

**NSDI 2010 CAP GRANTS
CATEGORY 3
INTERIM REPORT FROM MASSGIS**

Date: August 27, 2010

Agreement Number: G10AC00174

Project Title: A Business Plan for Standardized Tax Assessor Parcel Mapping for Massachusetts

Organization: MassGIS, 251 Causeway Street, Suite 500, Boston, MA 02114,
www.mass.gov/mgis

Principal Investigator: MacGaffey, Assistant Director, 617-626-1057,
neil.macgaffey@state.ma.us

Collaborating Organizations:

Department of Revenue, Division of Local Services

Contact: David Davies, Director, Information Technology
address: PO Box 9569, Boston, MA 02114-9569
web address: www.mass.gov/dor

Massachusetts Association of Assessing Officers

Contact: Robert J. Ellia, Executive Director
address: PO Box 70, Shrewsbury, MA 01545
web address: www.maaao.org

Massachusetts Association of Regional Planning Agencies

Contact: Timothy W. Brennen, Secretary
address: c/o PVPC 60 Congress Street, Springfield, MA 01104
web address: www.pvpc.org

State 911 Department

Contact: Thomas Ashe, Deputy Executive Director
address: 1380 Bay Street, Building C, Taunton, MA 02780-1088
web address: www.mass.gov/e911

Project Narrative

Summary of project activities

We scheduled, publicized, and hosted seven workshops around Massachusetts explaining the business plan project and the related project to fund statewide standardized digital assessor parcel maps. We have completed the competitive procurement for consulting assistance with developing plan and the kickoff meeting with the consultant was held on August 31, 2010. The consultant is Applied Geographics of Boston, MA.

Key accomplishments to date

More than 200 people attended 7 workshops held at locations around the state. Workshop attendees included many individuals that we regularly encounter in various outreach contexts. However, they also included many individuals from the smaller and less developed communities that we have not previously encountered; these are the communities that will benefit the most from state funding for developing standardized digital parcels that will be guided by this business plan.

Both the project's Principal Investigator, Neil MacGaffey and MassGIS' Director, Christian Jacqz, interviewed officials in one of the collaborating organizations, the Department of Revenue's Division of Local Services, concerning their role in ensuring maintenance of standardized digital parcel maps.

How inclusive is your effort?

We publicized the workshops widely through list serves and other electronic outlets, including contact with the relevant professional organizations, covering groups as diverse as municipal assessors, real estate appraisers, surveyors, regional planners, and municipal GIS staff. We also worked to publicize the workshops through county-level appraiser organizations as the smaller and less developed communities tend to participate more in those organizations than in the state-level organization. We are not aware of any other relevant stakeholder groups that we have not contacted and based on attendance at the workshops and the level of engagement of the attendees that this process has been very successful.

In addition, we made a presentation on the parcel mapping project and business plan at the annual summer conference of the Massachusetts Association of Assessing Officers; the presentation including preliminary findings from the seven workshops.

Next Steps

Working with our consultant, we will develop outline for our business plan based on the FGDC template. Included in this process will be identifying which parts of the plan will be written by Applied Geographics and which parts by the Principal Investigator. We are in the process of scheduling interviews with key staff from other three collaborating organizations. Findings from those interviews will be incorporated into the plan. Once the draft plan is complete, it will be circulated for comment to representatives of the collaborating organizations; workshop attendees will also be notified where to obtain the plan and how to submit comments. The draft will be edited as appropriate to reflect comments, and the final version produced. We do not need assistance with the project beyond the consulting assistance we have already retained.

Revised Timeline

Is your project proceeding on its original timeline? **No**

The project scheduled has been slowed by delays in procurement, by delays in establishing the draw for the grant funding, and by delays from other administrative tasks due to MassGIS moving to a new agency, the Information Technology Division. Note that the agency receiving the grant award remains the same.

The project has not adhered to the schedule in our grant proposal. Below is the revised project schedule based on the original award date of March 7, 2010.

Weeks from Award	Activities
1 - 23	Implement contracts with consultant for workshop support, establish funding account, and plan content of and schedule workshops.
8 - 14	Hold workshops
23 - 28	Schedule and conduct interviews
14 - 30	Work write-up workshop and interview results; draft plan outline
27 - 39 (Dec. 2010)	Develop draft of business plan
39 - 43 (January 2011)	Circulate draft plan and assemble comments
47 (early Feb. 2011)	Develop and submit final business plan

Do you expect to complete your project on the scheduled completion date? **Yes**

This project will conclude by the March 6, 2011 funding end-date.

Attachments

Accompanying this interim report is the workshop presentation in PDF format.