Facilities Consolidation Fund (FCF) Application Introduction

Below you will find the information that you will need to understand the FCF application process which starts with the one page pre-application form that can be found on the CEDAC website (www.cedac.org). If you have any questions about the application process, please call Sara Barcan at CEDAC (617) 727-5944.

FCF Loan Process Flow Chart

DMH Area Office or CEDAC interacts with Sponsor / Developer.

Area Office or CEDAC invites Sponsor / Developer to complete Preliminary Application Form.

Sponsor / Developer submits Pre-Application to Area Office and CEDAC.

Area Office / CEDAC review Preliminary Application Form and jointly determine eligibility.

Area Office advises Sponsor / Developer that proposed project is eligible to submit FCF Application.

Area Office requests Certification Letter from Central Office upon notification by Sponsor / Developer they are preparing a FCF Application.

DMH Central Office issues Certification letter to Sponsor / Developer (cc. DHCD, CEDAC, Area Office).

CEDAC completes review of FCF application; recommends funding to DHCD, which issues Conditional Commitment of Financing to Sponsor / Developer, w/ cc to CEDAC, DMH.

When all conditions have been met, Sponsor / Developer submits Request for Firm Commitment to CEDAC.

CEDAC reviews and forwards letter to DHCD indicating all conditions have been met.

DHCD issues Firm Financing Commitment to Sponsor / Developer.

A lender’s attorney is engaged to prepare closing documents and close the loan.

CEDAC coordinates loan closing and disburses funds to Sponsor / Developer as indicated after the closing.
(DHCD) Department of Housing and Community Development
Andrew Nelson (617) 727-7130 x480; Fax (617) 727-0532
One Congress Street, Boston, MA 02114
Email: andrew.nelson@dhcd.state.ma.us

(CEDAC) Community Economic Development Assistance Corporation
Sara Barcan (617) 727-5944 x131; Fax (617) 727-5990
One Center Plaza, Suite 350, Boston, MA 02108
Email: sbarcan@cedac.org

(DMH) Department of Mental Health

DMH Central Office
Joe Vallely, Housing Specialist 617-626-8075, Fax 617-626-8077
25 Staniford Street, Boston, MA 02114
Email: joseph.vallely@dmh.state.ma.us

Northeast Area Office
Noreen Melanson, Interim Housing Coordinator 978-863-5043, Fax 978-863-5091
Tewksbury State Hospital, P.O. Box 387, Tewksbury, MA 01876-0387
Email: Noreen.melanson@dmh.state.ma.us

Metro Boston Area Office
Louise Marks, Housing Coordinator 617-626-9219, Fax 617-626-9216
85 East Newton St., Boston, MA 02118
Email: louise.marks@dmh.state.ma.us

Southeast Area Office
Mark Bilton, Housing Coordinator 508-897-2023, Fax 508-879-2075
Brockton Multi-Service Center, 165 Quincy Street, Brockton, MA 02402
Email: mark.bilton@dmh.state.ma.us

Metro Suburban Area Office
Michael Stepansky, Housing Coordinator 508-616-3522, Fax 508-616-3599
Westborough State Hospital, P.O. Box 288, Westborough, MA 01581
Email: michael.stepansky@dmh.state.ma.us

Central Area Office
Arthur Ellis, Housing Coordinator 508-368-3368, Fax (508) 368-1502
Worcester State Hospital, 305 Belmont St., Worcester, MA 01604
Email: arthur.ellis@dmh.state.ma.us

Western Area Office
Dave Modzelewski, Housing Coordinator 413-587-6292, Fax 413-587-6260
P.O. Box 389, Northampton, MA 01061-0389
Email: david.modzelewski@dmh.state.ma.us

(DDS) Department of Developmental Services

Central Office
Margaret Chow-Menzer (617) 624-7703
160 North Washington Street - 3rd Floor, Boston, MA 02114-2120
Email: margaret.chow-menzer@state.ma.us