**SEAPORT ECONOMIC COUNCIL PROGRAM**

**APPLICATION**

1. **APPLICANT INFORMATION**

**Primary Applicant**

Name of Municipality or Public Entity:

Executive Officer or Designee for Project:

Application prepared by (if different from above):

Title:

Address:

City:

State:

Zip code:

Phone:

Fax:

E-mail Address:

**Co-Applicant (If applicable)**

Name of Entity:

Executive Officer or Designee for Project:

Application Contact (if different from above):

Title:

Address:

City:

State:

Zip code:

Phone:

Fax:

E-mail Address:

1. **PROJECT TYPE -** Please select one of the following project types that best describes your project:

* **Supportive Coastal Infrastructure Project Grants:** Infrastructure grants are available when investments may need to be made in coastal infrastructure to fulfill the job or economic growth potential within a coastal community. Best available science and information regarding potential threats to coastal communities from sea level rise and extreme weather events will be used to evaluate the projects in which the Council invests.
* **Local Maritime Economic Development Planning Grants:** Coastal communities vary in size and scope from deep-water port cities to small fishing villages. These grants provide capacity for coastal communities to explore their unique advantages and generate economic development plans which help them realize their full potential, increase job growth, and maximize the maritime economic sector for their community.
* **Technology & Innovation Grants:** Technology & Innovation Grants invest in innovative technology projects that promote job creation and economic growth in the maritime sector. These technologies may be deployed in order to address an important need in the marine economy. Our partners at the John Adams Innovation Institute at MassTech administer the program.
* **Grants to Public Education Institutions**: Equipment, infrastructure and capital improvements grants for public education institutions, from pre-k through higher education. These grants may range from fostering awareness of coastal assets and maritime traditions of the Commonwealth to investing in transformative public/private collaborations.

1. **PROJECT OVERVIEW –** Please provide an overview of the project.

3.1. Name of the Project:

3.2. Requested Grant Amount:

3.3. Total Project Budget:

3.4. Brief Description of the Project (75 words or less):

1. **VISION OF THE PROJECT**

4.1 Please describe the scope of the project proposed in this application and include an explanation of the uses of the grant. (Please note: This description should only include capital uses of the grant, please see section “Use of Fund”)

4.2 What are you trying to achieve with this project? Please note specific stakeholders, deliverables and outcomes.

1. **ALIGNMENT**
   1. Is your community a designated Housing Choice Community? Housing Choice Initiative – (For info, please visit www.mass.gov/housingchoice)

* Yes
* No
  1. Please provide a list of all planning documents, particularly those related to the waterfront, that have received public scrutiny and input and the timeframe in which the plans were last updated.

|  |  |
| --- | --- |
| **Plan Type** | **Last Updated/Approved** |
| Economic Development Plan |  |
| State-Approved Municipal Harbor Plan |  |
| State-Approved DPA Master Plan |  |
| Local Harbor Plan |  |
| Climate Change Vulnerability/Resiliency Plan |  |
| Other: |  |

Attach copies of all plans noted above.

* 1. Is the project consistent with the community’s other waterfront plans that have received public scrutiny and input and, if applicable, state approval?
* Yes
* No
  1. Describe how the proposed project is consistent with each of these plans and note which sections of the plan(s) support the proposed project. Specific recommendations and implementation references from the relevant plans should be provided. If the project proposed in this application is a planning document, please describe how this plan will support the development of the maritime economy in the community. If the proposed project is a planning document that requires state approval, please detail pre-application consultations with relevant state agencies (e.g., Executive Office of Energy and Environmental Affairs, Department of Environmental Protection, Office of Coastal Zone Management), including meeting dates and notes, and how the application reflects guidance provided, if applicable and available.
  2. Please describe how your project addresses relevant climate impact(s) or long-term problem(s), including an explanation of potential future vulnerability and risk to public safety, coastal infrastructure, and natural resources from sea level rise, storm surge, and precipitation, as well as the primary drivers (e.g., economic, environmental or other) for engaging in climate adaptation activities. (Most up-to-date climate change information available at [resilientma.org](https://resilientma.org/)). If the proposed project does not fully address expected climate change impacts for the design life of the project as shown by the best available information, explain the discrepancy.
  3. Does your community have a completed Municipal Vulnerability Preparedness Plan?
* Yes
* No
  1. If yes, please describe how this project acknowledges and contributes to that Municipal Vulnerability Preparedness Plan. Please reference relevant sections of that Plan, as needed.

1. **PARTNERSHPIS**

6.1 Please describe the partners involved in the project and the strategy of involving these key parties.

6.2 Please list any partners (public / private / non-profit / regional) involved in the project and their role:

|  |  |
| --- | --- |
| **Partner** | **Role** |
| Organization Name:  Address:  Primary Contact Name:  Email address:  Tel. No.: |  |
| Organization Name:  Address:  Primary Contact Name:  Email address:  Tel. No.: |  |
| Organization Name:  Address:  Primary Contact Name:  Email address:  Tel. No.: |  |

6.3 Optional: Upload Letters of Support.

1. **ECONOMIC IMPACT**

7.1 How does how does the project advance the maritime economy?

7.2 How does the project advance the maritime economy of the host community? Please note if this project aligns with community assessment and planning.

7.3 Project Success: How will it be determined that the project is successful? What are the intended measureable outcomes? Where applicable, please note the number of full time, part-time jobs retained or created or the number of students reached by the project.

