



## Building Demolition and Site Revitalization Program Frequently Asked Questions

### AWARD PERIOD

**Q: When can awarded funds be spent?**

A: Funds can be spent on or after the start date of the grant agreement, which will be established after the award has been selected and announced, and the grant agreement has been executed.

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**Q: How soon after February 28<sup>th</sup> will awards be made?**

A: Awards will be made as soon as possible after the February 28<sup>th</sup> deadline.

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### ELIGIBLE APPLICANTS

**Q: Is a county able to enter into an agreement with a lead entity outside of the county to administer the funds? For instance, if a county without a land bank, wants to contract with a neighboring county's land bank, is that allowed?**

A: Yes but with clarification. The County Commissioners or other entity in the county would serve as the "lead entity," but contract with a neighboring land bank to assist. Also, the county must ensure that work can be performed within the designated community.

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**Q: When can a government apply and with whom do they apply? What if the lead entity does not submit an application?**

A: The lead entity is required to apply for funds.

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**Q: Must there be a lead entity for each project, or for the whole program?**

A: There must be one lead entity for the whole program within each county.

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**Q: For counties without a land bank, may each project have a different lead entity?**

A: No. Each county that doesn't have a land bank must designate one lead entity to administer all projects for that county.

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**Q: Can a unit of local government apply directly to the state without the lead entity submitting the application?**

A: No. All applications must be submitted through the lead entity.

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**Q: Why is there such a short timeline to set up who is the lead entity for the Building Demolition & Site Revitalization Program by 12/20? Not all land banks are that organized and ready.**

A: The land bank is the automatic entity, if already created. The lead entity form is just contact information for grant user access. The form doesn't require much detail. You don't have to have projects identified, you still have time to prepare.

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**Q: May private entities apply, or are applicants required to be government entities?**

A: Private entities cannot apply directly for the Demolition program.

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**Q: Is consent by a landowner for demolition of a blighted unoccupied residence sufficient?**

A: Yes, the landowner must provide consent to access.

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**Q: Does the grant user access individual need to be directly associated with the LRC, such as the Executive Director, or can it be an individual on county staff, such as the Planning Manager, CDBG Manager or similar? If the latter, does the LRC need to formally make such a designation?**

A: Not directly associated. If they are outside the LRC, they need to be designated in writing by the LRC. The LRC would submit the user access form and list the outside individual or county staff.

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**Q: When establishing a lead entity for counties without a land bank, do I complete the "Grant User Access Form" then submit that with a "Letter of Intent" explaining who will be the lead entity for grant administration purposes? Is any more detailed information needed in the Letter of Intent?**

A: The letter of intent is needed from the board of county commissioners and should list who will be the lead entity, which must either be the Board of County Commissioners or another unit of local government within that county (Word or pdf). The letter of intent should also demonstrate collaboration with all planned subrecipients within that county. The Grant User Access Form also needs filled out (in Excel format). Both should be sent to [Redevelopment@development.ohio.gov](mailto:Redevelopment@development.ohio.gov).

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**Q: To clarify, units of local government, nonprofits, etc., must coordinate and apply with their county land banks for the demolition funding. Correct?**

A: Yes. Local governments, nonprofits, and private entities need to work with their county land banks to have the land bank include those projects in the land bank's application.

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**Q: How many users can a land bank have?**

A: There is no cap.

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**Q: Our land reutilization corporation is planning to serve as the lead entity. Is there a template of what is required in the letter of intent?**

A: A Letter of Intent is not required for counties that are planning to have the county land bank serve as the lead entity.

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### **SUBRECIPIENT AGREEMENT**

**Q: The Demolition & Site Revitalization Program guidelines say that a sample subrecipient agreement will be made available after the grant agreement is signed. However, we are supposed to submit SR agreements with the application. Can the sample be made available?**

A: Development will not have a sample agreement, however, any document (i.e. letter, co-signed document, etc.) from a party demonstrating the partnership would be acceptable.”

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### **ELIGIBLE PROPERTIES**

**Q: The guidelines state that the program is for sites that are not brownfields. How is this to be determined for non-residential properties?**

A: If there is a CNS or another document (Phase I environmental assessment), that would demonstrate that it is not a brownfield. If you know that historical use of the property does not include activities that would have caused the site to become a brownfield (news clippings, papers of incorporation, etc), that can also be uploaded to demonstrate that the property is not a brownfield.

