

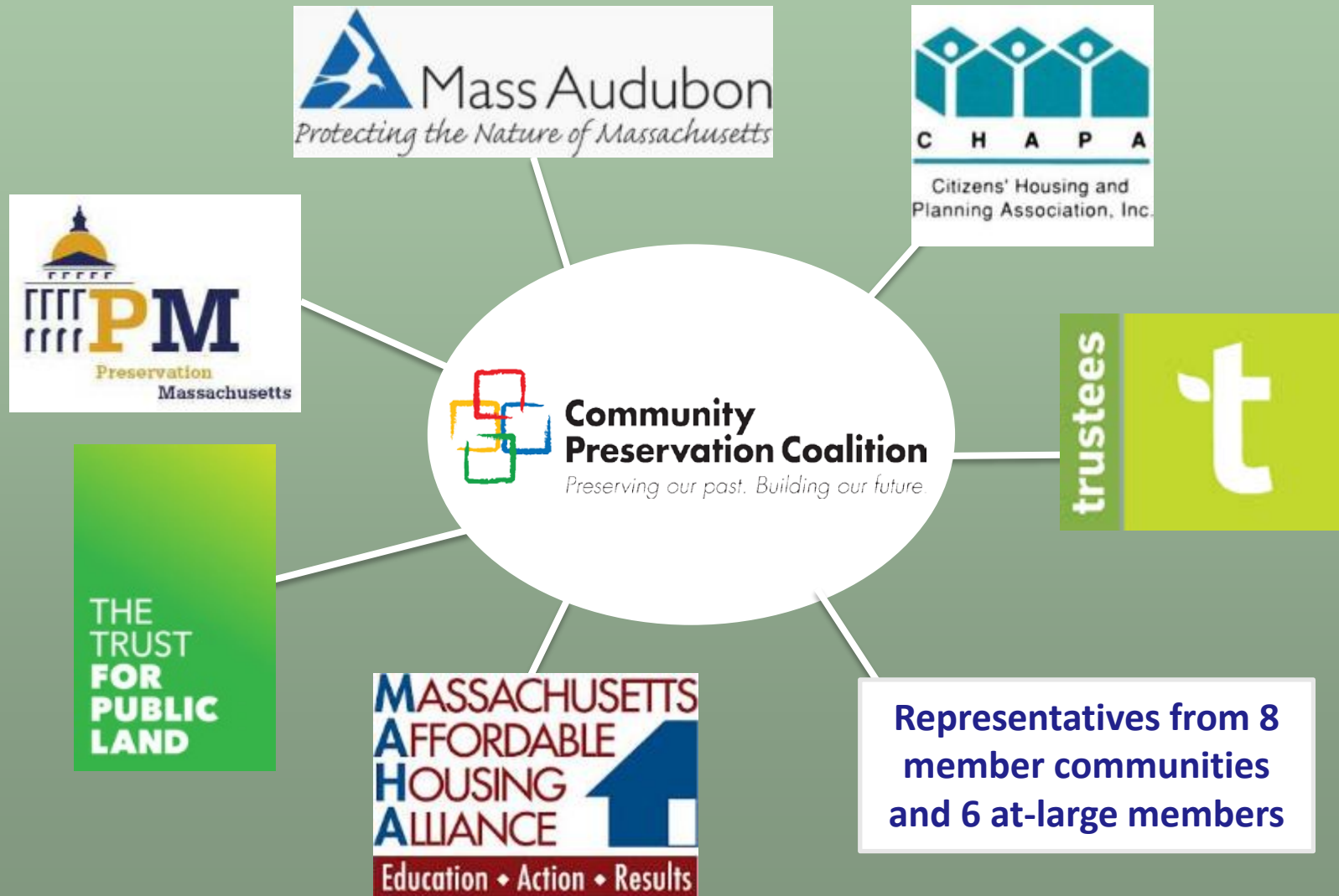


**Welcome to
CPA Bootcamp!**



**Community
Preservation Coalition**
Preserving our past. Building our future.

The Community Preservation Coalition



Coalition Services

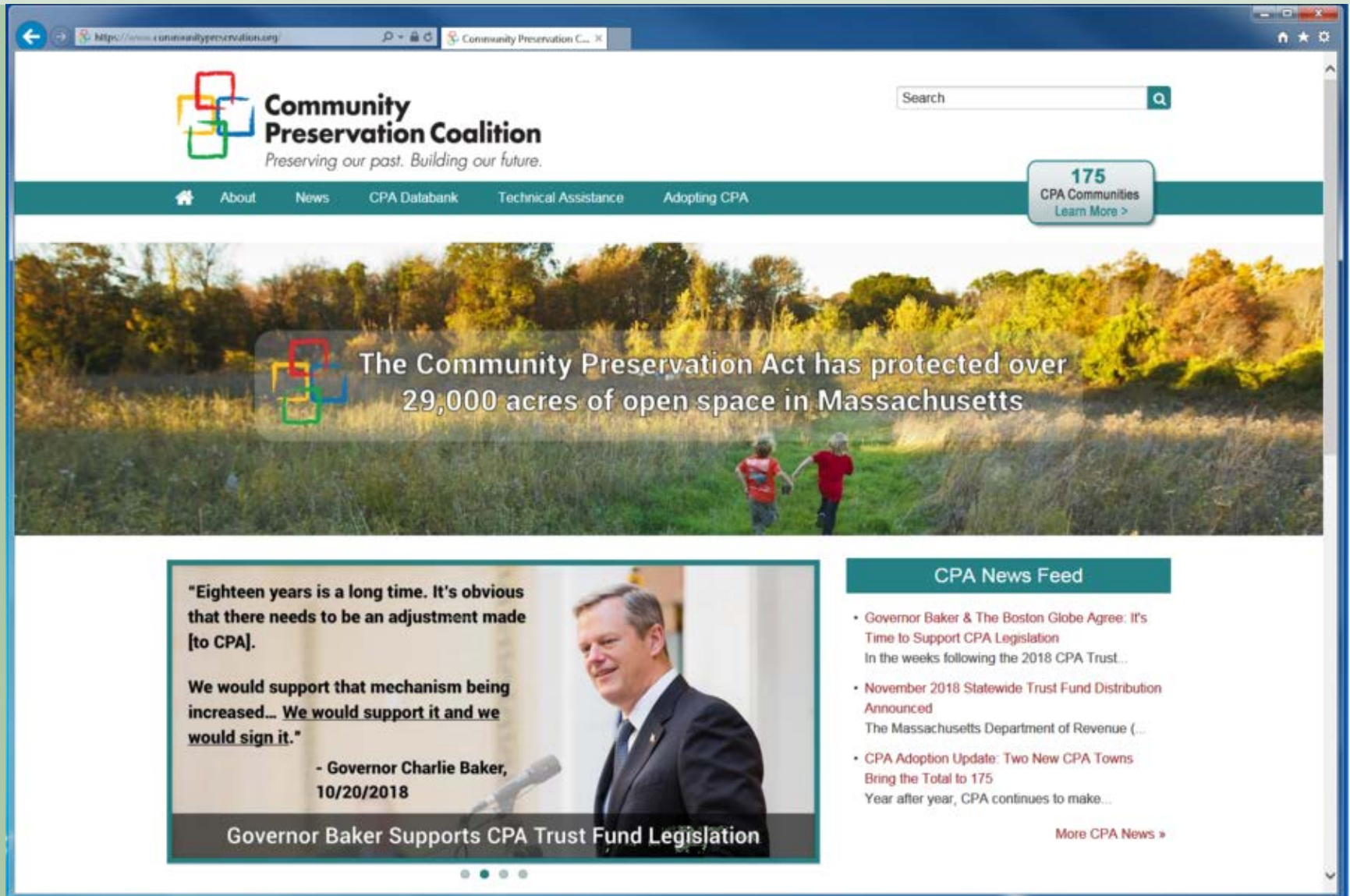
- Technical assistance
- Website
- Email newsletter & bulletins
- CPA advocacy and legislation
- Ballot measures (adoption, changes)
- Training for CPC members

Supported by membership dues from CPA communities



The Coalition Website

www.communitypreservation.org




The screenshot shows the homepage of the Community Preservation Coalition website. The browser address bar displays "https://www.communitypreservation.org/". The website features a teal header with the organization's logo, a search bar, and a navigation menu. A large banner image shows two children running in a field, with text stating that the CPA has protected over 29,000 acres in Massachusetts. Below the banner, there is a quote from Governor Charlie Baker supporting CPA legislation, and a "CPA News Feed" section with three news items. The footer includes a "More CPA News" link.

Community Preservation Coalition
Preserving our past. Building our future.

Search

175
CPA Communities
[Learn More >](#)

[Home](#) [About](#) [News](#) [CPA Databank](#) [Technical Assistance](#) [Adopting CPA](#)

 The Community Preservation Act has protected over 29,000 acres of open space in Massachusetts

“Eighteen years is a long time. It’s obvious that there needs to be an adjustment made [to CPA].

