

FY27 MassWildlife Habitat Grant Program Application Steps


1) Gather needed documents:

- a. If you are not the owner of the parcel(s) where the proposed management activity is taking place, have a signed letter from the property owner approving the proposed management activities.
- b. If there is a Conservation Restriction (CR) on the property, have a signed letter from the CR holder approving the proposed management activities.
- c. Subcontractor quote(s) – If subcontractors are being used.
- d. Completed budget worksheet for staff, subcontractors, and/or NRCS rate work. (Forms and other resources can be found [here](#).)
- e. Map(s)
- f. Project Site Photo(s)
- g. Shapefiles (if possible) saved in a .zip folder.
- h. Photographs of each treatment unit, please mark the map(s) where the photos are taken and the compass direction.
- i. Have a strong and stable internet connection before beginning the application process. The uploading of files may take some time.

2) Create an account on the grant application portal

- a. Open the [Grant Application Portal](#) website
- b. Create a Business, Municipal, Nonprofit User log in. Be sure to use the “Business Account” option and not the “Personal Account” option
 - i. Private citizens of conserved land should register as an NGO and use their personal name as the NGO name.
 - ii. **IMPORTANT: DO NOT** use the same email address as your personal account, as using it simultaneously with a Business/Municipal/NGO account may restrict or eliminate access to RMV, SNAP, and other governmental services.

An official website of the Commonwealth of Massachusetts. [Here's how you know](#) English

 **MyMassGov**

BUSINESS ACCOUNT


This site is using mymassGov to allow you to log in to your account safely and securely.

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[CREATE AN ACCOUNT](#)

Already have a MyMassGov account?

Email

Password 

[Forgot Password](#)

[LOG IN](#)

[Learn more about MyMassGov](#)

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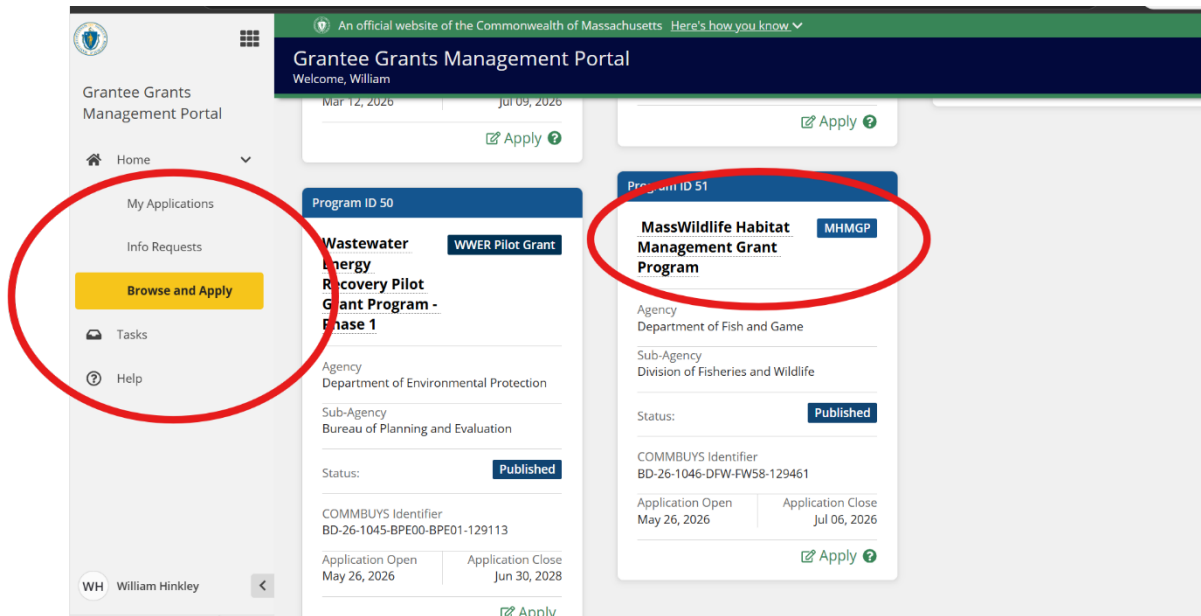
For help, see EEA's Grant Management System User Guide or Instructional Videos here: [Help - Executive Office of Energy & Environmental Affairs Grants Management System](#)

The user profile may require one or more days to receive verification. Once verified, you will receive an email notification and access to the Grant Management System for your organization. This portal will serve as your locale to view all grant information.

If users need additional support as they move through the system, email Bill Hinkley at william.hinkley@mass.gov or call 617-626-1111 and ask to “create a ticket for the Grants Management System.”

3) Apply for the MassWildlife Habitat Management Grant

- a. Login using your account information
- b. On the left side, there is a menu. Yours is probably highlighted with the “My Applications” in yellow. Look for a button called “Browse and Apply.” Then click on the MassWildlife Program. This will take you to the program record where you can see the program information and documents.



