

## Narrative Information Sheet

1. Applicant Identification

Name:  
Full Address:

Tioga County, New York  
Tioga County, New York  
Department of Economic Development & Planning 56 Main Street  
Owego, NY, 13827

2. Website URL:

<https://tiogacountyny.gov/departments/economic-development-planning/>

3. Funding Requested:

- a.) Assessment Grant Type:
- b.) Federal Funds Requested:

“Community-wide”  
\$500,000.00

4. Location:

County:  
State

Tioga  
New York

5. Target Area and Priority Site Information:

Target Areas:  
Census Tracts:

Village of Owego, Tioga County  
Village of Owego- 36107020500, Waverly- 36107020703,  
Newark Valley- 36107020102, Town of Owego- 36107020300  
Berkshire- 36107020101, Candor- 36107020200

Priority Sites: Village of Owego

- a. Former Apalachin Middle School- 100 Elm Street, Owego, NY, 13827
- b. North Avenue Pit- 107 North Avenue, Owego, NY, 13827
- c. Industrial Paint Services Corporation- 62 W Main Street, Owego, NY, 13827
- a. Victory Plaza- 1380 Taylor Road, Owego, NY, 13827
- a. Waverly Warehouse- 700 Broad Street Ext. Waverly NY, 14892
- a. Former Ladder Factory- 42.219833, - 76.189335/ Rewey Avenue & Clinton Street, Newark Valley, NY, 13811
- a. Noor Minimart & Fuel Stop, 12482 State Route 38, Berkshire, NY, 13736
- a. Former Ward & Vanscoy Feed Mill, 7 Rich Street, Candor, NY, 13743

:Town of Owego

: Village of Waverly

: Village of Newark Valley

: Town of Berkshire

: Village of Candor

6. Contacts:

Project Director:

Sara Zubalsky-Peer  
County Planning Director Trainee  
[zubalsky-peers@tiogacountyny.gov](mailto:zubalsky-peers@tiogacountyny.gov)  
607.687.8266

Chief Executive/Highest Ranking Elected Official:

Tracey Monell  
Tioga County Legislature Chair  
[monellt@tiogacountyny.gov](mailto:monellt@tiogacountyny.gov)- 607.687.8240

7. Population:

<u>Village of Owego:</u>	3,654
<u>Village of Waverly:</u>	4,373
<u>Village of Newark Valley:</u>	928
<u>Town of Berkshire:</u>	1,480
<u>Village of Candor:</u>	786

8. Other Factors	Page #
Community population is <b>15,000 or less</b> .	1
The applicant is, or will assist, a federally recognized Indian Tribe or United States Territory.	
The priority site(s) is impacted by mine-scarred land.	
The priority site(s) is adjacent to a body of water (i.e., the border of the priority site(s) is contiguous or partially contiguous to the body of water, or would be contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them).	2
The priority site(s) is in a federally <b>designated flood plain</b> .	1, 2
The reuse of the priority site(s) <b>will facilitate renewable energy</b> from wind, solar, or geothermal energy.	
The reuse of the priority site(s) will incorporate energy efficiency measures.	
The proposed project will improve local climate adaptation/mitigation capacity and resilience to protect residents and community investments.	
<b>At least 30%</b> of the overall project budget will be spent on eligible reuse/area-wide planning activities, as described in Section I.B., for priority site(s) within the target area(s).	4
The target area(s) is impacted by a coal-fired power plant that has recently closed (2014 or later) or is closing.	

9. Letter from State Environmental Authority: Attached  
 10. Releasing Copies of Applications: Not Applicable



**Department of  
Environmental  
Conservation**

**KATHY HOCHUL**  
Governor

**AMANDA LEFTON**  
Commissioner

March 16, 2026

Brittany Woodburn  
Director of Economic Development and Planning  
Tioga County  
56 Main Street, Owego, NY 13827

Dear Ms. Woodburn:

This is to acknowledge that the New York State Department of Environmental Conservation (DEC) received a request from Tioga County, dated March 11, 2026, for a state acknowledgement letter for a Federal Year 2026 United States Environmental Protection Agency (USEPA) Brownfields grant.

I understand that the Tioga County plans to submit a Brownfield Community-Wide Assessment grant application for hazardous substances and petroleum in the amount of \$500,000. Focus of the funding will be to conduct Phase I and II Environmental Site Assessments at sites throughout Tioga County. Known contamination includes TCE. Funding will also be allocated for associated planning (including reuse and/or remediation planning) and community involvement activities. Please note that the USEPA criteria for an assessment grant specifies that, if selected, Tioga County may only expend up to \$200,000 of the grant on a specific site.

