



March 1, 2024

Theresa Strachila
GrowBoston Office of Urban Agriculture
12 Channel Street, 9th Floor
Boston, MA 02210
Attn: Shani Fletcher, Director/Program Manager

Re: RFP 115-123 Bird Street Site for Urban Agriculture

Dear Theresa Strachila,

Boston Farms Community Land Trust is pleased to submit a proposal to acquire and develop property owned by the City of Boston and located at 115-123 Bird Street, Dorchester, MA 02125 into a farm site.

Boston Farms builds and protects urban farmland across Boston, to make it accessible and empowering for current and future generations of the city's community farmers. We transform and steward urban lands as vibrant, productive spaces for commercial agriculture; we create economic opportunities for neighborhood residents, and we increase the production and supply of fresh food in our communities. Boston Farms currently owns and manages 5 sites across Mattapan, Dorchester, and Roxbury.

Based on strong community support, we seek to sustainably manage the site as a vibrant element of the Bird Street neighborhood, while making it available to community farmers for commercial growing at a very subsidized rate and providing opportunities for neighbors to engage with the farm's activities and benefits.

Thank you for your consideration.

Sincerely,

Joy I. Gary
Executive Director

BOARD OF DIRECTORS

Vidhee Garg, Treasurer
Ashé Brooks-Cook, Clerk
Nataka Crayton
Myrna Greenfield
Arvind Kumar

STAFF

Joy Gary, Executive Director
Julissa Antigua, Executive Assistant

PROPOSAL FORM

SUBMITTED TO: MAYOR'S OFFICE OF HOUSING

DATE RECEIVED BY MOH: _____

SUBMITTED BY: NAME: Joy Gary, Boston Farms CLT

ADDRESS: 487 Norfolk Street, MATTAPAN, MA 02126

TELEPHONE: 875-220-7595

EMAIL: Joy@bostonfarms.org

Under the conditions set forth by the Mayor's Office of Housing (MOH), the accompanying proposal is submitted for:

Property Address: 115-123 Bird Street, Dorchester, MA 02125

For this proposal to be properly evaluated all questions must be answered by the Proposer. The Awarding Authority (MOH) will regard all responses to questions and all submissions as accurate portrayals of the Proposer's qualifications and any discrepancy between these statements and any subsequent investigation may result in the proposal being rejected.

- i. The name(s) and address(es) of all persons participating in this application as principals other than the undersigned are:

Use separate sheet and attach if additional principals are involved.

- ii. The applicant is a/an:
Corporation
(Individual/Partnership/Joint/Venture/Corporation/Trust, etc.)

A. If applicant is a Partnership, state name and residential address of both general and limited partners: _____

B. If applicant is a Corporation, state the following:

Corporation is incorporated in the State of: _____

President is: _____

Treasurer is: _____

Place of Business: _____

C. If applicant is a Joint Venture, state the names and business addresses of each person, firm or company that is a party to the joint venture:

A copy of the joint venture agreement is on file at: _____ and will be delivered to the Official on request.

D. If applicant is a Trust, state the name and residential address of all Trustees as:

Trust documents are on file at _____

And will be delivered to the Official on request.

iii. Bank reference(s): _____

iv. If business is conducted under any title other than the real name of the owner, state the time when, and place where, the certificate required by General Laws, c.110, §5 was filed:

v. _____ Number of years organization has been in business under current name:

vi. Has organization ever failed to perform any contract? _____ Yes/No

If answer is "Yes", state circumstances): _____

We propose the following purchase price: \$ 100.00

vii. AUTHORIZATION:

The undersigned certifies under penalties of perjury that this proposal has been made and submitted in good faith and without collusion of fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

[Handwritten Signature]
Signature of individual submitting proposal

Executive Director

Title

Boston Farms Community Land Trust, Inc.

Legal Name of Organization

Dated at: _____

This 4 day of March, 2024

NAME OF ORGANIZATION:

BY: _____

TITLE: _____

i. ATTESTATION:

Joy Gary being duly sworn deposes and says that (he/she) is the executive director of Boston Farms Community Land Trust and that all answers to foregoing questions and all statements contained herein are true and correct.

Subscribed and sworn before me this 4th day of March

Notary Public: [Handwritten Signature]

My Commission Expires: 02, 2030
(Month) (Year)

NOTE: This proposal form must bear the written signature of the applicant.



If the applicant is an individual doing business under a name other than his own name the application must state so, giving the address of the individual.

If the applicant is a partnership a partner designated as such must sign the application.

If the applicant is a corporation, trust or joint venture the application must be signed by a duly-authorized officer or agent of such corporation, trust or joint venture and contain written evidence of the authority to bind the entity.

(Please include the name of the agency or department and position held in that agency or department.)

PROPOSAL REGARDING 115-123 BIRD STREET BOSTON FARMS COMMUNITY LAND TRUST

The following proposal describes the success Boston Farms (formerly Urban Farming Institute Community Land Trust) has experienced over the last few years, acquiring and developing vacant lots into farm sites in Dorchester, Roxbury, and Mattapan. Our specific request through this proposal is for the acquisition of 115-123 Bird Street in Dorchester and support in the development of the same into an urban farm site.

Preliminary site designs are included in the proposal as are photos, letters of support, and our plans to continue engaging the Bird Street neighborhood in further conversation around site design, construction timeline and management, and farmer selection. Once completed, Boston Farms will lease the site to a neighborhood farmer and continue to provide management, maintenance, and stewardship services for the site and technical support and resources for the farmer.



PLAN NARRATIVE

Organization Goals

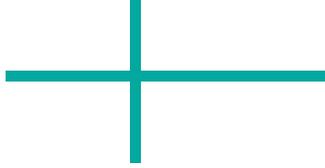
Boston Farms Community Land Trust turns vacant urban land into collective opportunity, supporting neighborhood farmers to grow the food that sustains us. Land is a core source of wealth and power in our society, and likewise, the legal framework makes it explicitly costly and complex. Land access and retention is a core struggle for Black and Brown people everywhere. We exist to reduce these barriers to land access, and to create collective, community wealth through shared land that fosters the growth of food and farming enterprises, and consequently the revitalization of our communities.

Our mission is consistently realized through our work to acquire and develop farm sites in neighborhoods comprising a majority of Black and Brown residents; by providing a path of equity for neighborhood residents to gain a stake in a thriving, green economy; and by transforming underused land into anchors of neighborhood vitality and stability. We envision a city full of thriving neighborhood farms, which community members can access as farmers, as neighbors, and as households in need of fresh food, and which will continue to be farmed by generations of families and their neighbors.

Project Goals and Objectives

Boston Farms' primary goals in developing Bird Street into a regenerative urban farm and ecosystem are to:

- Increase urban farmland access. Increasing the acreage of farmland available for neighborhood farmers within the city limits helps to close the equity gaps we see with Black and Brown farmers. Allowing them to incubate their businesses to expand their model all while meeting critical community needs. Additionally, it is our mission to ensure the land is under community control and preserved in perpetuity as a community driven agricultural site.
- Expand community fresh food access and mitigate crisis driven food shortages. Making land available to farmers whose goals are to maximize the growing space and develop crop rotation and succession systems increases the local availability and viability of fresh food. We estimate that depending on the crop selection, farmers can grow upwards of 7000 pounds per year on roughly ¼ acre of land.
- Develop functional climate change mitigating greenspace. We envision Bird Street Farm serving as a regenerative ecosystem. One that can reduce the impact of heavy rain events by diverting water from the storm drains, increase local carbon sequestration through healthy soil regeneration, reduce the community's food miles and transportation emissions, and act as a pollinator habitat. Additionally, it can play a vital role in providing access to nutrient rich food while also revitalizing and beautifying the neighborhood. This is why we use modern and intelligent design that inspires neighbors to not only buy produce but walk the farm and learn how to grow. We intend to invigorate community resiliency by growing food and making the farm welcoming for community members to sit and enjoy.

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- Build community wealth through partnerships and education. Bird Street is well positioned to become a thriving microfood hub and vibrant ecosystem that can not only provide food for the community at an onsite farmstand or farmers market but we envision it serving as a building block for creating community wealth through enterprise and community partnerships. Its proximity to Uphams Corner Arts and Innovation District, Uphams Community Health Center, Commonwealth Kitchen, and Future Chefs provides a robust opportunity to the farmer(s) to expand their reach into the community, product line, education, artistry, and services. Our team is actively working to build these partnerships now as to lower barriers to partnerships.

Project Demand

Demand for Farmland

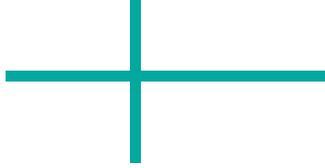
Land grabbing is an international crisis. The demand for land Massachusetts farmers was outlined in the recently released [Massachusetts Farmland Action Plan](#). In Boston we can see the residues of this need in the ever increasing commercial usage of community garden plots in Boston and the popularity of farmer training programs like The Urban Farming Institute and New Entry Sustainable Farming Project. From sage farmers to novice growers, dozens of individuals and a host of collectives have been inspired to generate a livelihood through local food production, thereby reducing disparities in urban food access. In our network alone, we have over 120 gardeners, farmers, and growers seeking land opportunities within the city limits.

Boston Farms seeks to solve these challenges by centralizing the capacities for farm site development, management, and access. The acquisition and completion of the Bird Street Farm will allow us to make an additional farm available to an individual or collective of neighborhood farmers, increasing our land farm sites to six.

Demand for Fresh Food

Land security is critical to food security. We see the challenges of food access in our neighborhoods daily. We serve primarily the communities of Mattapan, Dorchester, and Roxbury. These, like many communities of color, are in a food crisis. In 2018, low-income communities of color, namely Mattapan, Dorchester, and Roxbury experienced the highest rate of food insecurity. The respective rates were 18%, 18%, and 23%. This is dramatic in comparison to the city's average rate of 15% (Gundersen, C.A., et al, "Map the Meal Gap 2020". Feeding America, 2020.) (Boston Planning & Development Agency Research Division, "Neighborhood Profile." BPDA, August 2017). The pandemic unveiled the brittleness of our food and lifestyle systems and exasperated conditions of communities already riddled with poverty and food apartheid.

We can begin to address the above-mentioned challenges within our communities, by prioritizing farmer land access and commercial infrastructural development. We believe that doing so will increase production and distribution capacity of farmers within our community and region.



