

Brownfields Assessment Grant Information Sheet

1. Applicant Identification

Municipality of Adjuntas, P.O. Box 1009 Adjuntas, P.R. 00601

2. **Website:** facebook.com/municipioautonomodeadjuntas

3. Funding Requested

A. Assessment Type: Community-wide Assessment Grant

B. Federal Funds Requested: \$500,000.00

4. **Locations:** Adjuntas, Puerto Rico

5. Target Area and Priority Site/Property Information

A. **Target Areas:** Adjuntas, Puerto Rico

B. Priority Sites:

i. Abandoned Gas Station in the Saltillo Ward, 18.16320197N 66.72751694W

ii. Abandoned Lot, known as “Rullan Lot”, 18.1632098N 66.72752661W

iii. Guilarte Ward School, 18.18040816N 66.76868904W

C. **Target Area Map** (see attached)

6. Contacts

A. Project Director: Waleska Alvarado – (787) 528-5020 - P.O. Box 1009 Adjuntas, P.R. 00601

B. Chief Executive: Mayor José Soto - (787) 829-3310 - alcalde.adjuntasjh@gmail.com - P.O. Box 1009 Adjuntas, P.R. 00601

7. Population

Adjuntas, Puerto Rico – 17,981

8. Other Factors-

Factor	Page #
Community population is 15,000 or less.	N/A
The applicant is, or will assist, a federally recognized Indian tribe or United States territory.	1
The priority site(s) is impacted by mine-scarred land.	N/A
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	1

contiguous or partially contiguous with a body of water but for a street, road, or other public thoroughfare separating them).	
The priority site(s) is in a federally designated flood plain.	1
The reuse of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy.	N/A
The reuse of the priority site(s) will incorporate energy efficiency measures.	N/A
The proposed project will improve local resilience to the impacts of extreme weather events and natural disasters.	2
30% or more of the overall project budget will be spent on eligible reuse/areawide planning activities, as described in Section I.B., for priority site(s) within the target area.	7
The target area(s) is located within a community in which a coal-fired power plant has recently closed (2015 or later) or is closing.	N/A

8. Letter from the State or Tribal Environmental Authority

See attached.

9. Releasing Copies of Applications

N/A



DEPARTMENT OF NATURAL
AND ENVIRONMENTAL
RESOURCES

DNER

GOVERNMENT OF PUERTO RICO

JAN 27 2026

Hon. José Hiram Soto Rivera
Mayor
Municipality of Adjuntas
Apartado 1009
Adjuntas, PR 00601

Dear Hon. Soto-Rivera:

MUNICIPALITY OF ADJUNTAS ACKNOWLEDGMENT LETTER FOR THE INTENTION TO APPLY FOR FY-26 US EPA BROWNFIELD'S PROGRAM FOR A BROWNFIELDS COMMUNITY WIDE ASSESSMENT GRANT AT THE MUNICIPALITY OF ADJUNTAS, PUERTO RICO

The Department of Natural and Environmental Resources (DNER) Superfund Program has received a letter from the municipality of Adjuntas informing us of its intention to apply for a Community Wide Assessment Grant for the fiscal year 2026.

DNER acknowledges and supports the initiative taken by the municipality. The identification, inventory development, assessment, cleanup and redevelopment of Brownfields sites will provide an opportunity to enhance the social, economic and environmental conditions in this municipality. DNER encourages the Municipality of Adjuntas to maintain open communication with federal and state agencies and to request any support needed.

If you have any questions, please feel free to contact Vanessa Del Moral Rosario, Auxiliary Secretary for Environmental Compliance, at (787) 999-2200, extensions 5914, 5915 or by email at BrownfieldsGrant@drna.pr.gov.

Cordially,

Waldemar Quiles Pérez
Secretary

VDMR/OESS



ACKNOWLEDGEMENT OF RECEIPT

The Puerto Rico Planning Board, designated as the Single Point of Contact (SPOC) by Executive Order 12372 and Administrative Bulletin 4184 as amended, has received for review and comments the following:

<input type="checkbox"/>	Notice of intent or pre-application	<input checked="" type="checkbox"/>	Application
<input type="checkbox"/>	State Plan	<input type="checkbox"/>	Block Grant
<input type="checkbox"/>	Other		

Title of Project: Municipality of Adjuntas Brownfield Initiative

CFDA Number: 66.818

Applicant: Municipality of Adjuntas

The State Application Identifier (SAI) number assigned is:

PR(M)26-34-0127-114-S

The SAI number must be incorporated in Item 7 of Standard Form (SF-424) in the application submitted to the Federal Agency, and in any subsequent document that relates to this proposal.

Applicant is reminded to inform SPOC of approval or denial of federal assistance 5 days after formal notification.