DEC encourages initiatives to redevelop brownfields with the goal of mitigating any environmental and health impacts that they might pose.

Sincerely,

Susan Van Patten

Director, Bureau of Program Management

ec: N. Azzam, USEPA Region 2  
S. Mitchell, USEPA Region 2  
J. Pelton, DEC Albany  
J. Cook, DEC Region 7  
S. Lizlovs, DEC Region 7  
S. Zubalsky-Peer, Tioga County



## **(1) Project Area Description and Plans for Revitalization**

### **Target Area and Brownfields**

*a. Overview of Brownfield Challenges and Description of Target Area:* Tioga County, established in 1791, is a historically significant Southern Tier region bordering Pennsylvania, originally inhabited by the Iroquois Confederacy. It grew rapidly via expansion and railroads post-Revolution after the 1779 Clinton-Sullivan campaign destroyed native settlements. Tioga County was primed for industrial manufacturing with proximity to the Susquehanna River, utilization of the second oldest railroad in the state, and the steadily growing infrastructure. The proposed geographical boundary for conducting eligible activities under this grant is the Tioga County jurisdictional limit.

Two Target Areas are proposed for the grant: **Target Area 1. The Village of Owego (Owego)** historically utilized its proximity to the Susquehanna River for manufacturing facilities. Owego has a population of 3,654 individuals (2024 ACS 5-year estimates). The village is a federally designated flood plain, located in Flood Zone AE according to the FEMA Flood Map Service Center. Owego is also a FEMA designated Community Disaster Resilient Zone (CDRZ). In March 2019, a New York State Downtown Revitalization Initiative Strategic Plan was created. A portion of that plan that identifies the Village's challenges and weaknesses. The weaknesses include Continued Risks of Future Flooding Events, Lack of Investment in Many Downtown Properties and Streetscapes, Aged and Distressed Housing Stock, and Limited Public Resources. 39% of the community have low income and 16% have disabilities. There is a transportation access burden as well. The per capita income is \$38,178.00. **Target Area 2. Tioga County, county-wide**, has a population of roughly 47,500 according to 2023 ACS data. It is a housing shortage, food desert, and transportation access burdened county. The county includes multiple municipalities that contain priority sites under this grant. The Village of Candor (Candor) contains one of the priority sites. Candor has a population of 786. Candor is a federally designated flood plain, located in Flood Zone A. Candor is also listed as an EPA IRA Disadvantaged Community. Candor historically had several small manufacturing facilities and had one of the largest glove factories that was world renowned. The Town of Berkshire (Berkshire) contains another priority site. Berkshire is commonly referred to as "centrally isolated". The town has mostly residential areas with residents traveling elsewhere for employment. Berkshire is located in Flood Zone A. It includes a priority site that was a former fuel stop. The Village of Newark Valley (Newark Valley) contains another priority site and is also located in Flood Zone AE. Newark Valley was founded in the late 1700's when "pioneers" expanded westward and built several mills to begin growing the settlement. With a history of manufacturing, it is likely that Newark Valley has contamination in these former mill sites. The Town of Owego (T. Owego) contains another priority site. The town has a long history from the 19th century with mills and diverse small industries such as early automobile manufacturing, and Owego Bridge Company. It's more recent manufacturing history includes industrial sites driven by IBM, Lockheed Martin, and Sanmina Corporation. Many of these sites have known or perceived contamination. The Village of Waverly (Waverly) contains another priority site. Waverly was known as "Factoryville" and had multiple mills and factories throughout the years; some of the sites remain today. The village has a population of 4,373 individuals and is located in Flood Zone AE. Overall, Tioga County shows relatively high income but this data is skewed by the presence of Lockheed Martin within the county and the lack of college student populations. The county has significant low-income populations, primarily in these target areas listed above, many of which are located near these sites. In short, Tioga is a geographically rural county with limited resources due to low population and has



significant areas of low income. This funding would be critical in providing capacity and financing to address these multiple priority sites.