We would support that mechanism being increased... We would support it and we would sign it.”

- Governor Charlie Baker,
10/20/2018

Governor Baker Supports CPA Trust Fund Legislation

CPA News Feed

- **Governor Baker & The Boston Globe Agree: It’s Time to Support CPA Legislation**
In the weeks following the 2018 CPA Trust...
- **November 2018 Statewide Trust Fund Distribution Announced**
The Massachusetts Department of Revenue (...)
- **CPA Adoption Update: Two New CPA Towns Bring the Total to 175**
Year after year, CPA continues to make...

[More CPA News »](#)

Technical Assistance Resources

The screenshot displays the homepage of the Community Preservation Coalition website. The browser address bar shows the URL <https://www.communitypreservation.org/>. The website header features the logo and tagline "Community Preservation Coalition Preserving our past. Building our future." A search bar is located in the top right corner. The main navigation menu includes links for "About", "News", "CPA Databank", "Technical Assistance" (highlighted with a red circle), and "Adopting CPA". A badge on the right indicates "175 CPA Communities" with a "Learn More >" link. Below the navigation menu, there are three columns of content. The first column, "Our Most Popular Articles", lists links such as "Is Our Project Allowable?", "CPA Restrictions", "CPA Plans & Applications", "CPA Income Limits", "Sec. of Interior's Standards", and "Dept. of Revenue Information". The second column, "Tech. Assistance Articles", lists "Main Menu", "Open Space", "Recreation", "Historic", "Housing", and "Administrative". The third column, "Have A Specific Question?", encourages users to "Ask the Coalition staff using our Technical Assistance Request Form (Coming Soon!)". A large banner image shows a construction site with workers and a large stone structure. Below the banner, there is a section titled "The Boston Globe" featuring a quote about the CPA program and a link to "Read the Boston Globe Editorial on Preserving the CPA Program". To the right, a "CPA News Feed" section lists recent news items, including "Governor Baker & The Boston Globe Agree: It's Time to Support CPA Legislation" and "November 2018 Statewide Trust Fund Distribution Announced".

<https://www.communitypreservation.org/>

Community Preservation Coalition
Preserving our past. Building our future.

Search

175 CPA Communities
[Learn More >](#)

About News CPA Databank **Technical Assistance** Adopting CPA

Our Most Popular Articles

- Is Our Project Allowable?
- CPA Restrictions
- CPA Plans & Applications
- CPA Income Limits
- Sec. of Interior's Standards
- Dept. of Revenue Information

Tech. Assistance Articles

- Main Menu
- Open Space
- Recreation
- Historic
- Housing
- Administrative

Have A Specific Question?
Ask the Coalition staff using our Technical Assistance Request Form
(Coming Soon!)

The Boston Globe

"The Community Preservation Act is so popular for a simple reason: It works, and taxpayers who vote for it can see the tangible results in their parks and neighborhoods. It's improving the quality of life in Massachusetts, and well worth additional investment from the state."

[Read the Boston Globe Editorial on Preserving the CPA Program](#)

CPA News Feed

- Governor Baker & The Boston Globe Agree: It's Time to Support CPA Legislation
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Year after year, CPA continues to make...

[More CPA News >](#)

