



Commonwealth of Massachusetts
EXECUTIVE OFFICE OF ECONOMIC DEVELOPMENT
ONE ASHBURTON PLACE, ROOM 2101
BOSTON, MA 02108

Community One Stop for Growth

An EOED initiative, in partnership with the Executive Office of Housing & Livable Communities and the Massachusetts Development Finance Agency

Notice of Funding Availability FY2026

Full Application Open Date: January 24, 2025

Virtual Information Sessions

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|-----------------------------------|---|
| Webinar 1 - One Stop Overview: | Feb. 3, 2025 |
| Webinar 2 - Application Guidance: | Feb. 5, 2025 |
| Webinar 3 - Technology Webinars: | Feb. 6, 2025 (Prerecordings to be posted online) |
| Individual Program Webinars: | Feb. 13, 2025 (Prerecordings to be posted online) |

Full Application Submission Period: May 5, 2025 – June 4, 2025

Full Application Deadline: June 4, 2025 at 11:59 p.m.

Email Questions to: onestop@mass.gov

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I. ABOUT THE ONE STOP

A. Introduction

The Executive Office of Economic Development is pleased to announce the availability of grant funds for the FY2026 round of the Community One Stop for Growth (One Stop). The One Stop is a single application portal and collaborative review process that allows applicants to access a series of grant programs that support community economic development. The Executive Office of Economic Development (EOED) partners with the Executive Office of Housing and Livable Communities (EOHLC) and Massachusetts Development Finance Agency (MassDevelopment), to make targeted grant investments based on a Development Continuum.

This coordinated process is designed to provide a more streamlined experience for applicants and to make the programs more accessible to all types of organizations, large and small, in all regions of the state. The partner agencies have a long-standing and successful history of providing funding, through multiple programs, that support various stages and/or phases of economic development projects. The One Stop gives communities the ability to pursue, and in some cases stack, state resources in a more timely and strategic manner based on what stage they are at and how ready they are to implement a project. The goal of the One Stop is to support more efforts that result in economic growth for all cities and towns across the Commonwealth.

B. What's New in FY2026

The first four rounds of the One Stop were met with positive reviews and, more importantly, have resulted in over 1,100 grants across 283 communities, totaling over \$558 million in funding. Largely based on feedback received from applicants, several changes were made in preparation for the FY26 Round of the One Stop:

1. Full Application: Faster Load Times in IGX

In the previous round, applicants reported slow load times during the peak submission period. The One Stop Team made significant upgrades within the IGX system to significantly reduce the amount of time for the application to both save and load.

2. New Program: The Vacant Storefront Program

The Vacant Storefront Program is now administered as a competitive refundable tax credit incentive program through the Community One Stop for Growth. Municipal applicants may apply for access to up to \$50,000 worth of refundable 2026 tax credits to be used to incentivize businesses to occupy vacant storefronts within the community's downtown and/or commercial areas.

All tax credits are assigned to businesses by the Economic Assistance Coordinating Council (EACC). An award through the One Stop allows the community to submit a request to the EACC to assign 2026 Vacant Storefront tax credits to the business identified to occupy a vacant storefront. If awarded, the allocated tax credits can be put towards a single vacant storefront or spread between multiple vacant storefronts. Prospective applicants are encouraged to review the [program's guidelines](#) for more information about the Vacant Storefront Program.

The Vacant Storefront Program will now be part of the Community Activation & Placemaking Development Continuum category, aligning with the new "Incentivize Business in Vacant Downtown Storefronts" Project Type.

3. New Program: TDI Equity Investment – Revitalizing Commercial Spaces

The TDI Equity Investment Program, now part of the Community One Stop for Growth, provides grants ranging from \$25,000 to \$250,000 to breathe new life into commercial spaces in and around designated [Transformative Development Initiative \(TDI\) Districts](#) in Gateway Cities. These grants focus on projects that: 1) transform storefronts and commercial public-facing spaces to make them more vibrant and attractive; 2) support local visions of the TDI Partnerships and workplans; 3) deliver results quickly, creating near-term activations that bring spaces to life.

