



MassDEP Bureau of Water Resources

Commissioner Bonnie Heiple

Assistant Commissioner Kathleen Baskin

Deputy Assistant Commissioner Kate England

MEET THE GRANTS

June 16, 2026 at 1:00 P.M.

About these slides...

Links are embedded in these presentation slides

Most links will appear as underlined text on the slides.

While other links are embedded into icons:



If you need assistance with this file or require an alternative format, please contact Courtney Starling at courtney.starling@mass.gov for assistance.



Workshop Agenda

1. Introductions
2. FY27 Grant Programs
3. Grant Q&A
4. Applicant 101 Training
5. Training Q&A



Meet the Grants

BWR Grant Opportunities during FY27

INTRODUCTION TO MASSDEP

Massachusetts Department of Environmental Resources



Photo Credit: Amber Unruh, Town of Barnstable
FY26 NRNSA Grant Recipient

MassDEP's mission is to protect and enhance the Commonwealth's natural resources - air, water, and land - to provide for the health, safety, and welfare of all people, and to ensure a clean and safe environment for future generations. In carrying out this mission MassDEP commits to address and advance environmental justice and equity for all people of the Commonwealth, provide meaningful, inclusive opportunities for people to participate in agency decisions that affect their lives; and ensure a diverse workforce that reflects the communities we serve.



MassDEP Organizational Structure

Commissioner's Office

-  Chief of Staff
-  Operations and Environmental Compliance
-  Policy and Planning
-  Gov. Affairs & Municipal Partnerships
-  General Counsel
-  Fiscal and Finance Office
-  Public Affairs Office

Bureaus

-  Air and Waste
-  Waste Site Cleanup
-  Planning & Evaluation

Water Resources

- Drinking Water
- Watershed Management
- Wetlands & Waterways

Regional Offices

-  Western
-  Central
-  Northeastern
-  Southeastern
-  William X. Wall
Experiment Station

Bureau of Watershed Resources

What does BWR have purview over?

ADMINISTRATION OF THE CLEAN WATER(S) ACT(S):

- Drinking Water Standards
- Surface Water Quality Standards
- Water Management Act Permits
- Wetlands Protection Act Permits
- Chapter 91 Waterways Permits
- Discharge Permits (NPDES & MS4, Title 5, GWD)
- Drinking Water & Clean Water State Revolving Fund

WHAT DO WE DO?

-  Regulations
-  Permits & Applications
-  Enforcement
-  Environmental Justice
-  Research, Mapping & Studies
-  Grants & Procurement
-  Outreach



How to Stay Informed!

News and Information

MEPA Environmental Monitor [Publications](#)

MassDEP News and [Press Releases](#)

Watershed Planning Program [Mailing List](#)

Regulations Update [Notifications](#)

Public Hearing & Public Comment [Opportunities](#)

Drinking Water Program [In The Main](#) Newsletter

[EEA Data Portal](#) to view permits, facilities, inspections, enforcements, and specific environmental datasets

Grants & Procurements

[MassDEP Grants and Loans](#)

[Statewide Resiliency Funding Database](#) (Grants Only)

[EEA Grant Management System](#) (Grants Only)

[COMMBUYS](#) (Grants & All Procurements)

Social Media Channels



WATERSHED PLANNING PROGRAM



Water Quality Monitoring Grant

Eligible Activities

New and ongoing water quality monitoring initiatives that:

- ☐ Conduct direct monitoring of rivers, streams, lakes, ponds, and estuaries (surface waters) through field and laboratory work;
- ☐ Build capacity (including training and outreach) that improves the organization's ability to monitor surface waters through field and laboratory work; and
- ☐ Develop regional and long-term monitoring programs and networks.

Eligible Expense Examples

- ☐ Purchase of monitoring equipment and supplies for field or in-house laboratory use and salary for staff conducting eligible activities
- ☐ Fees for external laboratory analysis of samples
- ☐ Fees for services that (a) provide direct monitoring by a consultant; (b) develop data management tools that lead to submission of data to MassDEP; and (c) calibrate and repair instruments during the contract period that are used for the proposed project.

Eligible Applicants

Federally or state recognized Tribal Nations within the Commonwealth and non-profit organizations with the ability to conduct monitoring activities using technically sound, approvable methodologies.



FY27: Est. \$200,000 available
No match requirement

RFR: Est. September '26



Program Staff: Bob Smith
robert.f.smith@mass.gov
Grant Staff: Courtney Starling
courtney.starling@mass.gov

CWA Section 604(b) Water Quality Management Planning Grant



Eligible Activities

Fund activities that determine the nature, extent, and causes of water quality issues and to develop plans to restore or protect water quality pursuant to the CWA and Massachusetts Surface Water Quality Standards.

