



Department of Environmental Protection

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REQUEST FOR RESPONSE

BOSTON HARBOR WATER TRANSPORTATION GRANT OPPORTUNITY DEADLINE OF DECEMBER 13, 2024

1. GRANT OPPORTUNITY SUMMARY

- A. Proposals Sought:** The Massachusetts Department of Environmental Protection (“MassDEP” or the “Department”) seeks grant proposals from governmental, quasi-governmental or non-profit entities for projects that will enhance public access to the Boston Harbor waterfront by supporting or expanding water transportation to, from, or within certain sites in Boston Harbor.
- B. Overview and Goals:** Chapter 91 of the Massachusetts General Laws, and its regulations, 310 CMR 9.00 (collectively, “Chapter 91”), protect and promote the public’s use of Commonwealth tidelands and other waterways. Through Chapter 91, MassDEP licenses certain activities on inland and coastal waterways—including Boston Harbor—and requires mitigation from licensees to ensure that private uses of tidelands and waterways serve a proper public purpose.

Since 2002, MassDEP has considered water transportation facilities and financial contributions as Chapter 91 licensing conditions for projects within the Boston Harbor area.¹ In that time, MassDEP has issued Chapter 91 licenses for projects along Boston Harbor that have required monetary contributions dedicated to promoting water transportation as a way to balance private uses of tidelands with the rights of the public to access and use those areas. In 2018, MassDEP established the Boston Harbor Water Transportation Expendable Trust (the “Trust”) to consolidate and expend the monies received pursuant to the various Chapter 91 licenses. This grant opportunity will use funds from the Trust to support eligible projects.

¹ For more information on the origin of MassDEP’s consideration of water transportation in Chapter 91 licensing of development on Boston Harbor, see the Decision on The City of Boston’s South Boston Waterfront District Municipal Harbor Plan, pp. 12, 23 (Dec. 6, 2000), available at <https://www.mass.gov/doc/south-boston-mhp-decision-12-6-00pdf/download>.

The Chapter 91 licenses that have contributed funding for water transportation are site-specific. As a result, in order to achieve the Chapter 91 goal of mitigating the loss of use of tidelands in a specific area, projects receiving funding through this grant program must support or expand water transportation at one or more of the following sites (the “Funding Sites”):

- Seaport – Fan Pier
- Seaport – Pier 4
- Charlestown – Harborview Condominiums
- 226 Causeway Street (Lovejoy Wharf)

In addition, a portion of the funding available through this grant opportunity is dedicated to supporting cultural or educational activities utilizing water transportation on Boston Harbor, not necessarily tied to a Funding Site.

The goal of this grant program is to provide funds to projects that enhance public access—including by environmental justice populations or other communities that have historically lacked access—to the Boston Harbor waterfront by supporting or expanding water transportation to, from, or within the Harbor while benefiting at least one of the Funding Sites, or cultural or educational activities utilizing water transportation on Boston Harbor.

More details on project eligibility are provided below in Section 1.E, “Eligible Projects.”

C. Environmental Justice: MassDEP is committed to advancing diversity, equity, and environmental justice (EJ)² through its public investments. The agency seeks to prioritize the direction of these resources to benefit communities defined as EJ populations and to address environmental inequities. To that end, MassDEP grant and funding programs include criteria and evaluation parameters that emphasize equity, diversity, and environmental justice, consistent with each program’s statutory authority and source of funding. Preference will be given to projects that provide direct benefit to EJ populations. Information on which communities are classified as EJ populations can be found at <https://www.mass.gov/info-details/environmental-justice-populations-in-massachusetts>.

D. Eligible Entities: Eligible applicants for this grant opportunity are any governmental, quasi-governmental or non-profit entity.