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**Q: Davis-Bacon should not apply to demolition without reconstruction, correct?**

A: Correct. ORC lists state prevailing wage on these projects and that will be the guidelines that will need to be followed.

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**Q: Can a property that is privately owned qualify if the property owner provides access to the lead entity to demolish the structure?**

A: Yes.

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**Q: Can the property owner retain ownership after the demolition or does the county need to have ownership of the property?**

A: Yes. The property owner can retain ownership, but lead entity would need to be given access to the property to complete the project.

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**Q: Are vacant school buildings eligible?**

A: Yes.

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**Q: Is a superfund property that was previously assessed and remediated eligible?**

A: Yes.

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**Q: Do land banks have to have control of/own the property to utilize the demolition funds?**

A: No, but they do have to demonstrate access at a minimum.

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**Q: The term “project” in the Building Demolition & Site Revitalization program suggests a site. In the case of residential it may be numerous sites in several neighborhoods. How do you want to see this organized in the application?**

A: In the application, there is a scope of work that should include the project location of each site, timelines, and cost of each specific site.

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**Q: Can a county apply for two properties to demolish with one application, if it's within the \$500,000 allocation?**

A: Yes, the lead entity may apply for multiple properties within the one application, regardless of total request amount.

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**Q: Can land banks do demolitions without owning the property by securing voluntary consent from the owner or by condemnation?**

A: Yes.

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**Q: Will specific properties need to be identified in the application or can those be identified after award?**

A: Properties need to be identified in the application.

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**Q: We have two buildings that we own and are scheduled for demolition in 2022. Both are former industrial sites, but not considered brownfield sites. Would we be able to utilize the Building Demolition and Site Revitalization Program to obtain grants to help with the costs of demolition?**

A: Based on the information provided, this project may be eligible for this program. You would need to coordinate with your local land bank to have them add these projects to their application. They would need to submit a subrecipient agreement between themselves and you that includes: statement of work, records and reports, budget and balances, compliance with federal and state laws, and suspension and termination provisions.

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**Q: The Eligible Properties section states that “Lead entities should utilize the local governments’ strategic plan and/or Community Housing Improvement Strategy to identify blighted, vacant or abandoned structures must if available”.**

**CLRCs in Ohio are required under ORC 1724.10 to develop “a plan for the political subdivision of industrial, commercial, distribution, and research development, or of reclamation, rehabilitation, and reutilization of vacant, abandoned, tax-foreclosed, or other real property, and such plan shall provide therein the extent to which the community improvement corporation shall participate as the agency of the political subdivision in carrying out such plan. Such plan shall be confirmed by the legislative authority of the political subdivision”.**

**Can these plans (as prescribed legislatively by each county) be relied upon to satisfy this provision of the guidelines?**

A: These plans would satisfy this section of the guidelines.

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**Q: The Eligible Properties section states that “funds may be used for site revitalization of surrounding properties on sites that are not brownfields for post demolition costs but not for other redevelopment purposes.” Does site revitalization include the following:**

- **Site restoration (grading and seeding)**
- **Public sidewalk, curbs or catch basin repair, or if installation is required by the municipality**
- **And the following capped at 5% of project costs:**
  1. **Greening and improvements (trees, shrubs, flowers, and other landscaping)**
  2. **Architectural elements (fencing, signage, benches, and other hardscaping)****OLBA requests that these activities be limited to contiguous properties.**

A: Site revitalization includes the activities listed in the two eligible post-demolition cost categories. Greening and improvements AND architectural elements are capped at \$5,000 per projects, not 5% of project costs. Grading and seeding is required for all projects contiguous or non-contiguous. Public sidewalks repair, curb or catch basin repair is required for all projects contiguous or non-contiguous.

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## **ELIGIBLE COSTS**

**Q: We have a major housing shortage. Is there any way to utilize these funds for rehabilitation instead of demolition?**

A: No. Legislatively set to cover demolition purposes, and once demolished, the site can be revitalized.

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**Q: Can the Demolition program funding be used for fees (consulting) associated with setting up a land bank?**

A: No.

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**Q: If structures on a property have been demolished, are the removal of the slabs and foundations eligible for the demolition grant?**

A: Yes.

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**Q: Can funding be used to revitalize properties that have been previously demolished? For example, Hancock County recently demolished a building earlier this year, and the community would benefit from some of the post-demolition activities eligible under the Building Demolition and Site Revitalization Program.**

A: This program provides for site revitalization at properties that have been demolished through this program. If foundations remain and need removed that is enough to allow for demolition to occur. Applications for revitalization of properties alone that were previously demolished are not allowable.

