



Application Contents:	
Eligibility	1
Deadlines	2
Award Categories	2
Instructions	3-4
Award Nomination Summaries	5-6
Applicant Information Form	7
Application Questionnaire	8-10

The NYC Brownfield Partnership presents the third annual

Big Apple Brownfield Awards

The **Big Apple Brownfield Awards** were created by the New York City Brownfield Partnership to highlight the most remarkable brownfield projects in New York City and the success of practitioners in the City's brownfield industry.

The awards aim to celebrate and bring public attention to the most successful brownfield clean-up and redevelopment projects, such as those that have utilized innovative remediation techniques, have had positive effects on the community, and demonstrated ingenuity in sustainability and green construction.

The awards, will be formally bestowed at an awards conference and ceremony in New York City in May 2011. After receiving the award, winners will be asked to provide a 5-minute presentation on the project and the elements that were pertinent to winning the award.

Winners will be selected from ten award categories. Of those winning projects, one will be selected for induction into the Big Apple Brownfield Hall of Fame.

Award winners will be contacted by early March 2011.

Eligibility

Defining a Brownfield Redevelopment Project:

Brownfield redevelopment projects are defined for these awards as: properties impacted by all types of contamination and remediated under a regulatory program. Although awards are administered annually, nominated projects will be eligible for selection for two years following the nomination.

Eligible Participants:

1) Any individual, firm, non-profit group, or organization (public or private sector) with projects located within the five boroughs of New York City and have participated in a regulatory program.

2) Eligible brownfield redevelopment projects must have received the following by December 31, 2010 to be considered for the 2011 awards:

- Notice of Satisfaction
- Notice of Completion
- Declaration of covenant not to sue
- 'No Further Action' letter or
- Other form of final signoff from a regulatory agency

Big Apple Brownfield Awards

Eligibility (Continued)

Requirements for Nomination Submissions:

Nominations may be submitted by an individual, firm, non-profit group, or organization involved in the project; or by a third party with sufficient knowledge of the project.

General Criteria

Nominations will be reviewed by a committee of the NYC Brownfield Partnership, and final selections will be made by the Partnership's Board of Directors. The decisions of the Board are final. The Board will give preference to projects that have not yet received an award in this or similar programs (e.g. Phoenix Awards, ACEC Awards).

Each nomination will be evaluated based on the following:

- An executive summary (1 page)
- A redevelopment summary (1 page)
- A remediation summary (1 page)
- An award nomination summary (2 pages)
- The questionnaire
- A PowerPoint presentation
- And supporting materials (up to 10 pages)

Submissions that exceed the page limits, noted above, will not be considered. Nominees should attempt to quantify and demonstrate measurable activities, effects, benefits, or improvements in their responses for each award category. Awards may not be given in all category areas every year.

**For more information please see
'Nomination Instructions'**

Deadline

Nominations for all award categories will be accepted until **February 7, 2011**.



Big Apple Brownfield Award Categories

- **Affordable Housing Award**
- **Brownfield Opportunity Area Connectivity Award**
- **Collaboration Award**
- **Community Outreach Award**
- **Economic Development Award**
- **Environmental Protection Award**
- **Green Building Award**
- **Innovation Award**
- **Open Space Award**
- **Sustainable Remediation Award**

Big Apple Brownfield Awards

Nomination Instructions

Complete the following application by submitting: (1) project executive summary; (2) brownfield redevelopment summary; (3) brownfield remediation summary; (4) award nomination summary; (5) the completed questionnaire; and (6) a PowerPoint Presentation.

1. **Project Executive Summary:** A one-page (maximum) summary providing basic project information and statistics listed below. Do not include information of the brownfield redevelopment, brownfield remediation or basis for nomination for a specific award (these are included in later sections).
 - Award categories for which you are nominating this project;
 - The project name and address;
 - Identification of the project team (development firm, environmental consultant, environmental attorney, architect, etc.);
 - The size (in acres), borough, block and lot numbers for the remediated property;
 - The number of years the site was vacant or underutilized and why;
 - A brief description of the site history stating the types of former owners and site usage.

2. **Brownfield Development Summary:** A one-page (maximum) summary of the brownfield redevelopment design and the end use for the completed project site.

3. **Brownfield Remediation Summary:** A one-page (maximum) summary of remedial methods employed at the brownfield site. This summary can be in bullet form and should include:
 - Remedial methods for cleanup (include quantities in detail); technologies and strategies employed;
 - The length of time (months, years) it took to remediate and redevelop the site (from acceptance into the program to receipt of a Certificate of Occupancy);
 - Identification of the regulatory remedial program(s) in which the cleanup was performed (include program identification number);
 - The regulatory agency and the project manager that was primarily responsible for oversight at that agency;
 - Cost of the remediation.

4. **Award Nomination Summary:** A two-page narrative explaining the project's qualifications for each specific award category nomination (see page 5 for details). Up to three award category nominations may be made for each project. The narrative should include a description of project details and features that showcase the project as the best candidate for the award. Supporting documentation should be provided to support the representations made in the narrative. Supporting documentation should be attached to this nomination and may be no more than ten (10) pages.