E. Eligible Projects: Eligible projects will enhance access to the Boston Harbor waterfront by supporting, promoting or enhancing water transportation to, from, or within Boston Harbor, via one of the following Funding Sites:

² “Environmental justice is based on the principle that all people have a right to be protected from environmental hazards and to live in and enjoy a clean and healthful environment regardless of race, color, national origin, income, or English language proficiency. Environmental justice is the equal protection and meaningful involvement of all people and communities with respect to the development, implementation, and enforcement of energy, climate change, and environmental laws, regulations, and policies and the equitable distribution of energy and environmental benefits and burdens.” See Environmental Justice Policy of the Executive Office of Energy and Environmental Affairs (updated June 24, 2021), available at <https://www.mass.gov/doc/environmental-justice-policy6242021-update/download>.

- Seaport – Fan Pier
- Seaport – Pier 4
- Charlestown – Harborview Condominiums
- 226 Causeway Street (Lovejoy Wharf)

Different amounts of funding are available for each site. Funding availability for each site is noted in Section 1.F, “Funding Availability,” below.

Eligible Projects could include, but are not limited to, the following:

- New or expanded ferry service that enhances access to water transportation on Boston Harbor;
- Provision of discounted tickets for water transportation services;
- Provision of discounted berthing for public water transit operators;
- New or improved signage informing the public of the availability of water transportation;
- Purchase of water transportation vessels or other related equipment;
- Maintenance, improvement or construction of dock infrastructure.

Water transportation by its nature benefits multiple geographic points. For example, a ferry route that departs from Point A and picks up and drops off passengers at Points B, C and D supports water transportation at all four points. Therefore, an Eligible Project may support water transportation at locations other than the Funding Site from which it receives grant funding, so long as the Eligible Project supports, at a minimum, water transportation at the Funding Site that is the source of funding.

In addition, some funding available through this grant opportunity is dedicated to supporting cultural or educational activities utilizing water transportation on Boston Harbor. To be eligible for this funding, a project must use water transportation on Boston Harbor but, unlike the other sources of funding described above, is not required to support water transportation at one of the Funding Sites.

Eligible Projects could be proposed, existing, or completed projects, so long as the activities for which the applicant seeks funding occurred on or after January 1, 2024.

What is Not Eligible: Eligible Projects must enhance or support water transportation and must do so at a minimum of one Funding Site, or be eligible for the cultural or educational activities funding described above. Projects related to the Boston Harbor waterfront, but not water transportation, are not eligible to receive funding under this grant program. Examples of projects that are not eligible for funding through this grant opportunity include:

- Building or improving recreational infrastructure on one of the Boston Harbor Islands;

- The purchase of equipment, or support for programming, for purely recreational activities on the waterfront (though a project that supports water transportation *to* recreational opportunities in or near Boston Harbor could be eligible.)
- Improvements to waterfront amenities unrelated to water transportation, such as playgrounds, parks, the Harborwalk, or subsidies for events in such places.

F. Funding Availability: The following amounts are available for Eligible Projects at each Funding Site:

- **Seaport Fan Pier:** Up to \$1,200,000 is available.
- **Seaport, Pier 4:** Up to \$600,000 is available.
- **Charlestown Navy Yard, Harborview:** Up to \$260,000 is available.
- **226 Causeway Street (Lovejoy Wharf):** Up to \$200,000 is available.
- **Cultural or Educational Activities on Boston Harbor:** Up to \$250,000 is available for proposals that support cultural or educational activities utilizing water transportation on Boston Harbor.

MassDEP may award up to the full amount available. The MassDEP review committee reserves the right, in its discretion, to award smaller amounts and may elect not to award the total funding currently available during this grant opportunity.

G. Match Preference: While applicants are not required to provide matching funds or an in-kind match, a match is strongly preferred. Applicants are encouraged to identify other known sources of funding for a proposed project on the cover sheet, from both secured and anticipated sources. Matches from non-Eligible Entities are permitted.

