



**Acton Woman's Club  
P.O. Box 2253  
504 Main Street  
Acton, Massachusetts 01720**

February 7, 2014

Community Preservation Committee  
c/o Planning Department  
Acton Town Hall  
472 Main Street  
Acton, MA 01720

Sent via E-Mail: [cpc@acton-ma.gov](mailto:cpc@acton-ma.gov)  
2 Hard-Copies by U.S. mail to Planning Department

Dear Sirs/Madams:

As you are probably aware we were requested by Roland Bourdon (in an e-mail of January 17, 2014) to address whether and how the project might be spread over two years in order to spread the funding from the Town CPA funding over two years. We were also provided a few Massachusetts state organizations and web sites that might offer grant funding that we could also apply to obtain. This letter is to inform the CPC of the results of our investigation, our current status and a request we have for the Acton CPC.

There were two Massachusetts state organizations where the CPC provided us links regarding grant funds that might be applicable and which were currently taking applications. These were the Massachusetts Historical Commission's (MHC) Massachusetts Preservation Project Fund (MPPF) and the Massachusetts Cultural Facilities Fund (CFF) (which is awarded by the Massachusetts Cultural Council and administered by MassDevelopment). The Acton Woman's Club obtained the on-line information, examined applications and had a Trustee attend one of the Information Sessions offered for each of these potential grants.

The Acton Woman's Club learned at the MPPF Information Session, and confirmed with the speaker<sup>1</sup> pointing to the location of the related MPPF rule, that our project is not eligible for their grants. The MPPF has a rule in their Guidelines (<http://www.sec.state.ma.us/mhc/mhcmppf/mppfidx.htm>) on page 6, Item B. on eligible activities, item number 2 that "Development of universal access is allowable only as part of a larger project (ideally, no more than 30%)." Further down on the same page this is strengthened with "**IMPORTANT NOTE #4: Grant funding cannot be used toward ineligible work items and projects based solely on ineligible work will not be considered.**"<sup>2</sup> As you know, the Acton Woman's Club proposed 2014 project is an accessibility project (as required by the Massachusetts Architectural Access Board given the earlier 2011 CPA-funded project).

With our current research it appears that a matching grant from the Massachusetts Cultural Facilities Fund (CFF) is possible. We have submitted our Intent to Apply, started the grant application and all Trustees

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<sup>1</sup> The MHC's architect

<sup>2</sup> Red lettering provided in the Guideline document

attended the CDP (Cultural Database Project) webinar as the grant application requires a completed CDP profile. The deadline for the complete application and all supporting material is March 7, 2014.

The CFF provides matching funds for all non-State funding for the construction of facilities (except architects fees). Our understanding is that the current CPA funding match from the State is 52.23%. To obtain maximum leverage of Acton's CPA funds means we could revise our CPC request to \$150,000 with the assumption that we will win the maximum CFF matching funds of \$98,500.<sup>3</sup> (The CFF funds are awarded in June.) This would help meet the CPC's concern on meeting needs while addressing the funding shortfall compared to requests. Doing this assumes that the Acton Woman's Club will win a CFF grant. If we do not, we can come back next year to request the rest of the project's funds (\$98,500) for 2015 CPA funding.

The final item in this letter is that the Acton Woman's Club (AWC) requests the CPC provide us a Letter of Support for the cultural activities of the AWC and its important contribution to the community. One requirement and criteria for the CFF grant is letters of support from the community as to the cultural value of the applicant. Several CPC members are aware that the largest project of the AWC over the last 60 years is the Dance Classes for 5<sup>th</sup> through 8<sup>th</sup> graders in the community. There are 50% - 90% of the monthly programs in any given year that are cultural, music or visual arts. These programs are advertised to the public in the Beacon and Action Unlimited (as we can get these articles accepted for publication). (Please see our website for a current list of programs for 2013-2014: <http://theactonwomansclub.org/index.html>.) For the last three years we have sponsored tuning and a free classical music concert at the Acton Memorial Library with the historic Fitzgerald piano. The AWC was the first organization to do this. The success of these concerts has been recognized by the Library and more organizations are now supporting additional piano concerts at the Library.

Please let us know if you have any questions regarding any of the items in this letter and request.

In anticipation, thank you for your help and continued support.



Lori Lewis  
Trustees of the Acton Woman's Club: Lori Lewis, Carolyn Kilpatrick and Maureen McHugh

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<sup>3</sup> The Acton Woman's Club total project cost in our 2014 application is \$248,400. The \$98,500 for the CFF means Acton's CPA contribution is that number plus 52.23% of that (the portion of CPA funds from the State for \$150,000: [ $\$248,400 / 2.5223 = \$98,481.54$ ; or  $\$98,481.54 * .5223 = \$51,436.91$  of state match in CPA funds so the Town CPA grant must be  $\$98,481.54 + \$51,436.91$  or  $\$149,918.46$  for a CFF matching grant of  $\$98,481.54$ .]