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**Q: Will the program fund reimbursement for a past demolitions?**

A: No.

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**Q: Is site improvement (utility and/or road extension/improvements) eligible?**

A: The following post-demolition costs are required for each project: Site restoration (grading and seeding), Public sidewalk, curb or catch basin repair or, if required by local municipality, installation. Then there are two optional post-demolition costs that are eligible, but capped at \$5,000 per project site: Greening and improvements (trees, shrubs, flowers, and other landscaping), and Architectural elements (fencing, signage, benches, and other hardscaping).

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**Q: Do demolition costs cover the removal of an abandoned mobile home from a privately owned plot of land?**

A: To be considered a building, the structure must be attached or affixed to land (i.e., no wheels) to be eligible.

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**Q: Is partial or internal demolition eligible?**

A: Non-vacant and blighted structures are not eligible, unless they are contiguous and/or connected to vacant and blighted structures that are necessary to demolish. The partial or internal demolition would need to be necessary in order for a vacant and blighted structure to be demolished.

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**Q: Is there a procurement requirement for demolition contractors? Can we start getting bids now?**

A: Follow local procurement practices/requirements. You may begin issuing bids now, but costs incurred outside of the grant period cannot be reimbursed.

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**Q: In some cases, larger commercial or industrial properties were partially demolished by others in the past, but remaining hardscape elements such as concrete ground floors, interior roadways, parking lots and sidewalks remain. Can the program be used to complete the demolition of such sites by removing these elements in order to pave the way for redevelopment?**

A: The partially demolished site could use program funds to complete the demolition. If the property was partially demolished within the last two years, those demolition costs could count as match. If more than two years, it could not count as match.

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**Q: The Eligible Cost section requires that all work be completed by May 1, 2023, and that final disbursement requests be submitted by July 15, 2023. With the number of buildings our county plans to demolish, to complete the detailed demolition specifications [(see also 13(e)] excluding the time that it takes to get grass growth would be very difficult. Are there any exceptions to these deadlines?**

A: Grass growth is not required, just seeding. As the program nears the anticipated completion date, Development will evaluate if there are opportunities for an extension.

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**Q: In the Eligible Cost Category chart, the cost of acquisitions is included in Eligible Pre-Demolition Costs. However, the cost of title examinations needed as part of the acquisition process is excluded. Is the cost of title exams and court costs eligible?**

A: Title exams are not listed as an ineligible cost.

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**Q: The Eligible Cost section states that “Grantees will comply with the provisions of ORC Sections 4115.03 to 4115.16, inclusive, as applicable, with respect to the payment of all mechanics and laborers employed in construction work financed with grant funds”.**

**Does this law apply only to projects where 1) the cost of the project is expected to exceed \$75,000, 2) maintenance costs such as waste removal, grass mowing and post-demolition site repairs (re-seeding, fixing sinkholes, etc.), and 3) the costs of hiring professional services vendors, such as asbestos surveyors and others whose work does not alter the property, are excluded?**

A: Yes, this is Development's understanding of the general applicability of ORC 4115.03 - 4115.16 to a demolition project undertaken by a public authority. Grantees are responsible for compliance and should coordinate with the Ohio Department of Commerce Bureau of Wage and Hour Administration, to verify project-specific applicability and compliance requirements.

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## **MATCHING FUNDS**

**Q: What is the match percentage required for the program?**

A: The required match is 25% for the program. The match requirement does not apply to the first \$500,000 per county.

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**Q: Will the match be counted for each property or the whole application?**

A: The whole application, which is one project.

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**Q: The Matching Funds section states that match must be “committed” to the project. If we are using internal cash on our balance sheet to pay for the match, what evidence will be required by Development to demonstrate that these funds are committed? Will uploading a copy of our most recent financial statement suffice?**

A: A signed letter certifying cash match from that land bank would be needed in the application. For each reimbursement request, you would need to demonstrate that the match was applied and provide documentation that supports.