H. Other Funding Obligations: Grant awards will be disbursed on a reimbursement basis, meaning grantees will be reimbursed for funds already expended, unless a grant awardee can demonstrate with sufficient financial documentation that it would be unable to implement its proposed project on a reimbursement basis. To receive reimbursement for funds expended, grantees must submit a written request for payment, along with any other required documentation.

All work must be completed on or before December 31, 2026, and grantees are strongly encouraged to submit written requests for payment, and any corresponding supporting documentation requested by MassDEP, in its discretion, on or before December 31, 2026. Please see Section 3.C for more information on required documents.

MassDEP reserves the right to include additional or more specific reporting, documentation, invoicing, or site visit requirements, in any contract or scope of work executed in support of a grant award issued through this program.

I. Total Anticipated Duration of Grant(s): The grant duration will be through December 31, 2026. MassDEP reserves the right, in its discretion, to extend a grant's duration for the purposes of performance completion, consistent with the terms of the grant award contract and the Trust.

Upon completion of the project, and with submission of the final request for reimbursement, all grant awardees shall submit a one (1)-page Final Report summarizing their project tasks, including links to or copies to the work product completed during the contract period. MassDEP reserves the right to request additional materials, information, or other documentary evidence demonstrating completion of work and/or compliance with program and Trust requirements. MassDEP also reserves the right to withhold funding until receipt of satisfactory materials, information, or other documentary evidence demonstrating completion of work and/or compliance with program and Trust requirements.

- J. Applicable Procurement Law:** Grants – MGL c. 7A, § 7; St. 1986 c. 206, § 17; 815 CMR 2.00.

2. APPLICATION INFORMATION

- A. Application Deadline:** Applications are due by December 13, 2024.
- B. Page Limit:** Grant applications must not exceed **ten (10) single-sided pages**, not including the cover sheet and attached supporting documents. The cover sheet at Attachment A is also available online at:

<https://www.mass.gov/info-details/boston-harbor-water-transportation-fund-grant>

Opportunity to Submit Written Questions: Applicants may submit written questions through COMMBUYS or by email to DEP.Waterways@mass.gov by November 6, 2024, which is the deadline for submission of questions. Please use “Question, Boston Harbor Water Transportation Grant” in the subject line. All submitted questions and MassDEP’s official answers will be posted on COMMBUYS and at the website below by 5 p.m. on November 22, 2024. This deadline is also in the Estimated Calendar for Grant Application/Award below.

<https://www.mass.gov/info-details/boston-harbor-water-transportation-fund-grant>

- C. Ownership of Equipment or Other Resources Paid for with Grant Funds:** Equipment or other resources paid for with grant funds shall be owned and maintained solely by the Grantee, unless otherwise negotiated between MassDEP and the Grantee pursuant to a Grant Award Contract.

Compliance with Other Applicable State or Federal Legislative, Regulatory or Policy Requirements: All potential applicants are advised that through submission of an application, the applicant agrees to be responsible for compliance with all federal, state, or local permitting, regulatory, policy, or other requirements in the event of a successful application.

3. INSTRUCTIONS FOR APPLICATION SUBMISSION

- A. Required Information:** In order to be considered for a grant award, applicants must submit a completed application that: (1) includes a completed application cover sheet (Attachment A); (2) affirmatively commits to completing the project by December 31, 2026; and (3) meets the eligibility requirements.

Evaluation Criteria: A MassDEP review committee will evaluate proposals based upon the criteria listed below. The review committee reserves the right to reject any or all proposals.