Demand for a “New Mixed-Use Development” (Functional Greenspace)

- Given the overwhelming demand for land in and throughout our Commonwealth, we believe that a “new mixed-use development” can help to meet the competing land use demands. In this context, a farm that is designed with the intention of maximizing climate change mitigation capabilities, while maintaining its productive capacity and serving as community greenspace is not only possible here, but necessary.

Demand for Community Wealth Models

Boston racial wealth gap thrives in the siloing of resources, power, and responsibilities. We believe that creating deeper partnerships across industries and organizations, we can begin to share wealth that exists within our communities. The need to build business and entrepreneurial acumen can be met in our acquisition and building of Bird Street and the co-creation of its programming.

We are creating a local movement that contributes to the creation of an environmentally and economically healthy city where people from all communities, especially historically underserved communities, have access to land that can be farmed, and where they can also be supported by training. Economic health comes from livable wages doing meaningful work. A thriving green economy protects the health of individuals and keeps neighborhoods safe and healthy. Locally circulated money builds upon past successes and builds social investment and long-term wealth.

Construction Tasks & Key Milestones

Boston Farms along with our design and construction team will turn a vacant lot at 115-123 Bird Street in Dorchester into a functioning farm site. The project includes the design and construction of a working commercial farm to include growing beds, water hookups, fences, a shed and post harvest handling station, storm water systems, signage and other infrastructure.

In order to complete the construction of the Bird Street site and infrastructure, we will:

- Complete the design process with input from the abutters and neighborhood residents of Bird St;
- Finalize estimates
- Work with Boston Water and Sewer Commission to assess and install water hook-ups
- Receive use of premises certification from ISD
- Removal of tree stumps and rocks (Demolition phase)
- Construct a working farm site to include:
 - Drainage and water supply
 - Lay out site with beds, shaded gathering space, pathways
 - Build retaining wall
 - Fix or replace fencing
 - Build storage shed, compost
 - Create driveway
 - Amend the soil
 - Create signage that will identify the farm site and provide hours of operation and information about public access



Activities that have taken place prior to application for funding include:

- Community engagement and support
- Design Concept
- Preliminary estimates

If Boston Farms receives an award from GrowBoston in June (with documents signed in July) our schedule and milestones would roll out as follows:

- Month 0: Open Spaces Award
- Month 1-3: Community response and input on design
- Month 1-3: Design, Development, Engineering
- Month 4-5: VE Final Estimate
- Month 5-7: Boston Water and Sewer
- Month 8: ISD Use of Premises
- Month 9-10: Construction: Water Connection
- Month 11-12: Farm site construction

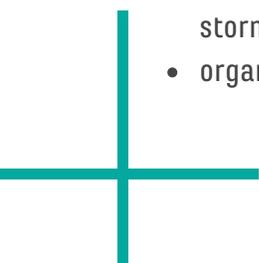
DEVELOPMENT EXPERIENCE

Boston Farms is adapting the historical framework of a community land trust model to support hyperlocal, urban farming in Boston. While most CLTs are formed to preserve affordable housing, we are returning to the model's agricultural roots and adapting the site development, leasing structure and support aspects of the model to meet the needs of today's urban communities. Boston Farms was created in 2017 by the Urban Farming Institute (UFI), as an independent organization to develop and manage urban farmland. Boston Farms focuses on property development and management, stewardship, and enterprise development.

Since its founding, Boston Farms has acquired and developed five farm sites in the communities of Mattapan, Roxbury, and Dorchester, turning distressed properties into farmable land. All projects have thus far been realized using the same design and construction team including a project manager affiliated with both UFI and Boston Farms.

Boston Farms holds primary responsibility for the year-round upkeep of all farm sites and their perimeter areas. Under the direction of our community property manager, we:

- oversee, track, and manage maintenance and repair projects
- conduct street perimeter maintenance, including edge trimming, weeding, and trash removal
- manage any needed pest control
- handle seasonal transition activities, including water supply management
- oversee civic assessments, property taxes, and utility costs
- serve as a liaison for city relations, management of regulations, and management of city inspections
- monitor compliance to Article 89, including stormwater management systems (bio-retention basins), stormwater drainage, geotextile specifications, and soil standards
- organize events and meetings to engage neighborhood residents in farm activities





Our Agricultural Technical Assistance Manager visits sites regularly throughout the year to ensure that all sites are in compliance with laws and ordinances, and to perform upkeep. They field all questions from abutters, neighborhood residents and community organizations and encourages and maintains open networks for communication between all constituents. Farms also share in-season farm and site maintenance responsibilities as codified in the lease agreement.

Sites that have been acquired and developed since the organization's founding in 2017 and which are under Boston Farms management include:

- Glenway Farms at 131 Glenway Street in Dorchester (0.26 acres)
- Garrison-Trotter Farm at 225 Harold Street in Dorchester (0.29 acres)
- Astoria Farm at 11-21 Flint Street in Mattapan (0.31 acres)
- Tommy's Rock Farm at 3 Akron Street in Roxbury (0.31 acres)
- Westville Farm at 100-106 Westville Street in Dorchester (0.13 acres)

Team Members, Roles, and Qualifications

Boston Farms staff and board represent a blend of neighborhood stakeholders and technical proficiencies in farming, land development and management, finance, economic development, and community engagement.

Staff

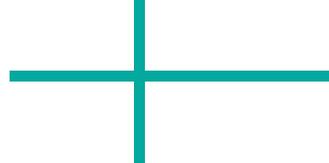
Joy Gary (Mattapan Resident) – Executive Director – Joy Gary is passionate about food and community. She is a lifelong Boston resident who brings over 15 years of experience in supporting regenerative systems development, food justice, and education through various agriculture and business projects. She is a regenerative systems designer who managed community growing programs at The Food Project, led ReVision Urban Farm as Farm Manager, and has led the Boston Farms' team for 3 years. She co-managed the development of Westville Street Farms and the redevelopment of Tommy's Rock Farm.

Julissa Antigua – Executive Assistant – Julissa has a distinctively multilayered and multidimensional business operations background with roles across venture capital, biotech, marketing, people relations, and non-profit sectors. An operations specialist, Julissa has led and supported the infrastructural buildout of business operations for transitioning and nascent companies and operationalized management strategies and programs. Emotionally tuned in and empathetic, she has a desire to positively impact underserved communities, being herself from one. Through her work, she aims to leverage her distinctive skillsets and experience to elevate underrepresented communities, support local businesses and non-profits, and empower POC-led initiatives.

Collaborators and Partners

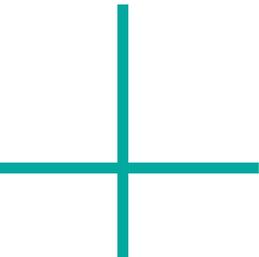
Boston Farms has used the same design and construction team that successfully completed the Development of the Astoria Quarter Acre Farm, Bird Farm, and the Tommy's Rock farm site.





The landscape architectural firm of Regenerative Design Group (RDG) created the enclosed schematic design for the Bird site and one of our bidders for landscape construction will very likely be Hurst Landscape and Site Services, Inc. who has also worked with us on previous farm site construction. RDG specializes in designing integrated landscapes that engage communities and include stakeholders and invites, diverse perspectives.

Local contractor David Hurst, the principal of Hurst Landscaping & Site Services has 25 years of experience with residential and commercial landscape and site work and has constructed countless local urban gardening projects in addition to Boston Farms' previous farm site projects. Led by our Executive Director, and our new Land Acquisition and Farm Development Manager who is in the process of being hired, the team is knowledgeable, committed to urban farming, and has experience working together to maximize farm sites for productive use.



JOY I. GARY

NON-PROFIT MANAGEMENT
& PROGRAM DEVELOPER

PROGRAM SUMMARY

As a strategic thinker and administrative planner, I am passionate about seeing programs and projects well resourced and optimally functioning. My goal is to cultivate order, allocate resources, and create the networks that supports holistic sustainability

CONTACT

617-501-9476

JOY.IRIENE@GMAIL.COM

570 NORFOLK ST., MATTAPAN, MA

EDUCATION

Newbury College
Culinary Management | 2005 - 2007

Gordon College
Business Administration | 2003 - 2005

SKILLS

Adobe Creative Suite
Canva
Microsoft Office Suite
PC & MAC OS
Strategic Planning
Curriculum Development
Procurement Allocation &
Development Grant Writing
Regenerative Land Design &
Management

CERTIFICATION

Non-Profit Leadership Institute (2012) |
Massachusetts Promise Fellowship
PACE I & II (2010) | VISIONS, Inc.
ServeSafe (valid through 2023)
CPR & First Aid

WORK EXPERIENCE

EXECUTIVE DIRECTOR

Boston Farms Community Land Trust | March 2021-PRESENT

- Provides organizational oversight, stewarding the mission, and implementing foundational organizational procedures
- Collaborative design and implement neighborhood leadership through out all segments of the organization
- Raise funding to sustain and grow the organization, with a focus on strong financial health

MARKET MANAGER & PROGRAM ASSISTANT

Greater Ashmont Main Street | March 2019 - August 2021

- Assist Executive Director in all administrative duties and functions
- Develop effective personal relationships with Greater Ashmont MS stake holders including local business and building owners, residents, and institutions, and elected officials
- Design social media graphics, flyers, palm cards, banners, slide decks, and other resources
- Update and maintain greaterashmont.org and relevant data sets including contacts, membership, business inventory, development projects, parking regulations, etc.
- Engage local business owners & civic leaders regarding services or upcoming events (i.e., walking the district) and work in a support role at community events
- Manage vendor and entertainment recruitment, communications, and management
- Manage SNAP/HIP reimbursement programs
- Galvanized sponsorship from community banks, local business owners, and community stakeholders

FARM MANAGER

ReVision Urban Farm | Aug 2013 - Aug 2018

- Prepared and monitored over \$250k in the farm's annual budget
- Allocated over \$250k in grants and operation resources
- Managed all aspects of operations and crop production.
- Co-Developed and initiated a regenerative and sustainable redesign plan for the land, systems, operations, and outlets
- Managed marketing, development, and sales of crops, plants, and value added products to over 10 vendors
- Instituted and expanded community partnerships and partnerships across industry sectors
- Hired, trained, and supervised farm staff, interns, and volunteers in their work on the farm