Grant Priorities

- ☐ Water quality monitoring & assessment
- ☐ Watershed pollutant source assessment & pollutant load reduction modeling
- ☐ Implementation planning & design
- ☐ Development of 9-element Watershed-Based Plans
- ☐ Regional NPS Coordinator Program

Eligible Applicants

Regional Planning Agencies, Councils Of Government, Counties, Conservation Districts, Interstate Agencies, Tribes, and Municipalities.



**Pre-RFP Informational Meeting –
early to mid July**

FY 2025: anticipate ~\$1.8 million
No Match Required

Next RFP: ~August 2026
Grant Duration: 2 years



Program Staff: Meghan Selby
meghan.selby@mass.gov

CWA Section 319 Nonpoint Source Implementation Grant



Grant Goals

Implement BMPs to mitigate NPS pollution to restore or protect water quality pursuant to the CWA and Massachusetts Surface Water Quality Standards.

Eligible Project Types

NPS Implementation Projects to:

- ☐ Restore impaired waters
- ☐ Protect healthy waters
- ☐ Restore Nitrogen-Impacted Coastal Waters (NICW)

Eligible Applicants

Any Massachusetts public or private organization and interstate agencies.



**Pre-RFP Informational Meeting –
early to mid July**

FFY 2025 & 2026: ~\$2.5 million
Non-Federal Match of 40% is waived

Next RFP: ~August 2026
Grant Duration: 2½ yrs



Program Staff: Malcolm Harper
malcolm.harper@mass.gov

GROUNDWATER & NPDES PROGRAMS

Stormwater MS4 Municipal Assistance Grant



Eligible Entities

Eligible Activities

- **Projects (at any stage) that aid in municipal MS4 permit compliance for: Planning for Implementation Projects and/or Implementation Projects**

Sample Eligible Projects

- **Assessment tool(s) for identifying retrofit sites;**
- **Design and installation of BMPs/OMPs;**
- **MS4 capital investments, including investments in equipment and electronic resources;**
- **Data intake and field-certification tool(s) for BMPs/OMPs;**
- **Outreach education and activities that support the establishment of enterprise funds or utilities;**
- **Asset management tools for tracking and maintaining stormwater infrastructure such as catch basins, culverts, and BMPs; and/or**

Proposals must come from a municipality partnered with a regional entity, regional planning organizations, and/or stormwater coalitions that aid in MS4 compliance



FY27: Est. \$250,000
No match requirement

RFR COMING!



Program Staff: Doug Coppi
Grant Staff: Courtney Starling

Natural Resource – Nitrogen Sensitive Area Grant



Eligible Entities

Eligible Activities

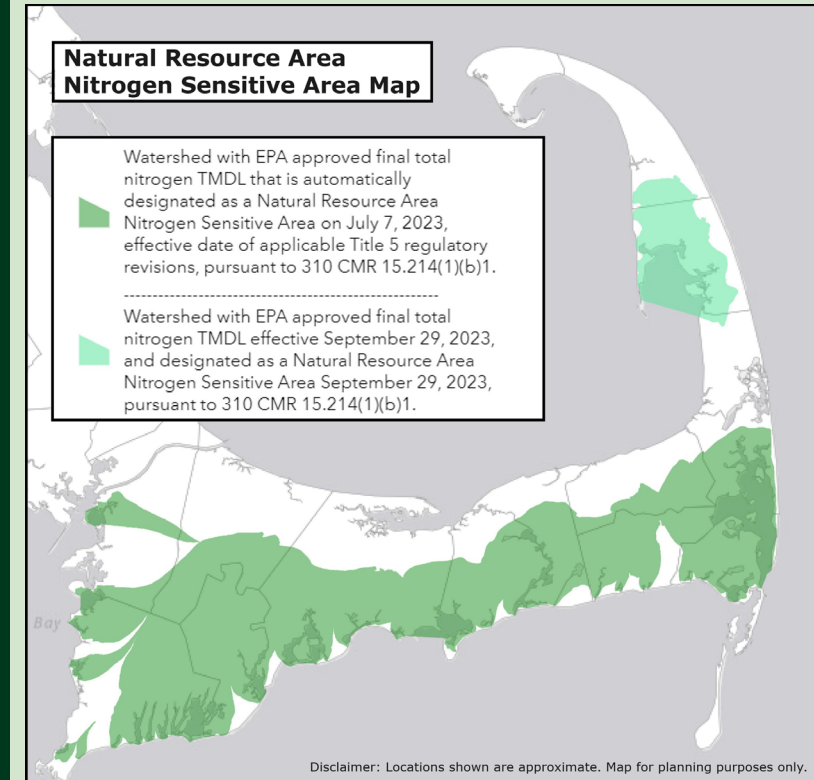
Planning activities that contribute to, or come from a:

