

## **Brownfields Revolving Loan Fund and Cleanup Cost Share Waiver Request Template**

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CERCLA 104(k) requires Revolving Loan Fund (RLF) and Cleanup Grant recipients to provide a cost share that is calculated as 20% of the total federal RLF or Cleanup Grant funds awarded. RLF and Cleanup Grant applicants may petition EPA to waive the cost share requirement if meeting a cost share will place an undue hardship. EPA will consider hardship waiver requests on a case-by-case basis and intends to approve such requests on an **extremely limited basis**.

a. **Demonstrate** how you will meet the required cost share, including the sources of the funding or services, as required for RLF and Cleanup Grants.

b. If you are requesting a hardship waiver of the entire cost share, or a portion of the cost share, **provide** an explanation for the basis of your request. This explanation must be submitted on a separate page, titled "Hardship Waiver Request." Your explanation should include whether the proposed project(s) could still proceed if the cost share waiver was not approved and relevant data such as:

- unemployment rate;
- per capita income;
- data demonstrating substantial out-migration or population loss;
- data demonstrating underemployment, that is, employment of workers at less than full-time or at less skilled tasks than their training or abilities permit;
- local natural or other major disasters or emergencies;
- information regarding extraordinary depletion of natural resources;
- closure or restructuring of industrial firms and negative effects of changing trade patterns;
- whether you are located in a President-declared disaster area (declared within 18 months of the submission date for your application); and/or

- whether you have exhausted effective taxing (for governmental entities only) and borrowing capacity.

Where available, applicants must supply data derived from the most recent American Community Survey (“ACS”) published by the U.S. Census Bureau. In cases where such data are not available, applicants may provide data from other sources (including data available from the Census Bureau and the Bureaus of Economic Analysis, Labor Statistics, Indian Affairs, or other federal sources). In cases where no federal data are available, applicants may submit the most recent data available through their state, tribal, or local government. Cite all sources for data provided.

Successful applicants will be notified at the time of the grant announcement if their cost share waiver request was approved.