



# Planning for Housing Production Grant Program



MassHousing's Planning for Housing Production Program is open for applications!

\* Required

\* This form will record your name, please fill your name.

## About Planning for Housing Production

MassHousing's Planning for Housing Production Program provides cities and towns with the technical capacity needed to implement local planning and transform priority development sites into new affordable homes.

The program assists municipalities in capitalizing on zoning changes for equitable, transit-oriented multifamily development; and progressing toward, achieving and exceeding Chapter 40B's 10 percent affordable housing goal. In disproportionately impacted communities, the program unlocks new opportunities for affordable homeownership development.

Successful applicants will identify compelling housing development opportunities and will demonstrate a commitment to working collaboratively to deliver on their housing goals.

## Program Overview and Use of Funds

MassHousing's Planning for Housing Production Program provides grants of consultant services to municipalities that are working to increase their supply of affordable housing. The program does not make direct cash awards to grantees.

Grants will create new capacity to implement local housing planning, by facilitating partnerships between municipalities and mission-driven housing developers.

MassHousing will fund pre-development activities on priority housing development sites by contracting directly with third-party consultants then matching consultants with municipalities based on their respective expertise and local needs. The program prioritizes the reuse and redevelopment of municipally-owned properties; exceptionally positioned privately-owned sites may also be eligible for funding.

Grant funds will support predevelopment planning activities that create development-ready sites, including technical assistance with a municipally-led RFP process. Municipalities with exceptionally positioned privately-owned sites will receive assistance advancing sites through the development process, including, but not limited to, technical assistance related to site plan review and permitting. In all cases, technical assistance funding will prioritize the robust public engagement needed to build pro-housing constituencies.

Participating municipalities and consultants will meet regularly with MassHousing staff to discuss project progress.

The value of grant awards will vary depending on the level and scope of a grantee's self-identified needs. Grants will be awarded at a level commensurate with the level of new housing production being pursued. All awards will require a local cash match, equal to at least 10 percent of the value of the grant or technical services awarded.

## Eligibility

Rental housing development: Preference will be given to municipalities for projects that create new affordable rental housing that results in progress towards meeting or exceeding local housing needs.

Homeownership development: MassHousing will support the creation of new affordable homeownership opportunities in municipalities that were disproportionately impacted by the COVID-19 pandemic, regardless of the municipality's SHI percentage. The Commonwealth's disproportionately impacted communities are the 26 Gateway Cities, Boston, Framingham and Randolph.

Applicants should have already completed or be in the process of completing a locally-driven housing planning process, including but not limited to a comprehensive master plan, a DHCD-approved Housing Production Plan, or a housing visioning process.

Communities that currently have multifamily housing development moratoria are not eligible to apply.

Municipalities may partner with non-municipal entities, including regional planning agencies, on grant proposals. The municipality must be the lead applicant.

Preference will be given to applications that clearly document market demand for new mixed-income housing development and articulate a compelling vision for meeting that need. All applications shall demonstrate consistency with DHCD's fair housing principles, including the affirmative fair housing marketing requirements available here:

<https://www.mass.gov/files/documents/2016/07/tw/faifhousingmissionstatemen.pdf>, and the

Commonwealth's Sustainable Development Principles available here:

<https://www.mass.gov/files/documents/2016/07/rt/sdprinciples.pdf>.

## Selection Criteria

Grant applications will be accepted on a rolling basis and will be reviewed using the following criteria:

- Documented local and regional housing need
- Clarity of the applicant's vision for meeting local and regional housing need
- Strength of the housing implementation proposal
- Feasibility and marketability of the applicant's housing vision
- Consistency of grant activities with previous local planning
- Consistency of grant activities with regional planning, where applicable
- Consistency of planning vision with fair housing

(<https://www.mass.gov/files/documents/2016/07/tw/faifhousingmissionstatemen.pdf>) and sustainable development principles

(<https://www.mass.gov/files/documents/2016/07/rt/sdprinciples.pdf>)

- Adequacy of local match and local support for the grant activities and planning vision

## Application Process

In addition to filling out the application here, please email the following documents to Monica Passeno, Municipal Technical Assistance Manager at [mpasseno@masshousing.com](mailto:mpasseno@masshousing.com):

- 1) A cover letter signed by the municipality's chief administrative official,
- 2) Electronic copies of relevant planning documents, and
- 3) Any relevant letters of support.
- 4) For **privately-owned lots**, support from the owner and municipality and evidence of developer selection

It is the responsibility of the applicant to ensure that its application is complete and is received by MassHousing. All applications will be logged as to date and time received and retained as public records.

MassHousing reserves the right to request additional information from the applicant or external sources as may be necessary in order to complete the application review.

As needed, MassHousing will consult a team of reviewers, to review pending applications and develop recommendations for funding. Final decisions will be rendered by MassHousing's Executive Director. Funding decisions are at the discretion of the Executive Director and are not subject to challenge or appeal.

**NOTE: The application does not allow you to save your progress and come back at a later time.**

**A full list of application questions can be found here:**

<https://www.masshousing.com/-/media/Files/Planning-and-Programs/PHP-Questions.ashx>

## Applicant Information

1. Municipality \*

2. Name of Chief Administrative Official

3. Application Contact \*

4. Title

5. Email Address \*

6. Phone Number \*

7. Project Partners (e.g. abutters, neighbors, neighborhood associations, supportive nonprofits, RPAs, etc.; for privately-owned projects, developer, municipal stakeholders, owner partners).

8. Does the municipality currently have a multifamily housing development moratorium <sup>\*</sup>

Yes

No

9. Has the Municipality adopted the Community Preservation Act? <sup>\*</sup>

Yes

No

10. Does the Municipality have a current DHCD approved 40R district <sup>\*</sup>

Yes

No

11. Does the Municipality have a current DHCD approved Housing Production Plan? <sup>\*</sup>

Yes

No



12. If so, has the Housing Production Plan been certified by DHCD

Yes

No

13. Does the Municipality have a zoning district that allows by-right multifamily housing? \*

Yes

No

14. Please describe the applicant municipality's planning vision for meeting local and regional housing needs. What planning efforts inform this vision? How did the municipality engage community stakeholders in setting this planning vision? \*

15. What strategies will the municipality employ to deliver on its housing vision? What action, if any, has the municipality taken to implement its housing vision? \*

16. Briefly describe the applicant municipality's current housing stock, the housing choices currently available to households of varied ages and incomes, and the local and regional need for additional housing growth \*

17. Describe the project site and the technical assistance services being sought: \*

18. Total New Housing Units to be created through this Application \*

19. Total New Affordable Housing Units to be created through this Application \*

20. Briefly describe the neighborhood around the proposed project site, including demographic data and housing data. \*

21. Briefly describe how the proposed development is consistent with previous local planning efforts. \*

22. Briefly describe how the proposed development is consistent with the Commonwealth's sustainable development and fair housing principles, including affirmative fair housing marketing requirements. Including, but not limited to, specific information on diversity, equity, and inclusion in the development team or in the selection process of the development team. \*

23. How will the proposed grant activities result in the achievement, maintenance, and significant advancement toward housing production goals. \*

## Supporting Files

Please send supporting files to [mpasseno@masshousing.com](mailto:mpasseno@masshousing.com):

1. Cover letter signed by the municipality's chief administrative official
2. Evidence of Site Control
3. Map of Site Area
4. Relevant Planning Documents
5. For **privately-owned lots**, letters of support from owner and municipality
6. For **privately-owned lots**, evidence of developer interest or involvement

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