The TDI Equity Investment Program will be part of the Building Development Continuum category, aligning with the new “Revitalize Commercial Space in a TDI District” Project Type. Public, non-profit, and for-profit organizations are eligible for funding through the program, however only applicants with a project in a community with a TDI District will have access to this option when completing the Full Application.

4. Urban Agenda Grant Program No Longer Administered Through the One Stop

The Urban Agenda Grant program is no longer accessed through the Community One Stop. Please be advised that EOED plans to publish a new RFP for projects seeking community-based program funding later this Spring. For more information on the program, please visit <https://www.mass.gov/info-details/urban-agenda-grant-program>.

5. Collaborative Workspace Program Paused for FY26

In addition, the Collaborative Workspace Program is being paused for the FY26 Round of the One Stop. Applicants are encouraged to apply to the Underutilized Properties Program when applicable.

6. Guidance Phase: Timing and Structure of Program-Focused Virtual Office Hours

All program-focused Virtual Office Hour sessions will now be held following the conclusion of the Expression of Interest (EOI) Period. This change allows all EOI participants to attend the office hour sessions for the programs identified as a fit for their projects. The EOI Feedback Report will now include links to the registration for the Virtual Office Hour session(s) that align with the proposed project.

The structure of the program-focused office hours has been updated to include multiple programs within a single office hour session. An office hour session will be held for each Development Continuum category, with representation from each program in the category. In addition, two additional sessions will be held focusing on the Rural Development Fund and the Housing Choice Grant Program.

II.OVERVIEW OF THE ONE STOP PROCESS

A. Programs Integrated into the One Stop

The One Stop allows applicants to apply to multiple grant programs at once with a standard application. The following programs are fully integrated into the One Stop application process:

Executive Office of Economic Development

[MassWorks Infrastructure Program](#)

[Massachusetts Downtown Initiative](#)

[Rural Development Fund](#)

[Vacant Storefront Program](#) *New to the One Stop*

Executive Office of Housing and Livable Communities

[Housing Choice Grant Program](#)

[Community Planning Grant Program](#)

[HousingWorks Infrastructure Program](#)

MassDevelopment

[Brownfields Redevelopment Fund](#) (Municipal Competitive Round only)

[Site Readiness Program](#)

[Underutilized Properties Program](#)

[TDI Equity Investment Program](#) *New to the One Stop*

[Real Estate Services Technical Assistance](#)

Applicants may visit program websites for guidelines and program-specific versions of the One Stop Full Application template.

EOED, EOHLC, and MassDevelopment reserve the right to incorporate additional funding opportunities into the FY26 Round of the One Stop.

MBTA Community Compliance Requirement

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, the MassWorks Infrastructure Program, the Brownfields Redevelopment Fund, the Site Readiness Program, and/or the Underutilized Properties 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, please visit www.mass.gov/mbtacomunities.

At EOHLC's discretion, the Community Planning Grant Program may issue "early action" awards to applications requesting funding for activities to become compliant with the Guidelines for Multi-Family Zoning Districts under Section 3A of the Zoning Act (MGL c.40A). Communities seeking funding for this purpose are encouraged to submit a Full Application as soon as possible. Any "early action" awards through the Community Planning Grant Program are expected to be announced on an earlier timeline than the rest of FY26 Community One Stop for Growth awards.

B. The 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.

The One Stop requires applicants to think about their economic development priorities in the context of the Development Continuum, both to guide applicants towards best practices and strategies and to help applicants identify the types of projects that will support their economic development priorities. Applicants should consider this spectrum of activities as they prepare to submit applications to the One Stop, thinking fully about the steps necessary for progress in the development of a project.

This continuum separates economic development activities into two broad categories. The first, "Preparing for Growth," includes the initial steps that typically need to occur before specific development projects can move forward, as well as community activation focused economic development activities. The second, "Catalyzing Specific Projects," covers various forms of project-specific activities, particularly for projects that have private development identified.



C. Expression of Interest

The Expression of Interest (EOI) is an optional short form that gives prospective Community One Stop for Growth applicants the opportunity to receive guidance on priority projects before submitting a Full Application. The Expression of Interest is optional but highly encouraged.

