

**Town of Hinesburg
Agency Request Review Committee**

October 19, 2009

The Hinesburg Selectboard will soon begin work on the FY 2010-11 budget (July 1, 2010-June 30, 2011). Each year, the Town of Hinesburg receives numerous requests for funding from agencies which provide social services to the residents of our community.

We ask that each agency requesting funding complete the enclosed Agency Request Form in order for the Selectboard and the taxpayers to have the information necessary to make informed decisions regarding the dispersal of the limited funds available for this purpose.

Decisions are made with particular regard for the number of Hinesburg residents each agency serves.

If your agency received funding from the Town of Hinesburg last year, any increase in your request for this year will need to be justified by either an increase in services to the Town or special circumstances.

If your agency has not previously received funding from the Town of Hinesburg, having a Hinesburg resident who can act as an advocate for your agency, either to the Selectboard during the budget meetings or at Town Meeting in March, will be advantageous.

Please complete the enclosed form and return it along with your annual report, and any additional supporting information you feel would be helpful to the decision-making process, to the Town Administrator. Mailing instructions and deadline information are on the form.

Agencies that do not submit the Agency Request Form will not be considered for funding.

If you have any questions regarding the process for review of agency funding please do not hesitate to contact the Town Administrator at (802) 482-2096 or email: arrrc@hinesburg.org