*b. Description of the Priority Brownfield Sites:* Eight priority sites will be addressed by this grant. Three sites are located within the Village of Owego. **Site 1. The former Tioga Castings facility** is located adjacent to the former Apalachin Middle School at 100 Elm Street, Owego, NY, 13827. The site itself was purchased and no repairs or restoration has been made to the building since. The current owner has listed the site for lease. It is located within a commercial area that is bordered by neighborhoods. Since the middle school shut down, the site has changed ownership multiple times. It has been deemed an imminent threat to public health by the Tioga County Department of Health. It is also the home to many of Owego's homeless, which was recently disbanded due to environmental contamination concerns. The site is known to have lead, chromium, and cadmium contamination. The groundwater from the casting facility flows south-southeast meaning there could potentially be heavy metals contamination located around this site. **Site 2. The North Avenue Pit** site is located at 107 North Avenue, Owego, NY, 13827. The site is currently vacant and is in a mixed-use area. Dating back to at least 1888, industrial manufacturing occurred in the area including a steam mill; sawing and planing mill; blacksmith; carriage works; coal, lime, and cement storage; machine shop and garage; steam laundry; auto garages; and foundry. The LB Truman Saw & Planing Mill and Owego Steam Mills were on the site with the remaining facilities just south. The site is also surrounded by petroleum bulk storage facilities. The site underwent a minimal amount of testing in the past and contamination is known to be present. Owego had plans for an art park at the location prior to COVID-19 but the Village has concerns regarding the potential for public health concerns at the site. The Village would love to see the site redeveloped as a splash pad or art park, an area for Owego to come together and enjoy their community. **Site 3. The former Industrial Paint Services Corporation**, located at 62 W Main Street, Owego, NY, 13827 is currently vacant and is in a commercial area. The known contamination present at this facility is 1,1,1-Trichloroethane and Trichloroethene. The site was used as an industrial-commercial coating and painting facility since at least 1973 and used solvents and paints. Starting in 1915, the west adjacent property operated as Owego Light & Power Company. Groundwater flows south towards the Susquehanna River and Owego Creek. Depth to groundwater ranges from 12 to 15 feet at the property. The site is within the Susquehanna River's floodplain. The site is unfortunately harboring criminal activity including the use as a "meth lab". Leaving the site in its current condition is detrimental to public health and a danger to the community. By assessing the property and determining the current extent of the contamination, Owego could eliminate a threat to public health and redevelop the area for economic growth in the West Main Street area. **Site 4. The Victory Plaza, Owego T.** The Victory Plaza, located at 1380 Taylor Road, Owego, NY is the former site of manufacturing operations and is located adjacent to sites with known contamination. An engineering investigation of this property as an inactive hazardous waste site was conducted in 1990. There is suspected contamination of the site itself and from a neighboring site through geological flow. Despite being listed for sale for many years, the property has remained vacant for many years and has become the target of vandalism. Leaving the site unattended is detrimental to public health and is a danger to the community. Within the Village of Waverly, Tioga County, **Site 5. Waverly Warehouse** is located at 700 Broad Street Extension, Waverly, NY, 14892 in an industrial area and vacant. The warehouse used to be the Tioga Mill and Elevator Company. The western half of the site includes a small body of water and is contiguous to Cayuta Creek and is located within the floodplain. Several inquiries have been made regarding the potential purchase of the site; however, none of the inquiries have resulted in a purchase. Tioga County believes that environmental assessment of the site will significantly improve its marketability and aid



in future purchase negotiations. **Site 6, The Former Ladder Factory** is located on Clinton Street, Newark Valley, NY, 13811. Tioga County found evidence that, beginning in 1908, the ladder factory used to be the International Harvester Company. According to the Sanborn Map, activities that occurred on site were sawing and planing, painting and oils, machine shop, and forging or blacksmithing. Based on these activities it is likely that contamination is present on the site. The site is surrounded by residential properties and groundwater likely flows west-northwest through those residential properties towards the East Branch of the Owego Creek. If contamination is present in the groundwater, it could be impacting the residents who live adjacent to the former factory. The site is vacant and includes remnants of concrete slabs and fencing and is overgrown with vegetation. The concrete slab is currently failing and has multiple fissures and cracks. Assessment grant funding will assist the Village of Newark Valley's efforts to redevelop the former ladder factory and promote a healthy and safe environment residents. **Site 7 The former Noor Minimart & Fuel Stop** is located at 12482 State Route 38, Berkshire, NY, 13736. The former fuel stop is on the NYSDEC list of petroleum bulk storage facilities. Four tanks were closed or removed. The site is vacant and located in a predominantly residential area. Berkshire is notably a food desert and the Town hopes that by assessing the property to confirm if any contamination is present a potential purchaser will be more likely to reopen the former fuel stop for food access to residents. **Site 8 The former Ward & Vanscoy Feed Mill** is located at 7 Rich Street, Candor, NY, 13743 and operated as a feed mill for many years. The feed mill opened sometime around 1950. It is possible that industrial pollutants, pesticides, or heavy metals could be present at the site based on its historic operations. The feed mill has remained vacant for many years and gone through multiple foreclosures and bankruptcies by purchasers. The sites condition has vastly deteriorated and is again listed for sale. The site is vacant and located in a primarily residential area. Tioga County is concerned about the health, safety and viability of these residential areas. Assessing this site will help Tioga County address an immediate threat to the residents of Candor.