Big Apple Brownfield Awards

5. **Questionnaire:** Please complete the attached questionnaire.

6. **PowerPoint Presentation:** Nominees are encouraged to submit a PowerPoint presentation (25 slide maximum) with photos, images, and brief narrative supporting the award nomination. Presentations should include photographs of the site before, during, and after remediation and redevelopment. The Partnership reserves the right to use the presentations that are submitted at the awards ceremony and for educational purposes on websites. Care should be taken in selection of high quality and representative photos for this purpose.

Nomination Format Instructions

Up to three award category nominations may be made for each project. The nomination forms may not exceed the page limits described above. Materials submitted beyond these page limits will not be considered by reviewers in the evaluation of nominations. Typewritten pages should be formatted in Microsoft Word or PDF; use 12 pt, single spaced font; with margins no less than 1 inch. The nomination package must include the project executive summary, the brownfield redevelopment summary, the brownfield remediation summary, the award nomination summary, questionnaire and PowerPoint presentation - supporting documentation is optional. All nomination materials should be submitted on a CD disk or flash drive with one hard copy.

Digital file naming conventions should be as follows:

<project_name>.2011.<file_description>

Example: Jane_Doe_Brownfield_Remediation.2011.executive_summary

Please send all nomination materials to:

NYC Brownfield Partnership
c/o Mimi Raygorodetsky
267 Broadway, Fifth Floor
New York, NY 10007

After sending the nomination material, please email info@brownfieldnyc.org to confirm shipment. All packages will be acknowledged with a return email.

Checklist of application materials:

- One-page project executive summary
- One-page brownfield redevelopment summary
- One-page brownfield remediation summary
- Up to three two-page award nomination summaries
- Completed questionnaire
- PowerPoint presentation
- Supporting documents

Big Apple Brownfield Awards

Award Nomination Summaries

To be considered for an award, please describe in a two page (maximum) narrative (12 pt. font, single-spaced) how the nominated brownfield redevelopment site qualifies for each award pursued (submit one narrative for each award type). Up to three award category nominations may be submitted for each project. Projects and related design elements must be fully constructed to be considered for an award. The narrative should include a description of the project details as well as any other features that showcase the projects strengths in the category. Supporting documentation can be attached to this narrative, and may be no more than ten (10) pages. These may include photographs, conceptual site models, drawings, and any other information the nominee deems appropriate.

Affordable Housing

This award will be given to the brownfield project that created or preserved affordable housing units for low, medium, or moderate-income tenants in locations Citywide. The narrative should quantify and concisely state the number of housing units created, individually and as part of the larger development (if applicable), and the targeted Area Median Income (AMI) of buyers. Describe if the project provided for the creation of affordable housing that resulted in long-term affordability to the current residents of the community where the homes are located.

Brownfield Opportunity Area Connectivity Award

This award will be given to the brownfield project that demonstrates the most effective integration of a development with a Brownfield Opportunity Area (BOA) community plan. The narrative should explain the manner in which the BOA community plan was incorporated into the redevelopment, the process of engagement between the developer and the BOA grantee, and the projects' subsequent benefit to the community. Nominations for this category must provide a signed letter from the BOA grantee in support of the nomination noting how the project comports with the BOA community plan.

Collaboration Award

This award will be given to a brownfield project that has achieved the greatest success in collaboration between different entities involved in the remedial process. This award will gauge the complexity of the collaboration network and the means employed to establish success in the collaborative process. The narrative should define the shared or disparate goals and explain the features of the collaborative effort. Parties may include individuals, businesses, non-profit groups, governmental agencies (local, State, regional or Federal), or organizations.

Community Outreach Award

This award will be given to a brownfield project, firm, or non-profit organization that demonstrates the most innovative approach to engagement of the community during a brownfield project (or for a firm or non-profit organization, through its brownfield business practices or activities), through citizen participation, community education, implementation of community job training programs, entrepreneurship, or other programs of value to the community. The narrative should describe the efforts taken and the benefits rendered as a result of these efforts.

Economic Development Award

This award will be given to the project that demonstrates the greatest benefit to local economic development, as measured by job creation, tax revenue generation, or other forms of economic benefit. The narrative should describe and quantify the value and benefits imparted by the project, including direct and indirect benefits. If the project contributed to substantial job creation, quantify and concisely state the number and primary job classifications created during the project and/or upon completion of the brownfield redevelopment. If the project generates revenue, discuss methodology used to establish this or calculate. Discuss present and future growth potential engendered by the project in the surrounding community.

Big Apple Brownfield Awards

Environmental Protection Award

This award will be given to the brownfield project that accomplished the most significant improvement in public health and environmental protection. The narrative should quantify the environmental or public health benefits of the remedial work from the perspective of contaminant removal, treatment, and sequestration. Examples of topics that may be considered include total and relative contaminant mass reduction at the site, risk reduction at the site due to either the removal of exposure pathways or reduction in site contamination toxicity, and challenges overcome in implementing the remediation. Narrative should include the total project cost for environmental remediation.