The EOI Feedback Report informs the applicant whether their projects are a fit for the funding opportunities within the One Stop. If so, the report will indicate where the project falls on the Development Continuum, the program that best fits the project, tips on how to be competitive for the program, as well as important project budget and timeline considerations.

In other cases, the report may tell the applicant that their project is not a fit for the programs offered through the One Stop. If a state program offered outside of the One Stop is a better fit for the project, the EOI Feedback Report may include a referral to the program.

It is important to note that any eligible applicant may submit a Full Application, regardless of whether they participated in the EOI process or not.

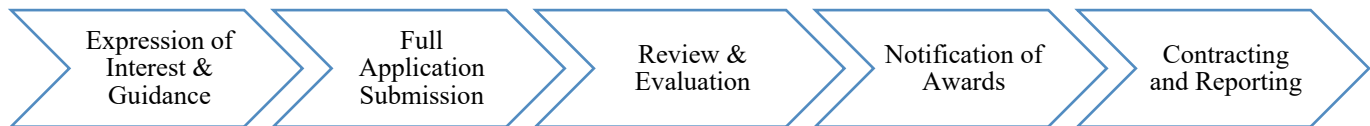
D. Full Application

The Full Application is the form that applicants must complete and submit to formally apply for funding. The Full Application must be submitted via the IGX system.

Applicants may submit multiple projects for consideration but must submit one application per project. The number of project applications submitted is not limited, but it is recommended that communities prioritize their requests. The Full Application opens in January 2025 for applicants to begin working on their applications. Applicants will be able to submit their application beginning May 5, 2025. The final submission deadline is 11:59 p.m. on June 4, 2025.

E. One Stop Process Steps

The One Stop is an opportunity for the state's economic development agencies to work with communities to define their objectives, submit applications and obtain funding for projects following a collaborative process:



Step 1: Expressions of Interest & Guidance (Optional): The Expression of Interest (EOI) is an optional short form that gives prospective One Stop applicants the opportunity to receive guidance on priority projects before submitting a Full Application. Applicants complete a short form and receive a Feedback Report indicating whether the project is a fit for the funding offered through the One Stop. If so, the report will tell the applicant where the project falls on the Development Continuum, the program that best fits the project, tips on how to be competitive for the program, as well as important project budget and timeline considerations. In addition to the EOI, prospective applicants can attend the One Stop Virtual Office Hour sessions, with sessions dedicated to both the general One Stop process as well as individual programs and project categories. Finally, prospective applicants are encouraged to take advantage of the One Stop Webinars for information related to the One Stop process, submitting an application, program details, and using the technology.

Step 2: One Stop Full Application(s): After the guidance phase of the process concludes, the One Stop portal will open to accept applications. Applicants are able to submit multiple projects for consideration but must submit one application per project. The number of project applications submitted is not limited, but it is recommended that communities prioritize their requests to reflect the goals submitted in the Expression of Interest phase. Interested applicants will have full access to the online application the launch of the One Stop in January until the final submission deadline in June. During this time, applicants may draft and work on applications, but submissions will only be accepted between May 5 and 11:59 p.m. on June 4, 2025.

Step 3: Review & Evaluation: The participating agencies will review all applications. The agencies may also request additional information or clarification about applications submitted. All grants will be reviewed on the criteria noted in the Review Criteria section and the additional review criteria noted in specific program guidelines.

Step 4: Notification of Award: The One Stop partners will review all applications and make determinations of grant amounts based upon availability of funds. All applicants will be notified of award decisions, and the contracting process for successful applicants will begin with the applicable partner agency. Reporting will be required.

Step 5: Contracting and Reporting: All grants in any category of funding are subject to appropriation. Once a project is approved, contracting for the project will be handled by the relevant partner agency including the specifications of the duration, scope and final budget. Routine reporting will be required by the agencies and will be specified at the time of contracting.