Date: January 28, 2026





By: Darilyn M. Amador(signed)
Office of Federal Affairs

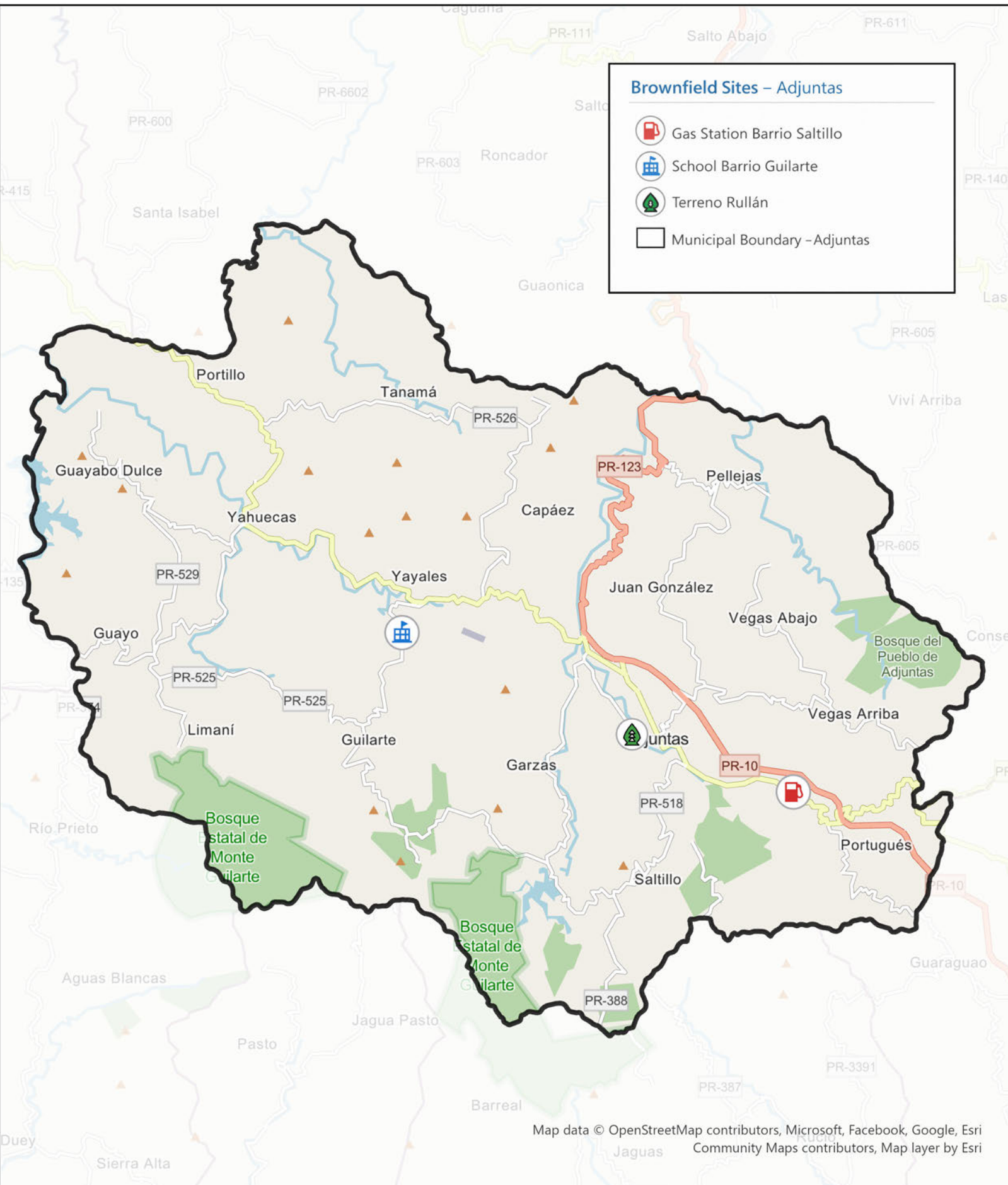


Brownfield Sites Adjuntas



Brownfield Sites – Adjuntas

-  Gas Station Barrio Saltillo
-  School Barrio Guilarte
-  Terreno Rullán
-  Municipal Boundary – Adjuntas



1.a. Overview of Brownfield Challenges and Description of Target Area

The Municipality of Adjuntas seeks to implement a Community-Wide Brownfields Assessment project in collaboration with the Center for the Reconstruction of the Habitat (CRH), a Puerto Rico-based nonprofit with experience supporting municipalities in blight reduction, land banking, and federally funded revitalization efforts, through a formal collaborative agreement. Within this boundary, focused grant activities will leverage already-existing efforts in Adjuntas' historic downtown center, where 107 nuisance and blighted properties have been identified in close proximity. Brownfield challenges in Adjuntas include long-term vacancy, deteriorated structures, illegal dumping, former petroleum uses, and a growing inventory of vacant residencies that may contain lead-based paint or asbestos. These conditions impact public health, environmental quality, safety, and local economic activity.

