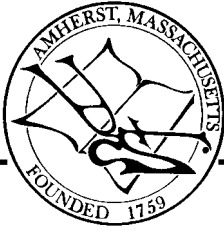


Town of



AMHERST *Massachusetts*

COMMUNITY PRESERVATION ACT COMMITTEE

Date: October 25, 2011

From: Peter Jessop, Chair, Community Preservation Act Committee

To: Distribution List

Subject: Call for Proposals Qualifying for CPA Funding for FY 2013

This is to request proposals for FY 2013 appropriate to the provisions of the Community Preservation Act (CPA). Deadline for submissions is December 9, 2011.

The Community Preservation Act (CPA), adopted by Amherst voters in April 2001, established a local fund based on a 1% tax surcharge (later amended to 1.5%) on property valuations above \$100,000 *for the acquisition, creation and preservation of open space; for the acquisition, preservation, rehabilitation and restoration of historic resources; for the acquisition, creation and preservation of land for recreational use; for the acquisition, creation, preservation and support of community housing; and for the rehabilitation or restoration of open space, land for recreational use and community housing that is acquired or created.* The law also established a State Trust Fund, from which annual allocations are made to towns that have accepted the Act, partially or fully matching local appropriations. Local allocations are currently being funded by the state at 26%, resulting in a projected total amount for distribution of more than \$500,000 for this year. It is possible for Town Meeting to authorize long term borrowing using future CPA funds to pay off the debt, so proposals may be submitted even if the amount of money seems to be larger than the amount available.

The Amherst Community Preservation Act Committee (CPAC) is charged with assessing the needs of the Town in those areas identified by the Act, and to develop prioritized recommendations for funding to be considered at the Annual Town Meeting next May. By MGL, CPA funds may only be spent on Community Housing, Historic Preservation, Open Space, and Recreation. A minimum of 10% of the available funds (from the surcharge and the state contribution) must be set aside each year, although not necessarily spent, for each of three categories of community housing, historical preservation, and open space. Recreation, the fourth recipient, or beneficiary, is not mandated to receive the minimum 10%.

CPAC Evaluation Criteria:

1. Feasibility of the Project
2. Documentation for Estimated Costs
3. Funding available (including CPA Funding), possibility of multiple sources of funding, and expectations for additional funding in future years
4. Urgency of the Project
5. Estimated timeline from receipt of funding to start and to complete the Project
6. Acquisition and/or preservation of threatened resources
7. Population(s) to be served by the Project
8. Priority of your Project set by requesting Town committees or commissions*.

*Typically, open space proposals are referred to the Conservation Commission, recreation proposals to LSSE, historical preservation proposals to the Historical Commission, and community housing proposals to Housing Partnership and the Amherst Housing Authority.

Submission Process:

1. Complete the attached CPAC Form with your submittal.
2. Attach any relevant documentation.
3. Submit one (1) hard copy, clearly marked *CPAC Proposal* to: Accounting Office, attention Sonia Aldrich, Comptroller, Town of Amherst, 4 Boltwood Ave., Amherst MA 01002. Optional submittal via email to: aldrichs@amherstma.gov
4. **Deadline for all submittals including documentation is December 9, 2011.** Note - early submissions of proposals are encouraged to give the CPA Committee time for review and to receive information from relevant Town boards and commissions.
5. Public Presentations before CPAC will be scheduled for January and February

Please contact me at 413-549-7919 should you have any questions, or email me at peter@integbuild.com

Community Preservation Act Committee Proposal Request Form for FY 13

CPA funding category

Check all that apply

- Community Housing
- Open Space
- Historic Preservation
- Recreation

Date:

Submitting Entity:

Contact Person:

Contact Phone:

Contact Email:

Overview of Proposal:

Describe how your request meets the CPA criteria:

1. Description of funding needed including:
 - a. Documentation of cost estimates
 - b. Other sources of funding, e.g., grants, self-funding, fund-raising
 - c. Timeline on how CPA funds, if awarded, would be spent
 - d. Timeline for spending funds; expectation for spending over multiple years
2. Urgency of the Project, if any
3. Estimated timeline from receipt of funds to Project completion
4. Acquisition or preservation of threatened resources
5. Population(s) to be served by the Project
6. How the Project is prioritized by requesting Town committees or commissions
7. Other information regarding the Project deemed necessary for CPAC

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Amherst Agricultural Commission
Amherst Club
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Amherst Housing Authority – Jean Haggerty, Chair
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Conservation – David Ziomek, Director
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Hitchcock Center
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Kestrel Trust
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LSSE - Linda Chalfant, Director
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