

THE CLEAN OHIO COUNCIL  
77 SOUTH HIGH STREET  
P.O. BOX 1001  
COLUMBUS, OHIO 43216-1001  
(614) 995-2292

[CORF Application Website](#)

**CLEAN OHIO REVITALIZATION FUND**  
**General Application Instructions and Style Guide**

May 2011



Clean**Ohio**Fund

Application for Clean Ohio Revitalization Funds

**NOTE: Please complete this application carefully. Read fully the general instructions and follow each direction provided.**

- ❖ The CORF application is now available in PDF with fill-in fields. In order to save the document once complete Adobe Reader version 8 or newer must be used. To download the newest version of Adobe Reader [click here](#).
- ❖ Pages of the application without fill-in fields shall be typed using font size no smaller than 12-point.
- ❖ Applications must be submitted in ring binders only. Multiple binders are acceptable. **Do not overload binders.**
- ❖ Each section of the application must be tabbed to delineate individual attachments (as indicated within parts A and B of the application).
- ❖ All pages must be numbered (i.e., 1-1, 1-2, 2-1, 2-2). Each section of the application must be independently numbered in the bottom center of the page. (Hand numbering will be accepted.)
- ❖ All map legend text must use no smaller than 10-point font.
- ❖ Attachments will be numbered per section (i.e., A-1, A-2, etc.).
- ❖ Applications must include Part A: Application Summary, Eligibility Criteria, and Required Environmental Information and Part B: Selection Methodology (Scoring Criteria).
- ❖ Per CORF Policy 8.03 applicants must hold a Project Resource and Advisory Meeting that includes a visit to the project property with the Ohio Department of Development and the Ohio Environmental Protection Agency prior to the submission of the application to the library. Applicants must complete a registration form for the meeting at <http://clean.ohio.gov/BrownfieldRevitalization/SiteVisits.htm>
- ❖ Per CORF Policy 8.04 applicants must complete a request for inclusion to the Ohio Brownfield Inventory prior to application submittal to the public library. Applicants must complete all required information including the Local Government's Permission Form and the Property Owner's Permission Form (if not the local government). In addition, applicants must submit at least two digital (jpeg) photographs of the property that they would like displayed on Ohio EPA's website. Forms to be completed are located at: [http://www.epa.state.oh.us/derr/SABR/brown\\_dtb/browndtb.aspx](http://www.epa.state.oh.us/derr/SABR/brown_dtb/browndtb.aspx)

**Important Deadlines for Application Submittals:**

***June 18, 2011:***

Requests for PRAM meetings due to ODOD (meetings are not required to be completed by this date only the request to set up the meeting)

Forms are available on the Clean Ohio Revitalization Fund website:  
<http://clean.ohio.gov/BrownfieldRevitalization/SiteVisits.htm>

***July 11, 2011:***

Brownfield Inventory Program Enrollment  
(Mailed or E-mailed applications are accepted)

Mail to: Sydney Poole  
Ohio EPA – SABR  
PO BOX 1049  
Columbus, Ohio 43216-1049  
Phone (614) 644-3751  
Fax (614) 644-3146

Email to: [sydney.poole@epa.state.oh.us](mailto:sydney.poole@epa.state.oh.us)

***July 18, 2011:***

One complete paper copy of the CORF Application due in the Applicant's Public Library

***July 21, 2011***

One disk copy in PDF format of the CORF Application along with required printed portions of the application to the Ohio Department of Development and Ohio EPA ([Contact Information](#))

**Required Printed Portions of the Application:**

Introductory Section - Applicant Information, Project Information, Project Funds

Attachment A1 – Application Summary Document

Attachment A4 – Property Description including all maps/figures

Attachment A7 – Concept Plan and Timeline including all maps/figures

Attachment A8 – Sources and Uses Worksheet

Attachment A18 – Remedial Action Plan - **Maps/Figures and Tables Only**

Attachment A19 – Project Assumptions/Cost Estimate - **Maps/Figures and Tables Only**

Attachment A20 – VAP Phase I Report – **Print Text/Maps/Figures/Tables Only**

- Provide the complete VAP Phase I Report with attachments on the disk copy

Attachment A21 – VAP Phase II Report – **Print Text/Maps/Figures/Tables/Soil Boring Logs Only**

- Provide the complete VAP Phase II Report with attachments on the disk

***NOTE: If included as part of the Phase I or II reports provide a hard copy of the asbestos survey and/or risk assessment***

## Application for Clean Ohio Revitalization Funds

**September 14, 2011**

One paper copy of the CORF Application **with original signed documents** (including Public notice requirements and Attachments A16 and A17, if applicable) and one disk copy of the CORF Application in PDF format to the Ohio Public Works (OPWC) District Integrating Committee Liaison

Mail to or Deliver to OPWC District Integrating Committee Liaison for the district in which your project is located. Contact your District Liaison prior to sending in your application to verify mail or drop-off location. Visit OPWC website for the list of liaisons in your area:  
<http://www.pwc.state.oh.us/chair.txt.htm>

### **NOTICE REGARDING APPLICATION REVIEW**

1. ODOD and Ohio EPA, on behalf of the Clean Ohio Council, may make use of resources beyond the materials submitted in each application and/or request additional documentation from applicants, as necessary. This may include, but is not limited to, documentation available from published and other sources related to the project and which supports or verifies the content of the application.
2. Requests for additional information from applicants will include a due date by which applicants must submit responses.

### **Contact Information:**

#### **ODOD, Urban Development Division**

77 S. High St., 26<sup>th</sup> Floor  
Columbus, OH 43215-6130  
Phone: 614-995-2292  
Fax: 614-466-4172

Email: [urban@development.ohio.gov](mailto:urban@development.ohio.gov)

Website: <http://clean.ohio.gov/BrownfieldRevitalization/Default.htm>

#### **OEPA, Division of Emergency and Remedial Response, Site Assessment and Brownfield Revitalization Program**

##### **For Mail Delivery:**

P.O. Box 1049  
Columbus, OH 43216-1049  
Phone: 614-644-2924  
Fax: 614-644-3146

Website: <http://www.epa.state.oh.us/derr/SABR/sabr.aspx>

##### **For courier or hand delivery:**

50 W. Town Street, Suite 700  
Columbus, Ohio 43216-1049