



*The Commonwealth of Massachusetts*  
*Executive Office of Energy and Environmental Affairs*  
*100 Cambridge Street, Suite 900*  
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Karyn E. Polito  
LIEUTENANT GOVERNOR

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Rebecca Cheney, Town Planner  
55 Main St  
Westford, MA 01886

September 30, 2020

Dear Rebecca,

Congratulations! On behalf of Governor Baker and Lieutenant Governor Polito, I am excited to notify you that the Town of Westford has been designated by the Executive Office of Energy and Environmental Affairs (EEA) as a Municipal Vulnerability Preparedness (MVP) Community for its completion of the Community Resilience Building planning process. This MVP Community designation indicates the Town's commitment to preparing for climate change. As an MVP Community, the Town of Westford is eligible to apply for MVP Action Grants as administered by EEA and may receive increased standing in future state funding opportunities, allowing you to pursue implementation of priority actions.

In order to maintain MVP designation, the Town of Westford must submit yearly progress reports to EEA by June 30. In addition, progress reports must also be submitted with MVP Action Grant applications. EEA will provide a progress report template to summarize steps taken to build on the MVP planning process. Such steps may include:

- Applying for grants, such as the MVP Action Grant, that support implementation of resiliency measures;
- Reconvening your Core Team to make revisions/updates to the MVP report/plan, or discuss progress related to resiliency and MVP;
- Using the outcomes of your workshop to inform other planning efforts or updating existing documents (e.g., updating existing local plans); and/or
- Taking additional steps towards implementing your priority actions.

I want to commend your community's dedication to climate change resiliency and I look forward to watching as the Town of Westford continues its efforts to plan and implement priority climate adaptation strategies. Going forward, should you have any questions, please contact Kara Runsten, MVP Program Manager ([kara.runsten@mass.gov](mailto:kara.runsten@mass.gov)).

Again, congratulations, and best wishes.

*K. Theoharides*

Secretary Kathleen Theoharides