**ATTACHMENT B**

**B.1 Final Grant Close-out Report**

**VIRGINIA BROWNFIELDS RESTORATION AND ECONOMIC**

**REDEVELOPMENT ASSISTANCE FUND PROGRAM**

**SITE REMEDIATION GRANT**

**GRANT REPORT**

|  |
| --- |
| **Project Summary**  |
| **Grantee:**  |  |
| **Site:**  |  |
| **Grant Amount:**  |  |
| **Effective Date of Performance Agreement:**  |  |
| **Performance Date:**  |  |

**Project Report**

1. Project Summary. Provide a brief summary of the outcome of the Project:

|  |
| --- |
|   |

1. Adjustments to Scope of Work. In the table below, report any adjustments to the scope of work for the Project (as set forth in Exhibit A to the Performance Agreement) and associated costs (or check the box if no adjustments were made).

 ☐ There were no adjustments to the Scope of Work for the Project.

|  |
| --- |
| **ADJUSTMENTS TO SCOPE OF WORK FOR PROJECT**  |
| **Scope of Work Adjustment**  | **Budget**  | **Source**  |
| **Local Match**  | **EPA Grant Share**  | **VBAF Grant Share**  |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
| **TOTAL**  | **$\_\_\_\_\_\_\_\_\_\_\_\_**  | **$\_\_\_\_\_\_\_\_\_\_\_\_**  | **$\_\_\_\_\_\_\_\_\_\_\_\_**  | **$\_\_\_\_\_\_\_\_\_\_\_\_**  |

1. Enhanced Value. Provide assessment values for the Site before the Grant and after completion of the Project:

|  |  |  |
| --- | --- | --- |
|   | **Before Grant**  | **After Project Completion**  |
| **Assessed Property Value:**  | $\_\_\_\_\_\_\_\_\_\_\_\_  | $\_\_\_\_\_\_\_\_\_\_\_\_  |

1. Reports. Attach complete copies of all studies and reports performed and obtained in connection with the Project. Such studies and reports will be subject to review and requests for supporting documentation and additional materials.

1. VRP Enrollment. The Site is enrolled in the Virginia Voluntary Remediation Program (the “VRP”) (check appropriate box):

 Yes ☐ No ☐

1. Invoices. Attach complete copies of all invoices for the Project. Complete the Invoice Summary (Exhibit D) and attach to the report.

1. Site Photographs. Attach before and after photographs of the Site.

**CERTIFICATION BY A REPRESENTATIVE OF THE GRANTEE:**

By my signature below, I hereby certify that: (i) I have examined this Grant Report and the information provided is true, correct, and complete in all respects, and all required documentation is attached; (ii) data collected with respect to the Site reflects certification by the Virginia Division of Consolidated Laboratory Services (DCLS) Virginia Environmental Laboratory Accreditation Program (VELAP); (iii) if the Site is not enrolled in the VRP, the Project has met appropriate standards of care for reuse of the Site in accordance with the VRP, and the Grantee will maintain all records for facilitating potential future brownfields revitalization of the Site, to demonstrate appropriate care, and to facilitate potential future enrollment in the VRP if necessary; (iv) the Grant proceeds have been used exclusively for the Project in accordance with the Performance Agreement, and any unused Grant proceeds will be promptly repaid to VEDP; (v) the Grantee is delivering a signed and complete Asbestos Abatement Report simultaneously with this Grant Report (if applicable); and (vi) all work and activities associated with the Project were performed and conducted in full compliance with all applicable laws, rules, and regulations.

WITNESS the following signature.

Grantee:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Submitted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature of Official Title

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Print Name

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**B.2 Supplemental Information for Projects Including the Abatement of Lead Based Paint and Asbestos**

1. Introduction and Project Description. Provide a brief summary of the asbestos abatement portion of the Project and its outcome (based on the Asbestos Survey Report):
2. Notifications. In the space below, describe any notifications received from the Environmental Protection Agency (EPA) and/or the Virginia Occupational Health and Safety Compliance Program (VOSH) (or check the box if no such notifications were received).

[ ]  No such notifications were received in connection with the Project.

1. General Observations. In the space below, provide any general observations of which the VBAF Review Committee should be aware regarding the asbestos and any lead paint abatement processes for this Project.
2. Air Monitoring Reports. In the space below, generally summarize the findings set forth in the Asbestos Air Monitoring Report(s) obtained in connection with this Project, including any abatement and clearance.
3. Special Waste Shipments. In the space below, summarize any special waste shipments associated with the Project, including the identity of any hauling contractors involved.
4. Waste Disposal. In the space below, report the total quantities of waste materials that required or require disposal in connection with the Project and identify landfills utilized.
5. Attachments. Grant recipients should ensure contracts with abatement firms include requirements to provide the following documentation (when applicable). All contractors should use Exhibit E (Asbestos Daily Log) to document project work. Complete copies of all of the following Project documents **must be** labeled and attached to this Asbestos Abatement Report in the following order:

| Attachment | Description |
| --- | --- |
| A | Accreditation Documentation (DPOR Licenses) |
|  |  |
| B | Site Map (Abatement Locations) |
|  |  |
| C | Asbestos Daily Log (Exhibit E) |
|  |  |
| D | Asbestos Air Monitoring Reports (PCM) |
|  |  |
| E | Asbestos Clearance Reports (TEM) |
|  |  |
| F | Photograph Log (Abatement Process) |
|  |  |
| G | CDL Licenses (Special Waste Endorsement) |
|  |  |
| H | Shipping Documentation (DOT) |
|  |  |
| I | Disposal Records (Landfill) |
| J | Building Permit Application (City Code Compliance) |
|  |  |
| K | Asbestos Survey Report (Type and Location of Asbestos) |

1. Note on ACMs and Lead Paint. Projects involving the removal of asbestos-containing materials (ACMs) and lead paint abatement may require specific permitting and licensing requirements and these criteria must be met. Please check with the Department of Labor and Industry at 804-371-2327 regarding notification requirements and the Department of Professional and Occupational Regulation at 804-367-8595 regarding licensing requirements. Removal of ACMs and lead paint abatement must be conducted pursuant to applicable federal and state laws and regulations including, but not limited to, the National Emission Standards for Hazardous Pollutants (NESHAP), Occupational Safety and Health Administration (OSHA); Residential Lead-Based Paint Hazard Reduction Act of 1992; Toxic Substances Control Act of 1976; VOSH; and the Virginia Regulations for Asbestos Emissions Standards for Demolition and Renovation.

**CERTIFICATION BY A REPRESENTATIVE OF THE GRANTEE:**

By my signature below, I hereby certify that: (i) I have examined this Asbestos Abatement Report and the information provided is true, correct, and complete in all respects, and all required documentation is attached; and (ii) all work and activities associated with the removal of ACMs and/or lead paint abatement and related to the Project were performed and conducted in all respects in full compliance with all applicable laws, rules, and regulations.

WITNESS the following signature.

Grantee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Submitted by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Signature of Official Title

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Print Name

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_