Commonwealth of Massachusetts
Executive Office of Economic Development

COMMUNITY ONE STOP FOR GROWTH

Overview Webinar

February 5, 2024

Webinar 1

Webinar Roadmap

- Overview of the One Stop
- What's New in FY25
- The Development Continuum
- The Guidance Phase
  - Expression of Interest
  - Virtual Office Hours
- The Full Application
- Frequently Asked Questions

One Stop Overview: Brief History

Launched in January of 2021, the One Stop is a **single application portal** and **collaborative review process** designed to **streamline the experience** for the applicant and **better coordinate** economic development programs and staff on engagement and grant making.

The One Stop was created as part of the 2019 Economic Development Plan. Communities voiced **frustration with not knowing about, and the challenges in accessing, state funding resources** to help them advance their goals for economic growth.

The process reoriented the Commonwealth from a passive reviewer of funding requests to an active partner in economic development strategy, priorities, and investment.

One Stop Overview: Key Benefits

- **Guidance and Partnerships,** allowing applicants to receive key feedback through optional "Expression of Interest" process before completing a full application, and allowing the State to holistically and directly engage with local leadership.
- **Ability to be considered for more than one grant program simultaneously**, saving time on research and applications to different agencies and programs.
- **Greater accessibility to grant programs for small communities** with limited staff resources, that would otherwise not have the capacity to prepare applications to multiple grant programs during the year.
- **Direct referrals to additional programs** to support applicants' priorities that did not fit within One Stop.
- **A full view by program staff of community priorities**, allowing the state to understand community vision beyond four corners of a single, discrete application.
- **Collaborative review,** allowing for State funding coordination and enhanced State awareness and support for community development goals.

One Stop Overview: The One Stop Process

The goal of the One Stop is to make it easy for municipalities to access our grants, and for the Commonwealth to fund as many impactful economic development projects as possible.

- **Guidance Phase:** Opportunity for applicants to receive guidance on project ideas through the Expression of Interest (EOI), Webinars, and Virtual Office Hours prior to submitting a Full Application.
- **Full Application:** Designed to guide applicants to apply based on what their projects aims to do within the development lifecycle, on a scale that we call the Development Continuum.
- **Collaborative Review:** Applications are not submitted to specific grant programs, but rather categories that are reviewed by multiple programs that best fit the funding needs of the project.
- **Award Decision:** The multistep collaborative review results in the recommendation of the most impactful projects across the state.

One Stop Overview: One Stop Programs

Executive Office of Economic Development

- MassWorks Infrastructure Program
- Rural Development Fund
- Urban Agenda Grant Program
- Massachusetts Downtown Initiative

Executive Office of Housing and Livable Communities

- HousingWorks Infrastructure Program
- Housing Choice Grant Program
- Community Planning Grants Program

MassDevelopment Finance Agency

- Underutilized Properties Program
- Site Readiness Program
- Collaborative Workspaces Program
- Brownfields Redevelopment Fund
- Real Estate Services Technical Assistance

Commonwealth of Massachusetts
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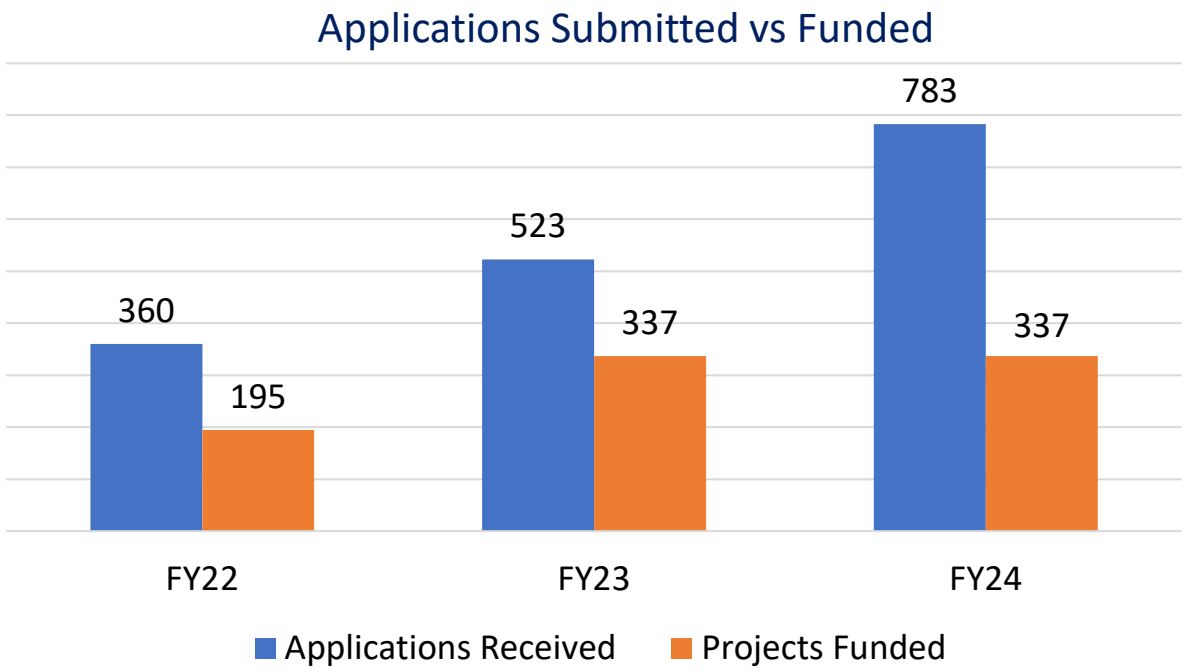
Economic Development

