

NYS Department of State
Office of Planning, Development and Community Infrastructure
Brownfield Opportunity Area Program (BOA)
2019 – 2020 Request for Applications
RFA #19-BOA-16

The responses to questions included herein are official responses by the Department of State (DOS) to questions submitted by potential applicants and are hereby incorporated into the Request for Applications RFA #19-BOA-16 issued on May 1, 2019. In the event of any conflict between the Request for Applications and these responses, the requirements or information contained in these responses will prevail.

Questions & Answers

- Q1. Can funds be used by a County with a designated State BOA to do a more comprehensive housing market analysis and cost estimate for a property for which it has recently secured site control to package it for a potential developer, beyond the work that has been done under a previous grant?**
- A1. A County is an eligible applicant. A County that applies and receives a BOA grant award for pre-development activities can use such grant funds to conduct comprehensive housing markets analysis and other necessary activities to better market an identified site within the Designated BOA. See Section IV. (2) of the RFA for additional information.
- Q2. If a community has submitted a request for Designation to the Secretary of State, would they qualify to apply for Pre-development Activities funding?**
- A2. Communities which have submitted a request for Designation by the Secretary of State may submit an application for pre-development activities with the understanding that the application will be considered for funding only if the Secretary of State designates the area prior to the CFA deadline for applications, which is July 26th, 2019. A list of Designated BOAs is available on the Department website:
<http://www.dos.ny.gov/opd/programs/brownFieldOpp/index.html>.
- Q3. In the past, to be eligible for funding for a Nomination, a community needed to complete a Pre-Nomination Study. With this CFA, the requirement of a Pre-Nomination Study is not mentioned. To be eligible for funding for a Nomination, is the submission of a Pre-Nomination required?**
- A3. No. A community does not have to submit a Pre-Nomination Study, or equivalent, in order to be eligible for funding to complete a Nomination.

- Q4. Can grant activities for Development of a BOA Nomination occur before grant awards are announced?**
- A4. Activities may occur, but, as specified on page 5 of the Request for Applications, costs incurred outside of the contract term are ineligible for reimbursement. As specified in Section X of the RFA (Contract Period) the earliest start date of contracts will be the date of award announcement.
- Q5. We are interested in applying for pre-development activities within this BOA but would like to discuss our potential project with a representative from your agency. Could I get the contact information for the individual who can help us navigate the process?**
- A5. A DOS representative may help answer general questions regarding the CFA process. In keeping with DOS grant procurement policy, while the CFA is open, a DOS representative cannot address or directly answer project-specific questions with a potential CFA applicant. Any such questions should be submitted by e-mail to opd@dos.ny.us with the subject line "19-LWRP-11 RFA Questions". Responses to written questions received by June 28th will be posted by July 12th. No questions will be answered after June 28th. No responses will be provided to inquiries made by telephone or social media.
- Q6. Will the Department of State provide the standard resolution template? It is not, currently, accessible on the DOS site.**
- A6. The standard resolution template has been posted on the DOS website.
- Q7. Could you please confirm that awards are expected to be announced in December?**
- A7. As CFA Grant awards are typically announced in December; it is anticipated that the 2019 BOA grant awards will be announced in December 2019.
- Q8. Are there any pre-application workshops for this RFA scheduled in NYC?**
- A8. There is a CFA pre-application workshop scheduled for Thursday, June 20 in New York City from 1:30pm to 4:00pm at Brooklyn Borough Hall, 209 Joralemon Street, Brooklyn, NY 11201.
- Q9. Does the Department of State require a resolution for a BOA Nomination where critical sites are owned by a public agency or authority?**
- A9. An applicant may be a municipality, Community-Based Organization or Community Board. Each such applicant must submit in its application a resolution adopted by the applicant's governing body authorizing submission of the application and identifying the title of the applicant's authorized representative. An application submitted by a Community-Based Organization for funding to develop a BOA Nomination must also include a resolution of support from the city, town or village with planning and land use authority over the proposed BOA as specified in Section VI (Requirements for all Applicants from a Community-Based Organization). A

resolution from a public agency, authority or any other landowner, other than a city, town or village, is not required.

Q10. We are aware of other designated BOA's that are not included on the webpage showing the location of the BOAs in each region. Can you explain why they are not all listed?

A10. As of the date of this writing, 49 BOAs have been designated by the Secretary of State. All 49 Designated BOAs are listed on the agency website. If you have questions about the status of any particular BOA, please e-mail your inquiry to opd@dos.ny.us or contact the BOA staff person assigned to the region.

Q11. Can an eligible organization pursue funds to support pre-development activities within BOA's that are not currently listed on the Department of State's website?

A11. Eligible applicants may submit an application for pre-development activities with the understanding that the application will be considered for funding only if the Secretary of State designates the area covered in the application as a BOA prior to the CFA deadline for applications, which is July 26th, 2019. A list of Designated BOAs is available on the Department website: <http://www.dos.ny.gov/opd/programs/brownFieldOpp/index.html>.