The State of CPA Today

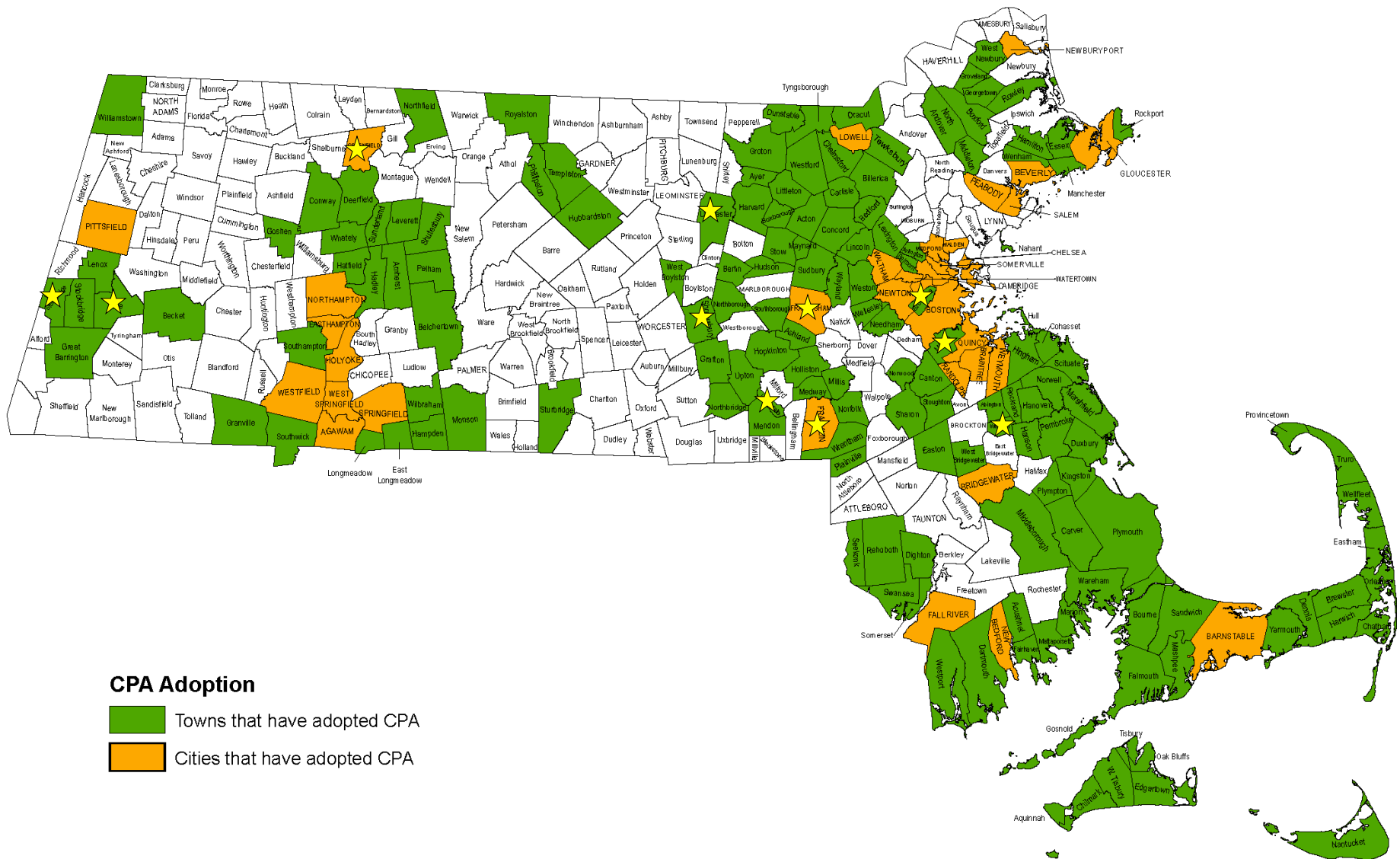
Total of **187** Cities and Towns

53% of municipalities

65% of Massachusetts residents

0 communities have revoked

187 CPA Communities



CPA by the Numbers

(through end of FY2020)

- Over 12,800 projects approved & \$2.5 billion raised -



HISTORIC PRESERVATION: 5,800 appropriations made



OPEN SPACE: 31,861 acres preserved



OUTDOOR RECREATION: 2,700 projects funded



AFFORDABLE HOUSING: 20,000 units created or supported

The Community Preservation Committee



Committee Composition

Created by Bylaw/Ordinance

- 5 Statutory Members
 - Conservation Commission
 - Planning Board
 - Housing Authority
 - Parks and Recreation
 - Historic Commission
- Up to 4 At-Large Members



CPC Ongoing Requirements

- Hold at least one public hearing per year
- Update *Community Preservation Plan*
- Review CPA account balances & spending to ensure compliance with the Act
- Prepare CPA budget
- Make project recommendations

CPA Revenue and Expenses



CPA Revenue Sources

- Local Surcharge Revenue (up to 3% property tax surcharge)
- Annual Trust Fund Distribution
- Interest



The Statewide CPA Trust Fund

- Guaranteed annual disbursement each November
- Administered by the Department of Revenue (DOR)
- Funds come from fees charged on documents filed at the Registries of Deeds (\$50 and \$25 as of December 31st, 2019)
- November 2020 base match was 28.6% of what communities raised at the local level
- Future looks bright – DOR has estimated a 32.3% match for November 2021

