

Mass Cultural Council Notification for FY23 Cultural Facilities Fund (FY23-CF-CAP-16947)

From: MassCultural_noreply@smartsimple.com (masscultural_noreply@smartsimple.com)

To: jbreen5@verizon.net

Date: Monday, November 7, 2022 at 11:51 AM EST

Dear J. Jeremiah Breen,

Congratulations again on being the recipient of a Cultural Facilities Fund Grant (FY23-CF-CAP-16947).

The first step in accessing your Cultural Facilities Fund (CFF) grant is to become certified for raising the match. MassDevelopment will send a letter outlining all the steps of the grant process in the coming weeks. The letter stipulates that before you enter into the CFF grant agreement, you must raise the 1:1 cash match.

We understand that many are still in the process of raising the matching funds, but in some cases, the match may already be in hand. If this is the case, you may begin the process of match certification.

Match Certification Process:

- To complete the match certification, please log in to our grants management system, <https://MassCulturalCouncil.smartsimple.com>, using the following credentials:
Username: jbreen5@verizon.net
Password: Enter the same password you used to log in previously.
(If you forgot your password, please click "Forgot Password" to set a new one.)
- On your home page, the Match Certification information is located in the section "Requires Attention" under Pending Reports.
- Click open to view the Match Certification form (FY23-CF-CAP-16947), then follow the instructions to provide the specific details of your project.

Please note that the match process requires that your board or authorized governing committee has voted, thereby ensuring all approvals are in place to spend your organization's resources on the project.

We will review your Match Certification information. If everything looks complete, you will receive a confirmation email from our grants management system.

When you receive this confirmation, you can begin working with MassDevelopment on the grant contract and disbursements. MassDevelopment will provide instructions for that phase.

If you have any questions about the matching process, please don't hesitate to contact me at 617-858-2733 or email miranda.cook@mass.gov.

Thank you,

Miranda Cook (she/her/hers)
Program Officer
Cultural Facilities Fund & Community Department
Mass Cultural Council