- Watershed Management Plan (WMP)
- Comprehensive Wastewater Management Plan (CWMP)
- Comprehensive Water Resource Management Plan (CWRMP)
- Targeted Watershed Plan (TWMP)
- Watershed Permit Application or De Minimis Load Application

Sample Eligible Projects

- Permit applications & nitrogen load assessments and reduction modeling
- Data analysis of ambient water quality monitoring results
- Permeable reactive barrier design
- Review of ambient water quality monitoring, modeling, and/or other measures for the purpose of demonstrating de minimis load within a watershed

Municipalities on Cape Cod within a NRNSA watershed



FY27: Est. \$825,000
No match requirement

RFR COMING!



Program Staff: Caroline Adamson
Grant Staff: Courtney Starling

Long Island Sound Partnership (LISP) Nitrogen Reduction Infrastructure Grant



Eligible Entities

Eligible Activities & Sample Projects

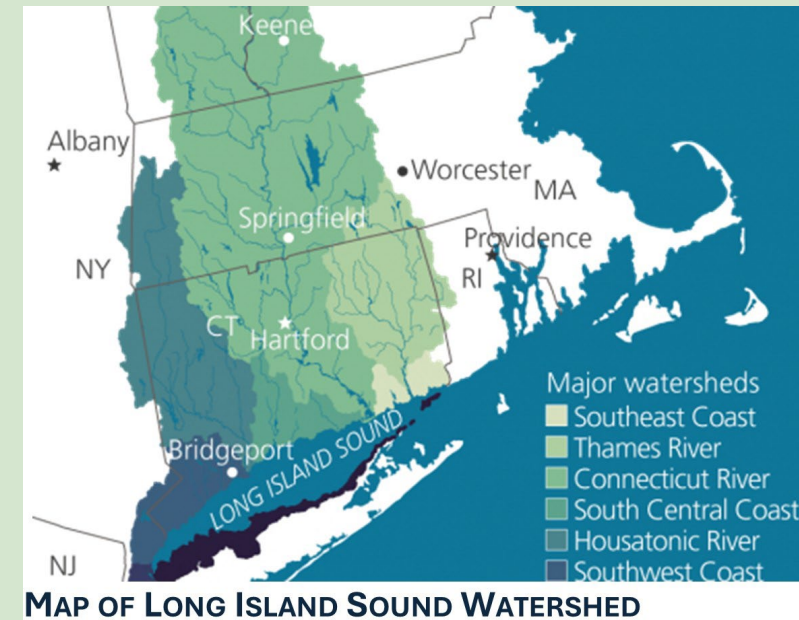
Track One: POTW Optimization Projects (\$6.5m)

- Design & permitting fees and services
- Purchase and installation of denitrification solutions
- Facility upgrades to support installation and operation of denitrification solutions

Track Two: POTW Assessments (\$700,000)

- Facility assessments for denitrification solutions

Publicly-Owned Treatment Works (POTWs) that discharge into the CT, Thames, or Housatonic River Watersheds and Regional Planning Commissions partnered with one or more POTWs



MAP OF LONG ISLAND SOUND WATERSHED

FFY26: \$7.2m available
No match requirement

RFR: June 2026



Program Staff: Jennifer Wood
Grant Staff: Courtney Starling

WATER MANAGEMENT PROGRAM

Water Management Act Grant

Eligible Entities

Eligible Activities

- Planning projects
- Demand management and drought resiliency projects aimed at improving the efficiency of water use within a municipality or a watershed
- Minimization and mitigation projects

Sample Eligible Projects

- Demand Management Plans & Studies, Drought Management Plans, Firm Yield Studies, and Planning Projects for PFAS impacts on water
- Optimization, alternative sources, and/or Interconnections
- Rebates, Water Rate Studies, demand management projects related to PFAS restricted water suppliers
- Drought management projects (e.g. year-round conservation program, emergency interconnections, seasonal water rates, etc.)
- Shovel ready projects that improve water management

Public Water Suppliers with a WMA permit, permit application, or registration



Fy27: Est. \$1,000,000
20% Match Required

\$25,000-\$600,000 per Applicant
RFR Coming



Program Staff: Jen D'Urso
Grant Staff: Courtney Starling

M36 Water Audit Opportunity

Eligible Entities

Why Audit?