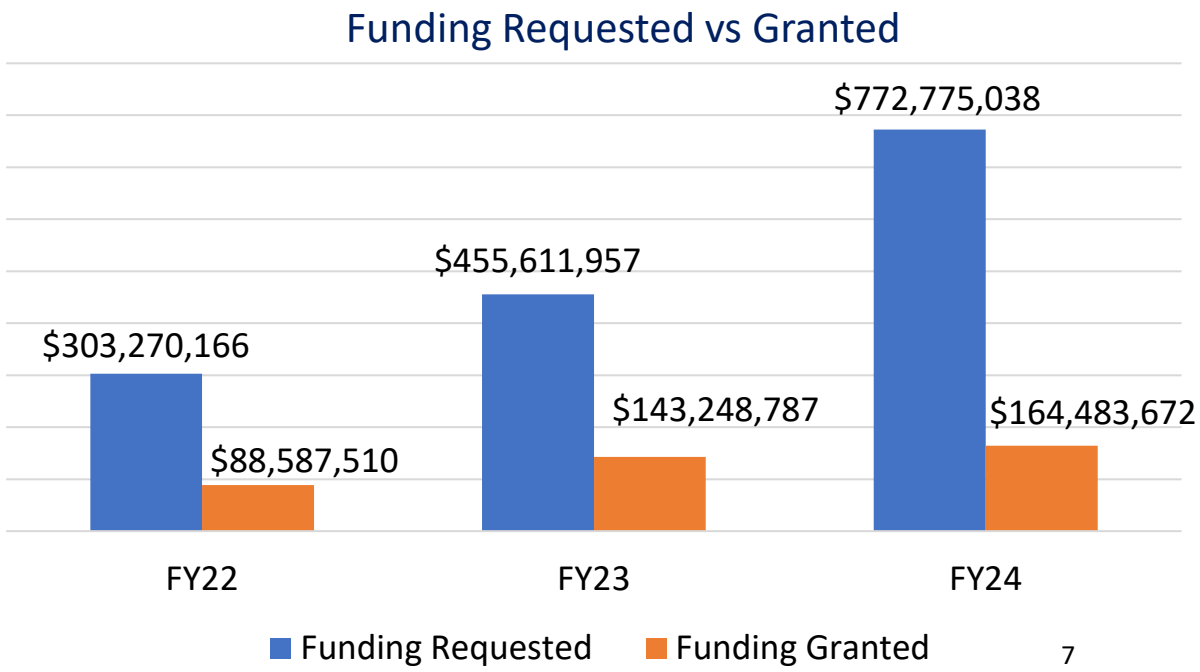
Commonwealth of Massachusetts
EXECUTIVE OFFICE OF HOUSING &
LIVABLE COMMUNITIES

MassDevelopment

Past Results

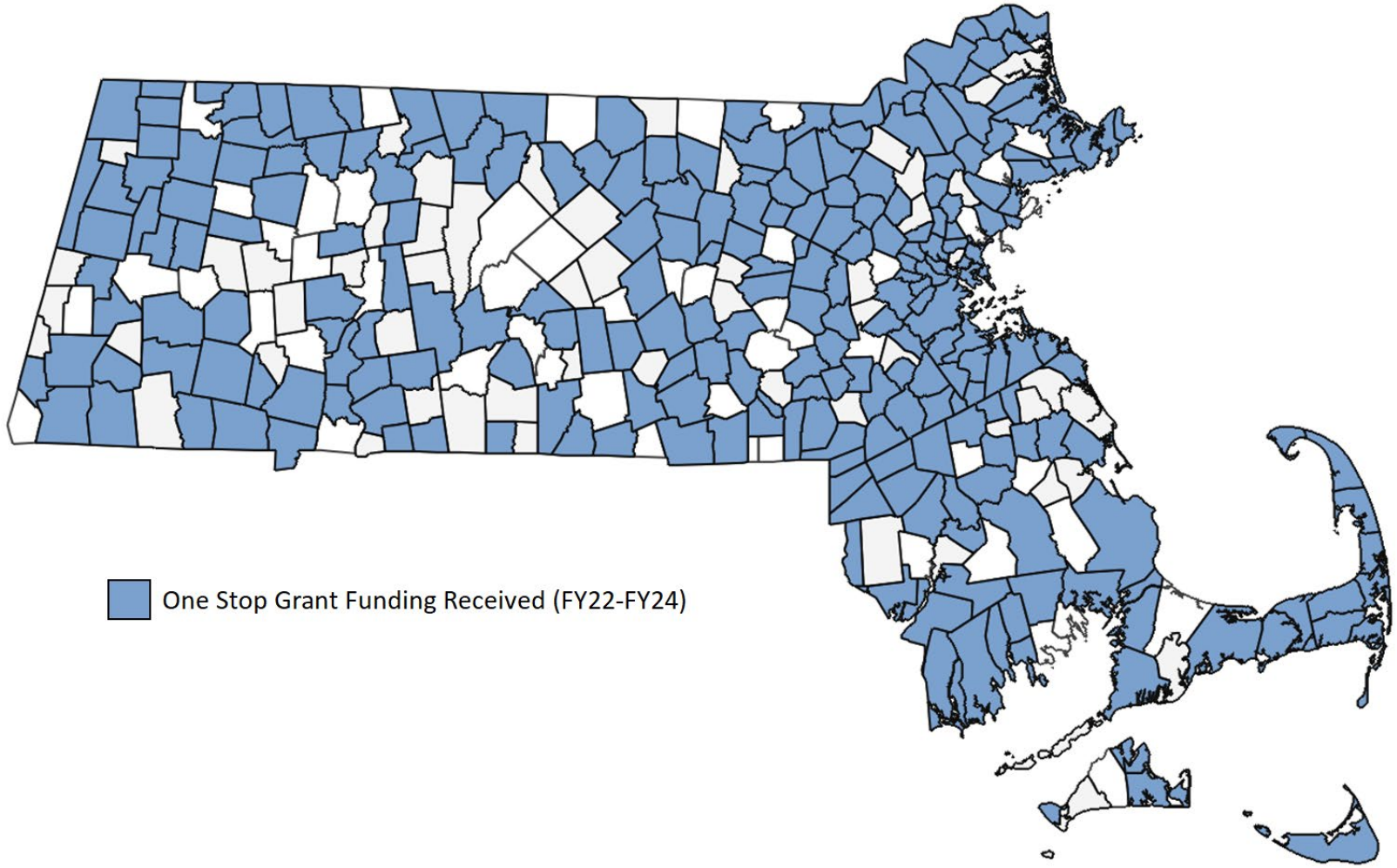
- The first three rounds of the One Stop have resulted in **869 grant awards totaling over $396.3 million in funding.**
- Applications have been submitted by over **760 organizations in 296 different communities**.
- Funding through the One Stop is extremely competitive, with demand growing each round.
  - The amount of grant **funding requested in FY24 was more than FY22 and FY23 combined**.
  - Of all application submitted in the first three rounds, **52% have received funding**.





