I. **Introduction**

The Federal Funds & Infrastructure Office (FFIO) provides technical assistance for local and tribal governments, as well as regional organizations whose membership is exclusively composed of municipal governments, regional planning agencies, community development corporations and other development authorities or agencies **that have received or are in the process of seeking federal funding** for infrastructure, climate, or economic development projects.

To that end, FFIO administers two programs for delivering technical assistance enabled by Chapter 214 of the Acts of 2024 ("*An Act to Provide for Competitiveness and Infrastructure Investment in Massachusetts*") for cities, towns and tribes across the state.

**Municipal and Tribal Technical Assistance Grant Program (MTTA)**
- A competitive grant program designed for the Commonwealth's municipalities and tribes, as well as regional organizations whose membership is exclusively composed of municipal governments, community development corporations and other development authorities or agencies to help fund technical assistance services for qualifying projects.

**Technical Assistance Grants for Regional Planning Agencies (TARPA)**
- A formula-based grant program that equips the Commonwealth's Regional Planning Associations (RPAs) with resources for direct technical assistance to cities and towns, particularly for advancing projects in underserved communities, and for projects that have regional impact and scope.

Since FFIO's creation in the early part of the Healey-Driscoll Administration, the office has conducted extensive outreach with local governments and RPAs. We have repeatedly heard about the significant barriers communities face when initiating and advancing a variety of projects. Many local governments in Massachusetts, particularly in rural and economically disadvantaged areas, lack internal staff capacity related to the management of complex federal requirements during the project planning phase. Additionally, these municipalities, tribes and RPAs often need resources and administrative structures to implement pilot and demonstration projects that build community support for long-term infrastructure improvements.

Through our technical assistance grant programs, FFIO will provide resources that support capacity building for infrastructure, climate, and economic development projects with a focus on rural, Gateway Cities, and other underserved areas. The goal of the technical assistance grant programs is to help eliminate barriers that hold communities back from greater federal funding opportunities at the planning and demonstration phase of project development and provide, where possible, immediate dollars to localities for advancing overall project completion.

II. **Applicant Eligibility**

**Municipal and Tribal Technical Assistance Grant Program (MTTA)**

All Massachusetts local governments and federally recognized tribes, as well as regional organizations whose membership is exclusively composed of municipal governments, community development corporations and other development authorities or agencies are eligible for MTTA grants.

To qualify for funding under this program, applicants must demonstrate:

1. A clear need for technical assistance that advances or supports projects that include but are not limited to infrastructure, climate, housing, and economic development projects.
2. That technical assistance advances or supports projects for which applicants **are either in the process of seeking federal funding OR have received federal dollars**. (See Section III for more information.)

This grant program will prioritize requests from rural communities, Gateway Cities, as well as localities with financial and capacity needs in similar underserved communities, as outlined in ATTACHMENT B. If you have any questions regarding your community's designation, please email FedFundsInfra@mass.gov

**Applicants must be compliant with the MBTA Communities Law unless their locality is exempt.**

### Technical Assistance Grants for Regional Planning Agencies (TARPA)

This formula-based grant program helps Massachusetts' Regional Planning Agencies (RPAs) provide direct technical assistance to cities and towns on projects with a regional scope and impact. Funding through the program is tied to specific conditions and reporting requirements established by the FFIO.

To qualify for funding under this program, applicants must be:
1. A Massachusetts RPA, and
2. **In the process of seeking federal funding OR have received federal dollars.** See Section III for more information.

RPAs that decide to pursue this technical assistance grant funding will be expected to provide frequent and periodic updates to FFIO, coordinate with FFIO as needed, and submit annual spending reports.

