

From: Runsten, Kara (ENV) <kara.runsten@state.ma.us>
Sent: Tuesday, January 7, 2020 1:11 PM
To: Joyce, Melissa <mjoyce@townofchelmsford.us>
Cc: Rowden, Michelle (ENV) <michelle.rowden@state.ma.us>; Cardoso, Vallery B (EEA) <vallery.b.cardoso@state.ma.us>
Subject: Chelmsford MVP Action Grant

Hello Melissa,

Congratulations! I am pleased to notify you that the Town of Chelmsford has been awarded a Municipal Vulnerability Preparedness (MVP) program Action Grant in the amount of \$83,545 (\$83,545 in FY20 and \$0 in FY21) to complete **Dunshire Drive Culvert Replacement & Deep Brook Stream Restoration: Phase I**. I want to thank you for your continued commitment to ensuring that your community is adapting and building resiliency as the climate changes by taking actionable steps to implement your planning findings.

Attached please find 3 documents that comprise your contract. The document titled “Chelmsford__FY20 MVP Action Grant Contract” will need to be signed by the authorizing signatory, and all attached documents need to be sent back to me at the address below. The document titled “casl form” will need to be completed, notarized, and mailed to us with all other contract attachments. Electronic copies are not accepted as we need a contract with a wet signature returned to us. **Contracts must be received by EEA by mail no later than January 31st, 2020. However, please plan to return the contract as soon as possible so we can get it signed, triggering the contract start date.** We will return the countersigned contracts to you via email. Please remember that all action grants are reimbursable this round—meaning we will reimburse you the grant amount as tasks are completed and invoiced for (through the monthly progress reports). **Please remember to adhere to the budgeted funds for FY20 and FY21 as the grant funds are not fluid between fiscal years.**

We would kindly ask that you embargo this news until the Commonwealth has the opportunity to make a formal announcement which is anticipated in the coming weeks.

Please let me know if you have any questions! Your MVP regional coordinator and I will follow up soon with introductions and more logistics as your project kicks off. We are looking forward to working with you.

Contracts can be mailed to my colleague, Vallery, at:

**Vallery Cardoso
Executive Office of Energy and Environmental Affairs
100 Cambridge Street, Suite 900
Boston, MA 02114**

Best,

Kara