F. Timeline

| | |
|--|---|
| One Stop Official Launch of Full Application | Jan. 24, 2025 |
| Expressions of Interest (EOI) Submission Period | Jan. 24, 2025 – March 26, 2025 |
| Webinar 1: One Stop Overview Webinar | Feb. 3, 2025 |
| Webinar 2: One Stop Application Guidance Webinar | Feb. 5, 2025 |
| Webinar 3: Prerecorded Technology Webinars | Feb. 6, 2025 (Prerecorded and posted online) |
| Individual Program Webinars | Feb. 13, 2025 (Prerecorded and posted online) |
| One Stop General Guidance Office Hours | February – April, 2025 |
| Program Office Hours | April 2025 |
| Full Application Submission Period | May 5, 2025 – June 4, 2025 |
| Review & Evaluation | June-September, 2025 |
| Notification of Awards | October 2025 |
| Anticipated Contracting | October/November 2025 |

III. DEVELOPMENT CONTINUUM DETAILS

Categories Related to Preparing for Growth

The development of certain districts, sites or the advancement of certain economic development initiatives requires a series of initial steps by applicants to attract and guide private investment. Recognizing that these initial steps are applicable for almost all communities, whether a strong or weak market, grants associated with “Preparing for Growth” help support activities related to:

A. Continuum Detail – Community Activation & Placemaking

Community Activation & Placemaking grants support projects and programs aimed at identifying and enhancing community assets.

Eligible Applicants:

- All Public Entities

Programs in this Category:

- Massachusetts Downtown Initiative
- Vacant Storefront Program

Type/Focus of Projects Supported:

Technical Assistance for Downtowns

- 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: Feasibility
- Forming a Downtown Management District: Implementation

Incentivize Business in Vacant Downtown Storefronts

- Access Tax Credits for Business to Occupy Vacant Storefronts

Example Projects:

- Request by a municipality to explore the feasibility of developing a Business Improvement District.
- Request by a municipality for access to tax credits to be used as an incentive to attract a business to a prominent downtown storefront that has been vacant for several years.

B. Continuum Detail – Planning & Zoning

Applications for projects in the Planning & Zoning category represent an early-stage project that requires a guiding plan, study, or assessment of project needs, prior to any construction or site preparation. These are planning grants and projects that produce a planning document or zoning revision.

Eligible Applicants:

- All Public Entities

Programs in this Category:

- Community Planning Grant Program
- Real Estate Services Technical Assistance
- Rural Development Fund
- Housing Choice Grant Program

Type/Focus of Projects Supported:

Community Plan

- Master Plan
- Neighborhood/Downtown/Corridor Plan
- Urban Renewal Plan
- Housing Production Plan
- Housing Plan Alignment with State Housing Plan/Regional Goals
- Regional Plan
- Other Plan

Zoning Revision

- Zoning Revision to Comply with Section 3A of MGL c.40A
- Zoning Revision related to Accessory Dwelling Unit to comply with revisions to MGL c40A section 3A
- Zoning Revision to adopt pro-housing revisions that qualify for simple majority voting threshold
- Comprehensive Zoning Review & Revision
- Other Zoning Revision

Planning for Housing

- Housing Feasibility Plan
- Housing Site Master Plan
- Housing Infrastructure Plan
- Housing Site Design Plan
- Other Housing Plan

District Redevelopment Technical Assistance

- Planning for Growth in a Commercial/Industrial or Mixed-Use District

Example Projects:

- Create a housing production plan to better understand housing needs of the community and identify strategies to reduce gaps in existing housing relative to identified needs.
- Study the area with a ½ mile of a commuter rail station and create strategies to intensify development in that area.
- Prepare a corridor study of a commercial area that runs through multiple towns and seeks land use alternatives to promote multi-modal access, introduce mixed-use and achieve more compact commercial development.
- Review current zoning to identify and remove language that excludes certain housing types.
- Create a district redevelopment plan for a commercial area that includes underutilized and public surplus properties.

C. Continuum Detail – Site Preparation

This category includes funding for an applicant working to progress a key site toward development; a final developer or end use is not necessarily identified at this phase.