WORK EXPERIENCE

COMMUNITY PROGRAMS ASSOCIATE

The Food Project | August 2010 - August 2012

- Planned and executed the construction of over 250 gardens in the under-served communities of Boston (Dorchester, Roxbury, Mattapan, & East Boston)
- Developed, trained, and implemented garden curriculum to community members and youth leaders
- Launched a series of neighborhood garden community support groups
- Supervised, trained, and coordinated the schedules for over 25 youth interns
- Led 2, 14 week gardening classes to over 90, 3rd grade students
- Managed over 150 volunteers in completing over 450 of service hours
- Assisted Farm Manager in all farming operations
- Managed sales and distribution of produce at summer farmers market

LEGAL LIAISON

Harmon Law Offices | August 2008 - March 2013

- Provided administrative support to 6 in-house staff litigation counsel
- Prepared legal pleadings, performed comprehensive research for case files, requested any newspaper publications, corrections, or cancellations
- Registered legal complaints with the Massachusetts Division of Banks via online database

NON-PROFIT LEADERSHIP | STRATEGIC OVERSIGHT

STEERING COMMITTEE MEMBER

Food Solutions New England (FSNE) | June 2018 -CURRENT

- Proposing and ensuring the integrity of the overall FSNE process
- Identifying and prioritizing key steps and decisions that need to be taken by the Network Team
- Drafting documents related to the Network Team
- Performing leadership duties assigned to the Steering Committee by the full network team
- Fundraising for and stewarding the wider council

STEERING COMMITTEE MEMBER & WORKING GROUP CHAIR

Boston Food Access Council (BFAC) | Dec 2019 - December 2021

- Serves as interim working group chair over the Community Outreach, Education, and Engagement working group.
- Develop and execute working group work plan
- Help set vision, direction and oversight the the Boston Food Access Council
- Develops and ratify the council by laws
- Proposes and insures the integrity of the overall BFAC processes
- Identifying and prioritizing key steps and decisions that need to be taken by the Network Team
- Drafting documents related to the the BFAC network

JULISSA ANTIGUA

INTRO

Emotionally tuned in and empathetic operations specialist with multilayered experience curated across roles in venture capital, biotech, marketing, people relations, and non-profit sectors.

QUALITIES//SKILLS

Integrity / Critical Thinker / Self-Starter / Adaptable / Resilient / Organized / Relationship Builder / Effective Communicator / Project & Program Management / Storage Systems & Database Management / Bookkeeping/Accounting // QuickBooks / QuickBooks Online / Sage / Quicken / Microsoft Office / Google Workspace / Gusto / Squarespace / Canva / Mailchimp / Calendly / Zoom / Slack / Asana / Egnyte

EXPERIENCE

Executive Assistant | BOSTON FARMS COMMUNITY LAND TRUST, INC., Boston, MA

2023 – Present

- Support Executive Director of growing urban agriculture non-profit in organizational planning and strategy, communications and calendar management, development and fundraising activities, and event planning.
 - Prepare and manage communications for website and periodic newsletter, Board and Committees, and team and public-facing events; prepare and distribute meeting minutes; create and curate marketing materials.
 - Progress and finalize implementation of Salesforce to streamline relationship management, effect marketing automation, gather and study analytics.
- Develop and maintain a system of data storage and management; assess operational processes and programs, identify and drive solutions, ensure legal compliance.
 - Head all accounting operations, including general accounting, accounts payable and receivable, payroll, bank reconciliations, procurement, cash receipts, expense report processing, general journal entries, and preparation of annual reports and tax documents.
 - Manage administrative portions of fundraising, including the processing of sponsorships and benefits; assist with grant-writing and reporting; track and acknowledge donors.

2021 – 2022

- Marketplace pause for health reasons. Cultivated learning and advancement via study, training, fellowship, and apprenticeship programs. Explored private enterprise and opportunities across non-profit, real estate, venture capital, and tech sectors. Became a licensed real estate agent.

Executive Assistant & Office Manager | ELICIO THERAPEUTICS, INC., Cambridge, MA

2019 – 2020

- Served as “the hub of the wheel” for a hyper-growth, pre-IPO biotech startup operating as a hybrid chief of staff, executive assistant, and office manager.
- Worked closely with the CEO and executive leadership to evaluate organizational infrastructure, plan and simplify strategic initiatives, and communicate and manage objectives between expanding departments.
- Directed projects and oversaw program management in environmental health and safety, IT and cybersecurity, and people and business operations; identified and corrected gaps in operations.
 - Prevented regulatory sanctions & fines by securing missing lab permits in partnership with safety consultants.
- Interviewed and onboarded new hires.

- Managed website content and design.

Project Manager & Linguist | NICKERSON PEOPLE RELATIONS, Lawrence, MA

2018 – 2019

- Worked round-the-clock on crisis recovery following gas line explosions in 3 municipalities.
- Managed community and people relations with 6+ local non-profits, local and state organizations, and advocates; interfaced with representatives of each town and the Governor's office.
 - Developed and implemented culturally sensitive/competent outreach in partnership with utility company leadership and community agents; streamlined communications to affected customers in English and Spanish.

Pro-Bono Consultant | ENTREPRENEURSHIP FOR ALL, INC. (EFORALL, EPARATODOS), Lawrence, MA

2018

- Sustained all aspects of the organization's annual fundraiser including event design, budget preparation and management, procurement of sponsors, logistics, and facilitation of weekly planning meetings.
 - Assisted Executive Director in civic engagement and community disaster relief. Participated in weekly strategy meetings with community activists and leaders, and representatives of the Mayor's and Governor's offices.
- Composed and revised grant writing in collaboration with Executive Director and VP of Development.

Controller | CTHULHU VENTURES LLC, Sausalito, CA

2015 – 2018

- Provided high-level support to CFO of venture capital firm attached to a family office with more than \$100M under management.
 - Solely responsible for day-to-day and accounting operations of 10+ business ventures to include full-cycle accounts payable and receivable, reconciliations, and management of capital calls.
- Systematized and produced monthly and quarterly management reports.

EDUCATION

Double Bachelor of Arts in Psychology and Political Science with Honors
UNIVERSITY OF MASSACHUSETTS

GRASSROOTS OPEN SPACE PROGRAM DEVELOPMENT BUDGET

Applicant Name: Boston Farms Community Land Trust

Project Name: Bird Street Farm

INSTRUCTIONS

Please review these instructions, including definitions below, and complete the development budget for Itemization and Sources and Uses are both required. The Total Project Costs at the bottom of the Itemization Project Costs at the bottom of the Sources and Uses. Please contact Theresa Strachila, Program Manager, theresa.strachila@boston.gov with any questions.

Note: Cells with totals and subtotals contain formulas that are locked for editing.

DEFINITIONS

BUDGET CATEGORY

Description and examples of expenses

BUDGET CATEGORY	Description and examples of expenses
Hard costs	
<i>Costs directly related to construction, including materials, labor, and equipment</i>	
Demo/removals	Demolition of existing structures on site; removal of debris from tree or plant removals; etc.
Earthwork/excavation/geotext	Site grading; removal of contaminated soils; import of clean soil soil barriers; etc.
Drainage/utilities	Installation of water and electrical connections; French drain in: spigots/lighting; irrigation purchase and installation; etc.
Paving/masonry/concrete	Install or replacement of pathways, plazas, sidewalks, retaining walls
Fencing	Permanent fencing installation, including gates
Site furnishings/structures	Materials and labor to construct garden beds, sheds, wash station other structures; construction of permanent seating areas; etc.
Planting	Purchase and install of permanent plantings (i.e. trees, shrubs, bulbs plants and seeds)
Other	Only to be used if expenses fit into no other cost category, detail the budget worksheet
General conditions	Site management and safety costs (i.e. temporary fencing, portal mobilization, site cleanup)
Contingency	Reserve to cover unexpected costs; 10% of hard costs strongly recommended
Soft Costs	
<i>Costs not directly tied to physical construction, but necessary for project completion</i>	
Construction Documents	Designs and architectural drawings
Bid documents	Documents to facilitate a bid process; excludes designs/drawing
Civil engineering/survey	Costs associated with surveying or other engineering work
Project management (non-staff)	Contracted (non-staff) project managers
Other consultants	Consultants whose work does not fit into the above categories; detail bottom of the budget worksheet
Insurance	Insurance costs directly related to the capital improvement project
Permits	Permitting costs
Subrecipient Costs	
<i>Costs incurred by the subrecipient in carrying out the project</i>	
Staff time (project management)	Include hourly plus fringe benefits rate for staff working directly planting, spreading mulch, leading volunteers). Weekly timesheets requisitions to bill for staff time. Only include project management
Staff time (non-project management)	Include hourly plus fringe benefits rate for staff working directly planting, spreading mulch, leading volunteers, purchasing materials be provided with requisitions to bill for staff time. Do not include category.
Materials	Materials purchased by the grantee to carry out the program, not materials, which should be included in "hard costs"

Indirect costs

Nonprofit organizations may include 10% of the direct subrecipient indirect costs in the budget without providing additional documentation if the organization has a different negotiated indirect costs rate with the federal government's Program Manager.

DEVELOPMENT BUDGET: ITEMIZATION

	TOTAL (\$)	Grassroots (\$)
HARD COSTS		
Demo/removals	\$ 6,500.00	\$ 3,250.00
Earthwork/excavation/geotex	\$ 47,500.00	\$ 23,750.00
Drainage/utilities	\$ 37,500.00	\$ 18,750.00
Paving/masonry/concrete	\$ 11,500.00	\$ 5,750.00
Fencing	\$ 25,000.00	\$ 12,500.00
Site furnishings/structures	\$ 60,000.00	\$ 30,000.00
Planting	\$ 1,000.00	\$ 500.00
* Other (provide detail below)	\$ -	
General conditions	\$ -	
Hard costs subtotal (without contingency)	\$ 189,000.00	\$ 94,500.00
Contingency	\$ 20,000.00	\$ 10,000.00
Hard costs subtotal (with contingency)	\$ 209,000.00	\$ 104,500.00
SOFT COSTS		
Construction Documents	\$ 12,000.00	\$ 6,000.00
Bid documents	\$ 2,000.00	\$ 1,000.00
Civil engineering/survey	\$ 10,000.00	\$ 5,000.00
Project management (non-staff)	\$ 7,000.00	\$ 3,500.00
** Other consultants (provide details below)	\$ -	
Insurance	\$ 500.00	\$ 250.00
Permits	\$ 2,000.00	\$ 1,000.00
Soft costs subtotal	\$ 33,500.00	\$ 16,750.00
SUBRECIPIENT COSTS		
Staff time, project management (including fringe)	\$ 30,000.00	\$ 15,000.00
Staff time, non-project management (including fringe)	\$ 4,000.00	\$ 2,000.00
Materials	\$ -	
Indirect costs (10% of subrecipient costs)	\$ -	
Subrecipient costs subtotal	\$ 34,000.00	\$ 17,000.00
TOTAL PROJECT COSTS	\$ 276,500.00	\$ 138,250.00

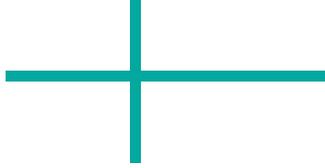
* Other costs (provide detail on costs included in this category below):

** Other consultants (provide detail on costs included in this category below):

DEVELOPMENT BUDGET: SOURCES AND USES

Please complete this page with the sources and uses of funds. The Sources Total should equal the Uses Total equal the Total Project Costs from the budget itemization. Please edit the names of funding sources to match this project.

