



## ASSESSMENT APPLICATION PROCEDURE

1. Call or email Arthur Bogen; [abogen@ctblb.org](mailto:abogen@ctblb.org); 203 444 2023
2. Fill out application on website
3. Fill out access agreement
4. Discuss form of possible municipal match request
5. Land Bank Staff will develop an Executive Summary that will be presented to the Land Bank EPA grant Steering Committee for recommendation or comment
6. Staff prepares an EPA Eligibility Determination for approval
7. If approved, staff prepares and issues a RFP to the Land Bank LEP shortlist
8. Proposals are reviewed by Staff and Steering Committee with applicant participation
9. Land Bank enters into contract with selected firm
10. LEP firm prepares and submits to EPA a Quality Assurance Project Plan
11. When plan approved, assessment begins
12. Results will include an estimated cost for remediation and abatement