c. Identifying Additional Sites: Tioga County has already successfully utilized Justice40 Map, EJScreen, CJEST, FEMA Flood Maps, and EPA IRA Disadvantaged Community Maps. Through utilizing existing county records, Tioga County established a prioritization criteria and cross referenced the sites to identify the current priority sites for this application. By collecting data on the areas through those resource tools, Tioga selected sites that met an underserved or disadvantaged community criteria and exemplified the need or desire for redevelopment. Tioga plans to utilize a similar approach when selecting additional sites for the grant following a county brownfield inventory update process that will include a windshield survey and site visits to verify specific brownfields throughout an area or jurisdictional boundary.

#### **Revitalization of the Target Areas:**

d. Reuse Strategy and Alignment with Revitalization Plans: Most municipalities in Tioga County do not have formal revitalization plans because they are so impoverished and lack both capacity and financing. However, the Village of Owego has a Downton Revitalization Initiative Strategic Investment Plan (DRI) and a Business Opportunities and Advancement Study (BOAA) that refer to the priority sites. The Village of Waverly has a New York (NY) Forward Strategic Investment Plan from December 2023 that mentions its site. The Village of Newark Valley has a Downtown Strategic Plan, but acknowledges it needs better information on brownfield conditions. In order to strengthen these plans and provoke new interests towards the revitalization, Tioga plans to use up to 30% of the funds if awarded to advance and prioritize the brownfields sites as areas "open for



development” if it can be verified that contaminant levels do not pose a threat to human health and the environment. The priority sites in Owego, Waverly, and Newark Valley are all located within the areas that are covered by the revitalization plans mentioned above. The previously mentioned North Avenue Pit located in Owego is a Village-owned property. Former redevelopment plans included an outdoor art park prior to COVID-19; however, there are suggestions about a splash pad for the property now. Owego and Waverly both have properties that can accommodate commercial or industrial businesses following the assessment and/or remediation of the properties. Priority sites in Newark Valley, Candor, and Berkshire are located within primarily residential areas. If there are contaminants present on the sites, they could be negatively impacting the residents. Conducting an assessment in those areas will relieve environmental concerns particularly for families with children and for elderly people in the area.

*e. Outcomes and Benefits of Reuse Strategy:* By redeveloping these brownfield priority sites; economic growth will be a major benefit to Tioga. County-wide, there is potential opportunity for redevelopment in high tech industries, especially battery technology, clean energy, and chip manufacturing. This opportunity has recently increased with the groundbreaking of Micron Technology in nearby Syracuse and Tioga is anticipating spin-off opportunities based on that momentum. The Waverly Warehouse, former Apalachin Middle School, former Industrial Paint Services Corporation, former Noor Minimart & Fuel Stop, and former Ward & Vanscoy Feed Mill are all sites where commercial or industrial businesses could establish roots. The former ladder factory and North Avenue Pit are underdeveloped properties. While it is uncertain if development can occur at North Avenue Pit, a greenspace or use as a recreational facility would likely be viable. The Tioga County IDA just received grant funding for a feasibility study of a potential rail trail that could utilize the Ladder Factory. The Industrial Paint Services Corporation is just north of the Canawanna Nature Preserve. By cleaning up any remnants of the meth lab and addressing any potential vapor concerns from groundwater contamination, the building could be revitalized for event space. Additionally, Tioga County is part of the Southern Tier 8 Regional Board which is part of an Economic Development Administration Build Back Better awardee project called the New Energy New York (NENY) Tech Hub. The NENY Tech Hub is centered at Binghamton University, which is located just outside of Tioga County. The project itself will require at least 200,000 new jobs by 2030. The project is focused on growing battery technology and manufacturing in New York, will increase the supply chain capacity for battery technology and manufacturing. With Binghamton University so close to Tioga, the brownfield sites that have been identified can be utilized by this project for manufacturing or recycling of batteries.