SOURCES OF FUNDS		USES OF FUNDS
	Amount (\$)	
Grassroots Funds	\$ 150,000.00	Construction
Applicant Organization	8000	Contingency
Foundation 1: EFOD (Loan Fund)	\$ 150,000.00	Subtotal
Foundation 2:		Consultants
Foundation 3: _____		Materials
Grant 1: Conservation Law Foundation	\$ 100,000.00	Staff
Grant 2: USDA UAIP	\$ 50,000.00	Other soft costs
In-kind donations		Subtotal
		Overhead
		Fee
		Subtotal
SOURCES TOTAL	\$ 458,000.00	USES TOTAL



EVIDENCE OF FINANCING

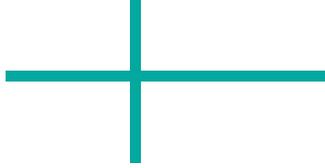
Our fundraising strategy includes grant writing as well as regular events and appeals as created, hosted, and overseen by our board. Ongoing revenue from these events will continue to support our staffing and infrastructure as we rely on larger grants to support our land acquisition and development. We have received an award of CPA funding that will cover half of the Bird site development.

In 2023, Boston Farms received the follow to support overall operations \$40,000 from Episcopal City Mission, \$25,000 from Merck Family Fund, \$100,000 from the Conservation Law Foundation, \$20,000 from Eastern Bank, \$10,000 from Greenleaf Foundation, \$10,000 MSPA, and \$20,000 from Eastern Bank, and \$82,000 in small foundation and private donations.

For the Bird Street Farm Development we have \$100,000 committed by Conservation Law Foundation, \$50,000 Committed by USDA UAIP. We are also working with Equitable Food Oriented Development (EFOD) to secure a \$150,000 soft loan to speed and ease the development process.

Design and construction costs for the site are in line with previous farm sites developed by Boston Farms, including the Westville Street Farm supported by CPA. Soft costs include the landscape design fee, utility surveyor, civil engineer for stormwater and water connection, and pest control report. Buildout costs include water connection and hot box, tree stump grinding, site demolition, excavation, disposal and prep, soil amendments, edging of growing beds, gravel paths and driveway, stormwater infiltration trench, trees and planting labor, fencing and gates, ISD and miscellaneous fees, signage, and shed, rain box and compost. The costs also include a Boston Farms project management fee to work with design and construction over the term of the project to ensure coordination of services and timely completion.

As a 501(c)(3) organization, Boston Farms has intentionally separated its annual operating budget from individual farm site development project budgets to allow for more accurate representation of the discrete expenses and funding sources. Acquisition costs are not consistent, and we have been working towards establishing a standardized budget for farm site development based on our experience with our first 5 sites. In this respect, we are raising funds to support operations from one set of funders, and looking to other sources to support farm acquisition and development costs.



DESIGN & CONSTRUCTION NARRATIVE

Boston Farms will use GrowBoston's Grassroots Open Space Funds to finalize a design for the 10,718 square foot site at Bird Street, and move into the construction phase which includes removing stumps and rocks, installing a water connection, excavating and grading the site, constructing a storm water management system, amending soil, building permanent paths and working pad, building a shed with post harvest handling , and providing informational signage. Further designs for the shed will be completed to ensure that a slimline low profile shed is built. The post harvest handling station is set to include washing and packing stations, along with onsite refrigeration. Additionally, a small high tunnel may be added to the site pending community approval. The attached conceptual drawings are to be updated to reflect the changes that abutters requested, namely the place of the shed and compost removed from the housing sight line. We are committed to honoring that request.

Design and construction costs for the Bird Street site are in line with previous farm sites developed by Boston Farms. Soft costs include the landscape design fee, utility surveyor, civil engineer for stormwater and water connection, and pest control report. Buildout costs include water connection and hot box, tree removal and stump grinding, site demolition, excavation, disposal and prep, soil amendment, edging of growing beds, gravel paths and driveway, stormwater infiltration trench, trees and planting labor, fencing and gates, ISD and misc. fees, signage, shed and post harvest handling station, rain box and compost.

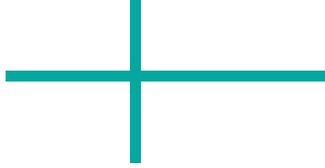
SITE PLANS & SPECIFICATIONS

Proposed Design Elements of 115-123 Bird Street include:

- Installing New Perimeter Fencing with a 10' gate at the entrance and access on the south side.
- Design and build a 10'x10' shed with a 5'x10' wash pack station on the back
- Installing 10'x30' Parking Spot + Material Depot
- 3-Bay Compost System
- Creating 5' Central Path
- Installing 3' Perimeter gravel paths with Gravel Infiltration Paths along the south the east side
- 8,275 SF of designated growing space. 3' Garden beds with 2' paths

BIRD STREET FARM





BIRD STREET FARM



BIRD STREET FARM



COMMUNITY PARTICIPATION & SUPPORT

The mission of Boston Farms is to create farmable sites in neighborhoods and to ensure that they remain in local control. Community participation is a cornerstone of Boston Farms strategic plan, and we would not be able to own, develop or lease farm sites without the explicit support of neighborhood residents and businesses.

As a core value, Boston Farms only develops and operates farms in neighborhoods that support the presence of an urban farm. After farms are established, we maintain ongoing neighborhood engagement in farm activities and their benefits by encouraging engaged neighbors to offer feedback, maintaining ongoing communication, and hosting on-site neighborhood engagement events each year to welcome neighbors. Boston Farms also provides updates on farm-related improvements and encourages neighbors to participate in the benefits of the farm -- including opportunities to purchase farm produce, volunteer on farm sites, and attend community education workshops.

Since early 2022, our team has engaged with the Bird Street community describing plans for the site and soliciting questions and responses about the process and the future of the site. We've hosted multiple door-knocking campaigns talking to residents and abutters individually.

In November 2023 and February 2024, we hosted digital community meetings via zoom to allow community members to make their voices heard. We also created a webpage to make the recordings and proposals readily available to the community. Around the community, we posted banners with QR codes and details of the meetings and website to ensure that the community has ample opportunity to lead in the design and development of this property. We've been in conversations with DSNI and its members, the Uphams Corner Neighborhood Association, and the Hancock Street Civic Association.

Key abutters have provided site design requests that we intend to honor and ensure that property site lines are clear. Again as stated in the project narrative the shed, and compost areas will be on the south side of the property away from housing as requested by abutters. Additionally, they've provided support letters outlining the same.

DIVERSITY & INCLUSION PLAN

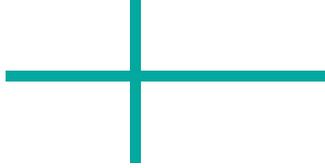
Farmer Diversity

Boston Farms' mission is to make farmland accessible to residents of the neighborhoods within Mattapan, Dorchester, and Roxbury in which we operate, and specifically to people of color. Future lessees of our farm sites will be Black or Brown neighborhood farmers chosen by the community.

Neighborhood Representation

In addition to ongoing neighborhood engagement activities, the Agricultural Technical Assistance Manager organizes engaged neighbors into a Farmer Selection Committee to help plan our farm sites, to receive feedback on the planning process, and to maintain ongoing communication once the sites are being farmed. The Farmer Selection Committee is comprised of:

- 1/3 Direct abutters to the farmsite
- 1/3 Neighborhood residents that live within the broader community arounda the farmsite
- 1/3 Boston Farms Board members



This ensures that the decision making power regarding the farmer selection process is in the hands of the community.

As we continue to finalize the farm design, we host regular design charettes that engages the community's creativity and insight in building a farm for us all.

We also look to our neighborhood groups as we cultivate new board members and potential staff for the organization.

Finally, we invite our most active community members to join the Neighborhood Leadership Committee of our board to help steer the organization toward a community centered future.

Staff & Board Diversity

Boston Farms hires staff who represent the backgrounds and diversity of the neighborhoods we serve. Boston Farm's board comprises local leaders, experienced farmers, and individuals with financial and real estate development expertise -- who predominantly reside in the neighborhoods we serve. The board-developed guidelines for board composition specify composition that includes:

- At least 67% people of color (currently 75%);
- At least 67% from the neighborhoods of Mattapan, Dorchester, and Roxbury (currently 83%);
- At least 1 representative from each of those neighborhoods (currently 1 from Mattapan, 1 from Dorchester, 1 from Roxbury);
- At least 20% residing within a quarter-mile (5 minute walking distance) of our farms (currently 50%) -- additionally, 67% of the board lives within 1 mile of a farm site;
- At least 1 member who is a farmer or garden manager (currently 1 member)

Contracting

The construction of farm sites consists broadly of site work, utilities, and greenhouse. All sitework and utilities are performed by local companies (Dorchester/Mattapan) and the majority (80%) of our sitework has been contracted with Hurst Landscaping and Site Services, a City of Boston registered MBE, which has now built three farms with our team.

Lee
127 Alexander Street
Boston, MA

Letter of Conditional Support

To whom it may concern regarding the proposed Urban Agricultural project at:
119-123 Bird Street, Dorchester MA, 02125

The opportunity to use local under-utilized land to support local farmers and ecology is one we should all support. As urban infill projects, the economic and environmental benefits of small, sustainable agriculture are great. The notion of turning the corner lot on Bird Street into an urban farm or community garden goes back at least 10 years. In our time living in the Uphams Corner area, we've remained excited and encouraged by the ongoing initiative, and would love to support a project like this. It would be an asset to the community, the local environment, and the city's larger sustainable initiatives.