Past Results: Community Coverage

Regional equity is a key consideration when determining grant awards. In the three One Stop rounds to date, **243 communities across the Commonwealth** have been represented by at least one award.



New in FY25: HousingWorks Infrastructure Program

The **HousingWorks Infrastructure Program** is now fully integrated into the One Stop!

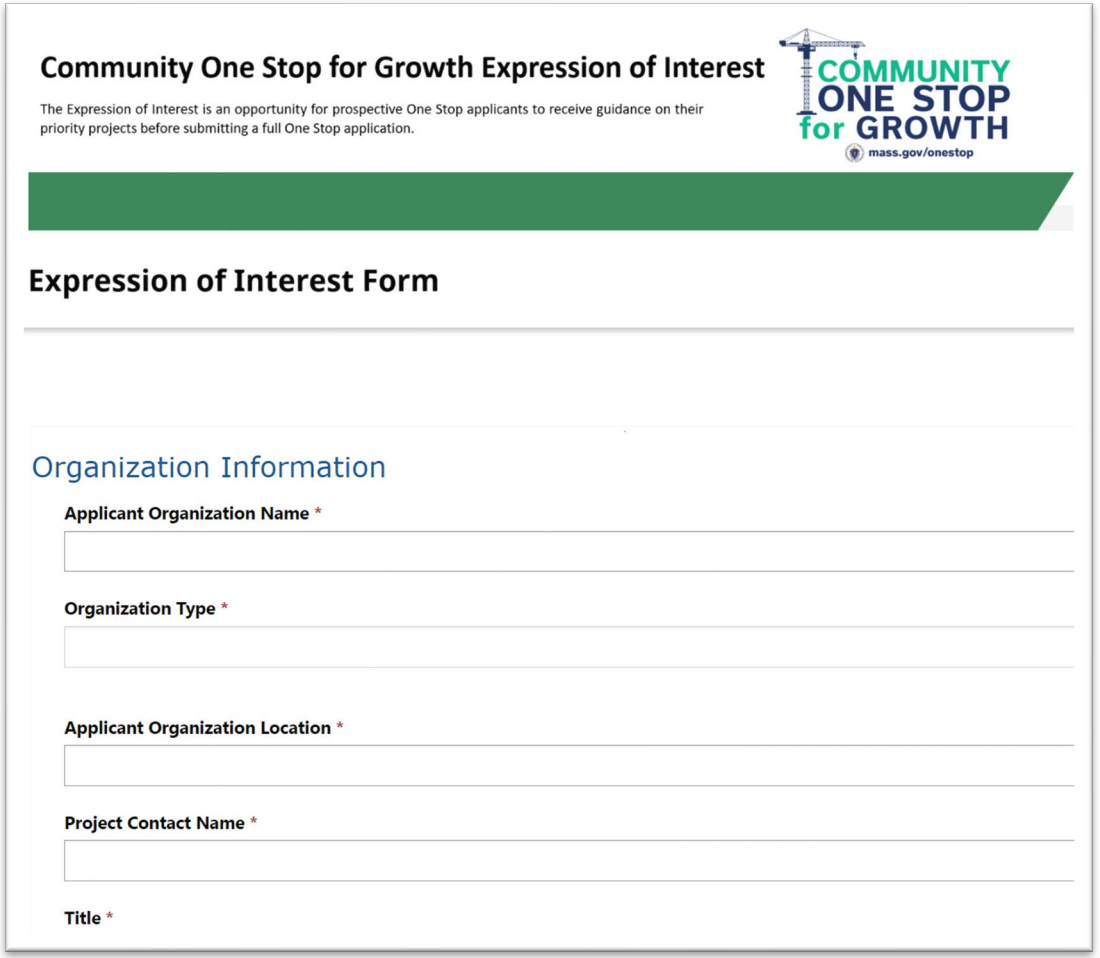
- HousingWorks Infrastructure Program is a new competitive grant offered by EOHLC to support a variety of infrastructure related activities to unlock housing production.
- The program funds both the pre-development and construction of improvements to publicly-owned infrastructure needed to develop, preserve, or rehabilitate housing in the Commonwealth.
- The program is available to municipal entities, as well as associated public entities (including Public Housing Authorities, Redevelopment Authorities, and Water/Sewer or Service Districts).

The Administration announces the first round HousingWorks Infrastructure Program awards in Revere in October 2023

New in FY25: Improved Expression of Interest

The Expression of Interest has been improved to save applicants time and ensure prompt delivery of feedback:

- **Easier Access:** The EOI Form is now a simple webform accessed directly through the One Stop website.
- **Wider Availability:** Organizations no longer need to be registered in the IGX system to submit an EOI.
- **Multiple Submissions Allowed:** There is no longer a limit to the number of EOI forms that can be submitted by an organization.
- **Expedited Feedback Delivery:** The streamlined form reduces the time required for staff to review each EOI, allowing for faster delivery of the Feedback Report.



New in FY25: Virtual Office Hours

To supplement the guidance provided through the EOI, this year two **Virtual Office Hour series** will be held to allow applicants to have their questions answered by staff:

- **One Stop General Guidance Office Hours –** One Stop staff, and a representative from each agency, will hold several office hours to answer general One Stop process and technology questions.
- **Individual Program Office Hours –** Each program in the One Stop will host a separate office hour session to allow applicants to ask program staff questions related to the program.

The full schedule of office hours is available at www.mass.gov/onestop.

Additional Notes on the FY25 Round

Streamlined Application Structure

The Full Application has been consolidated into three forms that must be completed by all applicants:

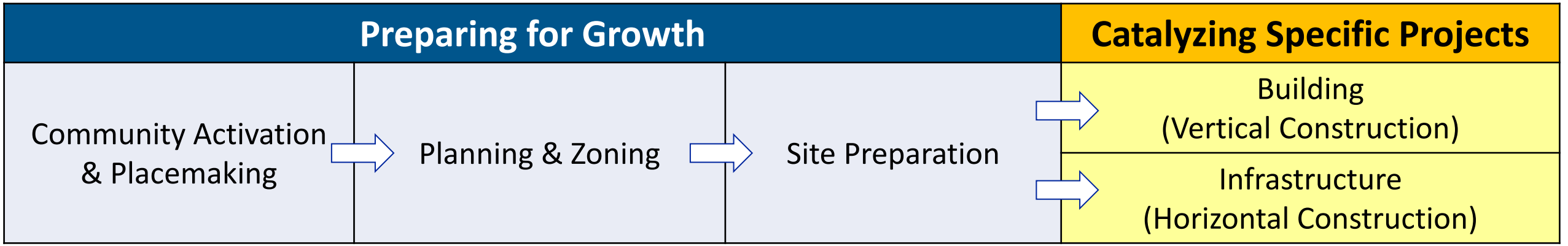
- *Form 1. Applicant Information*: Information about the organization submitting the application.
- *Form 2. Project Information*: All details related to the project being considered for funding.
- *Form 3. Certification*: Signature page certifying the authority to submit the application.