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**Q: The Matching Funds section states that “future in-kind contributions can be considered as an eligible expense for match”. Does this mean that an applicants’ estimated staff costs it expects to incur over the course of a demolition can be entered as match? What are the documentation requirements for reporting staff costs as match? Can documentation of these costs be aggregated across the length of the grant period and submitted with our last program disbursement rather than on a project-by-project basis?**

A: Yes, this could include applicants’ staff costs that are incurred over the course of the program. Time sheets, or details that includes dates the work was done, type of program activity conducted, number of people/hours doing the work, hourly rate, value/dollar amount of in-kind contribution. These should be submitted as needed with the reimbursement requests to ensure/demonstrate that the 25% match requirement is being met. If match is ahead of schedule and met already from other sources for each request, and it is easier administratively to send in-kind documents with last disbursement request, that would be acceptable.

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## **APPLICATION PROCESS**

**Q: Will there be an application link sent via email on December 22<sup>nd</sup>?**

A: All users should be set up in the system. Once the user has activated their account, they will be taken to the application home page. The application became available on December 21, 2021. Any issues should be directed to [ReDevelopment@development.ohio.gov](mailto:ReDevelopment@development.ohio.gov)

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**Q: Regarding residential and commercial demolition and site revitalization properties, will you require one application per address? This land bank anticipates undertaking more than 1,000 demolitions and has matching funds commitments.**

A: One application can include multiple addresses, but need to list out each address, timelines, and cost of each specific site.

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**Q: Regarding housing, does each address require its own application for funding? What if a land bank intends to demolish hundreds of houses?**

A: Each project site should have its own scope, budget, timeline, etc., but all project sites should be included in the one application form the land bank.

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**Q: If the demolition funding is targeted to multiple residential units, how thorough does documentation need to be at time of application.**

A: Each project site should have its own scope, budget, timeline, intended end use, site pictures, proof of access or proof of ownership.

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**Q: Is the lead entity applying for an individual project or for the entire county set-aside to determine individual projects at a later date?**

A: The lead entity is applying for the whole program for their respective county. Properties need to be identified in the application. Lead entities may be able to add additional sites through a grant amendment, but only if funds are still available after the \$500,000 has been exhausted. If funding remains available, awards will be based on a first-come first-served basis and the lead entity will need to demonstrate the need for the new projects and the ability to expend the funds in the allotted program timeline. Amendments cannot be requested until after February 28, 2021.

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**Q: In the Scope of Work section of the application requirements there are fields for Project name and Project Location (city/village). Where can the permanent parcel number (PPN) be included?**

A: The PPN can be captured within the project narrative in the scope of work.

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**Q: Does the EPA or a similar organization have to look over the application before being submitted?**

A: No.

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**Q: Will the application open up for all participants at the same time, or individually as you receive each participant's letter of intent or access form. Additionally, will review of the applications for the Demolition program take place for all applications at the same time, after February 28<sup>th</sup>, or on a rolling basis?**

A: The application was made available to all participants that have submitted the letter of intent or access form at the same time, on December 21, 2021. The goal is to close down application in February and at that point begin reviewing those applications.

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**Q: Demolition funding will not be 'graded' and awarded until after February 28<sup>th</sup>. Correct?**

A: Correct.

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**Q: Regarding the program requirement that a demolition permit be loaded at the time of application, for complex demolitions we can identify the project, the match and even estimate the cost, but it would be near impossible to have a permit pulled that quickly and still be timely under the program.**

A: Permits are not required at the time of application to be uploaded. The application simply allows for permits that are already issued to be uploaded.

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**Q: Among the documents required to be submitted is "verification of blighted, vacant or abandoned structures". Is an inspection report acceptable? In the case of nuisance abatement demolitions, is a certification from the municipality that it is vacant and abandoned acceptable?**

A: Yes.

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**Q: Does the initial county allocation need to be spent by June 30, 2022, or do projects just need to be submitted and approved by this date?**

A: Development reserves the right on July 1, 2022, to recapture and apply to the State Allocation, any County Allocation funds that have not yet been obligated. Obligated means funds have been awarded, a grant agreement has been executed, and funds have been encumbered.

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**Q: Why is there is such a short time frame to spend the county \$500,000 set aside?**

A: For the Building Demolition and Site Revitalization Program, all work must be completed by May 1, 2023. Lead entities will have until July 15, 2023, to submit disbursement requests. As mentioned previously, funds must be obligated by June 30, 2022, in order to count towards the county set-aside.

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**Q: The application indicates we need to provide contracts/permits with the application. Do you mean that you want these properties bid out before we apply?**

A: Permits and contracts are not required at the time of application to be uploaded. The application simply allows for permits and contracts that are already issued to be uploaded.

