



State of Connecticut
Department of Economic and Community Development
Office of Brownfield Remediation and Development

Municipal Brownfield Grant Program
Pre-Application

SECTION I APPLICANT & PROJECT INFORMATION

1. Applicant:

Federal Employer Identification Number (FEIN):

Business Address:

City:

ZIP Code:

Contact Name:

Title:

Telephone:

Email:

2. Project Name:

Project Address:

City:

ZIP Code:

3. Type of Organization (please refer to [C.G.S. Sec. 32-760](#) for definitions)

- ☐ Municipality ☐ Municipal Economic Development Agency
- ☐ Non-Profit ED Corporation formed by municipality(ies)
- ☐ Non-Profit Corporation or LLC formed by a municipality or related entity
- ☐ Regional Council of Government ☐ Land Bank
- ☐ Other, describe



SECTION II PUBLIC-PRIVATE PARTNERSHIP INFORMATION

1. Is the Applicant partnering with a private entity? Yes ☐ No ☐

Describe the nature of partnership (financial, access agreement etc.):

**If Applicant is partnering with a private entity,
Name of Private Partner:**

Enter the company's or organization's legal name above. IF a special-purpose entity (SPE), describe the SPE, the partners (list all 5% or more owners) and the parent company. Please attach the organization bylaws. SPE Description:

Federal Employer Identification Number (FEIN):

State of Connecticut Tax ID:

Business Address:

City:

ZIP Code:

Contact Name:

Title:

Telephone:

Email:

2. Business Status (for private development partner) -

A. Is the private partner registered with the Connecticut Office of the Secretary of the State? Yes ☐ No ☐

Please attach a copy of the Certificate of Legal Existence.

Certificates can be obtained online by visiting <https://portal.ct.gov/SOTS/Business-Services/Legal-Existence>

B. Are there any lawsuits pending against the private partner/organization, its affiliates who will be involved with the project, or the parent organization (describe)?

C. Please attach the Letter(s) of Good Standing (for private partner, all owners and parent company).

DRS Letter of Good Standing may be obtained online by visiting:

<https://portal.ct.gov/DRS/TSC/Help-Text/Status-Letter>

SECTION III APPLICATION ELIGIBILITY THRESHOLD CRITERIA

1. Is the Applicant the property owner?: Yes ☐ No ☐

If no, are you or your private partner a potential purchaser of the property?:

Yes ☐ No ☐

Do you or your private partner hold any lease encumbering the subject property?:

Yes ☐ No ☐

Please provide the current property owner name and describe how and when ownership and access to property (if needed), will be obtained:

Please attach the Letter of Intent, Purchase and Sale Agreement, Access Agreement or other documentation from owner indicating willingness to provide access.

Please attach the tax assessor's property card(s).

2. Does the property and project meet the State's definition of a "Brownfield"?
(see definition below). Yes ☐ No ☐

Please include a description of why site may be considered a brownfield:

Please provide the following information:

Please describe the current use of the property:

Vacant ☐ Abandoned ☐ Underused ☐ Operating / In Use ☐

Current/Prior Usage Details (including relevant time periods):

If property is abandoned/vacant, how long has the property been abandoned/vacant?

Tax Status (*current, delinquent, foreclosure*):

“Brownfield” Definition: As per C.G.S Section 32-760, “Brownfield” means any abandoned or underutilized site where redevelopment, reuse or expansion has not occurred due to the presence or potential presence of pollution in the buildings, soil or groundwater that requires investigation or remediation before or in conjunction with the redevelopment, reuse or expansion of the property.

- 3. Does the applicant, project partners and/or any related affiliates have any direct or related liability for the contamination on the property? Describe. Please attach the Phase I Environmental Site Assessment (ESA) for the property.**

4. Is the subject project site in the Property Transfer Act Program [\(C.G.S Section 22a-134a\)](#)?
Yes ☐ No ☐ If yes, please identify any Certifying Party:

SECTION IV DOCUMENT CHECKLIST
Attach supporting documents as needed for all responses.

- ☐ Tax Assessor Property Card(s)
- ☐ Letter of Intent to Purchase Property/Purchase and Sales Agreement
- ☐ Access Agreement or documentation from owner indicating willingness to provide access
- ☐ Phase I ESA
- ☐ Organization Bylaws (for private partner)
- ☐ Certificate of Legal Existence (for private partner)
- ☐ Letter(s) of Good Standing (for private partner)



SECTION V CERTIFICATION BY APPLICANT

It is hereby represented by the undersigned, that to the best of my knowledge and belief no information or data contained in the application and attachments are in any way false or incorrect and that no material information has been omitted. The undersigned agrees that the Connecticut Department of Energy and Environmental Protection (DEEP), the U.S. Environmental Protection Agency (EPA) are hereby authorized now, or anytime in the future, to give the Department of Economic and Community Development (DECD) any and all information in connection with matters referred to in this application. Your application and the contents of your application and our discussions with you are subject to public disclosure. We may communicate with the municipality, state agencies (including DEEP, the CT Department of Housing, the CT Office of Policy and Management, the CT Department of Public Health), the EPA, and the general public. You or the owner may be requested to enroll in the DEEP Voluntary Remediation Program or other regulatory programs, and to cooperate with DEEP and the EPA. Projects funded under this program may be subject to the Connecticut Environmental Policy Act ("CEPA"), as well as other environmental regulations, and DECD regulations related to procurement and bidding procedures. State funding may require placement of a lien on project property. In addition, if the applicant is a private corporation, a personal guaranty may be also required from each owner of 10% or more. In addition, the undersigned agrees that any funds provided pursuant to this application will be utilized exclusively for the purposes represented in this application, as may be amended and agreed to by the DECD. DECD reserves the right to modify or waive any requirement, condition or other term set forth in this Application, to request additional information at any time from one or more applicants, to select any number of applications submitted to this program, or to reject any or all such applications, in each case at DECD's sole discretion. DECD may exercise the foregoing rights at any time without notice and without liability to any applicant or any other party. Applications to this program shall be prepared at the sole expense of the applicant and shall not obligate DECD to procure any of the services described therein or herein from any applicant. DECD shall not be obligated to any applicant until a final written agreement has been executed by all necessary parties thereto and all applicable approvals have been obtained. As such, any funds expended by the applicant prior to these approvals will be done so entirely at the risk of the applicant.

Signature:	Printed Name:
Date:	Title:

PLEASE READ CAREFULLY: The response fields included within this application have been assigned character limit restrictions. Please be sure that all text is visible within the provided spaces. Once the document has been signed, any text extending beyond the space provided **WILL NOT BE VISIBLE**. Please adjust your response lengths accordingly.

In addition, the document cannot be edited once a signature is applied using the sign option on Adobe Acrobat. Please make sure the application is complete and **ALL RESPONSES ARE VISIBLE** (start and end of response) prior to applying your signature.