRP) workshops will be two- to three-day events following successful KSU TAB formats from events co-hosted by tribes in EPA Regions 5, 7, and 8, and preferred formats by tribes in other regions. Topics will include 1) basic TRP “Establishment” training, and 2) TRP “Enhancement” training on specific topics, on topics related to the Four Elements of these programs (per Table 1). An example of an enhancement topic is development of Risk-based Cleanup Standards, for reduction of threats to health and welfare of persons in tribal communities, to levels that are safe for intended land reuses.

Leveraging Tribal Resources and Funding Workshops will be a combination of materials from 1-day “Funding Resources” workshops conducted by Sustainable Strategies DC, a partner on this proposal, and tribal partners such as ANTHC and USET, with expertise in tribal community infrastructure, health, and economic development topics (listed in Table 1). These workshops will teach about and match federal, state, foundation, and regional funding and other resources to redevelopment projects presented by tribes, in real time, and provide reports summarizing recommendations.

Intra-Tribal Redevelopment Visioning Roundtables will be one-day events facilitated by the University of New Mexico Indigenous Design + Planning Institute (UNM iD+Pi), and Tribal Colleges and Universities (TCUs) collaborators. These develop capacity in tribal community

engagement, in a neutral college setting, using Indigenous participatory techniques (listed in Table 1) that for example reach land re-use decisions based on an agreed set of principles defining a longstanding healthy community, from input by all generations. This and other values-based methods develop consensus on meeting environmental, economic, cultural and social needs with brownfields, for example with existing infrastructure, greenspace or non-profit re-uses.

Note in the budget section that KSU will use limited grant funding for light refreshments or light meals at some community and national workshops, throughout the five-year period of performance of the Technical Assistance to Brownfields grant. Many participants must travel to attend the workshops and may not be paid a per diem from grant funds to participate. Funds for light refreshments or light meals allows us to maximize their time by providing food and (non-alcoholic) beverages on-site, during working or networking breakfasts, breaks, and/or lunches during the workshops. We are anticipating between 20 to 50 participants depending on the workshop therefore the estimates below are based on an assumption of 35 participants.

Four Tribal Webinars per year will be offered on topics discussed above and in Table 1, as determined from input from the NTB WG, RTOCs, and EPA. Topics will also be considered that arise from popular discussion and requests in the Online Tribal Brownfields Forum.

Task 4-Tribal Capacity-Building & Evaluations, will involve direct work with TRPs and communities in setting goals, planning tasks and measuring their progress in established brownfields competency metrics. A Community Brownfield Capacity rubric tool is used for this, and tracks change in: Leadership, Partnerships, Tangible Change (Assessments, Cleanups, and Redevelopments), Project Management, and Sustainability metrics, for self-set goals and as a result of TAB services. KSU will also continue to track and evaluate usefulness of workshops and webinars, measuring knowledge change and confidence in tackling brownfields issues, and effectiveness of resource materials, to be reported in annual reports. Such planning and assessment tools are administered for a small number (less than 10) of people who are heavily involved in brownfield activities (e.g., tribal leaders, organizations, and stakeholders) with self-assessment to better prepare and respond to capacity building and targeted technical assistance.

Key Personnel and Potential Partners

KSU will build on our proven track record of successfully organizing teams of skilled staff, partners, contractors, and other interested parties to efficiently and cost-effectively provide needed TAB services over a large and diverse geographic area. The KSU-Tribal TAB team will utilize the expertise, tribal partnerships, and connections with TRPs to coordinate and perform timely, successful technical assistance; with KSU TAB personnel with tribal experience mainly in a mentoring and peer matching role to build capacity.

Key existing and proposed project personnel, their roles and areas of expertise in the 5 required subject areas, are illustrated in Tables 3 and 4.

Table 3. KSU TAB Personnel

KSU TAB Personnel & Select Areas of Expertise/Qualifications	EPA Technical Assistance Subject Areas
Blase Leven, P.G.: Associate Director CHSR and Coordinator of all KSU TAB Activities; 19 years TAB program experience in EPA Regions 5, 6, 7, & 8, and lead for National TAB Workshops, Webinars; Geologist with expertise in re-use visioning & goal settings, leadership, environmental assessment & cleanup, site inventories, State & TRP support, urban gardening, mine & oil/brine-impacted soils	1,2,3,4,5
Oral Saulters, P.E.: Project Leader for KSU-Tribal TA Team, and current coordinator for TAB in EPA R6 since 2013; Expertise in tribal environmental policy, collaboration, decision making, EJ, sustainability, and; 20 years of environmental management experience including site investigation, remedial systems design, decision tools, and stakeholder engagement for TAB, Oklahoma DEQ, & US Army	1,2,3,4,5
*Mickey Hartnett: Lead Mentor for KSU-Tribal TAB team; over 20 years of Tribal technical assistance experience across the nation, as a consultant, circuit rider, and EPA employee, mentoring and supporting Tribal Response Programs and rural communities, & rural EJ; rural utilities and infrastructure	1,2,3,4,5
Sheree Walsh: Coordinator for KSU TAB workshops, webinars, web tools, and communications, since 2010	1