1. **ABILITY TO EXECUTE**

8.1 If applicable, has this project held all necessary public meetings or hearings?

* Yes
* No

If no, please describe the timeline for those public meetings or hearings.

8.2 If applicable, has the project applied for and/or acquired all the necessary permits for the project? Have pre-permitting consultations taken place with the relevant agencies?

(Please note, additional questions about Permits will be asked for Infrastructure projects on page 7)

* Yes
* No

If no, please describe any coordination or meetings with permitting agencies and the timeline for acquiring those permits.

8.3 Budget: Please provide a breakdown of the project budget. This should include the cost of each element of the project and should not be limited to the work which will be covered by Seaport Council funding. (Please note: This budget should only include capital uses of the grant, please see section “Use of Fund”)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Spending Category** | **Funds Requested** | **Municipal Funds** | **Federal Funds** | **Other State Funds** | **Other Funds** | **Match Secured? Y/N** | **Total Budget** |
| Feasibility/Survey |  |  |  |  |  |  |  |
| Design / Engineering |  |  |  |  |  |  |  |
| Environmental Review/Permitting |  |  |  |  |  |  |  |
| Bidding |  |  |  |  |  |  |  |
| Construction |  |  |  |  |  |  |  |
| Contingency |  |  |  |  |  |  |  |
| Construction Admin. |  |  |  |  |  |  |  |
| Equipment |  |  |  |  |  |  |  |
| Other / Miscellaneous |  |  |  |  |  |  |  |
| Other / Miscellaneous |  |  |  |  |  |  |  |
| **Total** |  |  |  |  |  |  |  |

8.4 Describe the match outlined in the budget. Please describe the sources and the date that each was or will be secured.

8.5 Optional: Please provide any additional information or insight into the budget.

8.6 Timeline: Will the project be ready to proceed within four months of the application date?

* Yes
* No

8.7 Please list the major activities associated with this project, approximate timeframes, and the party primarily responsible for the activity.

Please note, the timeline should start four months after application period.

|  |  |  |  |
| --- | --- | --- | --- |
| **Major Project Activity** | **Timeframe** | **Responsible Party** | **Additional Details** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**ADDITIONAL QUESTIONS FOR SUPPORTIVE COASTAL INFRASTRUCTURE PROJECTS**

The following questions are for Supportive Coastal Infrastructure Projects only.

9.1 Project site address:

9.2 Please attach a site plan, conceptual drawing, and/or construction concept design that clearly demonstrates the location and outlines the proposed work.

9.3 Is the project site publicly owned?

* Yes
* No

9.4 Describe type of ownership (select all that apply).

* Public land
* Leasehold
* Right of Way
* Easement
* Other, please explain:

Attach applicable evidence and relevant documents related to the lease, a MOU, or easement noted in the question above.

9.5 If not currently public, will the site be publicly owned by the project start date?

* Yes
* No

If not, please explain and include details about the nature, timing, and mechanism of the public acquisition or if there is no plan for public ownership please describe the clear public benefit.

9.6 Please provide a project schedule and anticipated project milestones for the coastal infrastructure project for which the community is seeking grant assistance. Please note, the timeline should start four months after the application period. Additionally, it is not expected that all of these milestones are included in a project and it is suggested that a request focus on a singular phase.

|  |  |  |
| --- | --- | --- |
| **Milestone** | **Start Date** | **End Date** |
| Feasibility |  |  |
| Survey |  |  |
| Design/Engineering |  |  |
| Environmental Review/Permitting |  |  |
| Bid/Contract |  |  |
| Start Construction |  |  |
| 25% Construction |  |  |
| 50% Construction |  |  |
| 75% Construction |  |  |
| 100% Construction |  |  |
| Punch List |  |  |

9.7 Please provide a list of all permits and other actions required for this project, the current status of those permits, and the timeframe in which the permits will be obtained. Please specify all required local permits and the status of each.

|  |  |  |
| --- | --- | --- |
| **Required Permit / Action** | **Filing/Request Date** | **Anticipated Date of Issuance** |
| Secretary’s Certificate on Environmental Notification Form and Environmental Impact Report, if applicable |  |  |
| Notice of Intent |  |  |
| Water Quality Certificate |  |  |
| Chapter 91 Authorization |  |  |
| CZM Consistency Concurrence |  |  |
| US Army Corps of Engineers Authorization: |  |  |
| Other: |  |  |
| Other: |  |  |
| Other: |  |  |

Attach copies of all applications and permits obtained as noted above.

9.8 Please list all pre-application meetings with agencies that have occurred and issues to be addressed.

9.9 Is any part of the project in the current 1% annual chance (100-year) floodplain, the current 0.2% annual chance (500-year) floodplain, and/or within 0.1 miles of a water body?

* Yes
* No

9.10 Does the project site have a history of flooding?

* Yes
* No

9.11 Will the project result in a net increase in impervious area at the site?

* Yes
* No

9.12 If yes to any of the above, describe how the project design will mitigate flood risks, sea level rise, precipitation and storm surge and/or heat-island impacts based on the best available climate change science and data.

9.13 Will the project provide positive environmental benefits to the community, such as ecological restoration, improved air/water quality, pretreatment of stormwater discharge, etc.?

* Yes
* No

9.14 If yes, describe the benefits provided by this project and provide any supporting documentation.

Upload any supporting documentation.

For questions, please email the Director of the Seaport Economic Council, Ellen Cebula at ellen.cebula@mass.gov.