



City of Cambridge Community Preservation Act FY 2022 Project Funding Application

SUBMISSION INSTRUCTIONS

Completed forms and attachments may be emailed to jmathews@cambridgema.gov. **Deadline for submission is Wednesday, July 14, 2021.**

CPA CATEGORIES & ALLOWABLE USES

CPA funds can only be used for certain purposes:

- ❖ Affordable Housing (also called Community Housing)
- ❖ Historic Resources
- ❖ Open Space
- ❖ Recreational Land

For a description of the CPA categories and the allowable uses of CPA funds in each project category, please review the state [Department of Revenue Allowable Uses Chart](#). Also note the following regarding potential **affordable housing and **historic projects**:**

- Cambridge Affordable Housing Trust (CAHT): Absent extraordinary circumstances, CPA funding for affordable housing flows through the CAHT. For more information, including on applying for funding, visit: <https://www.cambridgema.gov/CDD/housing/housingtrust>.
- Cambridge Historical Commission Preservation Grant Program: CPA funding for historic projects on private property is available through the Preservation Grant Program. If you are applying for historic funding for a private property, please explain why Preservation Grant funding is insufficient or unavailable. For more information, visit: <https://www.cambridgema.gov/historic/permitsApplications/preservationgrants>.

APPLICANT INFORMATION

Name(s): _____

Applicant Organization, if applicable: _____

Phone: _____

Email: _____

Address: _____

PROJECT INFORMATION

- ❖ Applicants are encouraged to attach any maps, photographs, designs, renderings, budget documents, or other images or plans related to the project when submitting their application form.
- ❖ Letters of support from community members or organizations may also be attached.
- ❖ Actual quotes for project costs are strongly encouraged. Estimates may be used, so long as the basis for the estimate is explained in detail.

Project Title: _____

Project Address: _____

CPA Category:

- Affordable Housing
- Historic Resources
- Open Space
- Recreation

Previous CPA Funding Received, if applicable: _____

CPA Funding Amount Requested: _____

Project Description:

Please submit a separate word document or pdf with the following project details:

- Goals/Purpose
- Property Ownership/Site Control

If you are not the property owner, please submit site control documentation, a memorandum of agreement (MOA), or a letter of support from the relevant public agency (e.g., the Massachusetts Department of Conservation and Recreation) as an attachment. Projects for City of Cambridge-owned property must be submitted by a City Department.

- Community Support
 - Total Project Budget
 - Other Funding Description (amount, source of funds, etc.)
 - Project Timeline
-

Project Description:

- **Goals/Purpose**

- Digitizing the Cambridge Historical Commission's survey of Architectural History in Cambridge has been a multi-year project encompassing 35 file drawers of information on all 13,000 Cambridge buildings. Physical file preparation, document scanning, processing of returned digital files, and creation of an accessible, searchable database are all nearing completion.
- Due to COVID-19 related delays, the project has taken longer to complete than originally planned, but this is the last anticipated funding request to the CPA Committee.

- **Property Ownership/Site Control**

- City-managed grant program.

- **Community Support**

- The Cambridge Historical Commission does not anticipate a community process for this project.
- Preserving these historic documents through digitization is a project with extremely high historical value for the community.

- **Total Project Budget**

- \$361,000
 - \$294,000 in previous Fiscal Years' funding
 - \$67,000 requested for FY22

- **Other Funding Description (amount, source of funds, etc.)**

- N/A. CPA funding is the sole funding source.

- **Project Timeline**

- Project initiated with a CPA planning grant in FY11.
- Scanning and file processing has been ongoing since FY19.
- Anticipated project completion date: FY22.