

Application

Please ensure your application is sent via the [application portal](#). Emailed applications will not be accepted.

Section 1: Partnership Information

1. Please list suggested partner names and organizations as well as specific roles.
2. Designate a lead public partner along with all relevant contact information:

Organization

Primary Contact

Email

Phone

3. Every Partner other than the municipality should fill out a Partnership questionnaire. *It is a simple form with a few questions meant to capture the needs and capacities of prospective partners. Please forward the following link to any prospective Partners. A PDF version of the Partnership Questionnaire can be found here: [Partnership Questions.docx](#)*
4. Please provide a few sentences as to why you chose the partners you did. Further, which stakeholders might your community say are missing from the partnership you identified in Question 1 and how do you intend to engage them in the partnership going forward?
5. How representative do you believe the partnership is of the district and the city? Representative in this sense means that the demographics of the city are reflected in leadership and power at the table.
6. Broadly, what is your partnership's vision for the district over the next 5-10 years? How is your partnership's vision uniquely place-based and tied to your city's unique assets and population? How specifically can TDI help you achieve this vision?
7. List the main challenges this partnership might face in effectively implementing the TDI program in the District.

Section 2: Co-Investment

1. What might the partnership members commit to the District in the next three years? Please identify activities such as meeting or event space, financial contributions,

dedicated programs, capacity and support functions, as well as any anticipated or planned capital investments in specific projects.

2. Describe any additional local resources you have identified or will provide to ensure a successful round of TDI in your city. What type of commitment do you have for these resources at this time, and when will they be ready to be deployed?

Section 3: District Information

1. Upload a map of your proposed district and note 2-3 key assets and sites within a 5 minute walk (do not include outer boundaries)
2. Upload the most current assessor's data for this district (Excel or CSV format)
3. Please list some of the civic, cultural and private assets in around your proposed district.
4. Describe in greater detail why you chose these two to three areas of potential focus in the district.

These may include areas that are particularly undeveloped despite being adjacent to recent investments and could use immediate visual transformation or areas of particular cultural or economic importance to the District. Examples include a commercial block with vacant storefronts, a neighborhood park with negative perceptions of safety, a gateway to the District that diminishes the impression of city improvement, or a critical institution or business.

5. Has the selection of this district been validated by a public process or others in the broader community? Have diverse stakeholders, especially those directly (or most) affected by the proposed work been informed, involved, or represented in the selection of this area of focus?
6. How would you describe the image or reputation of the district locally or regionally? What is it known for? How do people who do not work or live in the neighborhood traditionally interact with the district
7. District Evaluation. On a scale of 1-5, how would you rate the following elements of the proposed district? 1 = poor, 2 = fair, 3 = good, 4 = very good, 5 = excellent
 1. Public Realm (the condition and design excellence of public infrastructure and amenities, including streets and sidewalks, open spaces and public art)
 2. Historic Infrastructure (the presence of historic buildings, traditional street grids and open spaces)

3. Condition of Building Stock (what is the physical condition tenancy of your real estate assets)
4. Design Standards (articulated and publicly available design standards for public spaces, buildings and signage)
5. Walkability (the ability for pedestrians to safely and enjoyably move around the district and access businesses, and amenities)
6. Density/Housing (the presence of significant residential population and diversity of housing stock and income levels)
7. Parking & Transportation (sufficient and well-managed parking inventory and a variety of other transportation options and infrastructure)

Section 4: Community Engagement

1. What challenges does the partnership face in reaching certain segments of the community? How might the partnership reach those communities through the TDI program?
2. Have stakeholders from different racial/ethnic, socioeconomic, age, gender identities, or other diverse groups- especially those directly (or most) affected by the proposed work plan- been informed, involved, or represented in the development of the district proposal?
3. What process might you undertake to collaborate and engage in a dialogue with communities of color (internally and/or externally) or other underrepresented groups in the community who have traditionally not been involved in the development, implementation and evaluation of economic development initiatives?

Section 5: District Conditions and Priorities

TDI operates by engaging people, building networks, and making place-based investments. This people/network/place framework utilizes a “toolkit” of resources that provides capacity, technical assistance, grants and capital investments that are designed to address five major areas of transformation: 1) Economic Vitality, 2) Real Estate, 3) Organizational Capacity, 4) Design & Public Realm, and 5) District Marketing and Promotion. Listed below are twenty-one priority areas commonly included in Partnership workplans. Please choose the **top five** priorities that, at this time, you believe may guide the primary work of the Partnership

1. Increase the number and type of small businesses in the district (Economic Vitality)
2. Create a more robust support network for small businesses (Economic Vitality)
3. Increase awareness of and support for specific district drivers, such as arts and culture, food and beverage, travel and tourism, or anchor industries, such as education, life sciences, energy- or marine-related industries, fashion and textiles, etc. See additional questions below. (Economic Vitality)
4. Create more job opportunities and workforce programming for specific district drivers and anchor industries (Economic Vitality)
5. Promote and support small-scale producers and manufacturing space (Economic Vitality)
6. Produce more housing through the conversion of underutilized space (Real Estate)
7. Mixed-use development, including new construction and the addition of modern commercial and institutional space (Real Estate)
8. Increase support for the local and regional developer community, including technical and financial resources (Real Estate)
9. Increase staff for essential municipal functions, including planning & economic development (Organizational Capacity)
10. Establish, grow or strengthen organizations responsible for district revitalization functions, which may include district management, housing and community development, district marketing & promotion, small business assistance, and arts and culture (Organizational Capacity)
11. Increase community engagement and involvement through entrepreneurship, business start-ups, and engagement in public and community events (Organizational Capacity)
12. Create avenues for new leaders to emerge and develop, including mentorship opportunities and new members on public and private boards and commissions (Organizational Capacity)
13. Increase the amount and quality of open space for public enjoyment, especially for children and families (Design & Public Realm)
14. Improve the quality and condition of public infrastructure, including clean, safe and well-maintained streets and sidewalks (Design & Public Realm)