MBTA Community Compliance

- Section 3A to the Zoning Act (Chapter 40A of the General Laws) requires each of the 177 MBTA communities to have a zoning district in which multifamily zoning is permitted as of right, and that meets other requirements set forth in the statute.
- Any noncompliant MBTA community is ineligible for funding from the Housing Choice Grant Program, the HousingWorks Infrastructure Program, and/or the MassWorks Infrastructure Program.
    - **All other Community One Stop for Growth programs will take noncompliance with Section 3A into consideration when making grant award recommendations.**
- For information on compliance with the MBTA Communities law, visit www.mass.gov/mbtacommunities.

Development Continuum

- To help guide applicants, the One Stop uses a Development Continuum that describes how a typical economic development project moves from concept to reality within diverse communities.
- All projects submitted through the One Stop will fit within one Development Continuum category.
- This continuum separates economic development activities into two broad categories:
  - Preparing for Growth - Grants to support activities and initial steps by community-based actors to attract and guide private investment in a community.
  - Catalyzing Specific Projects - Grants to support the private development of commercial, industrial and residential investment projects that further the community vision.



Development Continuum: Applicant Eligibility

Applicant Type	Preparing for Growth			Catalyzing Specific Projects	
	Community Activation & Placemaking	**Planning & Zoning**	**Site Preparation**	**Building**	**Infrastructure**
Public Organizations (Municipal and Other Public)	Eligible For All Programs in the One Stop				
Non-Profit	Urban Agenda Grant Program	None	Site Readiness Program	Underutilized Properties Program, Collaborative Workspace Program	None
Certified Community Development Corporation	Urban Agenda Grant Program	None	Site Readiness Program	Underutilized Properties Program, Collaborative Workspace Program	None
For-Profit	None	None	None	Underutilized Properties Program, Collaborative Workspace Program	None

Development Continuum: Program Overlay

Program	Community Activation & Placemaking	Planning & Zoning	Site Preparation	Building	Infrastructure
Urban Agenda Grant Program	✓				
Mass Downtown Initiative	✓				
Community Planning Grant Program		✓			
Real Estate Services Technical Assistance		✓	✓		
Brownfield Redevelopment Fund			✓		
Site Readiness Program			✓		
Collaborative Workspace Program				✓	
Underutilized Properties Program				✓	
MassWorks Infrastructure Program					✓
HousingWorks Infrastructure Program					✓
Housing Choice Grant Program		✓	✓	✓	✓
Rural Development Fund		✓	✓	✓	✓

Community Activation & Placemaking

Project Type	Technical Assistance for Downtowns	Equitable Workforce and Business Development Programming

Project Focus	• Downtown Design Consultant Services
	• Downtown Mobility/Parking Consultant Services
	• Downtown Wayfinding/Branding Consultant Services
	• Economics of Downtown Consultant Services
	• Pedestrian Orientation/Placemaking Consultant Services
	• Small Business Support/E-commerce Consultant Services
	• Forming a Downtown Management District
	  ○ Phase 1 Feasibility
	  ○ Phase 2 Implementation
		• Entrepreneurship and Small Business Development
		• Workforce Development and Training Initiatives
		• Community Organizing and Leadership Development

Program(s)	➢ Massachusetts Downtown Initiative	➢ Urban Agenda Grant Program

Planning & Zoning

Project Type	Community Plan	Zoning Revision	Planning for Housing	District Redevelopment Technical Assistance
Project Focus	• Master Plan • Neighborhood Plan • Downtown Plan • Urban Renewal Plan • Housing Production Plan • Regional Plan • Corridor Plan • Other Plan	• Zoning Revision to Comply with Section 3A of MGL c.40A • Comprehensive Zoning Review & Revision • Other Zoning Revision	• Housing Feasibility Plan • Housing Site Master Plan • Housing Infrastructure Plan • Housing Site Design Plan • Other Housing Plan	• Planning for Growth in a Commercial/Industrial or Mixed-use District
Program(s)	➢ Community Planning Grant Program ➢ Housing Choice Grant Program ➢ Rural Development Fund	➢ Community Planning Grant Program ➢ Housing Choice Grant Program ➢ Rural Development Fund	➢ Community Planning Grant Program ➢ Housing Choice Grant Program ➢ Rural Development Fund	➢ Real Estate Services Technical Assistance ➢ Housing Choice Grant Program ➢ Rural Development Fund

Site Preparation

Project Type	Brownfield Site Clean Up	Site Improvements to Unlock Development	Municipal Surplus Property Disposition

Project Focus	• Brownfields Site Assessment
	• Brownfields Remediation
		• Site Readiness Pre-Construction
		  ○ Site Due Diligence
		  ○ Site Plan Design
		  ○ Market Study
		  ○ Civil Engineering
		  ○ Pre-Permitting/Permitting
		• Site Readiness Construction
		  ○ Demolition
		  ○ Site Acquisition, Related Tasks
		  ○ Construction of Site Related Upgrades
			• Municipal Surplus Property Disposition Study

Program(s)	➢ Brownfield Redevelopment Fund	➢ Site Readiness Program ➢ Housing Choice Grant Program ➢ Rural Development Fund	➢ Real Estate Services Technical Assistance ➢ Housing Choice Grant Program ➢ Rural Development Fund

Building

Project Type	Underutilized Property Rehabilitation	Creating Collaborative Workspace	Community Led Housing Production

Project Focus	• Underutilized Property Pre-Construction
	  ○ Building Condition Study
	  ○ Development Feasibility Study
	  ○ Code Compliance Study
	  ○ Architectural or Engineering Plans
	• Underutilized Property Construction
	  ○ Code Compliance
	  ○ Building Accessibility Improvements
	  ○ Building Stabilization and/or Shell Repair
	  ○ Interior Demolition or Remediation
		• Collaborative Workspace Feasibility Study
		• Collaborative Workspace Fit-Out or Equipment
			• Support Housing Production
			• Support Housing Rehabilitation
			• Support Housing Preservation