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**Q: If the property is large and the project dictates that the demolition be undertaken in two or more phases due to the redevelopment plans/timelines for the site, can we sequentially apply for funding for each phase?**

A: Funding is available on a first-come first-served basis for funds outside of the county allocation. Development would recommend the project apply for funds for both phases (as long as both phases of the project can be completed within the timeframe of the program). As the project is completed in phases, funds can be requested to reimburse.

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**Q: How soon after we submit an application will Development review applications and announce awards? Knowing this is critical for us to understand in advance of applying because we will each need to assess how many properties we can demolish prior to the July 1, 2022, recapture deadline.**

A: The application became available on December 21, 2021. Applications must be submitted by close of business February 28, 2022, and at that point, Development will begin reviewing those applications. As mentioned previously, funds must be obligated by July 1, 2022, in order to not be reallocated to the state-wide pool.

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**Q: \$150 million dollars is enough to demolish at least 12,000 single-family homes. Is the median household income and unemployment data required for each project?**

A: The application section for this information is a Yes/No checkbox.. "Is the average median household Income for the whole county more or less than the statewide average median household income?" This information should be uniform for all county projects. The format is the same for unemployment rate. The lead entity may also utilize data for a specific residential area where the demolition is anticipated.

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**Q: The documents to be submitted include:**

- a. Match verification – what is expected to be entered here? If an applicant is utilizing the same source of match for every project, do multiple commitment letters need uploaded? Subrecipient Agreements – For counties submitting applications with the same subrecipient, can we submit the subrecipient agreement document one time and reference it in future applications? I.e. Subrecipient: Parma.**
- b. Verification of blighted, vacant or abandoned structures – Will an inspection/assessment form suffice for properties that are owned by land banks or for properties that are on state forfeiture that the land bank plans to acquire? In the case of nuisance abatement demolition properties, will a certification from the municipality that the property is vacant and abandoned suffice?**
- c. Project pictures – Is this needed at the time of application? Per the guidelines these are to be provided with quarterly reports.**

**Contracts – If a land bank is working under master demolition contracts, can the notice to proceed, and the permits be submitted with the disbursement request rather than with the application?**

A: Permits and contracts are not required at the time of application to be uploaded. The application simply allows for permits and contracts that are already issued to be uploaded.

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## **GRANT AMENDMENTS OR REVISIONS**

**Q: In counties that have a large volume of remaining vacant and abandoned properties to demolish, the May 2023 deadline is tight. Are there opportunities to extend this date if diligence efforts and progress have been demonstrated by the land bank?**

A: If this situation exists in early 2023, Development will determine if an extension can be provided.

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**Q: The OHFA Neighborhood Initiative Program needed 6-7 years for county land banks to spend about \$150 million of demolition funding. Is it likely that the performance period for building demolition will be extended based on realities on the ground?**

A: As the program end date nears, Development will determine if extensions will be needed.

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**Q: I have an extremely small staff and I anticipate contracting with an outside consulting firm to assist with administering this grant. To date, I haven't selected a firm yet, and I do not anticipate selecting one by the 20<sup>th</sup>. Am I able to go back and add the pertinent individuals from the firm to the form once I've selected the firm?**

A: Yes, the form can be amended/updated as individuals are brought on board.

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## **REIMBURSEMENT REQUESTS**

**Q: What are the documentation requirements for in-kind match comprised of staff costs spent on administration costs?**

A: A letter up front, certifying in-kind match for staff costs spent on admin would be needed in the application. For each reimbursement request, you would need to demonstrate that the match was used and provide documentation that supports (timesheets, an invoice that lists project tasks/dates work was done/number of hours spent/hourly rate charged for in-kind staff time).

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**Q: Is the Demolition program reimbursement based? How does the funded organization get the funds?**

A: It is a reimbursement program. Reimbursement requests can be submitted once per month and the project does not need to be completed in order to submit a reimbursement. If costs have not yet been incurred, but documentation is available to demonstrate the anticipated cost (i.e., contract for services), the entity may submit a request for those costs.

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**Q: When the lead entity is a county land bank, does that mean the application will be approved by Development and then sent to the land bank to be administered? If so, is there an administrative fee that goes along with that?**

A: When the lead entity is a county land bank, they will administer the funds. Subject to the limit, not to exceed 10% of the total grant amount, the general administrative costs listed in the guidelines are eligible for reimbursement. These admin costs will need to be documented as they are incurred, and a reimbursement request will need to be submitted to Development to be paid. A flat fee or percentage of total award is not allowed.