15. Improve the appearance and condition of buildings, including the adherence to good standards of design and maintenance (Design & Public Realm)
16. Improve transportation and parking systems, including more efficient parking management and multi-modal transportation options (Design & Public Realm)
17. Develop and implement an effective communication strategy to promote the district, including events, real estate development and small business opportunities (Marketing & Promotion)
18. Establish an efficient and responsive communication team, including coordination between private, public and small business interests (Marketing & Promotion)
19. Establish efficient methods of collecting data and tracking progress across district efforts (Marketing & Promotion)
20. Create more regular events and opportunities for general engagement and foot traffic in the district (Marketing & Promotion)
21. Address Issues of social disorder and public safety, whether real or perceived, and create a district that is safe, inclusive and inviting (Cross-Cutting/Design & Public Realm)

Economic Drivers

1. What are the primary economic drivers in your community that have a direct impact on the proposed district? For each selection, please list some of the businesses, institutions and initiatives that may be leading in this particular industry. Note: while we are interested in common economic employment drivers, such as education, the medical sector, biosciences, and technology, we want know more about emerging industries or those you may be hoping to develop, such as the ones listed below.,
 - a. Food and Beverage
 - b. Travel, Tourism and Hospitality
 - c. Textile-related design, development and products
 - d. Small Scale Manufacturing
 - e. Marine-based industries (blue economy)
 - f. The green economy and renewable energy

Additional Questions:

1. Are there successful districts and initiatives in other similarly-sized cities or towns outside of New England that you want to replicate in your city? What resources would you need to achieve this?
2. Describe market-related real estate challenges and what tools you need to catalyze additional development.
3. Please list three recent catalytic investments in the district at three different scales of size and expense, and briefly describe how they relate to the work that you seek to accomplish with TDI.
4. Why is now the right time to launch a TDI District in your city? How will the timing of this round successfully capitalize on existing momentum?
5. Please describe any other major challenges in the District not covered above, such as small business recruitment and tenancy, legacy effects of COVID-19, issues related to immigration and enforcement

Section 6: Economic Development Capacity and Needs

Municipal Capacity, District Management Tools, and Economic Development Incentives.
Please check all that apply and answer any relevant questions

1. Please select which dedicated departments or offices your city has.
 - a. Planning
 - b. Community Development
 - c. Economic Development
2. How many dedicated planning staff does your city have?
3. How many dedicated housing and community development staff does your city have?
4. How many dedicated Economic Development staff does your city have?
5. For each of the following programs, district management and development incentive tools, please check which one best describes their use in the proposed district

District Management Tools (Established/Considering/Not considering/Not Familiar)

6. Business Improvement District (BID)

7. District Improvement Financing (DIF)
8. Parking Benefits District (PBD)

Development Incentives (Yes/No)

9. Vacant Storefront Program
10. Smart Growth Overlay District (Ch. 40R)
11. Housing Development Incentive Zone (HDIP)
12. Opportunity Zone (OZ)
13. MBTA TOD Zone

Other District Designations (Yes/No)

14. State Historic District
15. Cultural District
16. Urban Renewal Plan

Regulatory Environment (Yes/No)

1. Streamlined Permitting
2. Permitting Task Force
3. Form-Based Code
4. Overlay District(s)
5. Parking Maximums
6. Other

17. What additional staff capacity and expertise is needed to advance the goals of your district and how can a fellow and technical assistance help?

18. If you are chosen to advance to a TDI District how do you see a fellow meeting that need and what challenges might inhibit their effectiveness?

Section 7: Additional Required Documents

1. Letter signed by city mayor or city manager stating:
 - a. Their commitment to supporting the program generally
 - b. Their commitment to ensuring that ALL their department heads will work under their direction, with the partnership to make sure that the program is a success, at the direction of the mayor/manager's office itself.
2. A two-minute maximum video capturing the unique character of the district and/or the partnership. (Shot on an iPhone is recommended- professionally produced videos will not be accepted)
3. A minimum of 3 identified partners, each of which needs to fill out the TDI Partnership Information document and include in the submission: [Partnership Questions.docx](#)
4. Upload the most current assessor's data for this district (Excel or CSV format)
5. No more than five additional photos, maps, or diagrams showing the district's character, assets, opportunities, challenges, or anything else you think is important. Please format these photos and diagrams in PowerPoint
6. Links to no more than three recent planning documents or economic analysis reports that you feel will provide appropriate background material for the review committee.
7. District Photos and Diagrams

8. Supporting Documents

Optional: List 3 social media pages that represent the district and partnership.

To finish your submission please click the "Submit" button located towards the bottom left corner of your screen. You should receive a notice in your browser window confirming your submittal.

To stay current on program updates, please refer to the [program website](#). Please feel free to reach out to our team with questions about the program or the application itself: jmckeag@massdevelopment.com

Please enter the email address that you would like a confirmation email to be sent to:

Feedback

1. Tell us a bit about your experience...
2. .. the time your team spent on the application...
3. ...and the number of team members involved in its completion