Program(s)	➢ Underutilized Property Program ➢ Housing Choice Grant Program ➢ Rural Development Fund	➢ Collaborative Workspace Program	➢ Housing Choice Grant Program

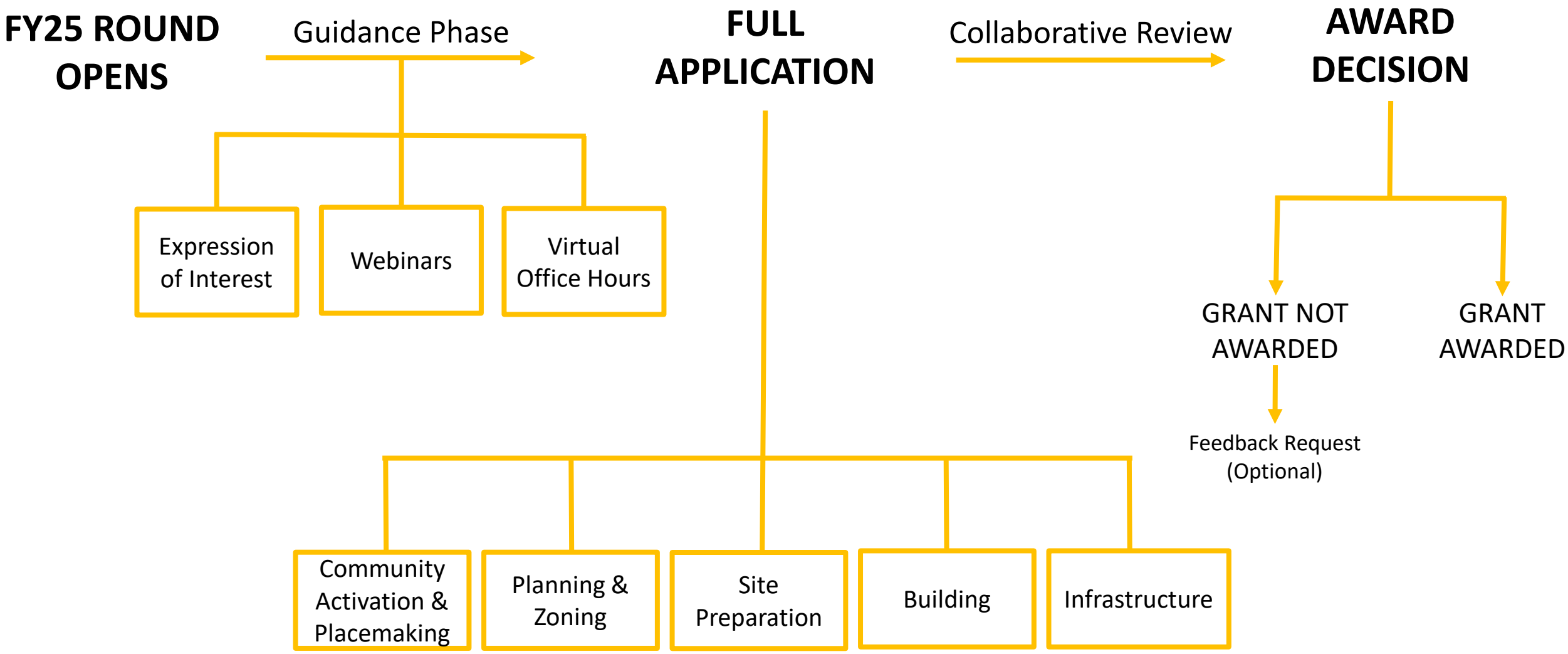
Infrastructure

Project Type	Public Infrastructure to Support Housing Growth (Residential Only)	Public Infrastructure to Support Mixed-Use and/or Commercial/Industrial Growth	Small Town Road Improvements to Enhance Public Safety (aka STRAP)

Project Focus	• Pre-Construction - Design / Engineering Documents Only
	• Construction
	  ○ Roadway / Streetscape Improvements
	  ○ Bridge / Culvert Repair or Replacement
	  ○ Water / Sewer Infrastructure
	  ○ Public Utility Project (Gas, Electric, etc.)
		• Pre-Construction - Design / Engineering Documents Only
		• Construction
		  ○ Roadway / Streetscape Improvements
		  ○ Bridge / Culvert Repair or Replacement
		  ○ Water / Sewer Infrastructure
		  ○ Public Utility Project (Gas, Electric, etc.)
			• Construction of Road Improvements to Enhance Public Safety

Program(s)	➢ HousingWorks Infrastructure Program ➢ Housing Choice Grant Program ➢ Rural Development Fund	➢ MassWorks Infrastructure Program ➢ Housing Choice Grant Program ➢ Rural Development Fund	➢ MassWorks Infrastructure Program

One Stop for Growth Process: Overview



FY25 One Stop Timeline

One Stop Launch: January 19, 2024

- The One Stop officially launches in coordination with the MA Municipal Association Conference
- Applicants may begin working on their Full Applications but cannot submit.

