



Environmental Site Assessment
Grant Application
Version 1 (January 2022)

If you have any questions on this application or wonder if you qualify for the Environmental Site Assessment Grant, call us at (616)456-3462 or email econdevshrd@grcity.us.

Section 1) Applicant Information

This information will be used to communicate with you about your application. Use emails and phone numbers that you use regularly.

Applicant Name: _____

Applicant Email: _____

Applicant Phone Number: _____

Language(s) Spoken: Spanish English Other (List: _____)

Section 2) Ownership Entity

This section should provide information for the individual or entity that will own the real estate. It may be an individual, LLC, non-profit, or corporation, for instance.

Ownership Entity Name: _____

Ownership Entity Address: _____

Ownership Type: Individual Limited Liability Company Sole Proprietor Non profit

Other (List: _____)

Tax Identification Number (TIN) if available: _____

Employer Identification Number (EIN) if available: _____

Check all that apply: Minority Owned Women Owned Micro-Local Business* Veteran Owned

**Note: Micro-Local Businesses are certified by the City of Grand Rapids. Check with the Office of Equity and Engagement at inclusion@grcity.us or 616-456-3027 if you are unsure.*

Have you ever purchased a property for a business or real estate development? Yes No

If you answered yes, provide the address(es) and briefly describe the project(s):

Section 3) Property and Project Information

This section will provide information about the property that you need to have environmental assessment completed, and your proposed project or use of that property. Provide as much information as possible.

Property Address: _____ (must be in Grand Rapids)

Do you own the property? No Yes, I bought it on (date) _____

Do you have a legal option or purchase agreement? No Yes, and it expires on _____

If Yes to the above, please attach your purchase agreement to your application upon submission.

Describe what you plan to do with the property. A brief description of the project, including building or site improvements. What will be the final use once you are done with your project?

Tell us who will occupy the property when the project is complete. Will the property be used by an existing business? Or will there be space for new businesses? Are any tenants signed on already? If there is housing, tell us how many units, and about how much the rent would be every month.

Will there be new jobs, or jobs saved as a result of the project?

- Yes, I (the applicant) will create new jobs. Yes, I (the applicant) will save jobs.
- Yes, a future tenant will create new jobs. Yes, a future tenant will save jobs.
- No, there will not be any new jobs or jobs saved because of the project.

Number of new jobs created: _____ Number of jobs saved: _____

When will you start the project? _____ When will you finish the project? _____

Have you talked with the Planning Department about your project? Yes No, not yet

Have you talked with the neighborhood or business association yet? Yes No, not yet

Section 4) Project Financing

Tell us how you plan to pay for the project. Sometimes there are different requirements for the Environmental Site Assessment for different types of financing, so we need to know that now.

Estimated cost of the project: \$ _____

Tell us how you plan to finance or pay for the project. Are you working with a lender? Do you have any bank loans or investments secured for the project at this time?

Will you use Small Business Administration (SBA) loans? Yes No Don't know yet

Section 5) Site Assessment Grant Request

*This program funds the Environmental Site Assessment activities listed below. We need to know if you have had any of the work completed already, and if you have any estimates for the work that still needs to be done. But it's ok if you don't know at this time. Any work completed **6 or more months prior** to the date of application is not eligible for this program.*

Do you have an environmental consultant already?

- No, I need help finding a qualified consultant
- No, but I know which consultant I will use
- Yes, I have a consultant already, and work has already started

Tell us who your consultant is, or who you plan to use (if known).

For each category below, let us know if the work is complete or not, and if you have any estimates or proposals for the work.

Phase I	Complete <input type="checkbox"/> No <input type="checkbox"/> Yes, on _____	Cost/Estimate: \$ _____
Phase II	Complete <input type="checkbox"/> No <input type="checkbox"/> Yes, on _____	Cost/Estimate: \$ _____
Baseline Env. Assess	Complete <input type="checkbox"/> No <input type="checkbox"/> Yes, on _____	Cost/Estimate: \$ _____
Haz Mat Survey	Complete <input type="checkbox"/> No <input type="checkbox"/> Yes, on _____	Cost/Estimate: \$ _____
Due Care Planning	Complete <input type="checkbox"/> No <input type="checkbox"/> Yes, on _____	Cost/Estimate: \$ _____

Section 6) Additional Information

Enter any additional information about yourself of the project that you would like us to consider in the evaluation of the application.

Section 7) Certification and Signature

Please read and initial the statements below and sign at the bottom to complete the application. Please let us know if you have any questions about the application or the statements below before you submit.

____ APPLICATION FEE NON-REFUNDABLE. I acknowledge that any application or review fee is non-refundable. Application fees must be paid prior to any grant funds being distributed. Application fees will only be charged if your application is approved for funding.

____ ENVIRONMENTAL SITE ASSESSMENT DOCUMENTATION. I acknowledge I am required to provide any Environmental Site Assessments paid in part or in full by this program to the Economic Development Department at the time of application, if the work has previously been completed, or upon completion of the work.

____ APPLICATION REVIEW CONSENT. Applications are screened by several City departments including the Development Center, the City Treasurer, Environmental Services, the Income Tax Department and the City Engineer’s office for compliance with relevant City Codes and Ordinances and to determine if there are any financial obligations past due to the City. This review is relevant to the property subject to the application, and to the applicant and/or the applicant’s entity, including its members. I acknowledge the preceding statement and consent to the City’s review.

____ TAXPAYER REVIEW & CONFIDENTIALITY. By law (MCL 141.674) the review conducted by the Grand Rapids Income Tax Department is strictly confidential and only the information that can be shared without the express consent of the taxpayer to the Economic Development Department, City Commission or other city officials is whether or not the applicant is in compliance with the City’s Income Tax Ordinance. The scope of the compliance review by the Income Tax Department includes a review of the taxpayer’s filing history as well as that of officers in leadership positions of the applicant/entity to determine if the taxpayer filed all required returns and paid their income tax. Any issues identified in the City’s review may cause a delay in consideration of the application.

You may sign electronically, or by hand in the space provided below:

ELECTRONIC SIGNATURE: I declare my intent to sign this application electronically pursuant to the provisions of the Michigan Uniform Electronic Transactions Act (UETA). I hereby sign this application by typing my full legal name into the box below.

OR

Signed: _____

Name: _____

Date: _____

Submit your completed application to the Economic Development Department via email at econdevshrd@grcity.us, or you can mail it to us at the address below.

Economic Development
300 Monroe Avenue NW
Grand Rapids, MI 49503
Attn: ESA Grants