1.b. Description of the Priority Brownfield Sites

Within the Municipality's jurisdiction, and in partnership with CRH, the Municipality identified a broader inventory of brownfield-eligible properties reflecting common abandonment and contamination patterns. From this inventory, three priority sites were selected because they represent the primary typologies the Municipality is confronting and offer strong potential for assessment-driven reuse:

1. The first priority site is an abandoned gas station located in Barrio Saltillo, adjacent to the Cidra River. This site presents typical petroleum-related concerns, including potential underground storage tanks, soil contamination, and risks to surface water. Its proximity to the river elevates environmental and public health concerns, while its corridor location offers opportunities for commercial or community-serving reuse once environmental conditions are clarified. 18.16320197N 66.72751694W
2. The second site is the Rullan Lot, a vacant parcel that has become an informal landfill. The site contains abandoned trailers, heavy machinery, and accumulated debris, suggesting potential contamination from petroleum products, hazardous materials, and uncontrolled dumping. The site is prioritized due to its visible blight, ongoing environmental risks, and strategic location. 18.1632098N 66.72752661W
3. The third priority site is the former Guilarte Ward School, a long-vacant public facility. As with many abandoned schools in Puerto Rico, the site may present building-related environmental risks such as asbestos-containing materials and lead-based paint. Its size, central location, and public ownership make it a strong candidate for assessment and community-serving reuse aligned with affordable housing and revitalization goals. 18.18040816N 66.76868904W

These sites collectively demonstrate the environmental, planning, and reuse challenges facing Adjuntas and provide a representative foundation for community-wide assessment activities. They have also been identified in the attached area map in PDF format.

1.c. Identifying Additional Sites

The Municipality continuously identifies additional brownfield-eligible sites through a structured, ongoing process anchored in its functional public nuisance program, implemented in collaboration with the CRH. This program, created with assistance from a U.S. Department of Agriculture Rural

Community Development Initiative (RCDI) grant, has already identified 107 abandoned and blighted properties and continues to generate new candidates through field inspections, and complaints. In addition, the Puerto Rico Department of Housing Vacant Property Assessment initiative has identified 382 units as well; a number also projected to grow. Properties are screened for vacancy, environmental risk indicators, dumping, former commercial or petroleum uses, and readiness for access. Sites are prioritized based on potential presence of hazardous substances, proximity to sensitive populations or waterways, location to dense population centers, severity of blight, and alignment with Community Land Bank reuse goals.

1.d. Reuse Strategy and Alignment with Revitalization Plans

The proposed reuse strategy prioritizes the rehabilitation and reuse of abandoned structures and vacant lots to expand affordable housing and community-serving facilities within Adjuntas' urban core. This strategy aligns with the Adjuntas Municipal Recovery Plan, which documents that 23.4 percent of housing units were vacant in 2020, largely abandoned or deteriorated, and establishes goals to inventory housing, rehabilitate blighted structures, resolve title issues, and expand housing for elderly residents. The Plan also promotes reuse of abandoned buildings to strengthen emergency response capacity and identifies CRH as a partner. In addition, the Municipality has approved an ordinance to create a Community Land Bank, providing a permanent mechanism to acquire, manage, and reuse brownfield properties. The Territorial Plan reinforces this approach by promoting affordable housing, historic building restoration, and implementation of the Public Nuisance Program in the urban center.

1.e. Outcomes and Benefits of Reuse Strategy

Adjuntas is a rural, mountainous municipality where revitalization depends on reusing existing urban properties rather than expanding into undeveloped areas. This project will operationalize the Community Land Bank by generating assessed, prioritized properties that can be transferred into long-term stewardship. Post-cleanup reuse is expected to support affordable housing, nonprofit and community facilities, and limited commercial activity, strengthening the Municipality's economy while addressing chronic vacancy. By institutionalizing acquisition, planning, and reuse processes, the project creates durable tools that will persist beyond the grant period. Rehabilitated sites will reduce exposure to hazards, improve neighborhood safety, and support emergency response functions during hurricanes and extreme rainfall events. Reuse planning may incorporate energy-efficient rehabilitation strategies and solar-ready designs, improve resilience and lowering long-term operating costs for community-serving uses.

1.f. Resources Needed for Site Reuse

The Municipality of Adjuntas is eligible and well positioned to leverage multiple public and private resources once environmental uncertainty is reduced through this grant. Completion of planning and environmental site assessments will allow the Municipality and its Community Land Bank to pursue future EPA cleanup funding, Community Development Block Grant–Disaster Recovery (CDBG-DR) funds, and other Commonwealth housing programs (such as HOME, HOME-ARP, and others). The Land Bank can also access specialized financing, including loans and lines of credit from the non-profit Housing Assistance Council (HAC) and the National Alliance of Community Land Banks (NALCAB), which CRH has successfully utilized in prior projects. Over time, the Land Bank may further leverage credit unions, Community Reinvestment

Act lending, and even private investment. This grant functions as a catalytic investment by producing the due diligence needed to unlock remediation, redevelopment financing, and long-term reuse beyond the assessment phase.

