



## APPENDIX B – BD-26-1068-1068C-1068L-121911

### INSTRUCTIONS FOR FILING FY 2027 COMMUNITY MITIGATION FUND (CMF) APPLICATION MUNICIPAL BLOCK GRANT APPLICATION or REGIONAL AGENCY GRANT APPLICATION

The purpose of the CMF 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 for the Commission to award a grant.**

#### **PROCEDURE FOR SUBMITTING FY 2027 COMMUNITY MITIGATION FUND APPLICATIONS**

1. **Applications are due to the Massachusetts Gaming Commissions by 11:59 p.m. on January 31, 2026.** Any Applicant experiencing difficulty in submitting their application should contact [Mary.Thurlow@massgaming.gov](mailto:Mary.Thurlow@massgaming.gov) well in advance of the January 31, 2026, deadline to arrange for timely submission of the application. This deadline is a statutory requirement.
2. The CMF applications will be accepted via email. Applications **must** be sent to [MGCCMF@massgaming.gov](mailto:MGCCMF@massgaming.gov). Please note that the applications will not be opened for review until February 1, 2026.
3. Be sure to fill in **all** information requested on your application. Applications that are incomplete will not be accepted. **All Applications must contain a scope, budget, and schedule.** Please combine attachments and submit them as one PDF. Each Applicant may submit one application. Attachments should be labelled in accordance with the type of application submitted. All attachments should directly follow the relevant project form.
4. If you have more than one application in a category, then you must copy the form and provide a form for each project.
5. **Applicants should indicate administrative costs by project where necessary and under specific impact when the funds will be directed across multiple projects.**
6. Be sure to read and understand the FY 2027 CMF Guidelines. If you have any questions, please contact the MGC Staff at [MGCCMF@Massgaming.gov](mailto:MGCCMF@Massgaming.gov).
7. Review the Guidelines to make sure you are applying under the correct Grant type. Applications will either be a Municipal Block Grant or a Regional Agency Grant. The CMF team reserves the right to recategorize your grants if incorrectly categorized.
8. Any Applicant requesting more funds than available in a category **must file a waiver** request with its application.
9. Any Applicant requesting a change or variance in any component of the Guidelines for its Grant **must file a waiver** request with its application.
10. Applications should provide **brief summaries**, not entire studies/statistics.
11. The Application must be signed by an individual with signatory authority to sign contracts.
12. **The Grant Manager should be the person who will be compiling the information for the quarterly reports, is responsible for day-to-day management and is the primary contact person between the MGC and Grantee.**
13. The MGC anticipates awarding these grants by the end of the current fiscal year. Proposed expenditures from the grant may not occur before July 1, 2026.

***Please contact MGC Staff with any questions you may have regarding your application.***