Eligible Applicants:

- All Public Entities
- Non-Profit Organizations

Programs in this Category:

- Site Readiness Program
- Brownfields Redevelopment Fund
- Real Estate Services Technical Assistance
- Rural Development Fund
- Housing Choice Grant Program

Type/Focus of Projects Supported:

Brownfield Site Clean Up

- Brownfields Site Assessment
- Brownfields Remediation

Site Improvements to Unlock Development

- 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

- Municipal Surplus Property Disposition Study

Example Projects:

- The demolition of a structurally unsafe building to ready the site for new housing development.
- The remediation of a brownfield site to prepare it for the development of a new industrial complex for businesses

- Conduct a feasibility analysis to determine how a vacant historic city owned property may be reused.

Categories Related to Catalyzing Specific Projects

In areas where “Preparing for Growth” activities may have already occurred, certain projects within a community may be ready for implementation by public and private investment. Grants associated with “Catalyzing Specific Projects” will be used to incentivize and leverage private commercial, industrial, and/or residential investment projects that further the community vision.

D. Continuum Detail – Buildings (Vertical)

Funding is available for predevelopment activities and capital improvements that are essential to the occupancy of a blighted and/or underutilized property, with additional opportunities to activate underperforming commercial space within a Transformative Development Initiative (TDI) district. Funding in this category is limited to projects with a strong public purpose and benefit. Projects in this category must have the building secured with building and/or site control, an identified end use, and a clear public purpose. Additional funding is available for eligible Housing Choice designated municipalities to projects supporting the production, rehabilitation, or preservation of housing units within the community.

Eligible Applicants:

- All Public Entities
- Non-Profit Organizations
- For-Profit Organizations

Programs in this Category:

- Underutilized Properties Program
- TDI Equity Investment Program
- Rural Development Fund
- Housing Choice Grant Program

Type/Focus of Projects Supported:

Underutilized Property Rehabilitation

- 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

Revitalize Commercial Space in a TDI District (Only available for projects within an established TDI District)

- Activation of Underutilized Commercial Space

Housing Production (Only available to Public Organizations in Housing Choice communities)

- Support Housing Production
- Support Housing Rehabilitation
- Support Housing Preservation

Example Projects:

- A request to fit-out an incubator within a property that was previously vacant.
- A request to install an elevator in a city-owned property to open up second floor space for space for a new housing development.

- A request to convert a storefront from a production-only space to an active storefront with a café and retail sales.

E. Continuum Detail – Infrastructure (Horizontal)

The Infrastructure category supports improvements to land and infrastructure that leverages and supports private investment in the community. These are predevelopment and implementation grants for projects that improve infrastructure such as roadways, streets, bridges, culverts, water/sewer, other utilities, etc. Investments will be targeted to projects that require the infrastructure improvements or expansion to support and/or facilitate new growth or address road safety issues.

Eligible Applicants:

- All Public Entities

Programs in this Category:

- MassWorks Infrastructure Program
- HousingWorks Infrastructure Program
- Rural Development Fund
- Housing Choice Grant Program

Type/Focus of Projects Supported:

Infrastructure to Support Housing Growth (Residential Only)

- Pre-Construction - Design / Engineering Documents Only
- Construction
 - Roadway / Streetscape Improvements
 - Bridge / Culvert Repair or Replacement
 - Water / Sewer Infrastructure
 - Public Utility Project (Gas, Electric, etc.)

Public Infrastructure to Support Mixed-Use Development

- Pre-Construction - Design / Engineering Documents Only
- Construction
 - Roadway / Streetscape Improvements
 - Bridge / Culvert Repair or Replacement
 - Water / Sewer Infrastructure
 - Public Utility Project (Gas, Electric, etc.)

Public Infrastructure to Support Commercial/Industrial Growth

- Pre-Construction - Design / Engineering Documents Only
- Construction
 - Roadway / Streetscape Improvements
 - Bridge / Culvert Repair or Replacement
 - Water / Sewer Infrastructure
 - Public Utility Project (Gas, Electric, etc.)