### **Strategy for Leveraging Resources:**

*f. Resources Needed for Site Reuse:* Village of Owego DRI from NYS Empire State Development was started in 2018 and is still active. The initial award was \$10,000,000 and included private cash matches up to approximately \$2,500,000. This funding source is beneficial to the reuse strategies of the properties. The Tioga County Property Development Corporation (TCPDC) was awarded a NY Land Bank Initiative Capital grant in 2025 in the amount of \$1,283,000. This funding source is beneficial to the assessment and reuse strategies of the properties and is planned for leveraging if this EPA grant is awarded. The TCPDC has already begun exploring acquisition options for some of the priority sites. The Tioga County IDA just received \$450,000 in OPRHP funding to pursue a feasibility of a rail trail from Newark Valley to Berkshire, which could significantly impact some of the identified sites.



*g. Use of Existing Infrastructure:* Public utilities, as well as roads, bridges, and railway, near the properties have been maintained by utility companies, the county, and NYS Department of Transportation and will be available for redevelopment. With the exception of North Avenue Pit, the former Ward & Vanscoy Feed Mill, former ladder factory, and possibly the former Industrial Paint Services Corporation, the buildings should be in a state ready for reuse and will require minor repairs, cosmetic improvements, and possible environmental remediation. The former Ward & Vanscoy Feed Mill will most likely need the most upgrades. The interior state of the Industrial Paint Services Corporation is unknown due to criminal activity, but it is reasonable to assume that upgrades and drug paraphernalia cleanup will have to occur.

## **(2) Community Need and Community Engagement:**

*a. The Community's Need for Funding:* Owego, Waverly, Newark Valley, Berkshire, and Candor all have a small population and are relatively low-income communities. Owego, Waverly, and Newark Valley have had other sources of funding to help create reuse strategies and strategic planning; however, the communities have not had the ability to use those funds for assessments such as Phase I Environmental Site Assessments, Phase II Environmental Site Assessments, or Regulated Building Material Surveys. Additionally, the revitalization plans do not focus on the reuse of the brownfields in the area. They are based on the revitalization of streetscapes, buildings with higher marketability, and areas owned by the community. This is why Tioga needs this funding. It is a very rural county with low population that excludes it from funding sources for redevelopment such as CDBG since it is not an entitlement community. The county has been traditionally disinvested in because of its low population and low-income. Nearly all of the municipalities in Tioga County lack the capacity, let alone the funds, to perform assessments of brownfields that blight their communities.

### *b. Health or Welfare of Sensitive Populations:*

Tioga County has a relatively high elderly population, with 23.3% aged 65 or older. This group faces higher risks of chronic disease and isolation in a geographically rural area. Children under 18 make up 20.1% of the population. The county has a significant low-income population, specifically in the villages, many of whom must locate in village areas due to accessibility concerns for services, shopping, and walkability which lacks in other part of the county. Roughly 12.1% of the population (under 65) lives with a disability; this group faces the above-mentioned accessibility and income concerns. By addressing these brownfields, Tioga can potentially increase opportunities for recreation for elderly and youth populations, decrease social isolation, and increase exercise. It would also create the opportunity for recreational, housing, or service-based sites within communities that could be walkable and accessible to the disabled and low-income populations that currently require car transportation to the village centers for such amenities.

### *c. Greater than Normal Incidence of Disease and Adverse Health Conditions*

According to the Tioga County Community Health Assessment (2025-2030), Tioga faces greater than normal incidence of disease in several categories. Chronic disease, including heart disease and cancer, are the leading cause of death. Adult obesity (37.2%) and cardiovascular disease (12.8%) rates are higher than the state average. Female breast cancer and male prostate cancer have the highest incidence rates, followed by lung and bronchus cancer. The county also suffers from severe weather events, specifically flooding that has caused negative health impacts on residents. Owego specifically is over the state and national percentile for



the following health indicators: heart disease, asthma, and cancer. According to EJScreen Community Report, 34% of the community in Waverly has low income and 14% have a disability. Waverly is above the state and national percentile for the following health indicators heart disease, asthma, and cancer. 21% of the community has a low life expectancy. Tioga County also has a high prevalence of substance abuse and mental health needs, with 18.8% of the population suffering from binge drinking. Specific areas in the county have been identified as having higher environmental vulnerability based on factors such as age and poverty. These health burdens could be due to the nature of the contamination that exists or potentially exists around the priority sites. By addressing any possible contamination in any of the target areas, it is likely that the number could decrease in future generations if mitigation actions are taken.

