



TO: Social Service Agencies Serving the Town of York
FROM: Wendy Anderson, Town Finance Department
Connie Hanley, Municipal Social Services Review Board
DATE: Fall 2016
RE: Applications for support for FY 2018

Thank you for your interest in funding from the Town of York for the fiscal year that begins July 1, 2017.

The Town of York uses a Funding Request Form and Funding Guidelines to review applications for support for social services. Copies are attached. Please include a short letter (2-3 pages), with the cover sheet, to help the Municipal Social Services Review Board understand your agency's request and present your proposal to the Budget Committee and the Selectmen. Your letter should address the questions in the Funding Guidelines.

Please also include some background information such as the agency's purpose, the year of incorporation and current services, a copy of the agency's current budget and the most recent audited financial statement, a list of the board of directors and the names and telephone numbers of two York citizens who can serve as references.

If the agency received support from the Town in FY17, this letter should also serve as a report on the use of town funds.

Applications should be sent to Wendy Anderson, Finance Department, Town of York, 186 York Street, York, Maine 03909. **All proposals must be received at Town Hall by 4:30 pm, Monday, October 31, 2016.** The Board is not able to review late or incomplete proposals.

If you have questions, please call Wendy Anderson at 207-363-1004.

**FY 18 Funding Request Form
Town of York
FY 18 (July 1, 2017 – June 30, 2018)**

Name of Agency: _____

Address of Agency: _____

Contact Person: _____ **Telephone** _____ **E-mail** _____

Amount Requested \$ _____ **Town of York FY17 Contribution: \$** _____

What services does the agency provide? _____

(for the next questions, please indicate what twelve-month period you are referencing: from _____ to _____)

How many individual York citizens (unduplicated count) did the agency serve over the past year? (see above) _____ **How was this number calculated?**

What was the dollar value of services provided to York citizens over the past year?

\$ _____ **How was that amount calculated?** _____

What Town of York departments did your agency work with in the past year?

Who was your contact at that Town Department? _____

How did your agency work with these Town departments? What specific services were provided?