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**Q: The Reimbursement Request section of the Guidelines does not provide detail on what information will be required to be submitted at the time of disbursement. Is this a disbursement form or do we have to upload attachments? What information will need to be included on the form? Is any of the information that is requested the same information as is required in the quarterly report?**

A: The monthly reimbursement request will be an online submission. The approved budget will be available, and funds entered into the system to draw against the budget line items. Documentation demonstrating the requested reimbursement amount will need to be uploaded within the reimbursement request.

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**Q: The guidelines state that reimbursement requests may only be submitted once per month. This limit can create cash flow burdens. Can reimbursement requests be submitted at least twice a month?**

A: While requests may be submitted once per month, the lead entity may request funds for anticipated costs, with documentation provided to demonstrate those costs.

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## REPORTING

**Q: Does the project, if a structure(s) is demolished, have to show an outcome by a certain time frame?**

A: The following post-demolition costs are required for each project: Site restoration (grading and seeding), Public sidewalk, curb or catch basin repair or, if required by local municipality, installation. So those outcomes need to be completed within the time frame of the award. The site does not need to be redeveloped by a certain time though.

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**Q: The Quarterly Report requires submittal of contractor release of liens. The onus is on the land banks to secure these to reduce their own risks, but if a lien were to be filed, it runs with the land and presents no risk to Development. Are these required?**

A: Yes, Development will not be modifying the quarterly reporting requirements at this time.

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## PROGRAM INCOME

**Q: If we use the demolition funds to acquire the property is there an expectation that these funds will be recaptured as program income or used as an economic development incentive?**

A: Any revenue generated in connection with this program will remain with the lead entity or subrecipient and is restricted to future demolition, neighborhood stabilization activities, or economic development activities. The lead entity should submit to Development, a final program income report at the close of the grant agreement.

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## OTHER QUESTIONS

**Q: If it is a rolling application when would awards be made and grantees be notified?**

A: It is not rolling. Once the due date is passed for the program or program round applications will be reviewed.

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**Q: As a CIC managing the funds, is there a standard matrix that we should use to assess requests for funding?**

A: The local administering agency may determine how to access requests for funds.

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**Q: If an application is determined to be "incomplete" if this is fixed within the 10-day time frame does the application fall behind in the first-come first-served process?**

A: Development will work to track those applications that are in the "cure" period to not affect the place in line. The "cure" is to resolve outstanding questions or issues from Development. An empty/incomplete application that was used to create a "placeholder" will be deemed ineligible.

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**Q: Does first-come first-served mean the time stamp of the submission of the application, meaning projects submitted earlier in each round will be prioritized over projects submitted later in the round but on or before the deadline? If the project requires a follow up during the cure period does the original date of submission prevail or the date of cure response submission in determining first-come first-served?**

A: Yes, there is a time stamp upon submission.

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**Q: Can private entities apply directly in Round 1 without county partnership?**

A: No.

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**Q: It was stated on the webinar that these projects are to be state prevailing wage for the demo side. When I've done demo work using NIP funds in the past with the Land Bank there was no prevailing wage requirement. I bid out the work, contractors gave me a lump sum figure to demolish the structure and we were good to go, I never had to review wage rates or anything. What exactly do you mean state wages apply? Do I have to get wage reports for any demolition project and do they need to be classified as operators and laborers as there isn't a "demolition expert" classification. Just curious as I have never had to deal with wage rates on demolition projects before and will need to inform contractors looking to bid.**

A: The Eligible Cost section states that "Grantees will comply with the provisions of ORC Sections 4115.03 to 4115.16, inclusive, as applicable, with respect to the payment of all mechanics and laborers employed in construction work financed with grant funds". It is Development's understanding that this law applies only to projects where 1) the cost of the project is expected to exceed \$75,000, 2) maintenance costs such as waste removal, grass mowing and post-demo site repairs (re-seeding, fixing sinkholes,...), and 3) the costs of hiring professional services vendors, such as asbestos surveyors and others whose work does not alter the property, are excluded. Grantees are responsible for compliance and should coordinate with the Ohio Department of Commerce Bureau of Wage and Hour Administration, to verify project-specific applicability and compliance requirements. The guidelines also says: "as applicable" since if the county hasn't created a land reutilization corporation, then the Board of County Commissioners or another unit of local government would be the Lead Entity, and different rules might apply. Regarding County land reutilization corporation organized under Chapter 1724.04 of the Revised Code though, the Ohio Department of Commerce Bureau of Wage and Hour Administration does consider these a "public authority" pursuant to ORC 4115.03(A). As a public authority, they are subject to Ohio prevailing wage law. The ORC includes exceptions and thresholds, so public authorities should evaluate each project individually.