*Mickey Hartnett, a current TAB Partner (see Table 4), would become a KSU employee upon award of funds by EPA. Subject Areas: 1) Forum for training and peer networking; 2) Building TRPs; 3) Brownfields science and technology; 4) Integrated approaches; 5) Brownfields finance and planning strategies

KSU TAB Partners and Contractors Network

KSU TAB has built a comprehensive network capable of providing technical assistance to brownfields in the 5 required subject areas. Table 4 and Attachment 4d provides more information.

Table 4. Current and Potential TAB Partners

TAB Partners, Roles & Select Areas of Expertise (†Current; *Potential)	EPA Technical Assistance Subject Areas
<u>Regional Technical Assistance Coordination and Delivery</u>	
*Alaskan Native Tribal Health Consortium (ANTHC) - Joy Britt, MPH: TRP since 2008 that guides the 27 other TRPs in Alaska; provides hands-on support to 40 villages; provides IT such as the Local Environmental Observer Networking web site; hosts Alaska’s most attended environmental conference; partners with Alaska Department of Environmental Conservation (ADEC) on above activities, and TRP workshops; delivers specialty medical care, community health, construction and sanitation; and State, Tribal, Federal partnering	1,2,3,4,5
†Bella Terra - Barbara Caprita: Support to USET (below) in southeastern U.S.; experience with TRPs and brownfields process (Former EPA R4), QAPPs, EPA grant strategies and review. Environmental Engineer	1,2,3,4,5
*Eight Northern Indian Pueblos Council (ENIPC) – Margaret Chavez: serves 22 tribes and pueblos in NM area; assessments, cleanup, and financial resources applications; TRP workshops and training hosts	1,2,3,4,5
*Inter-Tribal Environmental Council (ITEC, Cherokee Nation) – Thomas Elkins/Sheila Sevenstar-Horn: TRP for 45 Tribes in OK, TX, LA, and NM; site inventory assessments, cleanups; and brownfields, water, solid waste, UST, Superfund, and air environmental programs; TRP workshops and training co-hosts	1,2,3,
†New Jersey Institute of Technology – Colette Santasieri: TAB provider since 2008, currently for EPA Regions 1, 3 and 4; peer to peer exchanges, site inventory, transportation and re-use planning	1,2,3,
*Molly Redpath: Former Tribal Brownfields coordinator for Winnebago Tribe of Nebraska TRP, now residing in Poplar, MT. Experience with site-inventory, assessment, cleanup, intra-tribal stakeholder coordination, mentoring and organizing workshops	1,2,4
*Skeo Solutions - diverse expertise in providing facilitation, technical assistance, and education to tribes through the TASC program. Support to tribes in EPA R1 and R9	3,4,5
*Tribal Solid Waste Advisory Network (TSWAN) – Kami Snowden: 34 federally recognized Tribes and other tribal consortia, in WA, OR, ID, and AK, promoting effective, responsible solid waste management, coordinated sharing of technical expertise, policy, and information.	1,4,5
*United South and Eastern Tribes, Inc. (USET) – Jerry Pardilla, Harrel French and Steve Terry: Inter-	1,4,5

