

**Request Form for a letter of support for a
Re-application for the MA Historic Rehabilitation Tax Credit**

Use this form for requests to:

Boston Landmarks Commission
Boston Preservation Alliance
Historic Boston, Inc.
Preservation Massachusetts
National Trust for Historic Preservation, Northeast Office

As the number of project applications for the Massachusetts Rehabilitation Tax Credit (MAHRTC) increases, we're looking to make the support letter request process as efficient as possible. We've created this form to make sure we have all the information we need at the initial request, thus reducing the number of follow up emails and calls needed. To ensure that the support letter for your application is ready before the deadline (January 15th, April 30th, or August 31st), **be sure to submit this completed form at least two weeks in advance of the date you need the letter.** Email this form to the people indicated at the end of the form as necessary. If the total email (with photos) is 5 MB or larger, please send the information in a series of smaller emails. Thank you for your cooperation.

Requestor Name, Phone, Fax, and Email:

To whom and to what address would you like the original letter to be sent?

Project Name:

Project Street Address:

Project Proponent/Applicant:

National Register or other designation (circle or bold one or more):

Not Yet Determined Eligible for the NR Determined eligible for the NR Individual NR
NR District Local Historic District Design Review District

If part of a district, name of district: _____

Status of Federal Rehabilitation Tax Credit Application (circle or bold all that apply):

| | | |
|------------------------------------|------------------------------------|------------------------|
| Part 1 submitted to MHC | Part 1 approved by MHC | Part 1 approved by NPS |
| Part 2 submitted to MHC | Part 2 approved by MHC | Part 2 approved by NPS |
| Part 2 Amendments Submitted to MHC | Part 2 Amendments Submitted to NPS | |
| Part 2 Amendments Approved by MHC | Part 2 Amendments Approved by NPS | |
| Part 3 submitted to MHC | Part 3 approved by MHC | Part 3 approved by NPS |

Estimated Total Project Cost:

Estimated Rehabilitation Cost:

Total MAHRTC Requested/Eligible:

Total MAHRTC Received to Date:

Current status and use of building (e.g. vacant, occupied, housing, commercial, mixed, industrial, etc):

Intended use for building after rehab:

Number of Housing Units (if applicable):

Number of Affordable Units (if applicable):

Describe any significant changes or progress since the last tax credit round:

Attach one or more jpg photos of the project. Please note, files larger than 5 MB generally cannot be received. If your email is larger than 5 MB, please email the photos in separate emails.

Send completed form to:

Required:

Preservation Massachusetts: Erin Kelly, ekelly@preservationmass.org & Courtney Whelan, cwhelan@preservationmass.org 617-723-3383

National Trust for Historic Preservation: Rebecca Harris, Rebecca_harris@nthp.org, 617-523-0885

Project Dependent:

Boston Landmarks Commission: Ellen Lipsey, Ellen.Lipsey@cityofboston.gov

Boston Preservation Alliance: Sarah Kelly, skelly@bostonpreservation.org, 617-367-2458

Historic Boston, Inc.: Kathy Kottaridis, kk@historicboston.org, 617-227-4679