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**Q: Since the land bank is running this program on behalf of the counties and land banks are not government entities but nonprofits do I need to advertise a notice to bid in the paper and online etc. or can I just send out a request for quotes to several contractors that have expressed interest in completing demo projects in our area?**

A: Follow local procurement practices/requirements.

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**Q: For the Building Demolition and Site Revitalization program, can funds be used for interior demolition and asbestos abatement? Meaning, the building would remain, but main parts of the interior would be demolished and asbestos would be abated for redevelopment purposes?**

A: Yes, but rehab of those structures is not allowable under the program.

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**Q: If our county has a County Land Reutilization Corporation we do not have to submit a lead entity letter of intent and grant user access for to identify a lead entity for the Building Demolition and Site Revitalization program, correct? The County Land Reutilization Corporation will be the lead entity.**

A: A letter of intent for this situation is not required, but Development DOES need to receive the "Grant User Access Form" in Excel file format from the Pike County Land Reutilization Corporation. The Grant User Access Form will identify which staff need access to the application.

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**Q: On page 2 of the Building Demolition and Site Revitalization Program Guidelines, under Eligible Pre-Demolition Costs it states that Acquisition of Real Estate (no more than 10% of the total request, not to exceed the county auditor property value). Is the 10% the request for the entire \$500,000.00 or is it 10% from the cost of each property that will be demolished?**

A: 10% of the total request can be spent as a budget line item on all acquisitions that are made for the county for this program. Each property acquisition also needs to not to exceed the county auditor property value for that property.

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**Q: Is there a "form" letter of intent for the lead entity?**

A: No. The letter of intent is only needed from the board of county commissioners if there is not a land bank established in that county. The letter should list who will be the lead entity for the county, which must either be the Board of County Commissioners or another unit of local government within that county (Word or PDF). The letter of intent should also demonstrate collaboration with all planned subrecipients within that county.

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**Q: It looks like the majority of demolition projects in our County will be handled either with the current owner's permission or based on a condemnation order by a municipality or township. When I submit the application can I list properties that are target properties? If I am in the process of seeking an owner's permission, but don't have the paperwork in hand, can I include that in my application?**

A: No, you need legal access/authority to the property to include it in your application for funding.

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**Q: If a Township or Municipality is in the process of getting a house condemned and getting an order for demolition, and we don't have the owner's permission, can I include those in my application or do I need to wait until the process is complete and I have an order in hand?**

A: You need to wait till you have legal access/authority to the property to include it in your application for funding.

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**Q: If a township has a house condemned by the fire department (or a zoning inspector/code enforcement department), then goes through the notification process to the owner, gets no response, the township trustees vote on and pass a resolution to demolish the property as a nuisance, is that sufficient to qualify for funding under the program? An example – a township has already gone through the process of condemnation by the fire department, notice to the owner (who refuses to act) and the township trustees have an approved a resolution to have the building removed. They don't have a specific court order, but they have the township trustee resolution – would that be enough to qualify?**

A: You need to wait till you have legal access/authority to the property to include it in your application for funding.

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**Q: With a municipality, they get a property condemned by their code enforcement department and the municipality passes a resolution to demo, does that qualify? Or do they need to get a Court Order for demolition to qualify? An example – a local village has condemned a property, and they know the current owner is deceased. If the village passes a resolution to have the house torn down as a nuisance abatement action, would that qualify?**

A: You need to wait till you have legal access/authority to the property to include it in your application for funding.