Guidance Phase: February 2024 – April 2024

- Expression of Interest
- Webinars
- Office Hours

Full Application Submission Period: May 6 – June 5, 2024

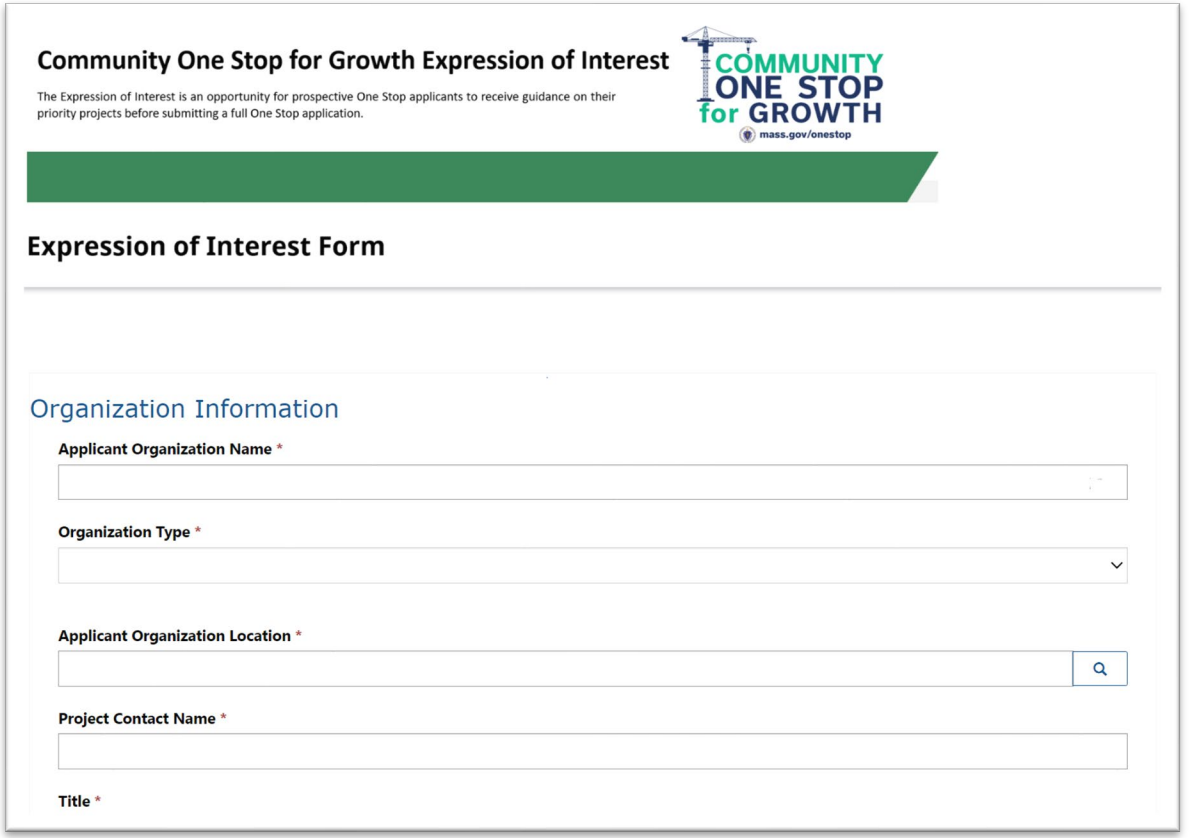
- Applicants may formally submit Full Applications for funding consideration

Review and Approval: June 2024 – August 2024

Notification of Awards: September 2024

Guidance Phase: Expression of Interest

- The Expression of Interest (EOI) is an optional, short form that gives prospective applicants the opportunity to receive guidance on priority projects before submitting a Full Application.
- After submitting, the prospective applicant will receive an EOI Feedback Report, indicating whether the project is a fit for the funding opportunities through the One Stop.
    - If the project is deemed a fit, the report will indicate the program that best fits the project and tips on how to be competitive for the program.
    - If not, the Feedback Report may include a referral to a state program outside of the One Stop that may be better suited to support the project.



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Guidance Phase: Webinars

One Stop Webinars

- One Stop Webinar 1: One Stop Overview Webinar **←You Are Here**
- One Stop Webinar 2: One Stop Application Guidance Webinar – February 7, 2024
- One Stop Webinar 3: Prerecorded Technology Webinar – To Be Posted February 8, 2024

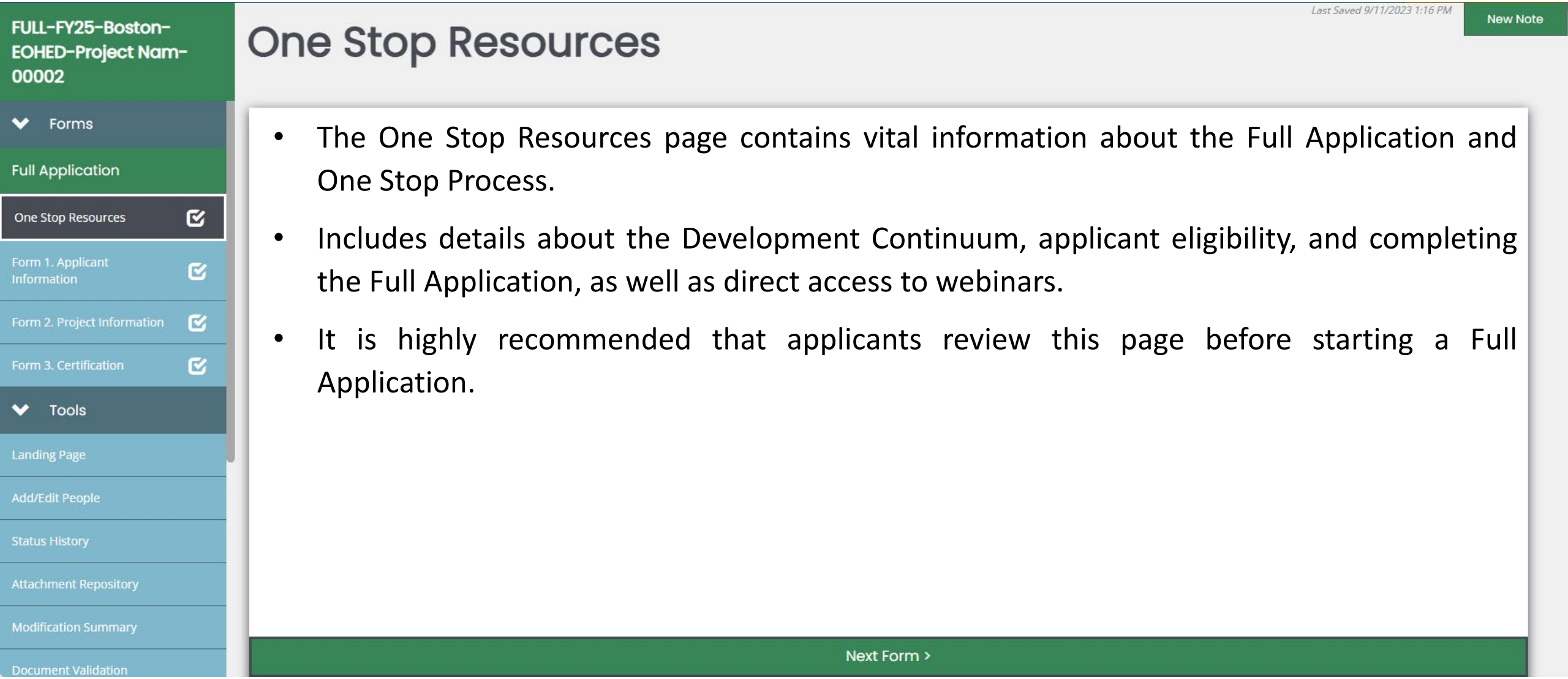
Program Webinars

- Prerecorded webinars focused on each One Stop program – To Be Posted February 16, 2024