As both an urban infill and an agricultural project, the site layout should complement both local ecology, and the urban fabric. We feel the project's layout, as currently presented, falls short of its potential to complement the urban fabric. The location of the proposed shed and compost bins appear to be placed without regard to contextual land use, occupying the middle portion of an otherwise open side yard. These elements should be moved towards the rear corner of the site, where the shed and compost could be consolidated to minimize impact and visual presence to abutters. The tool shed and compost bins are 'back of house' elements, and should be sited as such; the more social program elements like the 'shaded hang-out' should remain closer to the side and front yard, away from the compost and tool shed. This suggestion is illustrated below, in mark-ups from the proposal documents.

In it's current configuration, as originally depicted in the proposal, we would be determinedly *opposed* to the project. While we understand that this is an allowed use under Article 89, we feel that good site planning and contextual sensitivity should not be sacrificed. Conditional on a few small but impactful site layout adjustments, outlined below, we would very much be in *support* of this project, and would be willing to speak in support of it, should any ZBA hearings or other public municipal approvals be needed.

Thank you for considering this, as your project planning moves forward.

We look forward to hearing back from your team, and are open to further conversation in the interest of supporting your project's potential as a community asset.

Regards,
The Lee family
fissannlee@gmail.com

Image A – Entry Perspective



Image B – Corner Perspective



Image C – Aerial Site Plan



Monday, February 26, 2024

Letter of Support

Re: 115-123 Bird Street, Dorchester, MA 02125

Theresa Strachila

GrowBoston

12 Channel Street, 9th Floor

Boston, MA 02210

Re: Letter of Support Regarding 115-123 Bird Street, Dorchester, MA
02125

Dear Theresa,

I am a neighborhood resident writing in support of Boston Farms Community Land Trust's desire to acquire and develop 115-123 Bird Street in Dorchester for the purposes and advancement of urban agriculture. I support their proposed use over that of any other proposed use.

Boston Farms CLT turns vacant land and open spaces into collective agricultural opportunities. Under the governance of the people who are directly impacted by this land use from which black and brown farmers can stimulate economic growth and advance community health.

The produce grown at every farm is sold and distributed through a variety of community outlets, farmers' markets, farm stands, restaurants, and low-income food access programs. The acquiring, building, renovating, and stewarding of land across the neighborhoods of Roxbury, Dorchester, and Mattapan supports local neighborhood farmers in growing the food that sustains us.

Thank you for your consideration. Should you have any questions or need any additional information please feel free to contact me.

Name Wanita Jackson

Address 51 brook ave

E-mail wanitajackson1@gmail.com

Telephone 857 277 3502

Signature

A handwritten signature in black ink, consisting of a series of loops and strokes, positioned to the right of the 'Signature' label.

Monday, February 26, 2024

Letter of Support

Re: 115-123 Bird Street, Dorchester, MA 02125

Theresa Strachila

GrowBoston

12 Channel Street, 9th Floor

Boston, MA 02210

Re: Letter of Support Regarding 115-123 Bird Street, Dorchester, MA
02125

Dear Theresa,

I am a neighborhood resident writing in support of Boston Farms Community Land Trust's desire to acquire and develop 115-123 Bird Street in Dorchester for the purposes and advancement of urban agriculture. I support their proposed use over that of any other proposed use.

Boston Farms CLT turns vacant land and open spaces into collective agricultural opportunities. Under the governance of the people who are directly impacted by this land use from which black and brown farmers can stimulate economic growth and advance community health.

The produce grown at every farm is sold and distributed through a variety of community outlets, farmers' markets, farm stands, restaurants, and low-income food access programs. The acquiring, building, renovating, and stewarding of land across the neighborhoods of Roxbury, Dorchester, and Mattapan supports local neighborhood farmers in growing the food that sustains us.

Thank you for your consideration. Should you have any questions or need any additional information please feel free to contact me.

Name

Claudia Baez

Signature



June 27, 2022

GrowBoston: Office of Urban Agriculture
12 Channel Street, 9th Floor
Boston MA 02210

To Whom It May Concern,

I am writing in support of Boston Farms Community Land Trust's desire to acquire and develop 119-123 Bird Street in Dorchester for the purposes and the advancement of urban agriculture. I support their proposed use over that of any other proposed use.

Boston Farms CLT turns vacant land, and open spaces into collective agricultural opportunities. Under the governance of the people who are directly impacted by *this* land use, black and brown farmers are able to stimulate economic growth and advance community health.

The produce grown at every farm is sold and distributed through a variety of community outlets, farmers' markets, farm stands, restaurants, and low-income food access programs. The acquiring, building, renovating, and stewarding of land across the neighborhoods of Roxbury, Dorchester, and Mattapan supports local neighborhood farmers in growing the food that sustains us.

Thank you for your consideration. Should you have any questions or need any additional information please feel free to contact me.

Sincerely,



Anne Hayes
Executive Director





The Commonwealth of Massachusetts
House of Representatives
State House, Boston 02133-1054

Christopher Worrell
MA House of Representatives
24 Beacon St 443
Boston, MA 02108

Theresa Strachila
GrowBoston
12 Channel Street, 9th Floor
Boston, MA 02210

RE: Letter of Support Regarding 115-123 Bird Street, Dorchester, MA 02125

Dear Theresa,

I am a neighborhood resident writing in support of Boston Farms Community Land Trust's desire to acquire and develop 115-123 Bird Street in Dorchester for the purposes and advancement of urban agriculture. I support their proposed use over that of any other proposed use.

Boston Farms CLT turns vacant land and open spaces into collective agricultural opportunities. Under the governance of the people who are directly impacted by this land use from which black and brown farmers can stimulate economic growth and advance community health.

The produce grown at every farm is sold and distributed through a variety of community outlets, farmers' markets, farm stands, restaurants, and low-income food access programs. The acquiring, building, renovating, and stewarding of land across the neighborhoods of Roxbury, Dorchester, and Mattapan supports local neighborhood farmers in growing the food that sustains us.

Thank you for your consideration. Should you have any questions or need any additional information please feel free to contact me.

Sincerely,


Christopher Worrell
State Representative
5th Suffolk District
Christopher.worrell@mahouse.gov



Boston City Council

TANIA FERNANDES ANDERSON
Councilor - District 7

Theresa Strachila
GrowBoston
12 Channel Street, 9th Floor
Boston, MA 02210

RE: Letter of Support Regarding 115-123 Bird Street, Dorchester, MA 02125

Dear Theresa,

On behalf of the District 7 Office, I am writing to express my support for the proposal submitted by Boston Farms regarding the development of 115-123 Bird St. into a farm to be made available to black and brown farmers. I have closely followed the progress of this initiative and am impressed by the positive impact it promises to have on our community.

Boston Farms' commitment to fostering agricultural opportunities for minority farmers aligns perfectly with the values of inclusivity and equity that we uphold in District 7. The prospect of transforming underutilized land into a vibrant agricultural space not only addresses food insecurity but also creates avenues for economic empowerment and community engagement.

The produce grown at every farm is sold and distributed through a variety of community outlets, farmers' markets, farm stands, restaurants, and low-income food access programs. The acquiring, building, renovating, and stewarding of land across the neighborhoods of Roxbury, Dorchester, and Mattapan supports local neighborhood farmers in growing the food that sustains us. I 100% support this effort, and I do not see anyone better to do it on this parcel.

Thank you for your consideration. Should you have any questions or need any additional information please feel free to contact me.

Sincerely,

Tania Fernandes Anderson, Boston City Councilor
Boston City Councilor, District 7



March 4, 2024

Theresa Strachila
GrowBoston
12 Channel Street, 9th Floor
Boston, MA 02210

RE: Support for Boston Farms Community Land Trust Proposal for 114-123 Bird Street

Dear Theresa Strachila:

We write to extend my enthusiastic support for the Boston Farms Community Land Trust's plan to acquire and develop 115-123 Bird Street in Dorchester for the purposes and advancement of urban agriculture.

Boston Farms CLT turns vacant land and open spaces into collective agricultural opportunities. The produce grown at every farm is sold and distributed through a variety of community outlets, farmers' markets, farm stands, restaurants, and low-income food access programs. Boston Farms CLT's acquisition, renovation, and stewarding of land across the neighborhoods of Roxbury, Dorchester, and Mattapan supports local neighborhood farmers in growing the food that sustains us.

The proponent has engaged in a thorough community process working with residents of the area as well as other community stakeholders.

I respectfully request that the Mayor's Office of Housing and GrowBoston please provide every consideration to approve this project. Please do not hesitate to contact me if you have questions or if I may be of service in advancing this proposal for the benefit of our community.

Sincerely,

Henry A. Santana

Henry Santana
Boston City Councilor At-Large
617-635-4205
Henry.Santana@boston.gov

Brian J. Worrell

Brian J. Worrell
District 4, Boston City Councilor
617-635-3131
Brian.Worrell@boston.gov

APPENDIX 3: Development Timetable

APPLICANT'S NAME: Boston Farms Community Land Trust

Assuming that you are designated as Tentative Developer by the Public Facilities Commission on July 1, 2024, indicate your planned development schedule by providing target dates for the key development milestones listed below.

Applicants for CDBG funding must provide a timeline that allows for construction to begin within 90 days and complete within 12 months of the signing of a grant agreement.

Development milestone	Anticipated completion date
Community Participation in Design Complete:	Ongoing
Zoning Relief Anticipated? Y/N	No
Final Bid Documents Complete:	August 2024
Contractor Selected (Hired):	September 2024
All Funds Raised & Committed to the Project:	August 2024
Grant Agreement Signed:	July 2024
Construction Start:	September 2024
Construction Complete:	July 2025

Boston Farms Community Land Trust, Inc.