- Revenue management & setting capital priorities
- Respond to regulations and meet funding requirements
- Waste reduction

Water Audits

- “Top Down” approach quantifies and assigns \$ value to losses
- “Bottom Up” approach seeks to identify causes of losses

Special consideration is given to public water suppliers that have had a consistently high MassDEP accepted Unaccounted for Water (UAW) percentage and/or have been unable to receive a final water needs forecast from the Department of Conservation and Recreation because of high UAW or other accounting issues.

Public Water Supply Tools, Resources & Performance Standards

Any Massachusetts public water supplier or municipality with a valid Water Management Act permit or registration



FY25: ~\$400,000
Requires Staff Time

RFI + Vendor RFR Coming this Fall!



Program Staff: Jen D’Urso
Grant Staff: Courtney Starling

Ipswich River Basin Water Supply and PFAS Grant

Eligible Entities

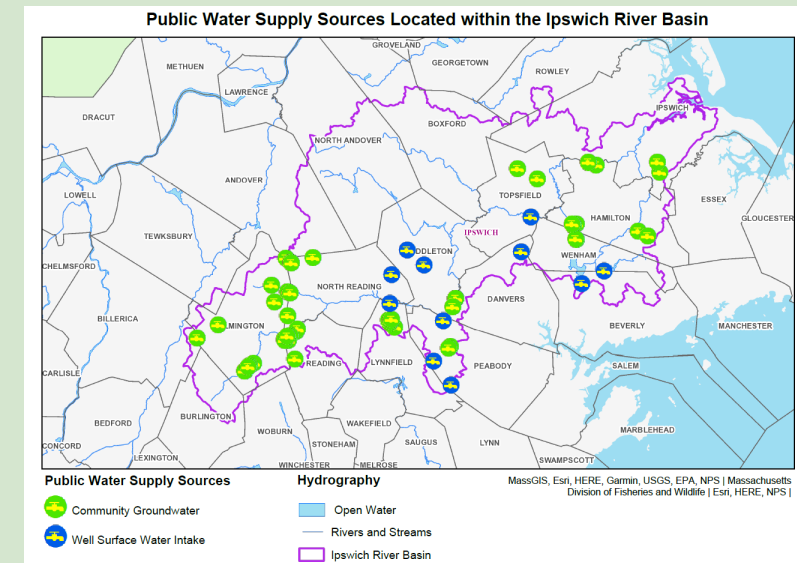
Eligible Activities

- Reduce the water demand on the Ipswich River; and/or
- Remediate PFAS contamination in the Ipswich River Basin and improve access to clean drinking water.

Sample Eligible Projects

- Feasibility studies, infrastructure design, permitting & other activities to reduce demand on the Ipswich River.
- Planning, design or permitting of treatment systems that will remediate PFAS contamination
- Shovel-ready construction projects that will remediate PFAS contamination, reduce the water demand on the Ipswich River Basin, and/or provide a connection to another water supply source

One or more public water suppliers with an active WMA permit, or registration, with drinking water sources located in the Ipswich River Basin, and provide water for cities and towns.



Fy26: \$900,000 Available
No Match Required

Potentially Offered FY27



Program Staff: Jen D'Urso
Grant Staff: Courtney Starling

CH. 91 WATERWAYS PROGRAM

Ch. 91 Waterways Boston Harbor Water Transportation Trust Fund Grants



Eligible Entities

Eligible Activities

The MassDEP Chapter 91 Waterways Program seeks grant proposals for projects that support, promote, enhance or expand water transportation to, from, or within certain sites in Boston Harbor. The funding for this grant is tied to site-specific Chapter 91 licenses. Projects receiving funding through this grant program must specifically support or expand water transportation at designated sites. Both existing and proposed projects are eligible for this grant program. Eligible award expenditures are usually incurred over a 2-year period.

Eligible Projects may include:

- New or expanded ferry service; repair or purchase of water transportation vessels or other related equipment
- Provision of discounted tickets for water transportation services; discounted berthing for public water transit operators to sites
- Trust-designated site infrastructure, maintenance and improvements that facilitate water transportation such as docks and improved signage
- Cultural & Educational Activities utilizing water transportation

Governmental, quasi-governmental or non-profit entities.

Future grant opportunities are in MassDEP's discretion and depend on the level of funding in the Trust and the requirements in Chapter 91 Waterways licenses contributing funds.