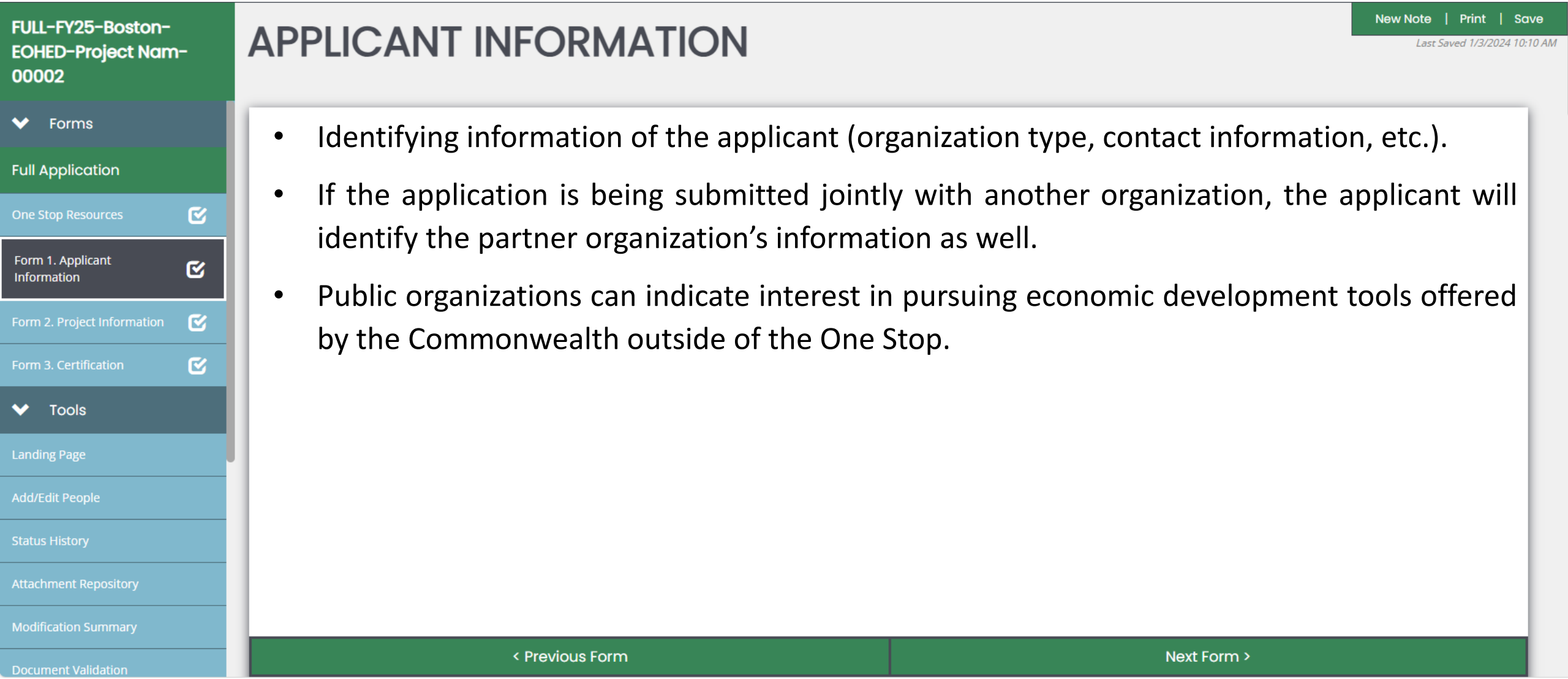
Full Application

- The Full Application opens in conjunction with the January MMA conference. Applicants may begin working on their applications at this time, but can not submit until May.
- Applicants can submit multiple projects for consideration but must submit **one application per project**.
- Following the submission deadline, the **Collaborative** Review process will begin. All applications will then be evaluated based on the following core review criteria:
  - Achievable Project Scope
  - Ability to Execute & Leadership
  - Achievable Timeline
  - Reasonable Budget, Showing Commitment
  - Outcomes and Impact
  - Progress to Date, Showing Commitment
- Upon completion of the Collaborative Review, final award decisions will be made. Decision letters are expected to be sent in the Fall of 2024, followed by award announcement events.
- Programs will begin contracting with grantees after award announcements.