Small Town Road Improvements to Enhance Public Safety (aka STRAP)

- Construction of Road Improvements to Enhance Public Safety

Example Projects:

- A request for water and sewer upgrades to a previously used site that will now be made into market rate housing.

- A request to update a culvert under a roadway leading to new private development for mixed use that creates new industrial space and rental housing.
- A request to repair at-risk municipal bridges that affect evacuation routes and/or access to commercial centers or transportation nodes.

Applications from Housing Choice Communities and Rural/Small Towns

The One Stop provides additional opportunities exclusively for Housing Choice Communities through the Housing Choice Grant Program and Rural and/or Small Towns through the Rural Development Fund. Only communities with current Housing Choice and/or Rural & Small Town designation are eligible for funding by the respective programs.

The Housing Choice Grant Program and Rural Development Fund may consider granting applications requesting funding through the following Development Continuum categories: Planning & Zoning, Site Preparation (excluding Brownfields Assessment and Brownfields Remediation projects), Building (excluding Revitalize Commercial Space in a TDI District projects), and Infrastructure.

Applicants submitting a project that is eligible for review by the Housing Choice Grant Program will be asked whether they intend to complete the *Housing Choice Additional Questions*. These questions must be completed in order for the project to be considered for funding by the Housing Choice Grant Program.

IV. ELIGIBLE APPLICANTS AND FULL APPLICATION DETAILS

A. Eligible Applicants

| Applicant Type | Preparing for Growth | | | Catalyzing Specific Projects | |
|--------------------------|------------------------------------|-------------------|------------------------|---|----------------|
| | Community Activation & Placemaking | Planning & Zoning | Site Preparation | Building | Infrastructure |
| Public Entity | | | | | |
| Municipal | All Programs | All Programs | All Programs | All Programs | All Programs |
| Other Public | All Programs | All Programs | All Programs | All Programs | All Programs |
| Non-Public Entity | | | | | |
| Non-Profit | N/A | N/A | Site Readiness Program | Underutilized Properties Program, TDI Equity Investment Program | N/A |
| For-Profit | N/A | N/A | N/A | Underutilized Properties Program, TDI Equity Investment Program | N/A |

All types of public entities are welcome and encouraged to submit a One Stop application. Municipalities and other public entities, such as local housing or redevelopment authorities, will have access to all grants administered through the One Stop process. Non-municipal public applicants are encouraged to open a discussion with their municipal leadership to ensure coordination and local support.

Non-public entities may submit an application jointly with a public entity or with the written letter of support of the public entity and will be considered for funding only under those programs that allow for financial assistance to non-public entities. Non-public entities are not eligible for funding through the following categories: Community Activation & Placemaking, Planning & Zoning, and Infrastructure. Non-public entities should partner with their municipality to submit applications in those categories.

Non-profit entities are eligible to apply through the Site Preparation category, for consideration by the Site Readiness Program, as well as the Building Development Continuum category, for consideration by the Underutilized Properties Program and the TDI Equity Investment Program.

For-profit entities are only eligible to apply to the Building category, for consideration by the Underutilized Properties Program and the TDI Equity Investment Program. For-Profit entities must demonstrate a public benefit or purpose for the grant.

All applications should include a letter of support from the chief executive officer of the municipality in which the project is located or, if not available, an explanation of why the municipal letter was not included.

B. Structure of the Full Application

The One Stop Full Application is organized into the following forms:

Form 1. Applicant Information/Background

This form is where the applicant identifies information about the organization, including the organization type, contact information, and other organization details.

Form 2. Project Information

The Project Information form is where the applicant provides all detail related to the project. This form is broken up as follows:

Project Core

The Project Core includes the project information required by all programs in the One Stop. The applicant will identify the Development Continuum category, project type, and project focus that best fit the project in question 2.4, which will drive additional questions. The applicant will respond to questions about the grant funding request, community characteristics, the project implementation plan, and environmental considerations. This section also includes questions related to the project timeline and anticipated project outcomes. Applicants to the Site Preparation, Building, and Infrastructure categories must also complete the Site Information questions, which include identification of the specific site, ownership, and zoning, as well as details about climate resilience, as applicable. If the project is located within an [MBTA Community](#), the applicant will be asked additional questions related to the community's compliance with Section 3A of MGL c. 40A.