Budget vs. Actuals: 2023 Budget - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
Business Sponsorships	13,500.00	11,250.00	2,250.00	120.00 %
Farm Development Grants	158,300.00	150,000.00	8,300.00	105.53 %
Farm Site Income				
Maintenance Reimbursement		2,000.00	-2,000.00	
Rent	1,800.00	1,800.00	0.00	100.00 %
Total Farm Site Income	1,800.00	3,800.00	-2,000.00	47.37 %
Foundation Grants				
Large Grants	190,920.32	200,000.00	-9,079.68	95.46 %
Restricted Grants	24,892.60	15,000.00	9,892.60	165.95 %
Small Grants	12,000.00	10,000.00	2,000.00	120.00 %
Total Foundation Grants	227,812.92	225,000.00	2,812.92	101.25 %
Fundraising Events	17,003.37	40,000.00	-22,996.63	42.51 %
Government Grants		100,000.00	-100,000.00	
Individual Donations				
Board Donations		5,000.00	-5,000.00	
Large Gifts	13,125.00	15,000.00	-1,875.00	87.50 %
Small Gifts	2,173.32	5,000.00	-2,826.68	43.47 %
Total Individual Donations	15,298.32	25,000.00	-9,701.68	61.19 %
Sales	2,000.00		2,000.00	
Uncategorized Income	16,247.96		16,247.96	
Total Revenue	\$451,962.57	\$555,050.00	\$ -103,087.43	81.43 %
GROSS PROFIT	\$451,962.57	\$555,050.00	\$ -103,087.43	81.43 %
Expenditures				
Advertising & Community Engagement	6,643.54	10,000.00	-3,356.46	66.44 %
Community Engagement Events	2,750.28		2,750.28	
Total Advertising & Community Engagement	9,393.82	10,000.00	-606.18	93.94 %
Auto & Travel	994.38		994.38	
Bank Charges & Fees	8.21		8.21	
Farmer Support	24,781.66	15,000.00	9,781.66	165.21 %
Farmer Grants		1,500.00	-1,500.00	
Total Farmer Support	24,781.66	16,500.00	8,281.66	150.19 %
Farmsite Development	124,587.53	150,000.00	-25,412.47	83.06 %
Fundraising Expenses	3,468.34	9,766.00	-6,297.66	35.51 %
Insurance				
Directors & Officers Insurance		908.00	-908.00	
General Liability Insurance	766.00	1,100.00	-334.00	69.64 %
Total Insurance	766.00	2,008.00	-1,242.00	38.15 %
Legal & Acquisition Expenses		6,250.00	-6,250.00	
Maintenance Service				
Equipment & Tool Maintenance	16.78	5,000.00	-4,983.22	0.34 %
Major Repairs		15,000.00	-15,000.00	

Boston Farms Community Land Trust, Inc.

Budget vs. Actuals: 2023 Budget - FY23 P&L

January - December 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Minor Repairs	5,938.97	6,000.00	-61.03	98.98 %
Snow Removal		8,100.00	-8,100.00	
Trash & Weed Removal	5,658.46	11,187.00	-5,528.54	50.58 %
Total Maintenance Service	11,614.21	45,287.00	-33,672.79	25.65 %
Melio Service Fees	3.00		3.00	
Organizational Expenses				
Internet & Telephone	603.93	2,500.00	-1,896.07	24.16 %
Meals & Entertainment	3,984.24	1,100.00	2,884.24	362.20 %
Office Supplies	4,442.65	4,400.00	42.65	100.97 %
Rent or Lease	9,200.00	9,500.00	-300.00	96.84 %
Software Subscriptions	9,237.12	9,500.00	-262.88	97.23 %
Total Organizational Expenses	27,467.94	27,000.00	467.94	101.73 %
Other Expenses				
Fees & Citations	256.88		256.88	
Parking	36.00		36.00	
Total Other Expenses	292.88		292.88	
Payroll	6,873.53		6,873.53	
Administration & Bookkeeping	41,287.64	54,338.00	-13,050.36	75.98 %
Benefits	1,040.00	17,075.00	-16,035.00	6.09 %
Community Property Manager		52,000.00	-52,000.00	
Executive Director	64,375.33	76,986.00	-12,610.67	83.62 %
Farm Development Manager	37,299.87	52,000.00	-14,700.13	71.73 %
Fundraising Manager	35,127.14		35,127.14	
Grant Writer		52,000.00	-52,000.00	
Total Fundraising Manager	35,127.14	52,000.00	-16,872.86	67.55 %
Payroll Taxes	63,917.42	65,000.00	-1,082.58	98.33 %
Total Payroll	249,920.93	369,399.00	-119,478.07	67.66 %
Professional Fees				
Accounting	2,294.40	2,500.00	-205.60	91.78 %
Consulting	7,451.36	8,000.00	-548.64	93.14 %
Graphic Design	263.29	3,000.00	-2,736.71	8.78 %
Legal	25.00	15,625.00	-15,600.00	0.16 %
Other Professional Fees	250.00		250.00	
Total Professional Fees	10,284.05	29,125.00	-18,840.95	35.31 %
Property Taxes	1,034.05	1,200.00	-165.95	86.17 %
Unapplied Cash Bill Payment Expenditure	0.00		0.00	
Uncategorized Expense	10,271.20		10,271.20	
Utilities				
Electricity		2,000.00	-2,000.00	
Water	1,120.09	4,000.00	-2,879.91	28.00 %
Total Utilities	1,120.09	6,000.00	-4,879.91	18.67 %
Total Expenditures	\$476,008.29	\$672,535.00	\$ -196,526.71	70.78 %

Boston Farms Community Land Trust, Inc.

Budget vs. Actuals: 2023 Budget - FY23 P&L

January - December 2023

		TOTAL		
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
NET OPERATING REVENUE	\$ -24,045.72	\$ -117,485.00	\$93,439.28	20.47 %
NET REVENUE	\$ -24,045.72	\$ -117,485.00	\$93,439.28	20.47 %

BIRD STREET FARM MAINTENANCE BUDGET		2024
EXPENSES		
Staff Compensation		
Executive Director		0
Land Acquisition & Farm Development Manager		0
Agricultural Technical Assistance Manager		8,190
Fundraising		0
Administration & Bookkeeping		0
Benefits		0
Payroll Tax		0
Maintenance Service		
Trash + Weed Removal		1,200
Snow Removal		1,350
Minor Repairs		1,000
Major Repairs		2,500
Equipment & Tool Maintenance		500
Professional Fees		
Accounting		250
Legal		0
Graphic Design		0
Legal & Acquisition Expenses		0
Fundraising Expenses		781
Property Taxes		0
Utilities		
Water		0
Electricity		0
Organizational Expenses		
Rent		0
Office Supplies		0
Communications (Internet/Phone)		0
Food		125
Advertising & Community Engagement		250
Insurance		
General Liability		200
Directors & Officers		0
Other Expenses		
Fees + Citations		0
Miscellaneous		0
Total Expense		16,346

Total Sites

Cost Per Site (Annual) 16,346

Cost Per Site (Monthly) 1,362

Rent Per Site (Monthly)

BIRD STREET FARM MAINTENANCE BUDGET		2024
EXPENSES		
Staff Compensation		
Executive Director		0
Land Acquisition & Farm Development Manager		0
Agricultural Technical Assistance Manager		8,190
Fundraising		0
Administration & Bookkeeping		0
Benefits		0
Payroll Tax		0
Maintenance Service		
Trash + Weed Removal		1,200
Snow Removal		1,350
Minor Repairs		1,000
Major Repairs		2,500
Equipment & Tool Maintenance		500
Professional Fees		
Accounting		250
Legal		0
Graphic Design		0
Legal & Acquisition Expenses		0
Fundraising Expenses		781
Property Taxes		0
Utilities		
Water		0
Electricity		0
Organizational Expenses		
Rent		0
Office Supplies		0
Communications (Internet/Phone)		0
Food		125
Advertising & Community Engagement		250
Insurance		
General Liability		200
Directors & Officers		0
Other Expenses		
Fees + Citations		0
Miscellaneous		0
Total Expense		16,346

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Cost Per Site (Monthly) 1,362
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Agricultural Technical Assistance Manager		8,190
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Administration & Bookkeeping		0
Benefits		0
Payroll Tax		0
Maintenance Service		
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Snow Removal		1,350
Minor Repairs		1,000
Major Repairs		2,500
Equipment & Tool Maintenance		500
Professional Fees		
Accounting		250
Legal		0
Graphic Design		0
Legal & Acquisition Expenses		0
Fundraising Expenses		781
Property Taxes		0
Utilities		
Water		0
Electricity		0
Organizational Expenses		
Rent		0
Office Supplies		0
Communications (Internet/Phone)		0
Food		125
Advertising & Community Engagement		250
Insurance		
General Liability		200
Directors & Officers		0
Other Expenses		
Fees + Citations		0
Miscellaneous		0
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General Liability		200
Directors & Officers		0
Other Expenses		
Fees + Citations		0
Miscellaneous		0
		0
		0
Total Expense		16,346

Total Sites
 Cost Per Site (Annual) 16,346
Cost Per Site (Monthly) 1,362
 Rent Per Site (Monthly)

Signed under the pains and penalties of perjury this

_____ day of _____, 20 ____

SIGNATURE:  _____

TITLE: _____

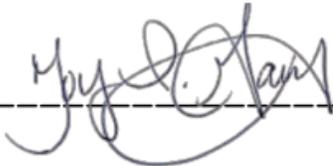
ORGANIZATION: _____

ADDRESS: _____

CHAPTER 803 DISCLOSURE STATEMENT

In compliance with Chapter 60, Section 77B of the Massachusetts General Laws as amended by Chapter 803 of the Acts of 1985, I hereby certify that I have never been convicted of a crime involving the willful and malicious setting of a fire or of a crime involving the fraudulent filing of a claim for fire insurance; nor am I delinquent in the payment of real estate taxes in the City of Boston, or being delinquent, an application for the abatement of such tax is pending or a pending petition before the appellate tax board has been filed in good faith.

This statement is made under the pains and penalties of perjury this 1 day of March (month), 2024 (year)



Applicant Signature

Co-Applicant Signature (If Applicable)

**DISCLOSURE STATEMENT FOR
TRANSACTION WITH A PUBLIC AGENCY CONCERNING REAL PROPERTY
M.G.L. c. 7C, s. 38 (formerly M.G.L. c. 7, s. 40J)**

INSTRUCTION SHEET

NOTE: The Division of Capital Asset Management and Maintenance (DCAMM) shall have no responsibility for insuring that the Disclosure Statement has been properly completed as required by law. Acceptance by DCAMM of a Disclosure Statement for filing does not constitute DCAMM's approval of this Disclosure Statement or the information contained therein. Please carefully read M.G.L. c. 7C, s. 38 which is reprinted in Section 8 of this Disclosure Statement.

Section (1): Identify the real property, including its street address, and city or town. If there is no street address then identify the property in some other manner such as the nearest cross street and its tax assessors' parcel number.

Section (2): Identify the type of transaction to which this Disclosure Statement pertains --such as a sale, purchase, lease, etc.

Section (3): Insert the exact legal name of the Public Agency participating in this Transaction with the Disclosing Party. The Public Agency may be a Department of the Commonwealth of Massachusetts, or some other public entity. Please do not abbreviate.