1.g. Use of Existing Infrastructure

This project is intentionally designed to avoid new infrastructure construction by prioritizing reuse of existing buildings and previously developed parcels within Adjuntas' urban core. The priority sites are already served by roads, sidewalks, water, sewer, electricity, and telecommunications, allowing reinvestment without extending new infrastructure into undeveloped areas. Environmental assessments and reuse planning will support land recycling by returning abandoned schools, vacant lots, former commercial properties, and abandoned homes to productive use. Where limited upgrades are required, anticipated needs may include utility reconnections, drainage improvements, flood mitigation, and site stabilization. Funding for these targeted upgrades will be sought through complementary programs such as CDBG-DR and municipal capital funds. By emphasizing infill reuse, the project maximizes prior public investment, reduces costs, and supports resilient, compact development.

2.a. The Community's Need for Funding

Adjuntas is a small, rural municipality that has experienced sustained population loss and severe economic hardship, limiting its ability to finance environmental assessment or remediation without external support. The population declined from approximately 19,483 in 2010 to 17,981 in 2024, reflecting out-migration and a shrinking tax base. Median household income is roughly \$18,600, and poverty rates exceed 60 percent, far above U.S. averages. These conditions constrain municipal revenues and preclude use of local funds for costly brownfields assessments, cleanup planning, or reuse preparation. This grant directly meets those needs by providing the technical and financial capacity to inventory sites, conduct assessments, and plan reuse in the target area. Without EPA assistance, environmental uncertainty would continue to stall redevelopment and exacerbate vacancy, blight locally.

2.b. Health or Welfare of Sensitive Populations

Adjuntas' proposal serves sensitive populations, including low-income households, elderly residents, and families with limited ability to relocate away from environmental hazards. More than 60 percent of residents live below the poverty level, and median household income is approximately \$18,600, constraining access to safe housing, healthcare, and resources to address deteriorated conditions. Persistent vacancy and abandonment concentrate risks in the target area, exposing residents to unsafe structures, illegal dumping, potential lead and asbestos hazards, and petroleum-related contamination near homes and waterways. Elderly residents and low-income families are disproportionately affected due to fixed incomes, limited mobility, and reliance on nearby services. Population decline and long-term economic hardship further weaken informal support networks and municipal capacity, increasing vulnerability during extreme weather events for nearby vulnerable residents only.

2.c. Greater Than Normal Incidence of Disease and Adverse Health Conditions

Publicly available health data do not provide municipality-specific rates of cancer, asthma, or birth defects for Adjuntas. However, territory-wide data indicate that Puerto Rico experiences a greater-

than-normal burden of adverse health conditions relevant to environmental exposure concerns. Puerto Rico reports elevated lifetime asthma prevalence compared to many U.S. jurisdictions, and cancer incidence rates exceed 340 new cases per 100,000 residents annually. These conditions are often associated with exposure to hazardous substances, deteriorated housing, petroleum contamination, and unmanaged waste, all of which are present in Adjuntas’ target area. Given Adjuntas’ high poverty rates, aging housing stock, and proximity of abandoned sites to residences and waterways, residents may face heightened vulnerability to these risks. This project will help identify potential exposure pathways through assessment and prioritization of contaminated and blighted properties.

2.d. Economically Impoverished/Disproportionately Impacted Populations (5 points)

Populations within Adjuntas are economically impoverished and disproportionately affected by the environmental consequences of long-term disinvestment and abandonment. With such a high poverty level and low median household income, households have a limited ability to mitigate exposure to deteriorated conditions. Historic commercial, governmental, and petroleum-related uses, combined with prolonged vacancy, have resulted in abandoned buildings, illegal dumping, and potential contamination located near homes and waterways. These impacts are concentrated in areas where residents have limited mobility and fewer alternatives for housing or services. The clustering of blighted properties amplifies public safety risks, environmental exposure, and neighborhood decline, reinforcing cycles of poverty and disinvestment. Addressing environmental uncertainty is critical to reducing these cumulative burdens and restoring equitable access to safe, functional urban spaces.

2.e. Project Involvement

The Municipality will implement this project through coordinated involvement of local entities and community-based participation structures. The Municipality is partnering with the CRH through an existing collaborative agreement to support project implementation. In addition, the Municipality has approved an ordinance to establish a Community Land Bank, which will be governed by a board of directors composed of community members and supported by volunteer advisory bodies. This structure is designed to ensure resident participation, transparency, and local oversight in decisions related to site identification, prioritization, and reuse. Project involvement builds on prior public meetings focused on abandonment and housing needs and creates formal, long-term mechanisms for community representation that extend beyond the duration of the grant.