*d. Economically Impoverished/Disproportionately Impacted Populations*

Owego, Waverly, and Candor are listed as an EPA IRA Disadvantaged Communities and the entire county is transportation burdened and listed as a Health Professional Shortage area for primary and specialty care and has no hospital within its borders. According to the EJScreen Community Report, 39% of Owego’s population is low income and 16% have disabilities. The per capita income is \$38,178.00. According to CJEST, Owego is in the 90<sup>th</sup> percentile for lead paint, 72<sup>nd</sup> percentile for low income, 98<sup>th</sup> percentile for building loss rate, 91<sup>st</sup> percentile for expected population loss, and 96<sup>th</sup> percentile for projected flood risk. In Waverly, 14% of the community lack broadband internet and 5% don’t have any source of health insurance. According to CJEST, Waverly is in the 91<sup>st</sup> percentile for expected building loss and the 81<sup>st</sup> percentile for low income. Tioga County as a whole is a housing shortage, food desert, and transportation access burdened county. Tioga County has a large number of homeless individuals, especially in Owego. Without proper housing, individuals are living at the former Tioga Castings facility which in itself has been deemed a public health threat. A homeless encampment recently had to be disbursed because of confirmed environmental contamination at the site. Drug related activities are also occurring in Owego and run simultaneously with homelessness. By mitigating these brownfields, Tioga can increase the number of jobs, increase the housing, facilitate second chances for the homeless population, and provide potential new building sites to address some of these critical needs.

**Community Engagement**

*e. & f. Project Involvement & Project Roles:*

Name of Entity	Contact Information	Specific Involvement in Project or Assistance Provided
Tioga County- Brittany Woodburn/ Sara Zubalsky-Peer	<a href="mailto:woodburnb@tiogacountyny.gov">woodburnb@tiogacountyny.gov</a>	Grant Management/ Assistant Grant Management
	<a href="mailto:Zubalsky-peers@tiogacountyny.gov">Zubalsky-peers@tiogacountyny.gov</a>	
The Village of Owego	(607) 687-3555	Owego Public Engagement/ Input on Reuse
The Village of Waverly	(607) 565- 8106	Waverly Public Engagement/ Input on Reuse



The Village of Newark Valley	(607) 642-8686	Newark Valley Public Engagement/ Input on Reuse
The Town of Berkshire	(607) 657-8678	Berkshire Public Engagement/ Input on Reuse
The Village of Candor	(607) 659-7966	Candor Public Engagement/ Input on Reuse

Tioga County will be the grant manager with Brittany Woodburn as the main manager and Sara Zubalsky-Peer will act as the assistant. Ms. Woodburn is the current Director of Economic Development and Planning and Ms. Zubalsky-Peer is the County Planning Director (Elaine Jardine will be retiring March 2026). Owego, Waverly, Newark Valley, Berkshire, and Candor will assist as needed in public engagement by locating property owners and assisting in community meetings. The municipalities will also offer input on the creation of the redevelopment plans for sites within their community. Tioga lacks redevelopment resources as they just don't exist in the county. Local government truly acts as the redevelopment catalyst within the county since Tioga lacks community-based organizations and community liaisons for this kind of work.

*g. Incorporating Community Input:* Tioga will provide quarterly or semi-annual meetings to inform the public in a formal setting of the progress or status of the grant. During these meetings, input will be taken and addressed at the next meeting. Additionally, Tioga will utilize the Team Tioga Facebook/Instagram pages to provide regular updates to the community. Tioga may choose different formats (school aged children-art class, townhall setting, mail ins) for community visioning events as the budget allows.

### (3) Task Descriptions, Cost Estimates, and Measuring Progress

#### Description of Tasks/Activities and Outputs:

<b>Task Activity: Phase I Environmental Site Assessments (ESAs)</b>
a) Project Implementation: Seventeen Phase I ESAs will be conducted as part of this grant application including the 8 priority sites and up to 9 others that will be identified once the grant is awarded. Phase I ESAs will include: historical database and records review, interviews, database radius reviews, topographic/ hydrogeology data review, and site walks. The work will be performed in accordance with ASTM E1527-21 by a contracted Qualified Environmental Professional (QEP) (The QEP will be selected following procurement requirements and obligations after grant award announcements).
b) Anticipated Project Schedule: Following the award for a QEP, Phase I ESA's should begin almost immediately after all sites are identified and should not take more than a year to complete.
c) Task/Activity Lead: Tasks will be managed by Ms. Woodburn and conducted by a QEP.
d) Outputs: 17 Phase I ESA reports and 8 chosen sites to conduct further Phase II assessments.
<b>Task Activity: Phase II ESAs</b>