Section (4): Insert the exact legal name of the Disclosing Party. Indicate whether the Disclosing Party is an individual, tenants in common, tenants by the entirety, corporation, general partnership, limited partnership, LLC, or other entity. If the Disclosing Party is the trustees of a trust then identify the trustees by name, indicate that they are trustees, and add the name of the trust.

Section (5): Indicate the role of the Disclosing Party in the transaction by checking one of the blanks. If the Disclosing Party's role in the transaction is not covered by one of the listed roles then describe the role in words.

Section (6): List the names and addresses of every legal entity and every natural person that has or will have a direct or indirect beneficial interest in the real property. The only exceptions are those stated in the first paragraph of the statute that is reprinted in Section 8 of this Disclosure Statement. If the Disclosing Party is another public entity such as a city or town, insert "inhabitants of the (name of public entity)." If the Disclosing Party is a non-profit with no individual persons having any beneficial interest then indicate the purpose or type of the non-profit entity. If additional space is needed, please attach a separate sheet and incorporate it by reference into Section 6.

Section (7): Check "NONE" in the box if none of the persons mentioned in Section 6 is employed by DCAMM or an official elected to public office in the Commonwealth of Massachusetts. Otherwise list any parties disclosed in Section 6 that are employees of DCAMM or an official elected to public office.

Section (8): The individual signing this statement on behalf of the Disclosing Party acknowledges that he/she has read the included provisions of Chapter 7C, Section 38 (formerly Chapter 7, Section 40J) of the General Laws of Massachusetts.

Section (9): Make sure that this Disclosure Statement is signed by all required parties. If the Disclosing Party is a corporation, please make sure that this Disclosure Statement is signed by a duly authorized officer of the corporation as required by the statute reprinted in Section 8 of this Disclosure Statement.

DCAMM's acceptance of a statement for filing does not signify any opinion by DCAMM that the statement complies with applicable law.

This completed and signed Disclosure Statement should be emailed to realestate.dcammm@mass.gov or otherwise delivered to:

Deputy Commissioner for Real Estate
Division of Capital Asset Management and Maintenance
One Ashburton Place, 15th Floor, Boston, MA 02108

**DISCLOSURE STATEMENT FOR
TRANSACTION WITH A PUBLIC AGENCY CONCERNING REAL PROPERTY
M.G.L. c. 7C, s. 38 (formerly M.G.L. c. 7, s. 40J)**

The undersigned party to a real property transaction with a public agency hereby discloses and certifies, under pains and penalties of perjury, the following information as required by law:

- (1) REAL PROPERTY: 115-123 Bird Street, Dorchester, MA 02125

- (2) TYPE OF TRANSACTION, AGREEMENT, or DOCUMENT: Land Development

- (3) PUBLIC AGENCY PARTICIPATING in TRANSACTION: GrowBoston (Mayor's Office of Housing)

- (4) DISCLOSING PARTY'S NAME AND TYPE OF ENTITY: Boston Farms Community Land Trust, Inc.

- (5) ROLE OF DISCLOSING PARTY (Check appropriate role):

Lessor/Landlord Lessee/Tenant
 Seller/Grantor Buyer/Grantee
 Other (Please describe): _____

- (6) The names and addresses of all persons and individuals who have or will have a direct or indirect beneficial interest in the real property excluding only 1) a stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation or 2) an owner of a time share that has an interest in a leasehold condominium meeting all of the conditions specified in M.G.L. c. 7C, s. 38, are hereby disclosed as follows (attach additional pages if necessary):

<u>NAME</u>	<u>RESIDENCE</u>
_____	_____
_____	_____

- (7) None of the above- named persons is an employee of the Division of Capital Asset Management and Maintenance or an official elected to public office in the Commonwealth of Massachusetts, except as listed below (Check "NONE" if NONE):

NONE

<u>NAME:</u>	<u>POSITION:</u>
_____	_____
_____	_____

**DISCLOSURE STATEMENT FOR
TRANSACTION WITH A PUBLIC AGENCY CONCERNING REAL PROPERTY
M.G.L. c. 7C, s. 38 (formerly M.G.L. c. 7, s. 40J)**

- (8) The individual signing this statement on behalf of the above-named party acknowledges that he/she has read the following provisions of Chapter 7C, Section 38 (formerly Chapter 7, Section 40J) of the General Laws of Massachusetts:

No agreement to rent or to sell real property to or to rent or purchase real property from a public agency, and no renewal or extension of such agreement, shall be valid and no payment shall be made to the lessor or seller of such property unless a statement, signed, under the penalties of perjury, has been filed by the lessor, lessee, seller or purchaser, and in the case of a corporation by a duly authorized officer thereof giving the true names and addresses of all persons who have or will have a direct or indirect beneficial interest in said property with the commissioner of capital asset management and maintenance. The provisions of this section shall not apply to any stockholder of a corporation the stock of which is listed for sale to the general public with the securities and exchange commission, if such stockholder holds less than ten per cent of the outstanding stock entitled to vote at the annual meeting of such corporation. In the case of an agreement to rent property from a public agency where the lessee's interest is held by the organization of unit owners of a leasehold condominium created under chapter one hundred and eighty-three A, and time-shares are created in the leasehold condominium under chapter one hundred and eighty-three B, the provisions of this section shall not apply to an owner of a time-share in the leasehold condominium who (i) acquires the time-share on or after a bona fide arms length transfer of such time-share made after the rental agreement with the public agency is executed and (ii) who holds less than three percent of the votes entitled to vote at the annual meeting of such organization of unit owners. A disclosure statement shall also be made in writing, under penalty of perjury, during the term of a rental agreement in case of any change of interest in such property, as provided for above, within thirty days of such change.

Any official elected to public office in the commonwealth, or any employee of the division of capital asset management and maintenance disclosing beneficial interest in real property pursuant to this section, shall identify his position as part of the disclosure statement. The commissioner shall notify the state ethics commission of such names, and shall make copies of any and all disclosure statements received available to the state ethics commission upon request.

The commissioner shall keep a copy of each disclosure statement received available for public inspection during regular business hours.

- (9) This Disclosure Statement is hereby signed under penalties of perjury.

Boston Farms Community Land Trust, Inc.

PRINT NAME OF DISCLOSING PARTY (from Section 4, above)



03/04/2024

AUTHORIZED SIGNATURE of DISCLOSING PARTY

DATE (MM / DD / YYYY)

Joy I. Gary, Executive Director

PRINT NAME & TITLE of AUTHORIZED SIGNER

Conflict of Interest Affidavit Form

The undersigned hereby certifies, under the pains and penalties of perjury, that neither they, nor those with whom they have business ties, nor any immediate family member of the undersigned, is currently or has been within the past twelve months, an employee, agent, consultant, officer or elected or appointed official of the City of Boston Mayor's Office of Housing. For purposes of this affidavit "immediate family member" shall include parents, spouse, siblings, or children, irrespective of their place of residence.

I declare under penalties of perjury that the foregoing representations are true, correct, accurate, complete and correct in all respects.

WITNESS:

BORROWER:

Joy Gary

THE COMMONWEALTH OF MASSACHUSETTS

Suffolk, ss.

March 27 2021

Then personally appeared the above named Joy Gary, (title) of (organization) and executed the foregoing instrument and acknowledged the foregoing instrument to be (his/her) free act and deed as (title) aforesaid and the free act and deed of (organization), before me.

[Signature]
Name: _____
Notary Public

My Commission Expires: 02/22/2020



INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **MAY 14 2019**

URBAN FARMING INSTITUTE COMMUNITY
LAND TRUST INC
C/O THE ARZU LAW GROUP LLC
ESSENCE MCGILL ARZU
429 NORFOLK ST STE 14
SOMERVILLE, MA 02143

Employer Identification Number:
82-2328676
DLN:
17053333329028
Contact Person:
JASON T SAMMONS ID# 31616
Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990/990-EZ/990-N Required:
Yes
Effective Date of Exemption:
June 28, 2017
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Letter 947

URBAN FARMING INSTITUTE COMMUNITY

We sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

Stephen A. Martin

Director, Exempt Organizations
Rulings and Agreements



The Commonwealth of Massachusetts
William Francis Galvin

Minimum Fee: \$15.00

Secretary of the Commonwealth, Corporations Division
One Ashburton Place, 17th floor
Boston, MA 02108-1512
Telephone: (617) 727-9640

Articles of Amendment

(General Laws, Chapter 180, Section 7)

Identification Number: 001280391

We, DAVE MADAN President Vice President,

and LIANA POSTON Clerk Assistant Clerk ,

of URBAN FARMING INSTITUTE COMMUNITY LAND TRUST, INC.
located at: 487 NORFOLK STREET MATTAPAN , MA 02126 USA

do hereby certify that these Articles of Amendment affecting articles numbered:

Article 1 Article 2 Article 3 Article 4

(Select those articles 1, 2, 3, and/or 4 that are being amended)

of the Articles of Organization were duly adopted at a meeting held on 2/20/2020 , by vote of: 0 members, 6 directors, or 0 shareholders, being at least two-thirds of its members/directors legally qualified to vote in meetings of the corporation (or, in the case of a corporation having capital stock, by the holders of at least two thirds of the capital stock having the right to vote therein):

ARTICLE I

The exact name of the corporation, **as amended**, is:
(Do not state Article I if it has not been amended.)

BOSTON FARMS COMMUNITY LAND TRUST, INC.

ARTICLE II

The purpose of the corporation, **as amended**, is to engage in the following business activities:
(Do not state Article II if it has not been amended.)

ARTICLE III

A corporation may have one or more classes of members. **As amended**, the designation of such classes, the manner of election or appointments, the duration of membership and the qualifications and rights, including voting rights, of the members of each class, may be set forth in the by-laws of the corporation or may be set forth below:

ARTICLE IV

As amended, other lawful provisions, if any, for the conduct and regulation of the business and affairs of the corporation, for its voluntary dissolution, or for limiting, defining, or regulating the powers of the business entity, or of its

directors or members, or of any class of members, are as follows:
(If there are no provisions state "NONE")

The foregoing amendment(s) will become effective when these Articles of Amendment are filed in accordance with General Laws, Chapter 180, Section 7 unless these articles specify, in accordance with the vote adopting the amendment, a *later* effective date not more than *thirty days* after such filing, in which event the amendment will become effective on such later date.