2.f. Project Roles

Proposed roles for this project include:

Name	Entity’s Mission	Point of contact	Involvement and Task #
Municipality of Adjuntas	Per the Municipal Code of Puerto Rico, municipalities are the primary local governing entities responsible for public welfare, service	Waleska Alvarado [REDACTED] (787) 528-5020	Community Outreach and Engagement (1), Site Identification and Assessment (2), Code Enforcement and Compliance (2), Decision-Making in Site Selection (1,

	delivery, and local development.		3), Resource Allocation and Support (2), Future Reuse Planning and Zoning Adjustments (3).
Center for Habitat Reconstruction	Promote sustainable development in Puerto Rico by revitalizing abandoned properties and empowering communities for resilient, equitable growth.	Luis Gallardo gallardo@crhpr.org (787) 396-6606	Community Engagement and Outreach (1), Site Assessment and Environmental Remediation (2), Partnership Building (1, 2, 3), Reuse Planning and Visioning (3), Technical Assistance and Capacity Building (1, 3), Monitoring and Evaluation (1, 2, 3).
Community Land Bank of Adjuntas	A CLB in Puerto Rico is a municipal-created non-profit dedicated to restoring abandoned properties for community benefit, focusing on affordable housing, green spaces, and combating urban decay.	Pending nomination	Community Participation in Site Selection and Reuse Planning (1, 3), Ownership and Stewardship of Reclaimed Sites (3), Development of Community-Centered Reuse Strategies (3), Financing and Resource Mobilization (3), Monitoring and Enforcement of Land Use Covenants (3), Education and Capacity Building (1, 3).

2.g. Incorporating Community Input

Community input has already shaped the direction of this project and will continue to guide its implementation. As mentioned previously, in May 2024, the Municipality, CRH, and Puerto Rico Department of Housing convened a public meeting focused on abandonment and housing needs, where residents highlighted concerns related to vacancy, deteriorated properties, and reuse priorities. That feedback directly motivated the Municipality to explore new assessment opportunities and land banking as tools to address these issues. In addition, the Municipal Recovery Plan process incorporated public meetings, interviews with community leaders, written submissions, and alternative communication methods, allowing residents to identify vulnerabilities, recovery needs, and reuse opportunities. These processes consistently identified addressing abandonment and the risks associated with them. Building on these mechanisms, the Municipality will communicate project progress and seek continued input through public updates, electronic communication, and non-in-person feedback channels, while continuing to solicit, document, and respond to community input throughout the project lifecycle.

TASK DESCRIPTIONS, COST ESTIMATES, AND MEASURING PROGRESS

Task 1: Community Involvement and Engagement

- **3.a. Project Implementation:** This task will support meaningful community participation throughout the project period and inform site identification, prioritization, and reuse planning. Activities include organizing and facilitating community meetings and roundtables; conducting community mapping; and documenting community-identified concerns, assets, and potential brownfield sites. Activities will build on prior engagement conducted since 2024 and during the Municipal Recovery Plan process. Engagement will extend beyond the downtown core through targeted community orientation sessions to identify additional areas of interest, environmental concerns, and reuse priorities. CRH, as subawardee, will support facilitation, documentation, and synthesis of community input, as well as design and implement the mapping process.
- **3.b. Anticipated Project Schedule:** Community engagement activities will occur throughout the four-year period, with initial meetings in Year 1, follow-up roundtables during assessment and planning phases, and continued outreach as sites are prioritized.
- **3.c. Task/Activity Lead:** Municipality of Adjuntas Program Coordinator
- **3.d. Outputs:** At least 3 community meetings or roundtables; 2 community mapping exercises; Summaries and mapped community-identified sites.

Task 2: Brownfields Assessment and Site Advancement

- **3.a. Project Implementation:** This task will advance priority and community-identified sites through environmental due diligence and site control pathways necessary for reuse planning. EPA-eligible activities include Phase I Environmental Site Assessments and, where warranted, Phase II assessments for the three priority sites and additional sites identified through Task 1. CRH, as subawardee, will conduct legal research to identify property ownership, title status, and access constraints. When owners are unknown, absent, or nonresponsive, the Municipality will leverage its established public nuisance program, which authorizes administrative orders to gain lawful access for assessment activities. This coordinated approach ensures access, compliance, and continued expansion of the candidate site pipeline. The task also supports advancing properties through the nuisance process to maintain a robust inventory and select the strongest assessment candidates.
- **3.b. Anticipated Project Schedule:** Assessments will begin in Year 1 and continue through Year 3, aligned with site identification and prioritization.
- **3.c. Task/Activity Lead:** CRH Environmental Technician
- **3.d. Outputs:** 5 Phase I ESAs completed for multiple sites, 2 Phase II ESAs completed where warranted; 100 Ownership and title research summaries; Expanded, prioritized list of potential brownfield properties

