



TOWN OF GRAFTON
GRAFTON MEMORIAL MUNICIPAL CENTER
30 PROVIDENCE ROAD
GRAFTON, MASSACHUSETTS 01519

COMMUNITY PRESERVATION COMMITTEE

Guidelines for Project Submission

1. Project requests must be submitted via email to duncanj@grafton-ma.gov or in writing (10 copies) to the Community Preservation Committee.
2. Requests must include a statement of need and be documented with appropriate support information. The use of maps, visual aids and other supplemental information is encouraged.
3. Obtain quotes for project costs whenever possible. If not available, estimates may be used provided the basis of the estimate is fully explained.
4. Requests must be received at least three months prior to the spring or fall semi-annual Town Meeting. Complex projects may need more advance time.
5. If the request is part of a multi- year project, include the total project cost and allocations.
6. For applicants that have multiple project requests, please prioritize projects.
7. Applicants must be present at a CPC meeting to answer questions. The CPC meets the second Tuesday of each month.

Please note that there are legal limitations on the use of CPA funds. Additional information on the CPA and the Community Preservation Committee can be found at www.communitypreservation.org. If you are in doubt about your project's eligibility you are encouraged to submit an application so that the Committee can determine eligibility.

Please submit the project proposal and accompanying documentation to:

Community Preservation Committee
Grafton Municipal Center
30 Providence Road
Grafton, MA 01519

General Criteria

The Grafton Community Preservation Committee will give preference to proposals which address as many of the following general criteria as possible:

- Are eligible for Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation; specifically:
 - The acquisition, creation, and preservation of open space.
 - The acquisition, preservation, rehabilitation, and restoration of historic resources.
 - The acquisition, creation, and preservation of land for recreational use.
 - The creation, preservation, and support of community housing (including items such as annual payments to the housing authority to preserve or expand the affordable housing supply).
 - The rehabilitation and restoration of open space, land for recreational use, and community housing that is acquired or created using monies from the fund.
- Is consistent with the current Master Plan and other planning documents that have received wide scrutiny and input and have been adopted by the town;
- Preserve the essential character of the town as described in the Master Plan;
- Save resources that would otherwise be threatened and/or serve a currently underserved population;
- Either serve more than one CPA purpose (especially in linking open space, recreation and community housing) or demonstrate why serving multiple needs is not feasible;
- Demonstrate practicality and feasibility, and demonstrate that they can be implemented expeditiously and within budget;
- Produce an advantageous cost/benefit value;
- Leverage additional public and/or private funds;
- Preserve or utilize currently owned town assets; and
- Receive endorsement by other municipal boards or departments.

Category Specific Criteria

Open Space proposals which address as many of the following specific criteria as possible will receive preference:

- Permanently protect important wildlife habitat, including areas that:
 - are of local significance for biodiversity;
 - contain a variety of habitats, with a diversity of geologic features and types of vegetation;
 - contain a habitat type that is in danger of vanishing from Grafton; or
 - preserve habitat for threatened or endangered species of plants or animals.
- Preserve Grafton's rural and agricultural character.
- Provide opportunities for passive recreation and environmental education.
- Protect or enhance wildlife corridors, promote connectivity of habitat or prevent fragmentation of habitats.
- Provide connections with existing trails or potential trail linkages.
- Preserve scenic views.
- Border a scenic road.
- Protect drinking water quantity and quality.
- Provide flood control/storage.
- Preserve important surface water bodies, including wetlands, vernal pools or riparian zones.
- Preserve a primary or secondary priority parcel in the Open Space Plan.

Historical proposals which address as many of the following criteria as possible will receive preference:

- Protect, preserve, enhance, restore and/or rehabilitate historic, cultural, architectural or archaeological resources of significance, especially those that are threatened;
- Protect, preserve, enhance, restore and/or rehabilitate town-owned properties, features or resources of historical significance;
- Protect, preserve, enhance, restore and/or rehabilitate the historical function of a property or site;
- Project is within a Grafton Historic District, on a State or National Historic Register, or eligible for placement on such registers, or on the Grafton Historic Properties Survey;
- Project demonstrates a public benefit; or
- Project demonstrates the ability to provide permanent protection for maintaining the historic resource.

Affordable Housing proposals which address as many of the following criteria as possible will receive preference:

- Contribute to the goal of achieving 10% affordable housing;
- Promote a socioeconomic environment that encourages a diversity of income, ethnicity, religion and age;
- Provide housing that is harmonious in design and scale with the surrounding community;
- Intermingle affordable and market rate housing at levels that exceed state requirements for percentage of affordable units;
- Ensure long-term affordability;
- Promote use of existing buildings or construction on previously-developed or Town-owned sites;
- Convert market rate to affordable units; or
- Give priority to local residents, Town employees, and employees of local businesses.

Recreation proposals which address as many of the following criteria as possible will receive preference:

- Support multiple active and passive recreation uses;
- Serve a significant number of residents;
- Expand the range of recreational opportunities available to Grafton residents of all ages;
- Jointly benefit Conservation Commission and Park and Recreation Commission initiatives by promoting a variety of recreational activities;
- Maximize the utility of land already owned by Grafton (e.g. school property); or
- _ Promote the creative use of railway and other corridors to create safe and healthful non-motorized transportation opportunities.