For the 2024 Boston Harbor Water Transportation Trust Fund Grant Opportunity, evaluation criteria, and details on how MassDEP seeks to prioritize the direction of these resources for public benefit, visit:

[Boston Harbor Water Transportation Fund Grant | Mass.gov](https://www.mass.gov/boston-harbor-water-transportation-trust-fund-grant)

Amount Awarded FY24 \$2.51M
No Match Required

FY27 RFR: Est. Winter 2027



Contact: dep.waterways@mass.gov
Grant Staff: Sylvie Agudelo

DRINKING WATER PROGRAM

Emerging Contaminants in Small or Disadvantaged Communities Grant (EC-SDC)



Eligible Entities

Eligible Activities

- Provide grant funding to PWS and/or communities to plan, design and construct long-term solutions to address emerging contaminants (including PFAS and Manganese).
- Activity Categories identified in Appendix C & D in the EC-SDC Implementation Manual:
 - Research and Testing
 - Planning and Design to Address Emerging Contaminant(s)
 - Treatment of Emerging Contaminant(s)
 - Source Water Activities Related to Emerging Contaminant(s)
 - Storage
 - Workforce Development
 - Water System Restructuring, Interconnection, Consolidation, or Creation
 - Providing Households Access to Drinking Water Services
 - Technical Assistance
 - Public Communication, Engagement, and Education
 - Private Wells Activities

If interested:

Complete a [Needs Assessment Survey Form](#) and submit to MassDEP's Drinking Water Program (DWP) at program.director-dwp@mass.gov (Subject: EC-SDC Grant, PWS ID #). This grant is non-competitive.

Community PWS (publicly- or privately-owned) or non-profit Transient Non-Community (TNC) or Non-Transient Non-Community (NTNC) water systems that are:

- Located in a community in the [Clean Water Trust's Disadvantaged Community Program](#), or
- Serve a population $\leq 10,000$ if
 - The PWS lacks capacity to incur debt sufficient to finance the project or activity
- Special Eligibility Cases for interconnection or consolidation, or private well connection projects.
- See [EC-SDC Website](#) for more info



Program Staff: Abby Jacobs
Grant Staff: Andrew Andresco

Small, Underserved, and Disadvantaged Communities Drinking Water Grant



Eligible Entities

Eligible Activities

- The SUDC grant provides funding to PWS and/or communities to plan, design and construct long-term solutions to address drinking water supply, distribution, monitoring, or any other drinking water project.

Eligible Projects

- Treatment of Non-PFAS related contamination
- Transmission and Distribution
- Source
- Storage
- Creation of New Systems
- Consolidation
- Household water quality testing, including for unregulated contaminants
- Providing households access to drinking water services
- Assistance to increase technical, managerial, and financial (TMF) capacity
- Drinking water contamination response efforts

Must have a history of SDWA Violations

**The DWP has managed five past SUDC grants since 2020 awarding \$4M to 14 PWS
Grant Staff works with Regional offices to determine need.**

Community PWS (publicly- or privately-owned) or non-profit Transient Non-Community (TNC) or Non-Transient Non-Community (NTNC) water systems that are:

- Located in a community consider disadvantage as per [Clean Water Trust's Disadvantaged Community Program definition](#), and,
- Is considered an [Underserved Community](#) as per EPA definition and,
- Serves a population $\leq 10,000$

10% Match Waived



Program Staff: Jacqueline White
Grant Staff: Janine Bishop

Public Water Suppliers Engineering & Design Plans



Eligible Entities

Eligible Activity

Engineering and Design Plans provided to PWS by a pre-approved engineering firm to address long-term solutions for emerging contaminants in drinking water supply.

Eligibility

- Must be a small PWS (serves population $\leq$ 10,000)
- Must be located in a Disadvantaged Community as per CWT definition
- Must have an emerging contaminant issue
- For-Profit entities are not eligible

More About this Grant

- \$500,000 made available through the Clean Water Trust
- Award up to \$75,000 per eligible PWS
- Plans prepared by [Comprehensive Environmental Inc & Fuss & O'Neill](#)
- 8 Public Water Suppliers are currently working with engineers on plans

Community PWS (publicly- or privately-owned) or non-profit Transient Non-Community (TNC) or Non-Transient Non-Community (NTNC) water systems that are:

- Located in a community in the [Clean Water Trust's Disadvantaged Community Program](#), and
- Serves a population $\leq$ 10,000

No Match Required

Currently Full, Reopening in 2027



Program Staff: Michael Celona
Grant Staff: Janine Bishop

Cybersecurity Improvements Grant

Eligible Entities

Eligible Activities

Activities that improve cybersecurity defense, mitigating the risks of cyber-attacks, and enhancing overall resiliency and compliance for Public Water Suppliers