- *Project Description* (20 points)
 - i. How well does the project, as described, meet desired outcomes?
 - ii. Does the project meet the purposes of the Trust? How well does the applicant demonstrate how the proposed project supports or expands water transportation to, from, or within Boston Harbor?
 - iii. How does the project support one of the Funding Sites described in Section 1.E.b. above?
 - iv. Does the project description include proposed project tasks, personnel, and desired outcome(s) for the project?
- *Project Benefit* (20 points)
 - i. How well does the applicant demonstrate who benefits from the project?
 - ii. How well does the applicant demonstrate that the project benefits water transportation and access to Boston Harbor, including how the project increases access to the Harbor?
 - iii. Does the applicant demonstrate that the project fills an otherwise unmet need to support or expand water transportation on Boston Harbor? For example, does the project provide a new or alternative mode of transit, expand access to water transportation in EJ communities, and/or support new or improved water transportation vessels, docks, and other infrastructure?
- *Qualifications of Organization* (20 points)
 - i. How well does the applicant demonstrate the qualifications of the organization to carry out the proposed work? Does the applicant demonstrate a track record of accomplishing similar projects?
 - ii. Does the applicant demonstrate a sound governance structure and record of fiscal responsibility?
- *Budget and Timeline* (20 points)

- i. How well does the applicant demonstrate a realistic understanding of project costs by providing a budget with detailed and credible cost estimates?
 - ii. Does the applicant identify and describe any match or other funding sources that will support the project? Is the applicant partnering with any other organizations to implement the project?
 - iii. If some or all of the proposed project includes a request for reimbursement for eligible costs incurred on or after January 1, 2024 but before submission of the application, has the applicant provided sufficient documentation to demonstrate that it has incurred and paid for these project costs? Attachments do not count towards the 10-page limit.
 - iv. For proposed future work, how well does the applicant describe the timeline for the proposed work? Is it demonstrated that the work can feasibly be completed by December 31, 2026?
- *Financial Need* (10 points)
 - i. How well does the applicant demonstrate a need for financial assistance to implement the proposed project?
- *Environmental Justice* (10 points)
 - i. Does the proposal provide direct benefits to EJ populations? (Information on which communities are classified as EJ communities can be found at <https://www.mass.gov/info-details/environmental-justice-communities-in-massachusetts>).
 - ii. Are new partnerships being formed to enhance EJ populations' access to water transportation on Boston Harbor?

B. Application Completion and Submission Instructions

All grant applicants must include the attached cover sheet (Attachment A) with their application and submit the packet electronically through COMMBUYS or by email by 5:00 p.m. on December 13, 2024.

The COMMBUYS bid number for this grant opportunity is [BD-25-1045-BWR00-BWR01-108332](#)

If submitting by email, please submit applications to DEP.Waterways@mass.gov.

Please submit applications with the applicant's name AND "Boston Harbor Water Transportation Grant" in the subject line (e.g., Subject line: "Applicant Name - Boston Harbor Water Transportation Grant").

Sections 1 and 2 of Attachment A must be included with the application. Attachment A is at the end of this document and also available for download at the grant website.

Applications received after the deadline will be rejected automatically. MassDEP reserves the right to reject any and all proposals or request additional information, if needed.

C. Additional Required Documentation

If selected for a grant award, the applicant will be required to submit the following forms to complete the grant award contracting process. Forms with an asterisk (*) need not be submitted, if they have been completed previously and are already on file with the Commonwealth:

- Commonwealth Standard Contract Form, filled out and signed by the applicant. The Standard Contract Form is listed under Contracts on this website: www.macomptroller.org/forms.
- Commonwealth Terms and Conditions. www.macomptroller.org/forms
These Terms and Conditions are incorporated by reference into the Standard Contract Form, and do not need to be executed separately.
- Commonwealth W-9 tax information form filled out and signed by the applicant with DUNS number and Federal Tax ID(*) www.macomptroller.org/forms
- Completed Contractor Authorized Signatory Listing Form
<https://www.macomptroller.org/forms>
- Electronic Funds Transfer (EFT) form(*)
<https://www.mass.gov/how-to/tips-for-completing-the-electronic-funds-transfer-eft-form>
- Scope of Work

Applicants are encouraged to review these forms prior to submission of an application.

