



## Transportation Construction Grant Instructions

Please note the following limitations and special conditions on Transportation Construction Grants.

- The maximum amount of any Transportation Construction Grant is \$1,000,000 unless a waiver is granted by the Commission (see section 3.5 of the 2021 Community Mitigation Fund Guidelines for details on waivers).
- The CMF will only fund up to 1/3 of the project cost unless a waiver is granted by the Commission. Remaining costs must come from other federal, state or local sources of funding.
- Project construction must commence by June 30, 2022.

### Application Instructions

**Please fill out the entire application form. Additional sheets may be added if necessary.**

#### **1. Project Information**

- a. Please enter the name of the municipality or other government entity if not a municipality.
- b. Enter the project name here. Please limit the project name to 10 words. This information will be used to identify the project and may be posted on the MGC website, so please be as descriptive as possible within the word limit.
- c. Enter a brief project description. These descriptions may be posted on the MGC website as well as being used for press releases, etc. Please try to be as descriptive as possible while limiting the description to 50 words.
- d. Enter the primary contact person for this grant. This should be the person responsible for the day-to-day activities of the grant.
- e. Please provide the telephone number and e-mail address for the primary contact person.
- f. Please provide the mailing address of the primary contact person.

#### **2. Impact Description/Connection to the Gaming Facility** – This section is critical to the award of a grant. The direct purpose of the Community Mitigation Fund is to assist communities in offsetting the costs related to the construction and operation of a gaming establishment. Therefore, there must be a direct nexus to a gaming establishment in order for the Commission to award a grant.

- a. In this section, fully describe the impact that is being caused by the gaming facility. Please provide as much detail as you can. These impacts must be supported by documentation or evidence.
- b. In this section, please identify what documentation or evidence exists that supports that the gaming facility is causing the impact. These could include studies or surveys prepared by the community, Mass Gaming Commission research studies, or other sources of documentation. Please append relevant sections of the documentation with your application.
- c. Please describe how the proposed project will address the impact identified in this section.

#### **3. Proposed Use of Transportation Construction Grant Funds**

- a. Please provide a narrative description of project, providing sufficient detail for the review team to understand the scope of work and what the outcomes of the project are. Please attach any



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plans that been developed for the project or other supplementary materials that may be available to fully understand the scope of work.

- b. In this section, describe how the request will address the impact identified in Section 2 of the application. This section should demonstrate to the review team that implementation of this grant will address the identified impact. Please provide as many specifics as you can in this section.

### 4. Budget and Timeline

- a. Please enter the amount of funding being requested. Please be aware of the funding limits for the category. If any project proposes to exceed the funding limit for the category, a waiver request must be submitted with the application. Please see Section 3.5 of the 2021 Community Mitigation Fund Guidelines for the waiver process.
- b. Please provide a detailed budget for the project. This should include a breakdown of any preliminary or final cost estimates. Please provide as much detail as possible so the review team can evaluate the costs associated with the project.
- c. Please provide a breakdown of the sources of funds for the project. Please note that the CMF will only fund up to 1/3 of the project costs, with a maximum grant of \$1,000,000.
- d. Please describe how the community will finance the project. Please provide a commitment letter or other documentation that demonstrates that funding is available for the project.
- e. Please include a project schedule. This schedule should have sufficient detail for the review team to determine that the community will have secured full funding for the project and that the project construction will commence by June 30, 2022.

### 5. Measurement of Impact

- a. Please describe how you plan to measure the effectiveness of the project in mitigating the identified impact.

### 6. Consultation with MassDOT/Regional Transit Agency/Regional Planning Agency and Nearby Communities

- a. For all Transportation Construction Applications, the applicant should consult with MassDOT and the appropriate regional planning agency to obtain input on the project and identify opportunities for regional efforts. The results of this consultation should be included in this section of the application.

### 7. Relevant Excerpts from Host or Surrounding Community Agreements

- a. In this section, please include any excerpts from the Host or Surrounding Community Agreements that relate to the casino impact identified in Section 2. If your community does not have an agreement with a licensee, please indicate that here.
- b. Please explain how the impact was anticipated, or not anticipated in that agreement.

### 8. Internal Controls/Administration of Funds – Please provide descriptions of the relevant internal controls that the community/governmental entity has in place to ensure the appropriate expenditure and tracking of grant funds.



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- 9. Certification by Municipality/Governmental Entity** – This section should be signed by a municipal official or other government official that has the authority to enter into a contract on behalf of that community or governmental entity.