Sample Eligible Projects

- Upgrading, replacing, or removing unsupported and end-of-life hardware, software, and operating systems
- Employee training programs
- Network segmentation
- Improving remote access security
- Encryption Implementation
- Developing and Updating an Emergency Response Plan/Cybersecurity Incident Response Plan
- Penetration Testing (only if all other findings addressed)

Public Water Suppliers that have:

- 1) A cybersecurity risk assessment
- 2) Use operational technology equipment with an identified cybersecurity risk

and are:

- a) **Small Systems (serving less than 10,000 people) and/or**
- b) **Located in a Disadvantaged Community**

Currently Open!
Rolling Admissions

\$15,000-\$50,000 Per Applicant
(depending on population size)



Program Staff: Gufran Bubul

Water Infrastructure and Planning Grant offered through CWT



Eligible Entities CWT Grants and Loans

Eligible Activities

AMP grants will assist with completing, updating or implementing an asset management program for drinking water, wastewater, and/or stormwater utilities. Additionally, the program is aimed at assisting State Revolving Fund applicants with meeting most of the components of the federally required Fiscal Sustainability Planning.

Asset Management Plans

- Asset Inventory & Condition – Create & map inventory determine value
- Level of Service – Goals to meet customer demand and regulatory requirements
- Criticality/Risk Analysis - Likelihood/consequence of failure determination
- Life Cycle Cost Analysis - Accounting for Capital, Operation, Maintenance & Replacement Costs
- Funding Analysis - Creation of sustainable financial structure to meet full cost of providing level of service in the long-term

Applicants must file an online Project Evaluation Form (PEF) during the SRF Annual Project Solicitation period

Eligible Entities are those defined as Eligible Borrowers in MGL Chapter 29C, and includes: any city, town, special district, or other existing municipal governmental sub-unit which owns and controls a drinking water, wastewater, stormwater or water re-use treatment or conveyance system, or any public water system (PWS).

If interested email:
srfmadep@mass.gov

\$150,000 or 60% of eligible project cost
40% Match Required

PEF Forms Due:
July 24, 2026



SRF Program: Michele Higgins
CWT Director: Nathaniel Keenan

Other Drinking Water & Clean Water Trust Grant & Loan Opportunities



Clean Water and Drinking Water State Revolving Funds

Sewer Overflow and Stormwater Reuse Municipal Grants (OSG) Program

Up to \$250,000 in funding per applicant to fund planning and design for sewer overflow and stormwater mitigation projects in small (pop. $\leq 10,000$) & Disadvantaged Communities. No PEF Required.

Applications Due: Rolling Admissions

Community Management Septic Program – This program provides funding in the form of low-cost loans to allow communities to devise a Local Septic Management Plan. The plan must include the provision of financial assistance to homeowners using betterment agreements. Communities that implement a Community Septic Management Program that offers an interest rate reduction to homeowners based on income may be eligible for a reduced interest rate offered by from the CWT. No PEF required.

Applications Due: Rolling Admissions

The Clean Water and Drinking Water State Revolving Fund (SRF) offers low-interest loans, grants, subsidies, and loan forgiveness for eligible borrowers. **Funds are committed through the Intended Use Plan process and are subject to approval from the Clean Water Trust.**

Eligible entities vary by program.

If interested email:
srfmadep@mass.gov

<https://www.mass.gov/state-revolving-fund-srf-financial-assistance-program>



SRF Program: Michele Higgins
CWT Director: Nathaniel Keenan

Other Drinking Water & Clean Water Trust Grant & Loan Opportunities



Clean Water Trust Priority Construction Loans

Planning Project Loans – Funds planning activities such as an Integrated Water Resource Management Plan, Comprehensive Wastewater Management Plan, Comprehensive Water Resources Management Plan, Project Evaluation Report, Long-term Combined Sewer Overflow (CSO) Strategy, Stormwater Management Plan, Engineering Reports, Infiltration and Inflow Study, Sanitary Sewer Evaluation Survey. No PEF required.

Applications Due: Rolling Admissions

Lead Service Line (LSL) Planning Program and Replacement Loan

Funds project costs for service line inventories and to develop LSL Replacement Plans and provides loans for projects to perform LSL replacements in accordance with approved LSL Replacement Plans. No PEF required.

