



# Commonwealth of Massachusetts

## Division of Marine Fisheries

251 Causeway Street, Suite 400

Boston, Massachusetts 02114

(617)626-1520

fax (617)626-1509

David E. Pierce  
Acting Director

NAME  
ADDRESS  
ADDRESS



Charles D. Baker  
Governor

Karyn E. Polito

Lieutenant Governor

Matthew A. Beaton

Secretary

George N. Peterson, Jr.

Commissioner

Mary-Lee King

Deputy Commissioner

June 26, 2015

### RE: Federal Disaster Aid for Groundfish Crew Members

Dear XXX:

The Massachusetts Division of Marine Fisheries (DMF) recently notified you, in a May 19, 2015 mailing, that you were pre-qualified to receive federal disaster assistance related to the disaster declared for the 2013 groundfish fishing year. After a review of all appeals, **you are eligible to receive a payment of \$XXX**. Please find details of your final qualification on the following page.

Enclosed also find documents to make you a state vendor – a necessary step in receiving your financial assistance.

There are four documents enclosed that you will need to fill out (one set per eligible person or legal corporation):

1. A **Standard Contract** form

Complete the contractor information box on the top left of the form. The "Contractor Legal Name" should be either your name or corporation, as appropriate. If it is a corporation please include the name of an appropriate corporation officer as the "Contract Manager". Leave the "Contractor Vendor Code", "Vendor Code Address ID" and "Prompt Payment Discount (PPD)" fields blank. Complete the "Authorizing Signature For the Contractor" on the bottom left of the form. All other fields have been filled out for you.

2. **Commonwealth Terms and Conditions**

Fill out according to instructions on form.

3. A **W-9** form

Fill out according to instructions on form.

4. A Commonwealth **Electronic Funds Transfer (EFT)** Authorization form

Fill out according to instructions and please be sure to include a voided check.

Please be sure to sign and date all four documents and mail to DMF in the enclosed return envelope. Once you have become an approved state vendor, DMF will be able to transfer eligible funds to you. It will take approximately 45 days for payments to process.

If you have any further questions please contact Samantha Andrews, DMF Program Coordinator at 617.626.1564 or by email at [Samantha.n.andrews@state.ma.us](mailto:Samantha.n.andrews@state.ma.us).

Sincerely,

Melanie Griffin  
Fishery Policy Analyst

Crew members were qualified to receive a flat rate payment for each year in which they met the following criteria:

### Higher Flat Rate

Non-owner/operator crew members who:

- 1) worked aboard a qualified commercial groundfish vessel<sup>1</sup>,
- 2) documented at least \$5,000 in annual income was generated from eligible commercial fishing activity; and
- 3) documented that at least 50% of total annual income was generated from eligible commercial fishing activity.

### Lower Flat Rate

Owner/operators who:

- 1) worked aboard a qualified commercial groundfish vessel<sup>1</sup>
- 2) documented at least \$5,000 in annual income was generated from eligible commercial fishing activity; and
- 3) documented that at least 50% of total annual income was generated from eligible commercial fishing activity.

In the table below, you will find final details regarding your qualification.

	Calendar Year				
	2009	2010	2011	2012	2013
<b>Crew Position</b>					
<b>Met Eligible Vessel Criteria?</b>					
<b>Met \$5,000 Fishing Income Criteria? (Y/N)</b>					
<b>Met 50% of Total Income Criteria? (Y/N)</b>					
<b>Applicant Qualified for Aid? (Y/N)</b>					
<b>If qualified, at what rate?</b>					

---

<sup>1</sup>A qualified commercial groundfish vessel is one that was qualified to receive 2012 groundfish disaster aid, was homeported in MA and documented landings of at least 3,000-lbs. of eligible groundfish, the minimum disaster aid qualification in MA for a commercial groundfish vessel, in each year from 2009-2013 for which a crew member applied for aid.