CPA Trust Fund Revenue

11/18-10/19

\$23,292,000



**12 Months
with Old Fee
Structure**

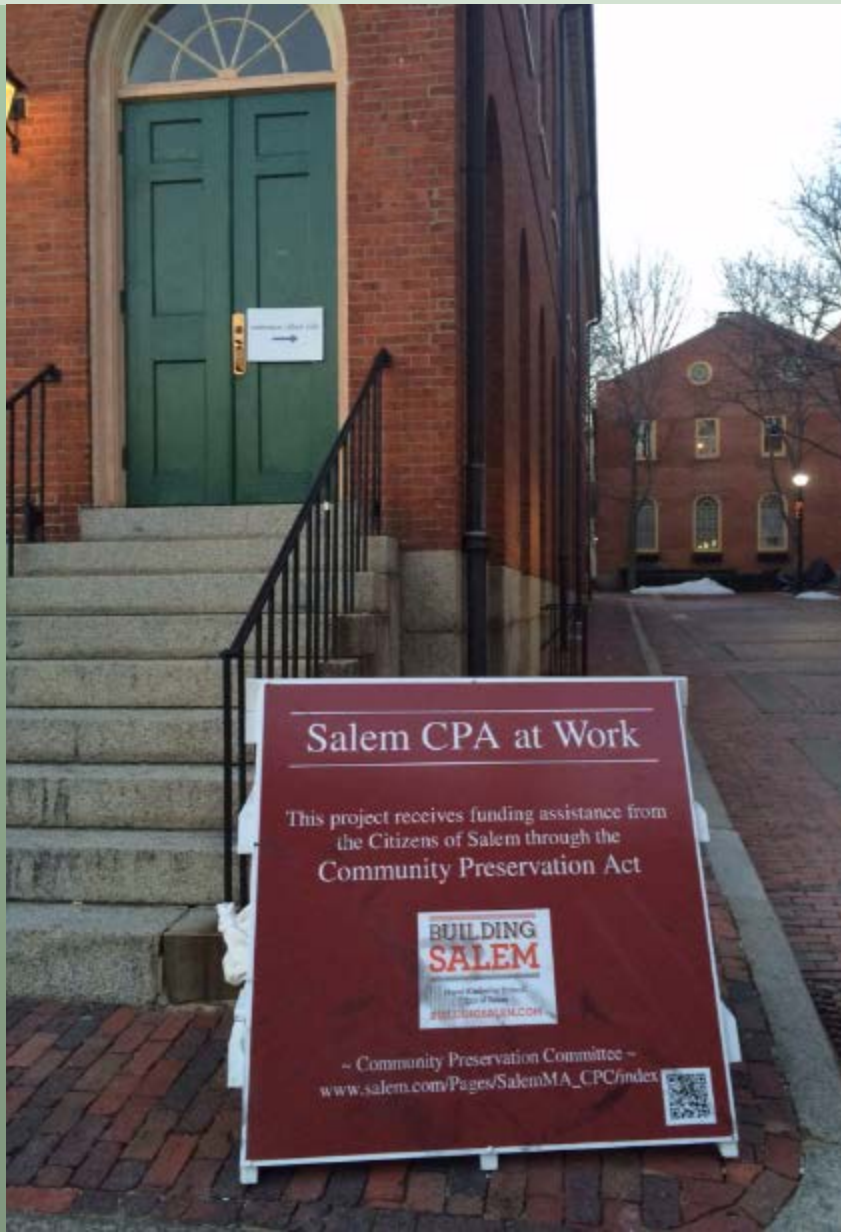
11/20-Now

\$76,137,000



**11 Months
with New Fee
Structure**

CPA Annual Budget Overview



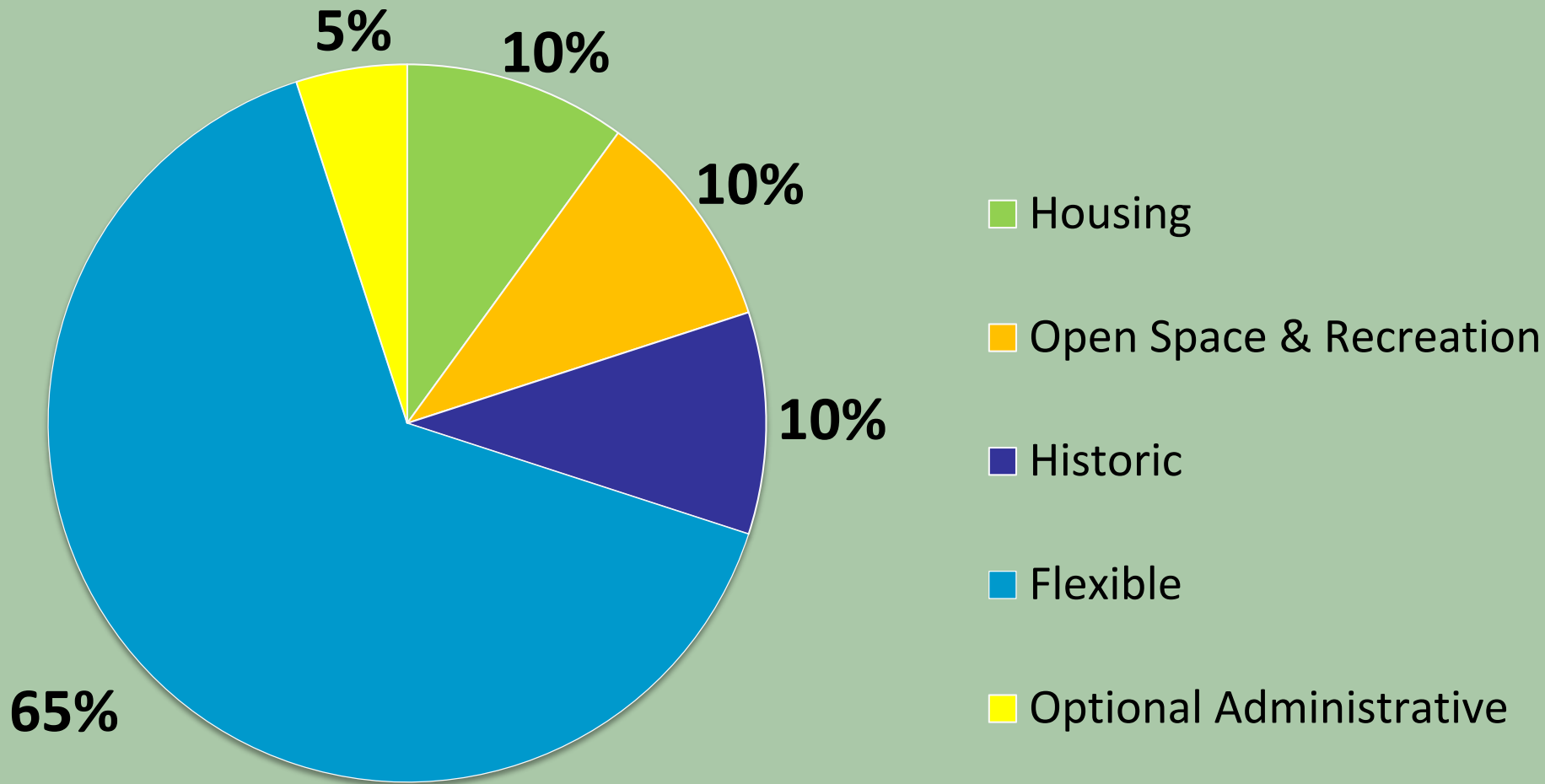
- Usually done at same time as municipal budget
- Requires CPC recommendation
- Total budget is based on:

Estimated local surcharge revenue

plus

**Estimated Trust Fund Distribution
(November)**

Creating the CPA Budget



CPA Annual Budget

Required minimum spending (or reserve):

- 10% of total revenue for housing projects
- 10% for historic projects
- 10% for open space & recreation projects

Optional:

- Up to 5% for administrative expenses
- Appropriations for new CPA projects
- Balance goes in a “budgeted reserve”

CPC Administrative Account

- CPC can request up to 5% of estimated revenues for expenses to run CPC
- Unspent balance returned to undesignated fund at end of each Fiscal Year
- For CPC expenses only, not reimbursements to other municipal departments or to pay other municipal staff