Applications Due: Rolling Admissions

Drinking Water:

- PFAS mitigation loans to reduce levels to 2 ppt (ng/L)

Clean Water:

- CSO Combined/Sanitary Sewer Overflows (CSO or SSO) projects that eliminate or abate discharges
- Nutrient Enrichment Reduction Loans (0% Interest) to remediate or prevent nutrient enrichment of a water body or water supply
- PFAS Mitigation Loans (0% Interest) to mitigate releases to the environment that are impacting public drinking water sources

<https://www.mass.gov/state-revolving-fund-srf-financial-assistance-program>



SRF Program: Michele Higgins
CWT Director: Nathaniel Keenan



Related Loans & Grants

Name	Agency	Purpose
<u>DW + CW State Revolving Fund Loans</u>	DEP	Finance major infrastructure projects & investments
<u>Drinking Water Supply Protection Grant Program</u>	DCR	Purchase land to protect current or future Water Supplies and recharge
<u>ECO One-Stop Application</u> Municipal Vulnerability Preparedness (MVP) Action Grant, Coastal Resilience, Coastal Habitat and Water Quality, Cooling Corridors, Planning Assistance [for Sustainable Land Use Practices], Dam and Seawall Repair or Removal, Culvert Replacement Municipal Assistance and Training	EEA, CZM, & DER,	The ECO One Stop provides eligible applicants with a simplified, single point of entry for various climate and environmental resilience grants. Expression of Interest Period: Est. Sept. – Oct. ecoonestop@mass.gov
<u>Community One-Stop Application for Growth</u> HousingWorks Infrastructure Program, MBTA Communities Catalyst Fund, Community Planning Grant Program, Rural Development Fund, MassWorks, & more	HLC	The Community One Stop provides funding for public infrastructure, among other activities, to support housing and economic development. Guidance Phase: Est. January – April

MassDEP

Bureau of Water Resources

Courtney Starling	courtney.starling@mass.gov
MS4, Water Management Act, Nitrogen Sensitive Areas, LISP Nitrogen Reduction, Ipswich River Basin PFAS and Water Supply, Water Quality Monitoring Grant, & M36	
Caroline Adamson	caroline.p.Adamson@mass.gov
Nitrogen Sensitive Areas	
Jen D’Urso	jen.durso@mass.gov
Ipswich River, WMA & M36	
Andrew Andresco	andrew.andresco@mass.gov
Drinking Water Program (DWP) Grants: Emerging Contaminants in Small or Disadvantaged Communities	
Janine Bishop	janine.bishop@mass.gov
Drinking Water Program (DWP) Grants: Small, Underserved and Disadvantaged Communities Drinking Water, Engineering & Design Plans	
Gufran Bubul	gufran.bubul@mass.gov
PWS Cybersecurity	
Michele Higgins	michele.higgins@mass.gov
State Revolving Fund Program Manager	
Nathaniel Keenan	nathaniel.keenan@mass.gov
Clean Water Trust Program Director	

Vivian Gyimah	vivian.gyimah@mass.gov
Watershed Planning Program (WPP) Grants & Procurement	
Malcom Harper	malcolm.harper@mass.gov
Clean Water Act Section 319 (Nonpoint Source Grants)	
Abby Jacobs	abigail.jacobs@mass.gov
Emerging Contaminants in Small or Disadvantaged Communities	
Robin McNamara	robin.mcnamara@mass.gov
Water Infrastructure and Planning	
Nishaila Porter	nishaila.porter@mass.gov
BWR Environmental Justice Coordinator	
Meghan Selby	meghan.selby@mass.gov
Clean Water Act Section 604(b) (Nonpoint Source Grants)	
Judy Rondeau	judith.rondeau@mass.gov
Nonpoint Source Outreach Coordinator	
Bob Smith	robert.f.smith@mass.gov
Water Quality Monitoring Grant	
Sylvie Agudelo	sylvie.agudelo@mass.gov
Boston Harbor Water Transportation Program	





Applicant 101

Doing business with the
Commonwealth of Massachusetts

Environmental Issue Identified

Regulatory
Compliance

Research
Need

Loans

Grants

Procurements

Grant programs and procurement opportunities are generally created when a new issue of concern is identified that either requires further study or results in a change to regulatory and/or permitting requirements.

Where do MassDEP's funding priorities come from?

Grant Lifecycle Milestones



What do you
need to
apply?

COMMBUYS REGISTRATION:

1. Business legal name, legal address, email, and tax ID number + Unique Entity ID Number (federal contracts only)
2. Select at least one United Nations Standard Products and Services Code (UNSPSC) – Grants are 00-00-00 & Environmental Protection is 77-11-00
3. Enter business type (municipalities are “other”)
4. Enter multiple email addresses to improve awareness of opportunities and process milestones

Register with COMMBUYS and never miss a grant opportunity or update



For assistance: (e) OSDHelpDesk@mass.gov (t) (888) 627-8283

<https://www.mass.gov/how-to/commbuys-vendor-registration>

If awarded a grant, DEP will be in contact to inform you and begin the intake process for contracts.

