

Fire Sprinkler Systems Program

Thank you for your interest in the Massachusetts Fire Sprinkler Systems Program (FSSP).

FSSP is administered by MassHousing in cooperation with the Massachusetts Department of Public Health, and is made possible by funding from the Commonwealth of Massachusetts.

The goal of FSSP is to support and protect sober housing in Massachusetts by offering this **one-time grant funding to Massachusetts Alliance for Sober Housing (“MASH”) Certified Sober Homes for the installation of sprinkler systems to bring them into compliance with state and local fire safety codes.**

- A total of \$3,800,000 is available statewide
- Maximum award per project is \$80,000, inclusive of any change orders
- Grant amount will be based on actual project costs

Additional detail may be found in the FSSP Notice of Funding Availability (NOFA) [here](#)

MassHousing is offering FSSP funds to:

- *Priority 1:* MASH Certified Sober Homes which are certified for 6 or more beds and at immediate risk of closing pursuant to local adoption of MGL c. 148, s. 26H;
- *Priority 2:* Formerly MASH Certified Sober Homes that have voluntarily de-certified due to the local adoption of MGL c. 148 s. 26H;
- *Priority 3:* MASH Certified Sober Homes certified for fewer than 6 beds; Certified Sober Homes with 6 or more beds where the municipality has not yet adopted MGL c. 148 s. 26H; and Sober Homes that need minor upgrades to existing fire suppression systems.

Application Submission and Information Sessions

Submission Requirements

Step 1: A Letter of Interest (see FORM) must be submitted to MassHousing and MASH prior to submitting the Application. MASH will review the letter and confirm eligibility and priority for the potential applicant.

- Those determined to be **Priority 1 Sober Homes** will be notified that they may submit an application immediately.
- **Priority 2** and **Priority 3 Sober Homes** will be notified of their status and will be notified again when they may apply. Should a sober home's priority change, a second letter of intent may be submitted.

Step 2: Once notified that an application may be submitted, the **Application** must be filled out in its entirety and submitted electronically (see **NOTE** below), and all required and relevant attachments listed in Section 6 of this application form must be submitted via email to FSSP@masshousing.com. *We recommend that you request an automatic delivery/read receipt when submitting attachments.*

See **Section 7** for Application Review Criteria.

NOTE: The application does not allow you to save your progress and come back at a later time. A PDF of the application, including all questions, can be found on the FSSP

Webpage: <https://www.masshousing.com/FSSP>

Application Timeline and Information Sessions

- **Application Launch: Thursday, November 10, 2022**
- **Applications accepted starting Monday, November 14, 2022**
- **Applications will be accepted on a rolling basis until all funds are expended.**

Applicant Information

1. Applicant (Business Entity) *

2. Mailing Address *

3. City/State/Zip *

4. Contact Person(s): *

5. Phone *

6. Email *

Owner/Operator or Landlord information

FILL OUT THIS SECTION ONLY IF OWNER/OPERATOR OR LANDLORD ARE DIFFERENT THAN

7. Project Owner/landlord

8. Owner/landlord email

9. Owner/landlord phone

Sober Home Information

10. Sober Home Name *

11. Sober Home Address *

12. City/State/Zip *

13. Sober Home capacity (Bed Count) *

14. Have you submitted a Letter of Interest? If no, STOP and edit and submit the Letter of Interest found [HERE](#) *

Yes

No

15. Has MassHousing/MASH made a determination of eligibility and priority? *

- Yes, Sober Home is Eligible and May Apply Now
- Yes, Sober Home is Eligible but May Not Apply Now (STOP and wait until MassHousing/MASH give approval)
- No. I have not heard back. (STOP and contact FSSP@MassHousing.com)

16. What is the status of your MASH Certification? *

- Currently certified and recertified at least once
- Voluntarily de-certified due to sprinkler requirement; previously certified for at least 2 years

17. Please select which priority this project aligns with: *

- Priority 1: One-time gap funding for Automatic Sprinkler Systems for Certified Sober Homes with 6 or more beds/residents who have been cited or are at-risk of being cited due to local municipality adoption of M.G.L. c. 148, section 26H
- Priority 2: Homes that voluntarily de-certified due to the sprinkler requirement and who were in good standing prior to de-certifying (documentation from MASH of prior good standing is required)
- Priority 3: One-time gap funding for Automatic Sprinkler Systems for Certified Sober Homes with fewer than 6 residents; in community that has not yet adopted M.G.L. c. 148, section 26H; or with an existing system that requires an upgrade.