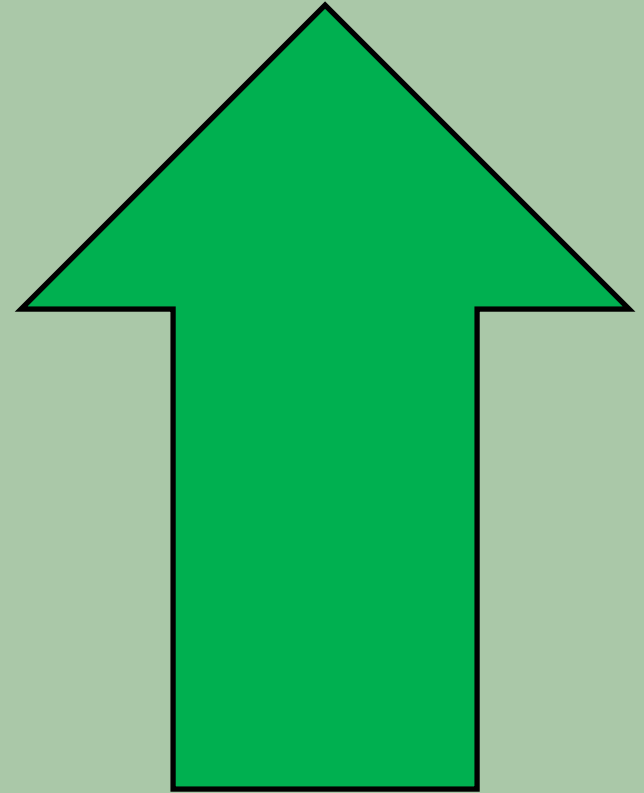
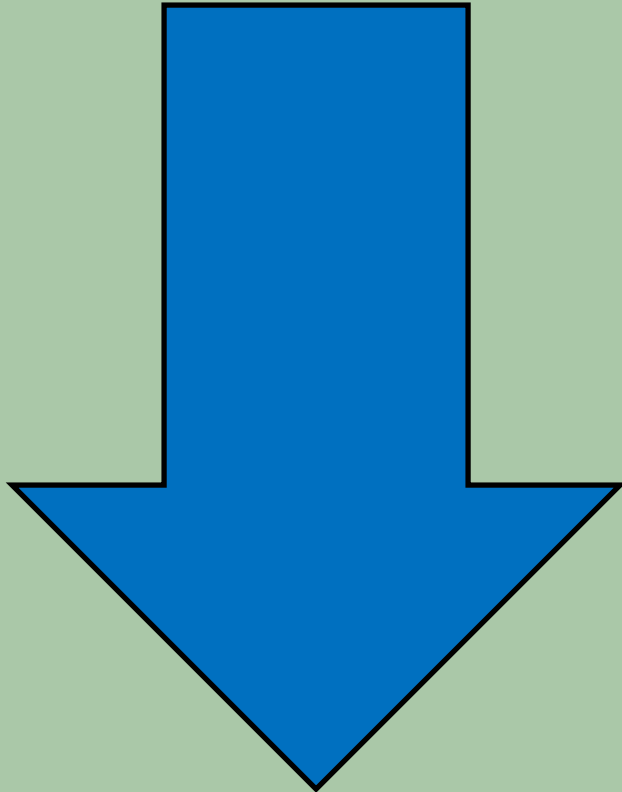
Administrative Account

Common Uses

- Hire new staff to support CPC
- Professional help: Appraisals, consultants, legal assistance, general studies
- Due diligence on project recommendations
- Newspaper ads for public hearing
- Misc. expenses

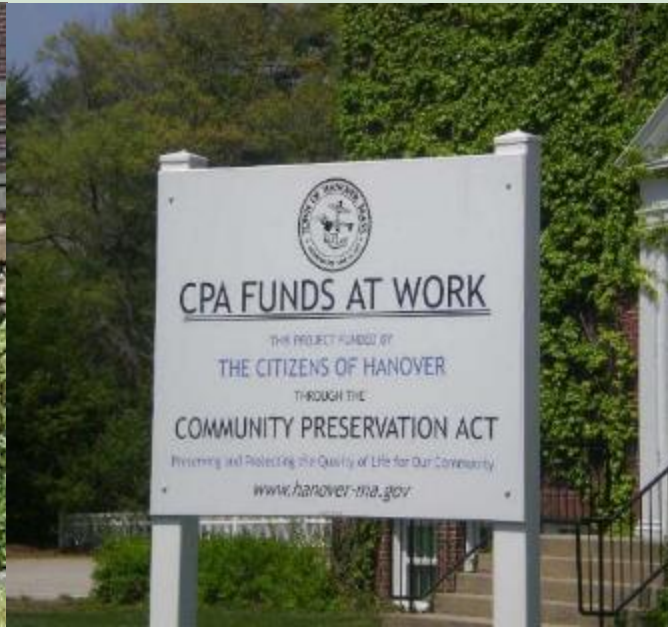
Municipal Vs. CPA Budget

**Municipal Budget
100%**



**CPA Funds
up to 3%**

Spending CPA Funds



What is Eligible for CPA Funds?