Additional Project Questions

In addition to the Project Core, applicants applying through the Site Preparation, Building, or Infrastructure Development Continuum categories will be required to answer additional questions. The questions asked will vary depending on the Development Continuum, Project Type, and Project focus options selected in question 2.4.

Other/Optional Attachments

This section allows applicants to submit other attachments to support the application, including other site images, partner letters or support letters. Please note that these items will generally not be scored or assessed as part of the formal evaluation of the proposal.

Form 2.a. Housing Choice Additional Questions

The Housing Choice Additional Questions are available to public organizations within Housing Choice designated municipalities. Eligible applicants applying for funding through the Planning & Zoning, Site Preparation (excluding Brownfield Site Clean Up projects), Building (excluding Revitalize Commercial Space in a TDI District projects), or Infrastructure categories must opt in to answer these questions by selecting "Yes" on question 2.4.b. Eligible applicants applying for *Housing Production* funding through the Building category are automatically required to answer these questions in order to submit the application. This section must be completed in order for the application to be reviewed by the program.

Form 3 - Certification of Application Submission Authority

Signature page certifying the authority to submit the application on behalf of the applying entity and attesting that all responses are true and accurate.

All applications must be submitted electronically through the IGX system, however Microsoft Word (.docx) templates of the Full Application are available at www.mass.gov/onestop to allow applicants to draft their application(s) ahead of time. A separate application template is available for each project type supported through the One Stop. The online application portal, *IGX*, can be accessed at <https://eohed.intelligrants.com>.

V. APPLICATION EVALUATION

A. Core Review Criteria

All applications submitted through the One Stop will be reviewed by program staff to determine which One Stop program is best suited to achieve the applicant's objective. This review will include an initial screening based on statutory and regulatory eligibility requirements and program guidance. All applications will then be evaluated based on the following core review criteria, in addition to the criteria detailed in each respective program's guidelines:

- **Achievable Project Scope:** Is the project feasible and achievable?
- **Ability to Execute & Leadership:** Does the project have appropriate leadership with the requisite experience and ability to execute the project?
- **Achievable Timeline:** Is the timeline of the project reasonable and achievable? For construction projects, is the project advanced in its design and permitting.
- **Reasonable Budget, Showing Commitment:** Is the project budget reasonable? While not required, preference will be given to projects that leverage match funding outside of the requested grant funds, but outside funding is not a prerequisite.
- **Outcomes and Impact:** What are the projected outcomes of this project and the impact this project may have on the community? Outcomes related to equitable opportunity and environmental impact will also be taken into consideration.
- **Progress to Date, Showing Commitment:** Does the applicant show commitment to the project through past activity and investment?

VI. ADDITIONAL INFORMATION

A. Submitting Questions

If you have questions, please submit them in writing to OneStop@mass.gov with the subject line "One Stop for Growth Question." The One Stop partners will review and aggregate responses and post them regularly on the One Stop website: www.mass.gov/onestop. EOED, EOHLC, and/or MDFA reserve the right to respond only to questions relevant to the participating programs.

B. Notes about Application Submission

- All Full Applications must be submitted electronically. The online application portal, *IGX*, can be accessed at <https://eohed.intelligrants.com>.
- All applicants must set up a user account on IGX in order to submit an application for the Full Application. Staff reviews of user accounts may be conducted periodically to determine the accuracy of user access designations. If necessary, action shall be taken to change, revoke, or grant user access to reflect the appropriate designation.
- The application form template and link to the portal will also be available on the EOED webpage. Applicants will have at least 12 weeks to review the application questions and prepare their project proposal.
- It is the responsibility of the applicant to be aware of all requirements and deadlines, and to ensure that their application is complete and submitted on time. All applications will be logged as to date and time received and kept on file as public record. Late submissions will not be considered.
- EOED reserves the right to request additional information from the applicant or external sources as may be necessary in order to complete the application review. EOED also reserves the right to recommend partial grant awards, as deemed appropriate.