



# Revolving Loan Fund Proposal

Date of Submission \_\_\_\_\_

The City of Albuquerque Brownfields Revolving Loan Fund (RLF) provides low interest financing for remediation of sites with environmental contamination. This proposal is the first step in the RLF document submission process.

Please provide complete information for Sections 1 – 5 below. Proposals should be no more than 10 pages, including attachments. Complete the entire form. If extra space is needed, use the comments section at the bottom of this form or attach additional information. Please submit your complete proposal to:

**Ms. Diale Fomukong**  
**RLF Staff**  
**Metropolitan Redevelopment Agency**  
**Plaza Del Sol**  
**600 Second Street, NW, 3<sup>RD</sup> Floor**  
**Albuquerque, NM 87102**

**Email: [dfomukong@cabq.gov](mailto:dfomukong@cabq.gov)**

For proposals sent via email, please send as one PDF file.

## 1. CONTACT INFORMATION

Name & Title \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

## 2. SITE AND OWNER ELIGIBILITY

Please provide the following information to help us assess your project’s ability to meet EPA’s eligibility criteria.

Site address  
\_\_\_\_\_

Current uses, vacancy status  
\_\_\_\_\_

Current Owners

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How and when property was acquired \_\_\_\_\_

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Relationship between current owner(s) and previous owner(s) and any familial, business, corporate, and/or financial relationship thereto:

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Date of your Environmental Phase 1 Site Assessment(s); must be completed prior to purchase within 180 days.

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Type of contaminant(s) (This is either soil, water, air, soil vapor, or buildings (such as asbestos or lead based paint)

Media(s) contaminated \_\_\_\_\_

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How did contamination occur? \_\_\_\_\_

Remediation cost estimate \_\_\_\_\_

Have you, as the applicant, participated in any activity on this property that could have contributed to the contamination? If 'yes' or 'maybe', please explain.

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Have there been any previous attempts to remediate contamination at the site? If yes, please describe and provide any accompanying reports.

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**3. LENDING REQUIREMENTS FOR THE CITY OF ALBUQUERQUE RLF**

The City of Albuquerque RLF is intended to operate as gap financing that will leverage private dollars to create economically viable projects. Loans are available to private entities. Subgrants are available to non-profit organizations, but are limited to the remediation of buildings or property that will be used exclusively for public charity purposes.

Amount of funding you are requesting for cleanup activities \_\_\_\_\_

List commitments pertaining to other sources of project financing \_\_\_\_\_

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List all collateral, direct funds, and equity that will be applied to the cleanup, redevelopment and long-term financing

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Describe your plans to convert the loan/Subgrant into conventional financing, if applicable.

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If your proposal is accepted, you will be asked to provide more detailed information (e.g. development plan, financial statements, cash flow projections, environmental reports, and other documents in conjunction with your formal application.) Any personal or business related information will be kept confidential. Please use the EPA Site Eligibility Determination Form to assess the viability of your project.

#### 4. ATTACHMENTS

Please attach the following documents with the proposal:

**A. Phase I and Phase II ESA**

**B. RLF Eligibility Determination**

#### **C. Project Description**

1. In a separate document, describe your plan to redevelop the project property or building, including a timeline and development budget (sources and uses).
2. Include what you intend to do with the property after it is cleaned up. Specify how your plans address the following Comprehensive Plan objectives:

**Policy 5.1.1 Desired Growth: Capture regional growth in Centers and Corridors to help shape the built environment into a sustainable development pattern. [ABC]**

- a) Create walkable places that provide opportunities to live, work, learn, shop, and play [Policy 5.1.1a]
- b) Encourage employment density, compact development, redevelopment, and infill in
- c) Centers and Corridors as the most appropriate areas to accommodate growth over time and discourage the need for development at the urban edge [Policy 5.1.1.c].
- g) Encourage residential infill in neighborhoods adjacent to Centers and Corridors to support transit ridership [Policy 5.1.1.g].

**Policy 5.5.5 Developing and Established Urban Areas: Create a quality urban environment that perpetuates the tradition of identifiable, individual, compact, but integrated communities within the metropolitan area and that offers variety and maximum choice in**

**housing, transportation, work areas, and lifestyles, while creating a visually pleasing built environment. [BC]**

g) Accommodate new growth through infill and compact development in areas where vacant land is contiguous to existing or programmed urban facilities and services and where the integrity of existing neighborhoods can be ensured [Policy 5.5.5g].

**Policy 7.3.4 Infill: Promote infill that enhances the built environment or blends in style and building materials with surrounding structures and the streetscape of the block in which it is located. [ABC]**

g) Promote buildings and massing of commercial and office uses adjacent to single-family neighborhoods that is neighborhood-scale, well-designed, appropriately located, and consistent with the existing development context and neighborhood character

[Policy 7.3.4g].

**Policy 13.4.2 Surface Water and Groundwater: Protect and conserve our region’s limited water supply to benefit the range of uses that will keep our community and ecosystem healthy [Policy 13.4.2] ABC**

**Policy 13.5.1 Land Use Impacts: Prevent environmental hazards related to land uses. [ABC]**

Remediate sites that pose a detriment to public health, safety, and welfare to return them to productive use [Policy 13.5.1a].

