

Out of State Travel/Training Request Presented to Personnel Committee for Approval

Requesting Supervisor/Manager: Nicolas Sparacio Department: Community Development

Names of Employees Attending: Nicolas Sparacio, Paul Brown, Tyler Caulum

Name of Training	Dates of Training	Location of Training
EPA Brownfields National Conference	December 4-8, 2017	Pittsburgh, PA

Estimated cost of training	\$700
Estimated cost of travel	\$1,300
Estimated cost of meals	\$500
Estimated cost of accommodations	\$1,800
Estimated cost of misc. expenses	\$ Please explain
Total estimated cost	\$4,300

Requesting Supervisor/Manager Comments: This EPA required training is planned and budgeted for through the City's Brownfields Site Assessment grant. No other City funding is needed to support the cost of the training.


What are the objectives for the training? To ensure proper utilization, accounting, and reporting on EPA grant funds. To build the City's organizational capacity to facilitate brownfields redevelopment projects throughout the community.

How will this training be shared / implemented upon return? It will be shared primarily with the City's Brownfields Advisory Committee members which include Alders, staff, and citizen members. It will be implemented immediately as we administer our brownfields revolving loan fund and site assessment grants.

How will this training benefit the City? What is the return on the investment? If the City performs well in its use of EPA grant funds (\$1.8 million since 2011), we are likely to continue to receive additional grant funds in the future. The City has hundreds of potential brownfield sites, so these programs are needed to leverage private reinvestment into these properties.

Supervisor Approval/Decline

Approved Declined Reason for decline: _____

Supervisor/Manager Signature:  Dated: 10/25/17

**Please attach any additional information you would like considered with this request