- c. When you open up the record, on the top right there is a button to START GRANT APPLICATION

MassWildlife Habitat Management Grant Program (MHMGP) - Published

START GRANT APPLICATION

Summary Policies & Procedures

General Program Information

Program Name
MassWildlife Habitat Management Grant Program

RFR Number
DFW-2027-001

Program Description
The Massachusetts Division of Fisheries and Wildlife (MassWildlife) is responsible for the conservation—including restoration, protection, and management—of fish, wildlife, and their habitats in Massachusetts. Although MassWildlife and other conservation organizations have made

Program Abbreviation
MHMGP

COMMBUYS Identifier
BD-26-1046-DFW-FW58-129461

COMMBUYS Posting
<https://www.commbuys.com/bso/external/bidDetail.sda?docid=BD-26-1046-DFW-FW58-129461&external=true&parentUri=close>

Allow Multiple Applications?
Allow

Program Info Session

Program Timeline (FY2027)

| Application Open Date | Application Close Date |
|-----------------------|------------------------|
| 5/26/2026 | 7/6/2026 |
| Program Start Date | Program End Date |
| 9/1/2026 | 6/30/2027 |

Program Agency

Contacts
Emily Myron, Nicole Keleher

Agency
Department of Fish and Game

- d. Clicking that opens up the application form that looks like this:

Start A Grant Application
Complete the form below to create a new application in the system.

| Program Name | Application Open Date | Application Close Date | Agency |
|---|-----------------------|------------------------|-----------------------------|
| MassWildlife Habitat Management Grant Program | 5/26/2026 | 7/6/2026 | Department of Fish and Game |

Program Information

01. PROGRAM INFORMATION

02. POLICIES & PROCEDURES

03. APPLICATION INFORMATION

04. APPLICATION DETAILS

05. UPLOAD DOCUMENTS

06. REVIEW & SUBMIT

Program Information

Program
MassWildlife Habitat Management Grant Program (MHMGP)

RFR Number
DFW-2027-001

COMMBUYS Identifier
BD-26-1046-DFW-FW58-129461

Agency
Department of Fish and Game

Agency Sub-division
Division of Fisheries and Wildlife

Contact Users
Emily Myron
Nicole Keleher

Application Open Date
5/26/2026

Application Close Date
7/06/2026

Program Start Date
9/01/2026

Program End Date
6/30/2027

Purpose

1. Improve habitats for Species of Greatest Conservation Need, as identified in the 2025 Massachusetts State Wildlife Action Plan (SWAP), with emphasis on MESA-listed species.
2. Enhance habitat in ecological communities that are disproportionately susceptible to climate change.
3. Contribute to improving habitat in a landscape that is high priority for biodiversity conservation.
4. Promote access to nature and outdoor recreation opportunities, such as hiking, birding, fishing, hunting, and trapping.

COMMBUYS Posting
<https://www.commbuys.com/bso/external/bidDetail.sda?docid=BD-26-1046-DFW-FW58-129461&external=true&parentUri=close>

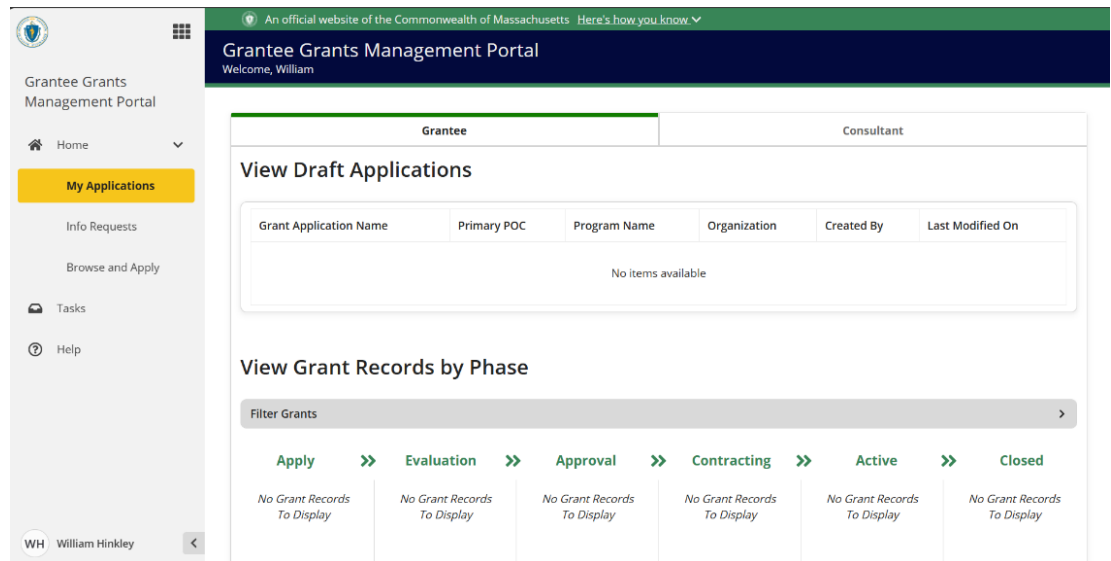
CANCEL

SAVE DRAFT

NEXT

- e. As you move from one page to the next, select the NEXT button. Be sure to save your work from time to time with the SAVE DRAFT button.

- i. Please note: The save draft button will save your work but will automatically close the application and return to your home page.
- f. The Draft will be available in the View Draft Applications section (Note: sample view is empty). To reopen, click the link and the EDIT GRANT APPLICATION button in the grant record.



- g. Complete and submit application
 - i. **Note:** Digital files uploaded to the application site may be provided as a PDF or in a Microsoft Office compatible format.
 - ii. **Note:** Shapefiles cannot be uploaded through the Grant Management System. If you are providing shapefiles, please follow the link provided in the application to upload them through an alternate form.

Applicants may save a draft application and return to modify and/or submit until the application deadline. After the deadline, applicants will not be able to edit, add files or submit materials. The application must be finalized and submitted, partially completed applications will not be considered. Please note that the “Grant Primary Contact” must be a valid system user and will receive all relevant notifications and updates to the grant record.

The online application with supporting documents must be submitted on or before July 6, 2026 at 11:59 p.m. Submissions through the site will be digitally time stamped.

MassWildlife shall make no allowance for technical difficulties or inability of the respondents to utilize the online system. No applications will be accepted after the deadline for any reason.