tribal consortium of 26 Tribal Nations from ME to FL to TX. Technical assistance and training events for utilities and solid waste management, geospatial environmental risk tool in web formats. USET also has health, and economic development programs.	
† Univ. of New Mexico Indigenous Design + Planning institute (iD+Pi) – Dr.Theodore Jojola & Michaela Paulette Shirley , Community & Regional Planning, leaders in application of seven generations indigenous participatory model. Coordinating point for Tribal Colleges and Universities	1,4,5
Select Additional Technical Assistance Providers & Team Members	
† Dr. Cynthia Annett, KSU Research Faculty : expertise in digital data collection, geospatial visualization mapping, Google Earth Outreach Trainer; specialist in biology, ecology, aquatic systems	1,4,5
† CABEM : custom software design, competency management, solutions & maintenance for TAB EZ, BIT, and web resources at KSU	1
* Campbell Environmental Group – Rich Campbell : extensive experience with tribal communities in northeastern US; subject matter expert in assessment and remediation; trains tribal professionals	1,2,3,4,5
† Victoria Flowers, Consultant ; 20 years in all aspects of brownfields training; TRPs, environmental specialist; US EPA OSWER National Steering Committee	1,2,3,4,5
* Jody Ground (New Town, ND) : tribal housing and redevelopment; meth lab testing and remediation	1,3,4,5
† Development Research Partners, Inc. - Jesse Silverstein : real estate market analysis, real estate inventorying & finance; economic impact analysis, renewable energy, TAB provider in R8	1,2,3,4,5
† Great Lakes Environmental Planning - Eugene Goldfarb : tribal housing and HUD resources, Brownfields Nuts and Bolts seminar organizer, urban planning, pro-forma analysis, Urban EJ	1,4,5
† Sustainable Strategies DC - Matt Ward & Andy Seth : leveraging federal, state, private financing and resources for development, EPA OBLR contractor	3,4,5
† Terracon, Inc. – Belinda Richard : assessment & cleanup, risk assessments, strategies for meeting sustainable redevelopment, green infrastructure (Tampa, FL and many other office locations across U.S.)	1,3,4,5
† Univ. of Memphis, College of Education – Dr. Wendy Griswold : 16 years TAB experience designing, coordinating, evaluating; multi-stakeholder visioning w/ Tribes & EJ communities, interactive learning	1,3,4,5

Subject Areas: 1) Forum for training and peer networking; 2) Building TRPs; 3) Brownfields science and technology; 4) Integrated approaches; 5) Brownfields finance and planning strategies

Our partners work on an as-needed basis and leverage significant effort, which has allowed KSU TAB to provide increasingly cost-effective service throughout the life of our TAB awards. In the event of loss of key personnel, any of the KSU TAB staff (Blase Leven, Oral Saulters and Mickey Hartnett) can take on additional leadership roles (because of years of experience in successfully providing and coordinating TAB services, or current partners could also be hired.

Under 2 CFR Part 1500, in part, we will ensure that procurement transactions are conducted in a manner to provide, to the maximum extent practical, open and free competition, to ensure small businesses, minority-owned firms, and women's business enterprises are used to the fullest extent practicable, and that some form of cost or price analysis is made and documented in the procurement files. Efforts will be made to obtain at least 3 bids for services that are subcontracted.

Milestones and Schedule

The KSU-Tribal TAB team will follow the schedule shown in Figure 1, with more specific Program Milestones throughout the 5-year grant period, and as further detailed in the Attachment A.

Figure 1. Summary of Schedule and Milestones

a,b,c,d,e,j				a,b,c,d,e,f,j				a,b,c,d,f,j				a,b,c,d,f,j				a,b,c,d,f,j			
a, g	g	g,i	g,h	a,g	g	g,i	g,h	a,g	g	g,i	g,h	a,g	g	g,i	g,h	a,g	g	g,i	g,h
Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Year 1				Year 2				Year 3				Year 4				Year 5			
a.	Convene & meet w/NTBWG and plan TA workshops & webinars with EPA & Inter-Tribal partners; offer TA services targeted stakeholders and new TRP grant recipients, using inter-tribal TRP and other partner e-mail listservs , and by invitation to conference and workshop presentations																		
b.	Continuous, Tribal site-specific technical assistance to tribal communities 50 to 90 times /yr, as needed																		
c.	At least 6-10 brownfields workshops/yr, and at least 4 webinars/yr, co-hosted by tribal, state (if needed), and federal partners																		
d.	Ongoing Participatory Evaluation																		
e.	Develop new aspects of Tribal Community Brownfield Capacity Rubric and pilot test																		
f.	Use Community Brownfield Capacity Rubric for communities receiving substantial TA assistance																		
g.	Quarterly reports to EPA, including evaluation of fair distribution of TA services																		
h.	Annual reports to EPA																		
i.	Check in with new and developing TRPs on site-specific and program-specific TA needs, Q3 tentatively planned																		
j.	Create, update and manage Tribal Brownfields Forum with specific information resources, on ongoing basis																		

Major program milestones and evaluation criteria are:

1. An even distribution of Tribal TAB assistance to communities for national and regional workshop locations, including six to ten tribal roundtables and four webinars, per year over the five-year grant period;
2. Site-specific assistance to tribal communities 50-90 times per year in partnership with EPA, state agencies, and other service providers, to successfully identify, assess, clean up, and redevelop brownfields sites;
3. Overall responsiveness to requests for Tribal TAB services for a variety of needs including workshops, information, document reviews, and planning;
4. Continuous improvement of the Tribal TAB by increasing program, professional, and community capacity through partnering and subcontracting with other service providers, as needed.