BUDGET INFORMATION

18. Amount Requested (Limited to \$80,000 per request) *

19. Total Estimated Project Cost (please use Budget Backup form to determine the cost) *

NARRATIVE

20. In the space provided, please provide a narrative (limited to 4000 characters) describing the need for funds for an Automatic Sprinkler System at this Sober Home. *Use this narrative to provide details about your MASH certification status if relevant. Describe how the ordinance is affecting your operation. For instance, has your municipality adopted MGL c. 148, s. 26H? If yes, have you been cited for a violation of the new ordinance, or have municipal officials contacted you about the ordinance? If the municipality has not adopted MGL c. 148, s. 26H, is adoption being considered (provide documentation such as news articles, minutes of City Council or Select Board or hearings)? **

Required Attachments

Please send all required attachments to FSSP@masshousing.com including:

Ownership Documentation:

- Deed or current mortgage payment
- If operator is leasing the property submit:
 - Letter from property owner confirming that they are a co-applicant and willing to participate
 - Copy of current lease

Budget Backup:

- Detailed Estimate from a licensed and insured sprinkler system installer
- Itemized Project Budget (form available at <https://www.masshousing.com/FSSP>)
- If Sprinkler Installation project exceeds \$80,0000, provide evidence of available funds to cover any excess

Additional Items:

- Documentation of most recent MASH Recertification
- Documentation of approved beds/occupants
- Municipal Fire Department or Building Department citations pursuant to Fire Sprinklers
- For Priority 2 applicants, include documentation of voluntary de-certification pursuant to lack of sprinklers in addition to
- For Priority 3 applicants, as applicable, evidence that municipality intends to adopt MGL c. 148, s. 26H, or other evidence of need.

Review Criteria

Overall Threshold Criteria

- Letter of Interest and determination by MASH/MassHousing of eligibility to Apply
- Completed Application and all relevant attachments submitted; and
- Evidence that Property conditions meets one of the following criteria:
 - Property operates as a MASH Certified Sober Home in good standing, having been re-certified at least one time; OR
 - Property owner voluntarily decertified due to non-compliance with locally adopted fire sprinkler regulations (MGL c. 148 s. 26H), having been in good standing prior to decertification.

Priorities Documentation Review:

- Priority One: MASH Certified Sober Homes which are certified for 6 or more beds and at immediate risk of closing pursuant to local adoption of MGL c. 148, s. 26H that provide evidence of:
 - Certification for 6 or more beds
 - Citation for non-compliance with the new ordinance and/or
 - Adoption of the ordinance by municipality
- Priority Two: Formerly MASH Certified Sober Homes that have voluntarily de-certified due to the local adoption of MGL c. 148 s. 26H showing evidence of:
 - Citation for non-compliance with the new ordinance; and
 - Documentation of prior certification by MASH; and
 - Letter from MASH confirming the Sober Home was previously in good standing
- Priority Three: MASH Certified Sober Homes certified for fewer than 6 beds or Certified Sober Homes with 6 or more beds where the municipality has not yet adopted MGL c. 148 s. 26H do not require additional documentation. MASH Certified Sober Homes whose existing fire suppression systems need to be upgraded must provide documentation of the need.

Order of Reviews and awards:

- **Letter of Interest** review will determine eligibility and priority. MASH and MassHousing will inform potential applicants whether and when they are eligible to apply. Applications will be reviewed and awarded on a first come/first served basis, by priority, with Priority 1 applications invited to apply first.
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