Green Building Award

This award will be given to the brownfield project that resulted in a development with the most remarkable green building design. The narrative should describe the green building design elements and the means by which the remediation supported that design. Other sustainable principles applied to site selection, such as principles of smart growth, accessibility to mass transit and/or bike paths, and open-space design should be included. Examination of green building design components should refer to one of the following for a comprehensive list of sustainability criteria widely accepted in land use planning and building design: Leadership in Energy and Environmental Design (LEED) Green Building Rating System™; New York State Energy Research and Development Authority's (NYSERDA) Multi-Family Building Performance Program or EnergyStar Labeled Homes Program; or Enterprise's Green Communities Criteria. Also, if the project incorporated Green Collar jobs, this should be described in the narrative of the project.

Innovation Award

This award will be given to a brownfield project that has used or developed innovative means in conducting a brownfield remediation by utilizing creative remedial technology, project financing and/or project marketing techniques. One or more categories may be described, with weight given to multiple approaches to innovation. The narrative should describe the methods that were applied and explain why and how they were unique and innovative.

Open Space Award

This award will be given to a brownfield project with a design that provides the most remarkable and valuable features for community benefit in the form of parks, recreation, and other open space. The narrative should explain the goals of open space design and provide pertinent details, such as usage, total area, shape, grade, landscape design, plantings, construction materials, and connectivity with other open space.

Sustainable Remediation Award

This award will be given to the brownfield project that achieved the most success in incorporating sustainable practices during the remediation. This nomination may consider linkage with green building design but emphasis will be placed on remedial methods. The narrative should describe how practices were adopted for the remediation that went beyond current industry norms to reduce the material, energy, or water used during the remediation, noting where such reductions led to remedial cost reductions without compromising the integrity of the remediation. Material use reduction may include re-use of locally-derived, non-virgin materials. Examples of energy use reduction include methods causing a decrease in total transportation requirements, higher efficiency transportation methods, and the use of renewable fuels for generators or vehicles. Also to be considered for this award are engineering controls that require electrical power for which renewable energy sources have been substituted for conventional on-the-grid electricity.

Big Apple Brownfield Awards 2011

Questionnaire

Information may be typed directly in the spaces provided (no character limit). Be as complete and concise as possible when answering.

Nominee Contact Information

Principal Contact Name:

Company/Organization:

Address:

City, State, Zip:

Telephone:

Fax:

E-mail Address:

Additional Project Participants who should be recognized (include organizational affiliation, email, and postal address):

Please write the name of the applicant(s) as you would like it to appear on the award:

Applicant verification

I certify that the information provided in this application is accurate and complete to the best of my knowledge.

Principal Contact Name:

Signature _____ **Date:** _____

Big Apple Brownfield Awards 2011

Questionnaire

Please check the appropriate box for each question and provide additional information in the text boxes below as necessary:

1. Was the project located in New York City?

Yes No

2. Please list the name of the approval document, agency, date of the final signoff from a regulatory agency the project received (e.g. Notice of Satisfaction, 11/05/2010, NYC Office of Environmental Remediation).

3. Was the project conducted pursuant a City (OER), State (NYSDEC), or Federal (EPA) remediation program, such as the NYC Brownfield Cleanup Program, E-Designation Program, NYS Brownfield Cleanup Program, or Voluntary Cleanup Program, or other governmental remediation program?

Yes No

If yes, please identify the program and provide the project identification number?

4. Does the property have a restrictive declaration or environmental easement?

Yes No

If yes, state which type?

5. Did remediation occur under a consent order or signed agreement?

Yes No

6. Was a final report submitted to a City (OER), State (NYSDEC) or Federal (EPA) regulatory program, or other governmental regulatory program, and remediation declared complete according to an approved plan?

Yes No

7. Was the site a significant threat site, as defined by NYSDEC?

Yes No

Big Apple Brownfield Awards 2011

Questionnaire

8. Did the project receive any funding via grants, loans or financial assistance from any public or private organizations?

Yes No

If yes, list sources and amounts.

9. In general, how were the various financial techniques and strategies such as tax credits/incentives, grants, loans, etc., mentioned in Question 8 used and leveraged to facilitate the redevelopment of this project?

10. To the best of your knowledge, has any environmental enforcement action or order been taken against any of the nominee or nominees' organizations at any time in the past five (5) years?

Yes No

If yes, please explain the circumstance of the action.

Big Apple Brownfield Awards 2011

Questionnaire

11. Has this project previously been given a brownfield award at a local, regional, or national competition?

Yes No

If yes, please list the award and when it was received.

12. What was the former use at the project site before abandonment (e.g. gas station, sheet-metal manufacturer, warehouse, etc.)? State the number of people formerly employed prior to remediation and redevelopment?

13. How many people have been employed on the site since the redevelopment? If residential, how many units of housing were created? How many of the total are affordable units?

14. What was the primary reason this site was selected for redevelopment?