

Chris Gaudet - Commission on Disability

From: George, Evan (OHA) <Evan.George@mass.gov>
Sent: Thursday, February 1, 2024 10:04 AM
To: Chris Gaudet - Commission on Disability
Subject: Municipal ADA Improvement Grant Award Announcement

FROM: Mary Mahon McCauley, Executive Director

TO: CHRISTOPHER GAUDET, Applicant

RE: Merrimac FY2024 Municipal ADA Improvement Grant

The Massachusetts Office on Disability's Grant Application Selection Committee has reviewed your application for the **FY24 Municipal ADA Improvement Grant Program**. **Your application has been provisionally approved by the Massachusetts Executive Office of Administration and Finance for a maximum grant of \$12440.**

Now, we ask the following:

- **Your chief executive (Town Administrator/Mayor/Chair of Select Board) will receive an AdobeSign document from Michael Dumont with the contract, agreement, and other required documents for them to sign.** If your chief executive did not receive this email, please contact Grant Compliance Coordinator Evan George Evan.George@Mass.Gov, no later than 5 days after receipt of this email, with the signatory's name, title and email address.
- You are not eligible to begin work until we receive the signed contract, agreement, and other required documents. Please double check all forms to ensure that they are accurate.
- All forms must be fully completed. A response of "Not Applicable" for any values will not be considered complete. It is the full responsibility of your municipality to complete the forms completely and accurately.

In order to receive the maximum grant amount listed above:

- The work must be completed **after** the contract execution date, but **before** June 30, 2024. The date that **all** forms are properly completed, signed, and returned to MOD by the municipality will be considered the contract execution date.
- MOD must receive and approve detailed, itemized invoices showing expenses incurred under the grant agreement. The invoices must represent approved expenditures as authorized in the attached *Grant Agreement document, Section 1: Project Scope*.
- A complete set of invoices should be sent to Evan George, Grant Compliance Coordinator, no later than July 9, 2024. Please submit all invoices together, along with a cover letter and before, during, and after photos of the project.
- Any invoices dated prior to the contract execution date or later than June 30, 2024, are not eligible for grant funding; further, grant funds will not be released unless/until MOD receives and approves invoices for funding. Invoices received after July 9, 2024 may be rejected.
- If you anticipate any of these requirements being an issue, or if you no longer plan to pursue the approved project, please let us know so other applications can be considered.

If you have questions about the procurement process, please refer to your municipality's procurement personnel. MOD cannot answer questions about procurement. However, if you have grant questions related to these contracts or if you have other miscellaneous grant related questions, such as applicable architectural regulations, design questions or general disability related questions, please contact the Grant Compliance Coordinator, Evan George at Evan.George@Mass.Gov.

Thank you and congratulations!

Mary Mahon McCauley

Executive Director

Massachusetts Office on Disability

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