## III.    Project Eligibility

Grants are intended to help communities and RPAs with priority municipal, tribal and regional projects that **are in the process of applying for or have received federal funding**. Eligible items include but are not limited to those listed below per grant program:

### Municipal and Tribal Technical Assistance Grant Program (MTTA)
- Tax Assistance (e.g. filing forms with the IRS for Direct Pay)
- Grant-Writing
- Project Scoping and Financial Analysis
- Planning and Feasibility Studies
- Demonstration Activities
- Post-Award Grant Management Support

### Technical Assistance Grants for Regional Planning Agencies (TARPA)
- Hiring in-house capacity to provide technical assistance
- Grant Application Support
- Project Development and Implementation Support
- Project Scoping and Financial Analysis
- Planning and Feasibility Studies
- Cost-Benefit Analysis

If you have questions about project eligibility, please contact FFIO to confirm eligibility by emailing [FedFundsInfra@mass.gov](mailto:FedFundsInfra@mass.gov)

## IV.    Application

Municipal, tribal government, RPA and other qualified organizational staff interested in technical assistance for infrastructure, climate and economic development projects should apply through the following two links:

- o **Municipal and Tribal Technical Assistance Grant Program**
- o **Technical Assistance Grants for Regional Planning Agencies**

For a copy of the full application for both programs, please see ATTACHMENT A.

## V.    Review Process and Decision-Making Considerations

### Municipal and Tribal Technical Assistance Grant Program (MTTP)

Applications are reviewed on a rolling basis. FFIO will consider the following factors in making award determinations under this program:

o *Community Designation as Rural or Gateway*

To help address the greatest technical needs across the state, FFIO will prioritize communities designated as Rural Communities or Gateway Cities, as outlined in ATTACHMENT B, with consideration also being given to communities not designated as such but with similar capacity and funding constraints.

o *Project Feasibility*

To help ensure that projects funded under this grant program continue after support is provided through FFIO, staff will prioritize requests from municipalities and tribes that demonstrate a feasible implementation path after technical assistance is provided.

o *Community Needs*

FFIO recognizes that each community has unique challenges that affect its capacity to plan and implement projects. Capacity needs will be evaluated based on demonstration in the application form and any supplemental information provided that addresses this issue.

o *Availability of Alternative Funding*

FFIO will consider how various financial constraints, such as limited local funding, lack of planning or design resources, or difficulty accessing matching funds, affect the community's ability to advance the project seeking technical assistance funding. Staff will also consider how the support provided through this grant program would complement *existing* municipal, regional, or consultant resources, enabling progress that would not otherwise be possible at this time.

**Successful applicants will receive funding following approval of their application. Spending must be conducted in compliance with FFIO and Commonwealth rules and regulations**.

### Technical Assistance Grants for Regional Plannings Associations (TARPA)

FFIO oversees the program, which allocates grant funding to the RPAs on an opt-in basis. Funding through the program is tied to specific conditions and reporting requirements established by FFIO. RPAs

will be expected to sign a memorandum of understanding (MOU) stipulating these conditions and requirements upon joining the program.

ATTACHMENT A

## Municipal and Tribal Technical Assistance Grant Program (MTTA) Application

This application is for all Massachusetts local governments and federally recognized tribes, as well as regional organizations whose membership is exclusively composed of municipal governments, community development corporations and other development authorities or agencies eligible for MTTA grants. To qualify for funding under this program, applicants must demonstrate:

1. A clear need for technical assistance that advances or supports projects that include but are not limited to infrastructure, climate, housing, and economic development projects.

2. That technical assistance advances or support projects for which applicants are either in the process of seeking federal funding or have received federal dollars.

This discretionary grant program will prioritize requests from rural communities, Gateway Cities, as well as localities with financial and capacity needs in similar underserved communities. Please see Attachment B in the FFIO Technical Assistance Grant Programs Guidance Document for any questions regarding definition of designation or please email FedFundsInfra@mass.gov

**All applicants must be compliant with the MBTA Communities Law unless their locality is exempt.**

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1. **Applicant Full Name:**

2. **Applicant Title:**

3. **Applicant Email Address and/or Telephone Number:**

4. **Entity Name:**

5. **Project Name:**

6. **Location of Project:**

7. **Community Classification**
   a. **Rural [link to list of rural communities]**
   b. **Gateway City [link to list of Gateway Cities]**
   c. **Neither rural or Gateway City**

8. **[Drop down list menu of possible TA needs, e.g., grant writing, additional staff capacity, design, planning, OTHER]**

9. **Project Description – Describe both the project and the technical assistance that you seek to support with this grant program:**

10. **How would support offered through this program help you do something that might otherwise not be possible right now? (Please feel free to describe any financial or capacity constraints)**

11. **[BOX] Have you already received federal funding for this project → Yes/No**