Later Effective Date:

**Signed under the penalties of perjury, this 20 Day of October, 2020, DAVE MADAN , its ,
President / Vice President,
LIANA POSTON , Clerk / Assistant Clerk.**

THE COMMONWEALTH OF MASSACHUSETTS

I hereby certify that, upon examination of this document, duly submitted to me, it appears that the provisions of the General Laws relative to corporations have been complied with, and I hereby approve said articles; and the filing fee having been paid, said articles are deemed to have been filed with me on:

October 20, 2020 03:40 PM

A handwritten signature in black ink, reading "William Francis Galvin". The signature is written in a cursive style with a large, prominent initial "W".

WILLIAM FRANCIS GALVIN

Secretary of the Commonwealth

City of Boston (COB) – Property Affidavit Form

Instructions: List all City of Boston properties currently owned, or previously foreclosed upon for failure to pay real estate taxes or other indebtedness, by the applicant or by any other legal entity in which the applicant has had or now has an ownership or beneficial interest. If there are any past due amounts owed to the Department of Neighborhood Development, the Inspectional Services Department, the Treasury Department and/or the Boston Water and Sewer Commission, such **must be paid in full** before: (1) a vote request can be presented to the City of Boston Public Facilities Commission concerning the sale of property to the applicant or any other business entity in which the applicant has an ownership or beneficial interest; OR (2) the commitment of funding to the applicant or any other business entity in which the applicant has an ownership or beneficial interest. Public Facilities Commission votes are not to be requested until the Property Affidavit has been approved and the Legal Unit has signed the Property Clearance Form.

Upon approval, the Property Affidavit will be valid for ninety (90) calendar days from the date it is signed by the Applicant.

For any additional properties that do not fit on this form, attach a spreadsheet. Do not use another property affidavit form. Only one signature page is to be submitted. All entries made on this form must be typed in the form fields provided below.

Applicant:

List Addresses of Boston Properties Owned:	PARCEL ID NUMBER
Boston Properties Previously Foreclosed Upon by COB:	PARCEL ID NUMBER

I declare under pains and penalties of perjury that the foregoing representations are true, accurate, complete and correct in all respects.

Print Name and Title _____ Authorized Representative's Signature _____ Date _____

Applicant Contact (If different from above) _____ Telephone Number _____

OFFICIAL USE ONLY (Fax the completed form to DND at 635-0262. Delinquency Reported: (If Yes (Y) state the amount owed):

Boston Water & Sewer Commission Y \$ _____ N
 Signature and Date: _____

Notes: _____

Department of Neighborhood Development Y \$ _____ N
 Signature and Date: _____

Notes: _____

Public Works Department Y \$ _____ N
 Signature and Date: _____

Notes: _____

Treasury Department Y \$ _____ N
 Signature and Date: _____

Notes: _____

DND Contact _____ Division _____ Program _____ Phone: ext. _____

Boston Farms Community Land Trust, Inc.							
<i>This spreadsheet corresponds to form titled City of Boston (COB) – Property Affidavit Form as part of the RFP for 115-123 Bird St.</i>							
<i>Boston properties owned:</i>							
Parcel ID	Property						
1500826000	100 Westville Street						
1500825000	106 Westville Street						
1203030000	225-227 Harold Street						
1201383000	3-3A Akron Street						
1403901000	11-15 Flint Street						
1403902000	19-21 Flint Street						
1402640000	131 Glenway Street						



BENEFICIARY AFFIDAVIT

Any for-profit Beneficiary who employs at least 25 full-time equivalents (FTEs) or any not-for-profit Beneficiary who employs at least 100 FTEs who has been awarded assistance of \$100,000 or more from the City of Boston must comply with the First Source Hiring Agreement provisions of the Boston Jobs, Living Wage, Prevailing Wage Ordinance.

If you are submitting a request for proposal, request for qualification, or invitation for bid, or negotiating a loan, grant, or other financial assistance that meets the above criteria, you must submit this affidavit along with your proposal. If you believe that you are exempt from the First Source Hiring Agreement provisions of the Boston Jobs, Living Wage, Prevailing Wage Ordinance, complete Part 4: Exemption From First Source Hiring Agreement Provisions, or if you are requesting a general waiver, please complete Part 5: General Waiver Reason(s).

IMPORTANT: Please print in ink or type all required information. Assistance in completing this form may be obtained by calling or visiting the Living Wage Administrator in the Office of Labor Compliance and Worker Protections of the Worker Empowerment Cabinet, telephone: (617) 918-5236, or your contracting department.

PART 1: BENEFICIARY OF ASSISTANCE INFORMATION:

Name of Beneficiary:	
Contact Person:	
Company Address:	
Telephone Number:	
Email:	

PART 2: ASSISTANCE INFORMATION

Name of Program/Project	
Contracting City of Boston Dept.	
Amount	
Start Date of Contract	
End Date of Contract	
Duration of Award (Years)	

PART 3: ADDITIONAL INFORMATION

Please answer the following questions regarding your company or organization:

Your company or organization	<input type="checkbox"/> For Profit <input type="checkbox"/> Not for Profit
Total number of employees	
Total number of individual employees who will be assigned to work on above award	
Do you plan to hire additional employees to perform work on contract?	
If yes, how many additional FTEs do you plan to hire?	

PART 4: EXEMPTION FROM THE BOSTON JOBS, LIVING WAGE, AND PREVAILING WAGE ORDINANCE

Any beneficiary who qualifies may request one of the four categories of exemptions from the provisions of the Boston Jobs, Living Wage, and Prevailing Wage Ordinance by completing the section below. Attach any pertinent documents to this application to prove that you are exempt from the Boston Jobs, Living Wage, and Prevailing Wage Ordinance.

Please check the appropriate box(es) below indicating your exemption request. **NOTE: Unless you receive written confirmation from the Office of Labor Compliance and Worker Protections approving your exemption request, you remain covered by the Boston Jobs, Living Wage, and Prevailing Wage Ordinance.**

I hereby request a general waiver from the First Source Hiring Agreement provisions of the Boston Jobs, Living Wage, and Prevailing Wage Ordinance. Attach any pertinent documents to this application to prove that you are exempt. Please check the appropriate box(es) below:

- Construction contract awarded by the City of Boston and is subject to the state prevailing wage law;
- Assistance awarded to a youth program, provided that the award is for stipends to youth in the program. “Youth Program” means any city, state, or federally funded program which employs youth, as defined by city, state, or federal guidelines, during the summer, or as part of a school to work program, or in other related seasonal or part time program;
- Assistance awarded to a work-study or cooperative educational program, provided that the contract is for stipends to students in the program; or
- Assistance awarded to a vendor who provide services to the City and is awarded to a vendor who provides trainees with a stipend or wage as part of a job training program and provides the trainees with additional services, which may include but are not limited to room and board, case management, and job readiness services, and provided further that the trainees do not replace current City-funded positions.

Please give a full statement describing in detail which of the four exemptions applies to your assistance and the reasons your assistance is exempt from the Boston Jobs and Living Wage Ordinance (*attach additional sheets if necessary*).

PART 5: GENERAL WAIVER REASON(S)

The application of the First Source Hiring Agreement to my assistance violates the following state or federal statutory, regulatory or constitutional provision(s):

State the specific state or federal statutory, regulatory or constitutional provision(s), which makes compliance with the First Source Hiring Agreement provisions of the Boston Jobs, Living Wage, and Prevailing Wage Ordinance unlawful:

GENERAL WAIVER ATTACHMENTS:

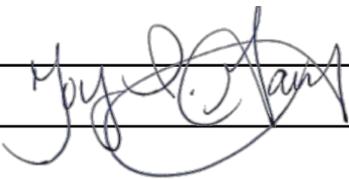
Please attach a copy of the conflicting statutory, regulatory or constitutional provision(s) that makes compliance with this ordinance unlawful.

Please give a full statement describing in detail the reasons the specific state or federal statutory, regulatory or constitutional provision(s) makes compliance with the Boston Jobs, Living Wage, and Prevailing Wage Ordinance unlawful (*attach additional sheets if necessary*):

PART 6: BENEFICIARY OF ASSISTANCE AFFIDAVIT

The following statement must be completed and signed by an authorized owner, officer or manager of the Beneficiary. The signature of an attorney representing the Beneficiary is not sufficient:

I _____, the Beneficiary certify and swear/affirm that the information provided on this Beneficiary Affidavit is true and within my own personal knowledge and belief. Signed under the pains and penalties of perjury.

Signature	
Date	
Printed Name	
Title	

THIS FORM APPROVED AS TO FORM BY CORPORATION COUNSEL 2 JUNE 2000

CM FORM 15A

CORI COMPLIANCE

The City of Boston is subject to City of Boston Code, Chapter 4, section 7, which is intended to ensure that persons and businesses supplying goods and/or services to the City of Boston deploy fair policies relating to the screening and identification of person with criminal backgrounds through the CORI system. Vendors entering into contracts with the City must affirm that their policies regarding CORI information are consistent with the standards set by the City of Boston.

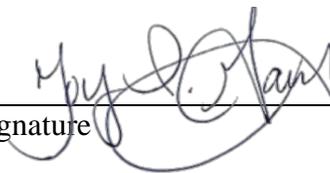
CERTIFICATION

The undersigned certifies under penalties of perjury that the vendor is in compliance with the provisions of City of Boston Code, Chapter 4, section 7, as currently in effect. **All Vendors must check one of the three lines below.**

1. CORI checks are not performed on any Applicants.
2. CORI checks are performed on some or all Applicants. The Vendor, by affixing a signature below, affirms under penalties of perjury that its CORI policy is consistent with the standards set forth on the attached CM Form 15B.
3. CORI checks are performed on some or all Applicants. The Vendor's CORI policy is not consistent with the standards set forth on the attached CM Form 15B (a copy of the Vendor's written CORI policy must accompany this form).

(Typed or printed name of person signing quotation, bid or proposal)

Signature



(Name of Business)

NOTE:

The Awarding Authority may grant a waiver of CBC 4-7.3 under exigent circumstance on a contract by contract basis.

Instructions for Completing CM Form 15B:

A Vendor should not check Line 1 unless it performs NO CORI checks on ANY applicant.

A Vendor who checks Lines 2 certifies that the Vendor's CORI policy conforms to the standards set forth in CM Form 15B. A Vendor with a CORI policy that does NOT conform to the standards set forth on CM Form 15B must check Line 3. Vendors who check Line 3 will not be permitted to enter into contracts with the City, absent a waiver, as provided for in CBC 4-7.4.

For any waiver to be granted, a completed CM Form 15C must be completed by the awarding authority and attached hereto.