**Policy 13.5.4 Environmental Justice: Recognize and work to address adverse environmental impacts that are experienced disproportionately by underrepresented and at-risk communities, in order to help improve the health outcomes of their residents over time [Policy 13.5.4] ABC**

**RLF ELIBILITY DETERMINATION CHECKLIST**

**A. GENERAL INFORMATION**

- 1. Applicant Name: \_\_\_\_\_
- 2. Provide the amount of funding requested: \_\_\_\_\_
- 3. Date of proposed work: \_\_\_\_\_
- 4. Name and title of person completing the form: \_\_\_\_\_

**B. BASIC SITE INFORMATION**

Many sites have experienced releases of hazardous substances and petroleum products but these releases may be separated by distance and/or by operations which took place at the facility. There may be an above ground tank farm on one portion of the site, underground storage tanks in another area, and hazardous substances handled or generated or released in yet other areas. The point is that the contaminants are separate and may be assessed and/or cleaned up independent of one another. Applicants with a property where the contaminants are readily defined and segregable must complete both sections E and F.

- 1. Site Name and ACRES ID if available: \_\_\_\_\_
- 2. Site Address (and County): \_\_\_\_\_
- 3. Name of the current owner of the site: \_\_\_\_\_

If the applicant does not own the site, describe their relationship with the owner, and the owner's role in the work to be performed:

- 4. Identify the operational history and how the site became contaminated and to the extent possible describe the nature and extent of contamination. If the land has been vacant for many years, why does the applicant think that it is contaminated?
- 5. Identify the current use(s) of the site.

A. Identify which type of known or suspected contamination is present (**check one**):

1. Hazardous Substances - this includes hazardous substance sites that may also have relatively insignificant petroleum contaminants present
2. Petroleum Contaminants - this includes petroleum sites that may also have relatively insignificant hazardous substances present
3. Hazardous Substances and Petroleum

B. How was the property acquired?

1. Negotiated purchase  Foreclosure  Donation  Eminent Domain

2. Other (Explain):

3. What is the date that the applicant acquired the property?

4. Provide the name/identity of the party from whom the applicant acquired ownership.

5. Provide information about any familial, contractual, corporate, or financial relationships or affiliations the applicant has or had with all prior owners or operators (or other potentially responsible parties) of the property:

**6. Answer Yes/No to the following questions:**

	<b>YES</b>	<b>NO</b>
1. Is the facility listed (or proposed for listing) on the National Priorities List?		
2. Is the facility subject to unilateral administrative orders, court orders, administrative orders on consent, or judicial consent decrees issued to or entered into by parties under CERCLA?		
3. Is the facility subject to the jurisdiction, custody, or control of the US government? (Land held in trust by the US government for an Indian tribe is eligible).		
4. Is the site/facility subject to a planned or ongoing CERCLA removal action?		
5. Has the site/facility been the subject of a unilateral administrative order, court order, an administrative order on consent or judicial consent decree that has been issued to or entered into by the parties, or been issued a permit by the		

U.S. or the State of New Mexico under the Solid Waste Disposal Act (as amended by the Resource Conservation and Recovery Act (RCRA))		
6. Is the site/facility subject to corrective action orders under RCRA (sections 3004(u) or 3008(h)) and has there been a corrective action permit or order issued or modified to require corrective measures?		
7. Is the site/facility a land disposal unit that has submitted a RCRA closure notification under subtitle C of RCRA and is subject to closure requirements specified in a closure plan or permit?		
8. Has the site/facility had a release of polychlorinated that is subject to remediation under TSCA?		
9. Has the site/facility received funding for remediation from the State Corrective Action Fund?		
10. Did the applicant conduct a Phase I Environmental Site Assessment or All Appropriate Inquiry investigation in compliance with ASTM standards or other) prior to acquiring property? <b>Please list date</b>		
11. Did all disposal of hazardous substances at the site occur before the grantee/applicant acquired the property? Did the grantee/applicant cause or contribute to any release of hazardous substances at the site? Did the grantee/applicant arrange for the disposal of hazardous substances or transport of hazardous substances to the site?		
12. Did the applicant take property ownership or control through seizure or otherwise in connection with law enforcement activity, or through bankruptcy, tax delinquency, abandonment, or other circumstances in which the government acquired title by virtue of its function as sovereign?		
13. Is the applicant a public entity, acquired the property and did not cause or contribute to the contamination?		
14. Is the applicant potentially liable at the site as an <input type="checkbox"/> Operator <input type="checkbox"/> Project Manager		
15. Is the applicant affiliated with the site owner (familial, contractual, financial)?		

<b>G. ACCESS</b>		
Does applicant have an access agreement for this property?		

If the answer is YES to any of the above, a property specific determination is required. The applicant must provide further explanation for why Brownfields financial assistance is needed and how it will protect human health and the environment and will either promote economic development or the creation of, preservation of, or addition to parks, greenways, undeveloped property, other recreational property, or other property used for nonprofit purposes.

I (We) \_\_\_\_\_ certify that the above information is true.

**Property Owner**

\_\_\_\_\_

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**