a)	Project Implementation: Eight Phase II ESAs with Regulated Building Material Surveys (when applicable) will be conducted following Phase I ESA results. In addition, a health and safety plan (HASP), Master Quality Assurance Project Plan (QAPP), and Field Sampling Plans (FSP) will be developed prior to any drilling or sampling by the EP. If the budget allows, additional Phase II ESAs may be performed.
b)	Anticipated Project Schedule: Following the approved Phase I ESA results, HASP, QAPP, and FSPs, Phase II ESAs should begin. This task should not exceed 2/2 ½ years.
c)	Task/Activity Lead: The task will be managed and conducted by an EP under the overall management of Ms. Woodburn.
d)	Outputs: Phase II ESA Reports, QAPP, HASP, FSP, and sites needing remediation or additional assessment will be identified.
<b>Task Activity: Planning</b>	
a)	Project Implementation: A QEP will be procured following the announcement of awards. Additional Brownfield sites will be identified throughout the county. Site Reuse/ Site Cleanup Plans, and final Analysis of Brownfield Cleanup Alternatives (ABCA) will be developed as necessary.
b)	Anticipated Project Schedule: Each subtask has its own schedule. Firstly, a firm shall be contracted. This should occur in no more than 6 months. Additional Brownfield sites should be identified within the first 9 months. Plans will occur in years 2 through 4. ABCA will be developed during year 4.
c)	Task/Activity Lead: The task will be managed and led by Ms. Woodburn. Ms. Zubalsky-Peer and Ms. Schnabl, Deputy Director of Tioga County Department of Economic Development and Planning, will assist as necessary.
d)	Outputs: A contracted firm, site reuse/ cleanup plans, and ABCA(s).
<b>Task Activity: Community Engagement</b>	
a)	Project Implementation: Tioga will conduct quarterly or semi-annual meetings (dependent on project progression) to update the public on the grant’s status. Community Visioning events to assist in the site reuse plans may occur. Team Tioga, a Facebook/Instagram page, will have regular updates.
b)	Anticipated Project Schedule: Throughout the lifecycle of the grant beginning at the award announcement.
c)	Task/Activity Lead: The task will be managed and led by Ms. Woodburn. Ms. Zubalsky-Peer and Ms. Schnabl, Deputy Director of Tioga County Department of Economic Development and Planning, will assist as necessary. Assistance may come from the villages or towns as needed.
d)	Outputs: Up to 8 Community Meetings, Up to 12 Quarterly Facebook/Instagram posts, and at least 1 community visioning.



**e. Cost Estimates**

Budget Categories		Project Tasks			Total
		Phase I ESAs	Phase II ESAs	Planning & Community Engagement	
Direct Costs	Personnel <sup>1</sup>	\$1,332.00	\$1,332.00	\$16,246.11	\$18,910.11
	Fringe Benefits <sup>1</sup>	\$600.00	\$600.00	\$4,889.89	\$6,089.89
	Travel <sup>2</sup>			\$5,000.00	\$5,000.00
	Equipment <sup>3</sup>	-	-	\$4,000.00	\$4,000.00
	Supplies <sup>4</sup>			\$3,000.00	\$3,000.00
	Contractual <sup>5</sup>	\$31,150.00	\$301,350.00	\$130,500.00	\$463,000.00
<b>Total Direct Costs</b>		\$33,082.00	\$303,282.00	\$163,636.00	-
<b>Indirect Costs</b>		-	-	-	-
<b>Total Budget (Total Direct Costs + Indirect Costs)</b>		\$33,082.00	\$303,282.00	\$163,636.00	<b>\$500,000.00</b>

Budget Justification: Personnel & Fringe<sup>1</sup>: The hourly rates for the Director- \$51.03/ hr. and 16.6% fringe (at 150 hours), Deputy Director- \$38.62/hr and 48% fringe (at 100 hours), and County Planning Director- \$35.57/hr and 48% fringe (at 150 hours) were used to come up with Personnel and the fringe benefits were found from the percentages based off the hourly rate.

Travel<sup>2</sup>: Based on travel, stay, and food for 1 individual to attend the National Brownfields Conference.

Equipment<sup>3</sup>: Based on current prices for projectors, HDMI cords, Marketing software, tables, etc. needed for Community Meetings

Supplies<sup>4</sup>: Cost of arts and craft supplies needed for Community Visionings, tablecloths, and flyers for event promotion.