Program Evaluation

KSU Tribal TAB team is experienced at using a comprehensive strategy to track, measure and evaluate its activities to ensure they are meeting community needs. Outputs are carefully designed to lead to specific outcomes. For example, we will measure our success of delivering the outputs of 6-10 national workshops and 4 webinars per year. The topics covered in these workshops will target our project outcome goals. To measure progress toward outcomes, workshop and website user evaluations , Indigenous models, Community Brownfield Capacity Rubric, and Competency Management Software (a new tool developed by CABEM, a KSU TAB partner) will be used to gain insight into user profiles, perceptions, and pre- and post-knowledge.

Data from these evaluations be compiled into a database for quantitative analysis and an Annual Evaluation Report. The project will track, measure and evaluate activities in a manner consistent with best practices, as well as using noted tools to more quantitatively assess the long-term impact of Site-Specific services for tribal communities. An outline of key metrics is provided in Attachment A.

Reporting

KSU will provide quarterly progress reports to EPA, partners, and related-contacts in each respective region, in addition to other reports required by the grant. Quarterly report information provided to EPA will include a summary of the project activities for the reporting period, a comparison of actual outputs/outcomes as compared to those identified in the work plan, and an explanation of any significant difference between the two. To the extent possible, quarterly reports will also include projections for the communities and projects on which KSU will be working two quarters into the future. In addition, the quarterly report will identify any difficulties encountered in completing the work identified in the work plan. The quarterly reports will also include a summary of the expenditure of funds for Tribal TAB work in each Region as compared to the approved work plan budget, any changes needed in the approved budget, and an explanation of any costs overruns or costs that are anticipated to exceed the amount budgeted for the project. KSU will also include in the quarterly report changes in key personnel or other significant changes in their ability to complete the work outlined under the grant.

D. General Project Information

Data that may be collected and maintained with appropriate security and controls relate to evaluation techniques employed during tribal brownfields workshops, webinars, on-line education and site-specific services, to assess whether attendees benefited from the information or services, and to identify areas of potential improvement of content and/or delivery. In the past, KSU was also asked by tribal environmental (and state) agencies to provide an evaluation report of workshops provided to ascertain the effectiveness of the workshop series on the participants' knowledge acquisition, changes in attitude/perception related to brownfield redevelopment issues, and identification of barriers to brownfield redevelopment in small and rural communities as perceived by workshop participants. The EPA, state agencies, and community members also periodically ask KSU for basic usage information for e-tools (such as numbers and types of users relative to targeted communities, and types of uses of the tools); KSU collects this information and feedback in order to understand how to focus e-tools maintenance and improvement efforts. As stated above under "Project Evaluation," evaluation of the project's results will be based upon meeting proposed goals and objectives mentioned above under "Objectives."

This project will not involve research on human subjects and/or animals.

Work that is within the scope of this cooperative agreement will be coordinated, to the extent possible, with appropriate personnel in EPA Regions and Headquarters as well as TRP-brownfields personnel of the various tribal and inter-tribal agencies involved. KSU, its technical assistance partners, interested EPA Regions, and tribal brownfields contacts will set up an agreed-on methods, including a monthly conference call, to communicate and coordinate outreach and technical assistance. In partnership with EPA and Tribal brownfields agencies, KSU will work with any tribal community, inter-tribal, and/or non-profit organization with brownfields issues, if they request our assistance; and staff and funding are available under Tribal TAB. Typically, TAB personnel work with the brownfields project managers of these entities to assess what the needs are and how we can respond to them. Regional projects will be

discussed during monthly conference calls which will include the identification of EPA and other resources that can reasonably be expected to be available to tribal communities, inter-tribal consortia, and nonprofit organizations. There is no formal application process, we will track coordination, as long as resources are available, assistance will be immediate. Often, we rely on the respective brownfields project managers to identify venues for community meetings and to advertise the meeting to the appropriate audience.

3.0 Quality Assurance

This project does not involve environmentally-related measurements or data generation.

(Itemized Budget Detail Section and Attachment A is not included in this Excerpt)