Task 3: Reuse Planning and Pre-Development Analysis

- **3.a. Project Implementation:** This task will support early and ongoing reuse planning for priority and candidate brownfield sites throughout the project period, beginning at project initiation using existing municipal and CRH data. EPA-eligible activities include site-

specific reuse planning, market and feasibility analysis, appraisals, plot plans, and preliminary cost estimates to inform future acquisition, remediation, and redevelopment decisions. CRH, as subawardee, will support preparation of technical analyses to facilitate nuisance-based acquisition by the Municipality or transfer to the Community Land Bank. Additional eligible activities may include radon testing and environmental reviews required for compatibility with other federal programs. This task will culminate in a Community Land Bank action plan, providing site-specific recommendations and sequencing strategies for long-term stewardship and reuse.

- **3.b. Anticipated Project Schedule:** Reuse planning will occur continuously across all four years, aligned with assessment and prioritization milestones.
- **3.c. Task/Activity Lead:** CRH Development Coordinator
- **3.d. Outputs:** 26 Site-specific plot plans; 26 Appraisals and preliminary cost estimates; Radon testing and environmental review documentation (as applicable); Community Land Bank action plan with site-by-site recommendations

3.e. Cost Estimates

Budget Categories		Project Tasks			Total
		Task 1: Community Outreach	Task 2: Assessments	Task 3: Reuse Planning	
Direct Costs	Personnel	\$39,566.44	\$0.00	\$0.00	\$39,566.44
	Fringe	\$9,891.61	\$0.00	\$0.00	\$9,891.61
	Travel	\$3,200.00	\$0.00	\$0.00	\$3,200.00
	Equipment	\$0.00	\$0.00	\$0.00	\$-
	Supplies	\$3,000.00	\$0.00	\$0.00	\$3,000.00
	Contractual	\$0.00	\$148,350.00	\$88,400.00	\$236,750.00
	Other	\$10,810.00	\$110,582.34	\$42,338.40	\$163,730.74
Total Direct Costs		\$66,468.05	\$258,932.34	\$130,738.40	\$456,138.79
Indirect Costs		\$8,348.71	\$22,252.50	\$13,260.00	\$43,861.21
Total Budget		\$74,816.76	\$281,184.84	\$143,998.40	\$500,000.00

The proposed budget reflects a detailed, task-based cost structure designed to support implementation of the Community-wide Brownfields Assessment project over the four-year period of performance. All costs were developed based on documented unit prices, hourly rates, and realistic estimates of staff time and professional services required to complete the proposed tasks. The budget prioritizes site-specific activities, including environmental assessments, fieldwork, and reuse planning, consistent with EPA preferences. Personnel, contractual, travel, and supply costs are directly tied to defined project activities and anticipated outputs. Administrative and indirect costs are carefully controlled to ensure the majority of funds support on-the-ground assessment and planning work. All costs are reasonable, necessary, and allocable to the proposed scope of work:

- **Task 1: Community Involvement and Program Coordination:** Task 1 includes \$39,566.44 for a Municipal Program Coordinator to oversee community involvement activities and overall project coordination (1,461.1 hours @ \$27.08/hour), plus \$9,891.61 in marginal benefits calculated at 25 percent of salary. Travel costs total \$3,200, including

\$1,000 for airfare (\$500 per flight x 2 conventions), \$1,600 for lodging (\$200 x total 8 conference nights), and \$600 for per diem (\$75 x 8 total conference days), to support attendance at two EPA Brownfields conferences. Office supplies total \$3,000 (\$750 per year x 4 years). CRH subawardee participation includes travel to attend EPA Brownfields conferences, totaling \$2,000 for airfare (\$500 x 4), \$3,200 for lodging (\$200 x 16 nights), and \$1,200 for per diem (\$75 x 16 days). CRH office supplies total \$3,000 (\$750 x 4). CRH will apply an administrative cost rate of %15 (\$1,410) as part of its subaward. **Total Task 1 Cost: \$66,468.05**