Contractual<sup>5</sup>: Phase I ESAs (8 \* \$1,700) + (9\* \$1950) - \$31,150.00; Phase II ESAS (8)

\*\$25,000), \$6,750- HASP & Master QAPP, 8 FSPs- \$9,600, 8 RBMs- \$85,000- \$301,350.00;

Planning & Community Engagement- ABCA (3 \* \$13,050)- \$39,050.00; Site Reuse Plans- \$45,725.00; Site Cleanup Plans- \$45,725.00

\*Budget is based off proposed costs.

**f. Plan to Measure and Evaluate Environmental Progress and Results:**

Tioga will work with the selected firm to track, measure, and elevate project progress and will utilize several mechanisms to ensure expected project outputs, overall project results, and that eventual project outcomes are achieved. The mechanisms will include progress reporting, monthly scheduled team update meetings,



and budget spreadsheets. Outputs and outcomes will also be utilized to track project progress and ensure the expected community benefits will be achieved in the target communities. ACRES will be updated for each property at the completion of Phase I, Phase IIs, at the completion of the project period, and as significant events occur (i.e., leverage dollars or jobs) at the site, but not later than the end of the quarter in which the event occurred. At the start of the project, Tioga will complete the EPA Work Plan that will incorporate all requirements under the cooperative agreement. As part of the Work Plan, Tioga will detail a project timeline, which will be shared with the EPA, NYSDEC, and our selected firm. Should any milestones or measures not be achieved, Tioga will convene with the selected firm to assess and modify the project strategy and timeline. The project team will liaise with the EPA Project Officer to address concerns and formulate a corrective action plan. Copies of all documents associated with the project will be continuously added to the document repository as they are completed.

#### **(4) Programmatic Capability and Past Performance:**

##### **Programmatic Capability:**

###### *a., b., & c. Organizational Capacity, Organizational Structure, and Description of Key Staff:*

The Director, Brittany Woodburn, from the Tioga County Department of Economic Development & Planning will act as Grant Manager. The County Planning Director, Sara Zubalsky-Peer, will be the Project Director for the lifecycle of this grant. Deputy Director, Megan Schnabl, from the Tioga County Department of Economic Development & Planning will fill an administrative role and be assisting Ms. Woodburn and Ms. Zubalsky-Peer. Brittany Woodburn will be the main grants administrator and manager; however, Megan Schnabl and Sara Zubalsky-Peer will both assist her as assigned. For example, they may assist with programmatic duties or the financial requirements. The 5% allowance for Personnel has been included in the budget and was broken down in the Budget Justification section.

*d. Acquiring Additional Resources:* The County has a system in place that has worked in other grants thus far. The County will adhere to standard procurement procedures and comply with the competitive criteria set forth in 2 CFR Part 200 and 2 CFR Part 1500, and other applicable EPA procurement guidance documents when choosing the contracted firm to assist with this grant. Tioga does not anticipate the need to subaward for this project. If awarded this grant, it will stimulate additional funds as Tioga plans to apply for a Brownfields Opportunity Area (BOA) grant.

##### **Past Performance and Accomplishments**

###### *f. Has not received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements:*

The NYS OCR CDBG Neighborhood Depot was started in 2022 and is now completed. The amount was \$3,000,000. This Community Development and Block Grant assisted in the overall redevelopment and revitalization project in Tioga County. Village of Owego DRI from NYS Empire State Development was started in 2018 and is nearly completed. The initial award was \$10,000,000. A plan was created and identified action items have been completed. The TCPDC's NY Land Bank Initiative Capital grant was started in 2025 and is still current. The funding amount was \$1,283,000. So far, each project is on schedule and projects are expected to be completed in a timely manner.

## FY2026 Tioga County EPA Brownfield Assessment Grant Application

**B.1. Applicant Eligibility:** Tioga County, as a county entity, affirms that it is eligible for funding.

**B.2. Community Involvement:** Tioga County recognizes that community engagement is essential to the success of this project and prioritizes effective communication strategies. By employing creative and accessible approaches, we aim to connect with residents wherever they are, breaking down barriers to ensure meaningful participation. The County will hold quarterly brownfield project update meetings to inform the public of the progress of the grant and the findings of any assessment in the event it is a harm to human health. Project updates can be given during regular scheduled meetings if the need arises. Updates will be provided through social media. Team Tioga has an active Facebook account, as well as a section on the County's website.

**B.3. Expenditure of Existing Grant Funds:** Not applicable. The County affirms that it does not have an active EPA Brownfields Assessment grant or Multipurpose grant.

**B.4. Contractors and Named Subrecipients:** Not applicable. The County has not identified a procurement contractor nor subrecipient to conduct work proposed in this application.

**C. Cost Sharing and Matching Requirements:** Not applicable.