4. ESTIMATED CALENDAR FOR GRANT APPLICATION/AWARD

EVENT	DATE	TIME
NOTICE OF GRANT OPPORTUNITY (posted on COMMBUYS and MassDEP website)	October 7, 2024	
Grant Application Release Date (posted on MassDEP website)	October 21, 2024	
Deadline for Submission of Written Questions (via COMMBUYS)	November 6, 2024	5:00 p.m.
Estimated Publication of Official Answers to Submitted Questions (published on MassDEP website)	November 22, 2024	
Grant Opportunity & Application Amendment Deadline (if applicable updated documents will be published on MassDEP's website)	November 22, 2024	5:00 p.m.
Deadline for Submission of Grant Proposals (via COMMBUYS)	December 13, 2024	5:00 p.m.
Announcement of Grant Selection/Award Results (posted on COMMBUYS and published on the MassDEP website)	April 2025	
Estimated Contract Start Date	May 2025	

ATTACHMENT A

Boston Harbor Water Transportation Grant 2024 Grant Program Application

Overview: The Massachusetts Department of Environmental Protection (“MassDEP” or the “Department”) seeks grant proposals from Eligible Entities for the purpose of enhancing public access to the Boston Harbor waterfront by expanding water transportation to, from, or within Boston Harbor.

PLEASE COMPLETE SECTIONS 1 AND 2 AND INCLUDE IT WITH YOUR APPLICATION

Section 1: Applicant Information

Applicant Name: _____

Project Title: _____

Short description of the project (<5 sentences)

Requested Funds: _____ Matching Funds (optional): _____

Name of person completing form: _____ Title: _____

Address: _____

Phone: _____ Email: _____

By checking this box ☐ the applicant confirms that it is authorized to submit this grant application on behalf of the organization or entity listed above.

Section 2: Ability to Perform Proposed project

- A. Ability to Use Funds:** If awarded a Boston Harbor Water Transportation Grant, the awardee must be able to enter into a contract with MassDEP within 30 days of Grant Award.

By checking this box ☐ the Applicant acknowledges and agrees that it is able to enter into the contract and perform the project and meet all requirements of this state grant.

Section 3: Application Guide

Consistent with the Evaluation Criteria outlined in the Grant Opportunity document, please include the following in your application, in no more than ten (10) pages:

Project Description: Describe the proposed project and the proposed work to be covered by this funding. This project description should include project tasks and desired outcome(s) for the project, as well as how the proposed project meets the purposes of the Boston Harbor Water Transportation Expendable Trust (*i.e.*, how it will enhance public access to Boston Harbor by expanding water transportation to, from, or within Boston Harbor). This section should also identify the Funding Site(s) where water transportation will be supported or, alternatively, if Cultural or Educational Activities is appropriate. If all or some of the proposed project includes a request for reimbursement for eligible costs incurred on or after January 1, 2024 and before submission of the application, please include a description of the project partially or fully completed.

Project Benefit: Provide information about how the project benefits water transportation in and access to Boston Harbor, including how the project increases access to the Harbor; who benefits from the project; which Funding Site benefits from the project; and how it fills an otherwise unmet need to support or expand water transportation on Boston Harbor.

Qualifications of Organization: Describe the qualifications of the organization to carry out the proposed work.

Financial Need: Explain the need for financial assistance to implement the proposed project, including other anticipated or secured funding sources that will support portions of the project (if applicable).

Project Budget and Timeline: Detail the anticipated cost associated with the proposed project. Demonstrate a realistic understanding of project costs by providing a budget with detailed and credible cost estimates. Identify and describe any match or other funding sources that will support the proposed project. If all or some of the proposed project includes a request for reimbursement for eligible costs incurred on or after January 1, 2024 and before submission of the application, please attach documentation supporting these project costs. Describe the timeline for the proposed project, including how it will be completed within the grant term.

Environmental Justice: Describe in detail how environmental justice populations will benefit directly from the proposed project, and whether EJ populations, EJ communities, or EJ organizations will be involved in the proposed project.