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**Q: The guidelines state that “A subrecipient agreement between a LE and other end users (i.e., other local governments, nonprofit organizations, community development corporations, community action agencies, etc.) must be submitted as part of the application, if applicable.” Please confirm what is meant here by the term “end user”. Land banks typically use this term to mean an entity that plans to redevelop a site, but in this case, we want to make sure that we are on the same page with Development that here it means the end user of the program funding rather than the end user of the project. For example, a city has approached one of our members about whether it can use the program to demolish a privately-owned, 65-year-old shopping center that has been long vacant, and that the city considers to be a blighted. The owner is willing to redevelop the property but would need to demolish several buildings on the site. The owner is willing to provide the city with consent to demolish and the match funding and the city is willing to serve as the project manager of the demolition. Does Development agree that in this case where the subrecipient would be the city that it would be considered to be the end user even though it is not the redeveloper?**

A: Development agrees that the city would be the subrecipient in this instance. There needs to be an agreement in place demonstrating that there is access to demolish buildings on site.

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**Q: Will the lead entity be able to grant access to the application portal to subrecipients so that they may upload their project data directly? For example, if a lead entity enters into a subrecipient agreement with a large municipality that has match for hundreds of demolition projects, can the municipal staff enter the projects themselves or will the lead entity staff have to undertake this on the municipality's behalf?**

A: The conduit for the Development portal system is the individual identified in the user agreement and they will be the one providing the information; however, Development is optimistic that the reporting items are not too burdensome on a grantee.

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**Q: What are the ramifications to the lead entity if a subrecipient's projects are awarded funds, the projects proceed and are reimbursed but then the subrecipient fails to provide the lead entity with quarterly reporting data?**

A: A signed agreement Development will stipulate multiple requirements, a failure to abide by the agreement can result in the repayment of funds/termination of the contract.

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**Q: This question regards the Brownfield Remediation Program is it relates to demolition and how the two programs may work together. The Brownfield program states "*A "brownfield" is defined as an abandoned, idled, or under-used industrial, commercial, or institutional property where expansion or redevelopment is complicated by known or potential releases of hazardous substances or petroleum. The contamination to be remediated is required at the subsurface level, unless remediation is needed to gain access to the subsurface contamination (i.e., building demolition) in order to contain the contaminant (i.e., asbestos abatement). If no known or potential releases of hazardous substances or petroleum are identified by a Phase I property assessment, but a building or structure with documented asbestos is present, the property is eligible to prevent a future release during planned demolition or renovation activities.*". We are not clear if this means that the Brownfield program can be used to remove asbestos from buildings only in cases where the building needs to be demolished in order to gain access to subsurface contamination that needs to be remediated. Please confirm whether or not this is the case.**

A: The purpose of the brownfield program is to address subsurface contamination, but Development recognizes that asbestos in a building can be a hindrance to the cleanup or to prevent future spread and that is an allowable cost.

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**Q: Can an applicant apply to the Brownfield program for funding to pay for both the asbestos abatement activity and the demolition activity for a project? If not, can the applicant apply for funding to each program, i.e., apply to the Brownfield program to pay for the abatement and apply to the Demolition program to pay for the demolition?**

A: Yes, asbestos is eligible and demolition possible under Brownfield. The applicant needs to apply to the Brownfield program first if the site is a brownfield as described in the guidelines. The Demolition program cannot be used on a brownfield property per the legislation that created the program, but asbestos can qualify under both.

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**Q: In cases where severely blighted properties are collapsing and are too unsafe to enter to undertake an asbestos survey, the required practice is to consider the entire property to be asbestos laden and all of the demolition debris must be taken to a landfill that has an Ohio EPA permit that allows the landfill to take ACM. In these cases, the demolition serves as the abatement. The demolition debris is loaded into dumpster-like boxes that are fully lined and then fully enclosed prior to being trucked the landfill. This procedure is necessary to prevent escape of any of the ACM during the transport, and thus such demolitions are sometimes referred to in the industry as “box-out demolitions”. Is this type of demolition an eligible activity for funding under the Brownfield program?**

A: Yes, this example is allowable on a brownfield site. It would be allowable under the Demolition program as well.

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**Q: In a large property, it may be possible, to survey a portion of the building, but another portion where the roof is collapsing may not be safe to enter. In these cases, the portion that is unsafe would have to be “boxed out”, and the remaining portion of the debris could go to a regular (and less expensive) construction and demolition debris landfill. In these cases, would the entire demolition be eligible activity for funding under the Brownfield program? If not, can we apply to the Demolition program for the non-eligible portion of the building?**

A: If the site is a brownfield, only the affected portion and the portion needed to gain access to the subsurface would be allowable. If it's not a brownfield, the Demolition program could remove the building. The Demolition program funds cannot go towards a brownfield site. Development does consider a CNS from the Ohio EPA a threshold to remove the “brownfield” moniker from a location.

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