Be sure you know your legal address!

Form	Signature Type	Required	Caution
Standard Contract Form (SCF)	Digital or Original	Always	Local rules determine who can sign SCF
Contractor Authorized Signatory Listing (CASL)	Digital or Original	Always	Signatories on every form must be on this form
Scope of Work	None	Always	Scope end date should match contract end date
W9 + Electronic Fund Transfer (EFT)	Digital or Original	Always	Make sure the signatory also signs the CASL
Settlement & Release	Original Signature	If allowed	Requires proof of project start date & purchases

Contract Forms – Always available online!
<https://www.macomptroller.org/forms/>



Form **W-9**
(Revised April 2022)
Massachusetts
Substitute Form W-9

1 Business name/Tax

Form W-9 (Revised April 2022) Massachusetts Substitute Form W-9		Request for Taxpayer Identification Number and Certification		Give this Form to the requestor or the department you are doing business with.
► Online instructions at: macomptroller.org/wp-content/uploads/instructions_w-9.pdf				
Print or type. See Specific Instructions on page 3.	1 Business name/Taxpayer (as shown on your income tax return). Name is required on this line; do not leave this line blank.			
	2 Business name/disregarded entity name/dba, if different from above.			
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.			4 Exemptions (codes apply only to certain entities, not individuals; see instructions on Page 4):
	☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate			Exempt payee code (if any): _____
	☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____			Exemption from FATCA reporting code (if any): _____
Note: Check the appropriate box in the line above. Do not check the box for sole proprietor or single-member LLC if the LLC is classified as a single-member LLC. If the owner of the LLC is an individual, the owner of the LLC is a single-member LLC that is not disregarded from the owner should check the appropriate box.				(Applies to accounts maintained outside the U.S.)
☐ Other (see instructions) ►				(Applies to accounts maintained outside the U.S.)
5 Legal Address (number, street, and apt. or suite no.) See instructions.		Requester's name and address (optional)		
6 City, state, and ZIP code		Requester's name and address (optional)		
7 Remittance Address (if different from Legal Address)		Requester's name and address (optional)		
8 Taxpayer Identification Number (TIN)				
Check appropriate box. The TIN provided must match the name given on line 1 to the TIN of the taxpayer. For individuals, this is generally your social security number (SSN). For sole proprietor, or disregarded entity, see the instructions for Part I, line 1. For a partnership, it is your employer identification number (EIN). If you do not have a TIN, enter "N/A" on Page 5.				
Note: If the account is in more than one name, see the instructions for line 1. Also see What Name and Number to Give the Requester for guidelines on whose number to enter.				
DUNS Number Please confirm with the state agency if this is required for vendors receiving federal funds.		Unique Entity Identifier (SAM) As of April 4, 2022, all vendors that receive federal grant funds must submit their Unique Entity Identifier registered in the System of Awards Management (SAM).		

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

1

Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type.
See *Specific Instructions* on page 3.

1

Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

2

Business name/disregarded entity name, if different from above.

3a

Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor

☐ C corporation

☐ S corporation

☐ Partnership

☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership)

☐ Other (see instructions)

Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

3b

If on line 3a you checked "Partnership" or "Trust/estate," or if you are providing this form to a partnership, trust, or other entity, check this box if you have any foreign partners, owners, or beneficiaries

4

Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any)
Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)
(Applies to accounts maintained outside the United States.)

5

Address (number, street, and apt. or suite no.). See instructions.

6

City, state, and ZIP code

7

List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

- -

or

Employer identification number

-

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am not subject to backup withholding.



Storm drain outfall
Staff Photo, 1985

Project questions? Contact us.

We can help **before** RFRs are posted &
after applications are due!

Easy To Miss Directions



Eligible Entities



Eligible Projects



Page Limits



Submission Instructions



Review Evaluation Criteria



Due Dates

Best Practices for Proposal Development

- Assess eligibility and fit of project and grant program goals
- Incorporate planning, preparation, and submission into your project and proposal development timeline for recurring grant programs
- Utilize provided templates & budget tables
- Increase competitiveness by doing “encouraged” items
- Answer the stated questions completely and accurately.
- Be specific about how the project meets the evaluation criteria and program objectives in the RFR
- Ensure all requested documents are submitted
 - *Be strategic with attachments*

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Partnerships

Partnerships are a great way to:

- Increase organizational capacity and divide workload
- Strengthen and diversify applications
- Work across sectors and incorporate community
- Increase funding opportunities

When thinking about partnerships, think about what expertise your entity provides and what other gaps in expertise need to be filled.

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