- **Task 2: Environmental Site Assessments and Legal Support.** Task 2 funds site-specific environmental due diligence for priority and candidate brownfield sites. Assessment costs include \$46,800 for Lead-Based Paint Studies (26 @ \$1,800 each) and \$46,800 for Asbestos Studies (26 @ \$1,800 each), reflecting the age and condition of residential and institutional structures. Phase I Environmental Site Assessments total \$18,750 (5 @ \$3,750 each), and Phase II Environmental Site Assessments total \$36,000 (2 @ \$18,000 each), conducted where Phase I findings indicate potential contamination. CRH subawardee personnel support fieldwork, coordination, and legal access. Field Technicians (\$15/hour, 936 hours; \$14,040) conduct preliminary site visits, visual inspections, and initial documentation. The CRH Coordinator (\$22/hour, 936 hours; \$20,592) oversees CRH's subaward activities, scheduling, compliance, and coordination with the Municipality. The Environmental Technician (\$20/hour, 936 hours; \$18,720) supports review of assessment findings and evaluates additional environmental review requirements for potential future projects. A CRH Attorney (\$35/hour, 624 hours; \$21,840) conducts ownership research and supports property access through the public nuisance process. Fringe benefits are calculated at 18 percent (\$13,534.56). Mileage, tolls, and transit fees total \$2,912 (4,160 miles @ \$0.70/mile) to support travel to inspections. GIS subscription services (\$2,000) and phone and mobile internet services (\$2,520) support field-based data collection and mapping. CRH will apply an administrative cost rate of %15 (\$14,423.78) as part of its subaward. **Total Task 1 Cost: \$258,932.34**
- **Task 3: Reuse Planning and Pre-Development Analysis:** Task 3 supports early and ongoing reuse planning for priority and candidate brownfield sites to inform future acquisition, remediation, and redevelopment decisions. Technical services include \$39,000 for property appraisals (26 @ \$1,500 each), \$39,000 for plot plans (26 @ \$1,500 each), and \$10,400 for site-specific cost estimates (26 @ \$400 each). These activities will support valuation, feasibility analysis, and nuisance-based acquisition planning by the Municipality or Community Land Bank. CRH personnel costs support reuse analysis and planning coordination. The CRH Development Coordinator (\$20/hour, 624 hours; \$12,480) supports site-specific reuse feasibility, sequencing, and coordination with municipality of planning procurement and execution. The CRH Community Planning Technician (\$20/hour, 936 hours; \$18,720) supports development of reuse concepts, review of technical inputs, and acilitation of the Land Bank Brownfields Reduction Action Plan. Fringe benefits for CRH staff are calculated at 18 percent (\$5,616). CRH will apply an administrative cost rate of %15 (\$5,522.40) as part of its subaward. **Total Task 1 Cost: \$130,738.40.**

The total CRH subaward will be for the amount of \$163,730.74. The Municipality will apply an indirect cost rate of %15 to Modified Total Direct Costs (MTDC), excluding the CRH subaward, in accordance with federal cost principles.

3.f. Plan to Measure and Evaluate Environmental Progress and Results

The Municipality will track, measure, and evaluate project progress using a structured system aligned with the tasks and outputs described in this Narrative. Quantitative metrics will include number of community meetings held, sites identified, Phase I and Phase II assessments completed, properties advanced through the nuisance pipeline, and reuse plans produced. CRH will support maintenance of a centralized project tracking database documenting milestones, expenditures, and deliverables by task and site. Progress will be reviewed quarterly to ensure activities remain on schedule and within scope. Environmental results will be evaluated by reductions in uncertainty regarding contamination, increased number of assessment-ready sites, and properties positioned for reuse. This system allows adjustments, supports EPA reporting requirements, and ensures that interim outputs contribute directly to long-term revitalization outcomes.

4.a. Organizational Capacity

The Municipality has the capacity to oversee grant activities and manage federal programmatic, administrative, and financial requirements. As a local government, the Municipality routinely administers state and federal funds, manages procurement, tracks expenditures, and complies with reporting and audit standards. Dedicated staff will oversee implementation, coordination, and compliance. The Municipality is supported by the CRH, which has extensive experience managing EPA, HUD, USDA, NFWF, and Treasury-funded programs, including brownfields, housing, and land bank initiatives. CRH maintains established financial controls, timekeeping systems, and reporting procedures aligned with federal requirements. Together, the Municipality and CRH provide complementary administrative, technical, and financial capacity to ensure timely execution of tasks, accurate financial management, and compliance.

4.b. Organizational Structure

The Municipality is structured to ensure the timely expenditure of funds and completion of the grant's technical, administrative, and financial requirements. As a municipal government organized under Puerto Rico Law 107-2020, Adjuntas maintains established systems for procurement, contracting, fiscal oversight, and compliance. A designated Municipal Coordinator will serve as the primary project lead, responsible for monitoring progress, coordinating municipal departments, tracking deliverables, and ensuring that reporting and documentation requirements are met. Project activities will follow a clearly sequenced work plan and schedule, with regular internal reviews to identify and resolve implementation issues early. To support timely execution and technical rigor, the Municipality will be supported through a subaward to CRH – a qualified 501(c)(3) non-profit organization - ensuring accountability, efficiency, and on-time performance. The CRH has experience with subawards of this type, including under the EPA.