12. **[BOX] If not, are you pursuing federal funding for this project → Yes/No**

13. **If you answered "yes" to either question 10 or 11, identify the specific federal funding source that is connected to your project.**

## Technical Assistance Grants for Regional Planning Agencies (TARPA) Application

This application is for formula-based grant program that helps Massachusetts' Regional Planning Agencies (RPAs) provide direct technical assistance to cities and towns on projects with a regional scope and impact. Funds will be disbursed according to the DLTA funding formula. For more detailed information, please see the FFIO Technical Assistance Grant Programs Guidance Document or please email FedFundsInfra@mass.gov

To qualify for funding under this program, applicants must be:

1. A Massachusetts RPA, and

2. In the process of seeking federal funding OR have received federal dollars.

RPAs that decide to pursue this technical assistance grant funding will be expected to provide frequent and periodic updates to FFIO, coordinate with FFIO as needed, and submit annual spending reports.

1. **Requestor Full Name:**

2. **Requestor Title:**

3. **Requestor Email Address and/or Telephone Number:**

4. **Entity Name:**

ATTACHMENT B - **List of communities with rural and gateway designations**

**Rural Communities** (defined as towns with populations of less than 7,000 or with a population density of less than 500 persons per square mile (measured by the 2020 US Census)

**A-I**
*Adams, Alford, Aquinnah, Ashburnham, Ashby, Ashfield, Athol, Avon, Barre, Becket, Belchertown, Berkley, Berlin, Bernardston, Blandford, Bolton, Bourne, Boxborough, Boxford, Boylston, Brewster, Brimfield, Brookfield, Buckland, Carlisle, Carver, Charlemont, Charlton, Chatham, Cheshire, Chester, Chesterfield, Chilmark, Clarksburg, Colrain, Conway, Cummington, Dalton, Deerfield, Dighton, Douglas, Dover, Dunstable, East Brookfield, Eastham, Edgartown, Egremont, Erving, Essex, Florida, Freetown, Gill, Goshen, Gosnold, Granville, Great Barrington, Groton, Groveland, Hadley, Halifax, Hampden, Hancock, Hardwick, Harvard, Hatfield, Hawley, Heath, Hinsdale, Holland, Hopedale, Hubbardston, Huntington, Ipswich;*

**L-R**
*Lakeville, Lancaster, Lanesborough, Lee, Leicester, Lenox, Leverett, Leyden, Lincoln, Lunenburg, Manchester-By-The-Sea, Marion, Mattapoisett, Mendon, Merrimac, Middleborough, Middlefield, Millville, Monroe, Monson, Monterey, Montgomery, Mount Washington, Nahant, Nantucket, New Ashford, New Braintree, New Marlborough, New Salem, Newbury, North Brookfield, Northfield, Oak Bluffs, Oakham, Orange, Orleans, Otis, Oxford, Palmer, Paxton, Pelham, Pepperell, Peru, Petersham, Phillipston, Plainfield, Plympton, Princeton, Provincetown, Rehoboth, Richmond, Rochester, Rockport, Rowe, Rowley, Royalston, Russell, Rutland;*

**S-W**
*Sandisfield, Sandwich, Savoy, Sheffield, Shelburne, Sherborn, Shirley, Shutesbury, Southampton, Southwick, Spencer, Sterling, Stockbridge, Stow, Sturbridge, Sunderland, Sutton, Templeton, Tisbury, Tolland, Topsfield, Townsend, Truro, Tyringham, Upton, Uxbridge, Wales, Ware, Warren, Warwick, Washington, Wellfleet, Wendell, Wenham, West Bridgewater, West Brookfield, West Newbury, West Stockbridge, West Tisbury, Westhampton, Westminster, Westport, Whately, Williamsburg, Williamstown, Winchendon, Windsor, Worthington.*

**Gateway Cities** (defined under MGL Chapter 23A Section 3A)
*Attleboro, Barnstable, Brockton, Chelsea, Chicopee, Everett, Fall River, Fitchburg, Haverhill, Holyoke, Lawrence, Leominster, Lowell, Lynn, Malden, Methuen, New Bedford, Peabody, Pittsfield, Quincy, Revere, Salem, Springfield, Taunton, Westfield and Worcester.*