



# Town of York

186 York Street  
York, Maine 03909-1314

Town Manager/  
Selectmen  
(207)363-1000

Town Clerk/  
Tax Collector  
(207)363-1003

Finance/  
Treasurer  
(207)363-1004

Code Enforcement  
(207)363-1002

Planning  
(207)363-1007

Assessor  
(207)363-1005

Police Department  
(207)363-1031

Dispatch  
(207)363-2557

York Beach Fire  
Department  
(207)363-1014

York Village Fire  
Department  
(207)363-1015

Public Works  
(207) 363-1011

Harbor Master  
(207)363-1000

Senior Center/  
General Assistance  
(207)363-1036

Parks and  
Recreation  
(207)363-1040

Fax  
(207)363-1009  
(207)363-1019

TO: Social Service Agencies Serving the Town of York  
FROM: Jennie McCann, Town Finance Department  
Kate Henderson, Municipal Social Services Review Board  
DATE: Fall 2009  
RE: Applications for support for FY 2011

Thank you for your interest in funding from the Town of York for the fiscal year that begins July 1, 2010.

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 FY10, this letter should also serve as a report on the use of town funds.

Applications should be sent to Jennie McCann, Finance Department, Town of York, 186 York Street, York, Maine 03909. **All proposals must be received at Town Hall by 4:30 pm, Friday, November 13, 2009.** The Board is not able to review late or incomplete proposals.

If you have questions, please call Jennie McCann at 207-363-1004 or Ala Reid, Municipal Social Services Review Board, at 207-363-4824.

**Town of York**  
**Municipal Social Services Review Board**  
**Funding Guidelines**

- **Number of York citizens served**
  - **Direct Services**
  - **Education & Prevention**  
**Includes education for police, etc.**
- **Is the agency used by Town Departments?**
- **Are services stable?**
- **Is the agency financially sound?**
- **Importance of town funding to the applicant**
- **Does agency leverage town funds?**
  - **Includes matching funds, grants, volunteer time**
- **Dollar value of services to Town of York**
  - **If the dollar value of services for the past year is not available, is the agency willing to work with the review board to estimate the value in the future years?**

**Funding Request Form  
Town of York  
FY 11 (July 1, 2010 – June 30, 2011)**

Name of Agency: \_\_\_\_\_

Address of Agency: \_\_\_\_\_

\_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone \_\_\_\_\_ E-mail \_\_\_\_\_

Amount Requested \$ \_\_\_\_\_ Town of York FY10 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?

\_\_\_\_\_

\_\_\_\_\_