4.c. Description of Key Staff

The Municipality of Adjuntas will be supported by experienced municipal and subawardee staff whose qualifications ensure effective grant administration. Waleska Alvarado, Engineer and Director of the Municipal Office of Planning, will provide senior oversight and coordination, drawing on her technical background and experience managing municipal planning, permitting, and development processes. She will ensure alignment with municipal priorities and compliance with administrative requirements. CRH will support implementation with key technical staff,

including Angelisse Sánchez, Coordinator, who brings more than seven years of experience in community outreach, stakeholder coordination, and work with vulnerable populations, supported by graduate training in rehabilitation counseling and industrial psychology. Zugeiza González, Environmental Planner, holds a Master's degree in Environmental Planning and has extensive experience preparing environmental reviews, coordinating public processes, and managing GIS-based data collection for federally funded projects. José Acosta, Development Coordinator, holds degrees in civil engineering and business administration and has hands-on experience in construction, rehabilitation, and development planning. Together, this team provides strong technical, administrative, and implementation capacity.

4.d. Acquiring Additional Resources

The Municipality of Adjuntas has established procedures to acquire additional expertise and resources necessary to complete the project in compliance with applicable federal, Commonwealth, and municipal requirements. Procurement of contractors and professional services will follow municipal procurement policies aligned with the Puerto Rico Municipal Code and applicable federal regulations, including competitive solicitation, cost reasonableness review, and documentation of selection decisions. Subaward MOUs and contractor scopes will be clearly defined and monitored to ensure performance and compliance. The Municipality has prior experience engaging these processes for federally funded projects and maintains internal capacity to manage contracts, review deliverables, and process payments. These systems allow the Municipality to scale technical capacity as project needs evolve while ensuring transparency, accountability, and timely execution consistent with past performance expectations.

4.f. Has Not Received a Brownfields Grant but has Received Other Federal Funds

Purpose and Accomplishments:

The Municipality of Adjuntas has successfully managed multiple federal financial assistance agreements that are similar in scope, structure, and relevance to the proposed Brownfields Assessment project. The Municipality administers Section 8 housing assistance and CDBG and CDBG-DR funds, which require structured work plans, community engagement, compliance with federal regulations, and detailed reporting. These programs have supported housing assistance, infrastructure improvements, and recovery activities benefiting low-income residents. In addition, the Municipality has managed a Housing Preservation Grant from the U.S. Department of Agriculture, supporting rehabilitation activities for eligible households. Under these agreements, the Municipality has achieved measurable outputs such as assisted households, completed rehabilitation activities, and timely expenditure of funds, demonstrating capacity to deliver complex projects with defined milestones, documentation, and accountability. **Compliance with Grant Requirements:** The Municipality is in good standing with its current and most recent federal and non-federal financial assistance agreements and has demonstrated consistent compliance with workplans, schedules, and grant terms. Programs previously and currently administered by the Municipality require adherence to detailed scopes of work, eligibility determinations, procurement standards, environmental and labor compliance, financial controls, and regular reporting to awarding agencies. The Municipality has a demonstrated history of submitting required financial and programmatic reports on time and in acceptable form, including expenditure tracking, beneficiary documentation, and performance reporting tied to approved activities. Progress under these agreements has been tracked against established milestones, with funds expended in accordance with approved budgets and schedules. CRH, as a subawardee,

likewise maintains a strong compliance record managing federally funded programs, with established systems for timekeeping, financial reporting, documentation, and deliverable tracking. Together, the Municipality and CRH bring a demonstrated capacity to comply with grant requirements, report progress accurately, and advance project outcomes in a timely and accountable manner.

Attachment: Threshold Criteria Requirements

1. **Applicant Eligibility:**
 - a. **Type:** City government.
 - b. **Documentation of applicant eligibility:** N/A.
 - c. **502(c)(4) Tax Status:** N/A
2. **Description of community involvement:** Community involvement is a central element of the proposed project and builds on structured public participation efforts led by the Municipality of Adjuntas. During the Municipal Recovery Plan and municipal planning processes, the Municipality conducted public meetings, interviews with community leaders, written submissions, and alternative communication channels to gather resident input on recovery and land use priorities. These efforts consistently identified abandonment, unsafe structures, and the need to rehabilitate and reuse vacant properties as key concerns. In May 2024, the Municipality convened a public meeting on housing abandonment and vacancy attended by 41 residents, which further underscored the need for assessment, reuse planning, and land banking tools. In response, the Municipality approved an ordinance to create a Community Land Bank, structured to include community representation through its governing and advisory bodies to ensure ongoing resident participation in decision-making. The proposed project will build on this foundation through additional community meetings, roundtables, and mapping exercises, ensuring meaningful community input throughout implementation.
3. **Available Balance on Assessment Grants:** The Municipality has not received an EPA Brownfields Grant.
4. **Contractors or Named Subrecipients:** The Municipality has not yet selected contractors for EPA funds made available under this NOFO.
5. **Copy of Signed Executed Contract:** N/A. Upon winning this award, the Municipality and the non-profit Center for Habitat Reconstruction (or CRH in its Spanish acronym) will sign a formal Memorandum of Understanding and subaward document.