CPA Allowable Uses Chart

	Open Space	Historic	Recreation	Housing
Acquire	YES	YES	YES	YES
Create	YES	NO	YES	YES
Preserve	YES	YES	YES	YES
Support	NO	NO	NO	YES
Rehabilitate and/or Restore	NO (unless acquired or created with CPA \$\$)	YES	YES	NO (unless acquired or created with CPA \$\$)

Who is Eligible for CPA Funds?

Yes

- Government entity
- 501c3 nonprofit

Caution

- Non-incorporated entities
- Individual homeowners

How do CPA Projects Happen?

Project proponents submit applications to Community Preservation Committee (CPC)



CPC reviews projects, gets input



CPC recommends list of projects to Legislative Body



Majority vote of Legislative Body required for each project to get CPA \$\$\$



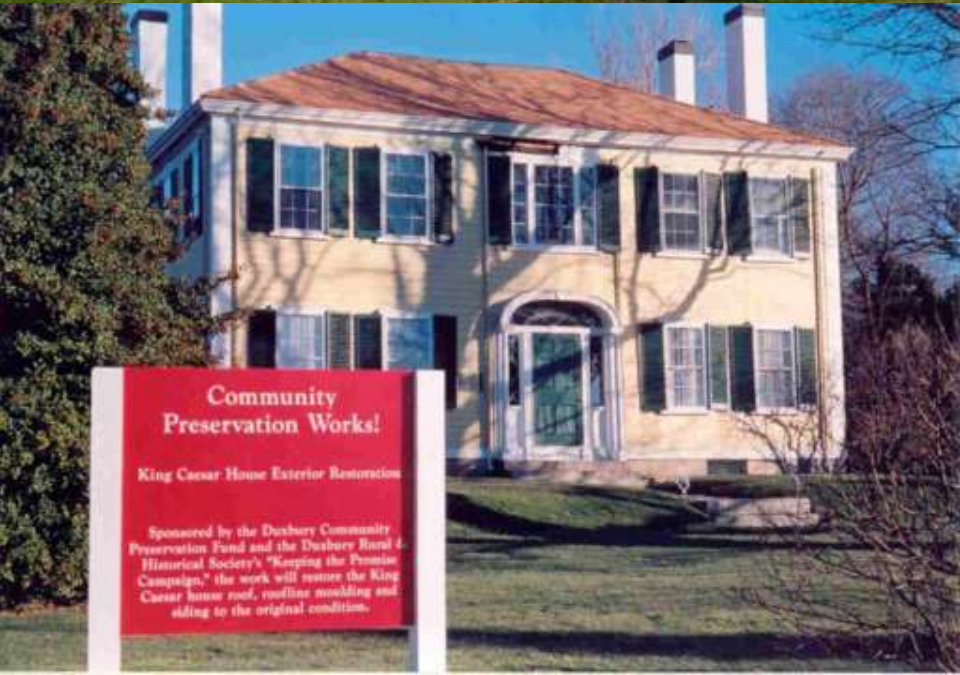
Legislative Body's Role is Limited

- Approve recommendations of CPC
- Reject recommendations of CPC
- Reduce amount recommended by CPC
- Reserve amount recommended by CPC to applicable reserve account, rather than approving the project (rarely used)

CPA Spending Rules

- No supplanting general municipal revenue
- No maintenance or operating expenses
- Recreation – Outdoor projects only
- Land Purchases – Must file permanent restriction with the state, held by 3rd party
- You can pay for CPA projects with bonds issued against future CPA Revenue

Most Popular Uses of CPA Funds



CPA and Historic Preservation



Restoration of historic
municipal buildings



CPA and Historic Preservation



Adaptive Reuse of Historic Buildings



CPA and Historic Preservation



Grants to non-profit community groups (typically with a preservation easement)



CPA and Historic Preservation



Historic Municipal Document Preservation



CPA and Open Space/Recreation



Playgrounds



CPA and Open Space/Recreation



Athletic Fields



CPA and Open Space/Recreation



Off Road Biking Trails



CPA and Open Space/Recreation



Parks



CPA and Open Space/Recreation



Community Gardens



CPA and Affordable Housing



For families & individuals
earning up to 100% of
areawide median income



CPA and Affordable Housing



Housing for Veterans



CPA and Affordable Housing



Adaptive Reuse of Existing Buildings



CPA and Affordable Housing



Meeting
Specialized
Community Needs



CPA and Affordable Housing



Community
Involvement
and Non-profit
Partnerships



The Coalition is here to help you!

Technical Assistance Hotline

617-367-8998

Stuart Saginor

Executive Director

Chase Mack

Communications Director