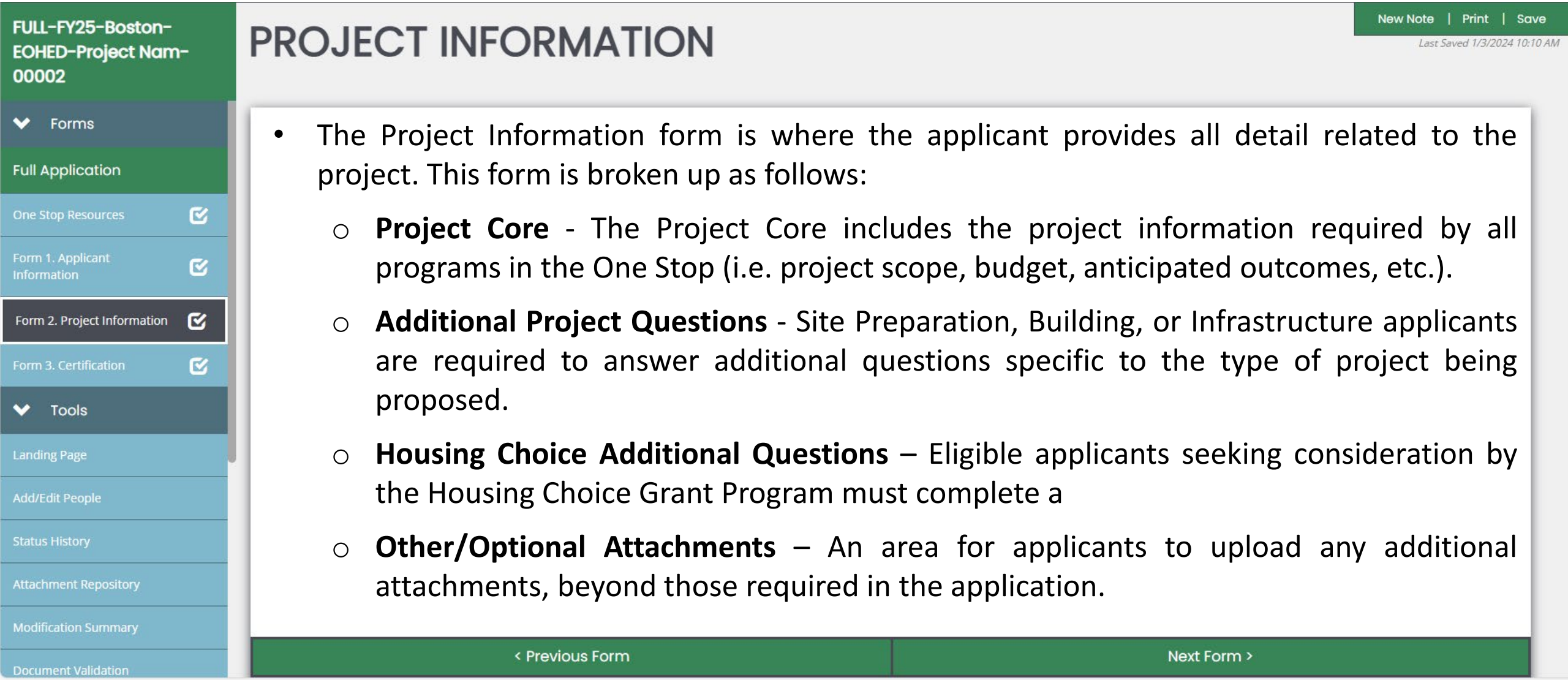
Full Application: One Stop Resources



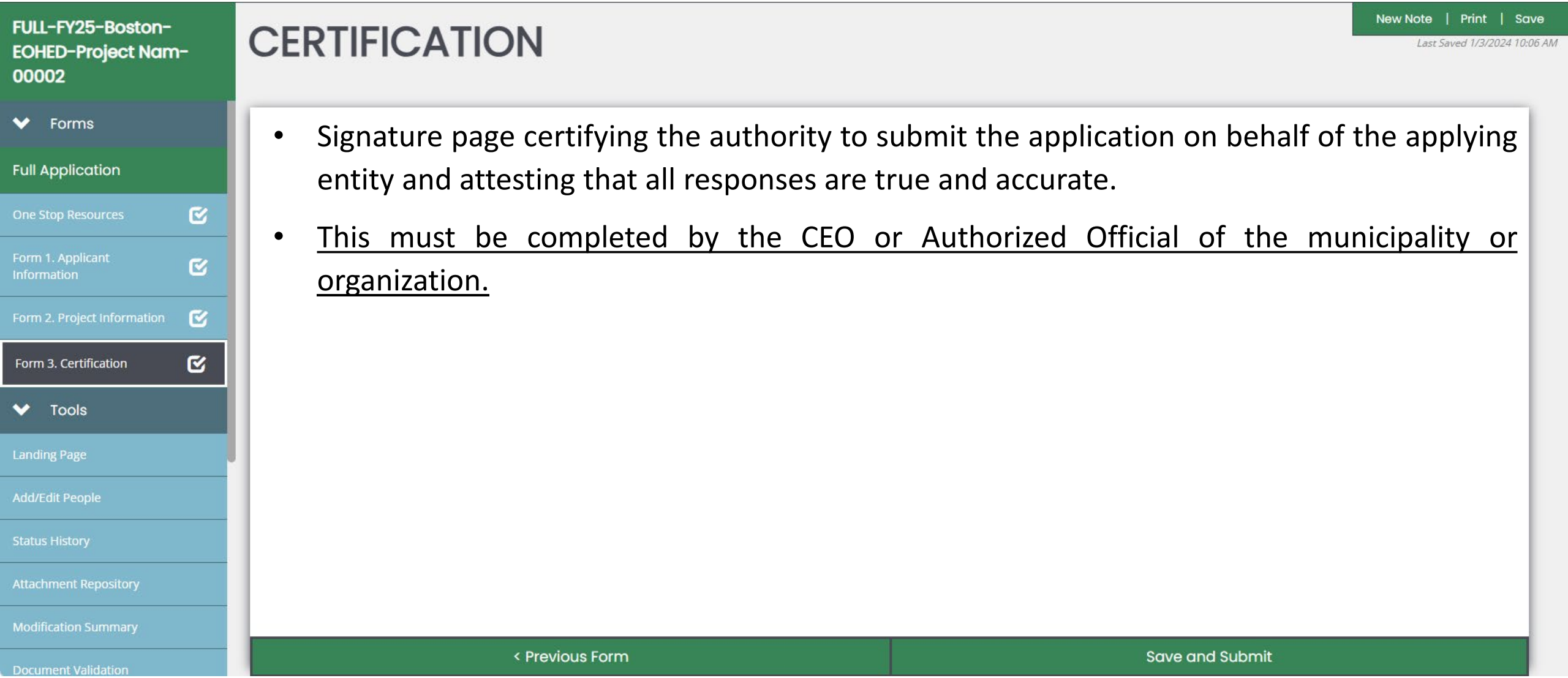
Full Application: Form 1. Applicant Information



Full Application: Form 2. Project Information



Full Application: Form 3. Certification



Frequently Asked Questions

- Can I submit a Full Application without submitting an Expression of Interest?
- I am working on a Full Application and cannot find the “Submit” button. Why am I not able to submit?
- How long does the review process take and when can I expect to receive a notice of funding decision?

Questions/Additional Resources

- Future Webinars:
  - Webinar 2: One Stop Applicant Guidance will be held on Thursday, February 7, 2024
  - Webinar 3: Technology Webinar – Recording to be posted on Tuesday, February 8, 2024
  - Individual Program Webinars - Recording to be posted on Friday, February 16, 2024

- Staff Office Hours
  - General One Stop Office Hours
  - Individual Program Office Hours

- For more information on the One Stop, please visit www.mass.gov/onestop.

- For more information on MBTA Community requirements and compliance, please visit www.mass.gov/mbtacommunities.

Thank you for your participation.