



TOWN OF BRIDGTON

3 CHASE STREET, SUITE #1
BRIDGTON, MAINE 04009

Phone- 207-647-8786
Fax- 207-647-8789

November 3, 2015

Dear Prospective Applicant:

The Town of Bridgton is accepting requests for programs and services for our upcoming Fiscal Year from social service agencies or one lead agency acting on behalf of a collaborative partnership. You are required to meet the specific criteria and priorities for the award of 2016 Town funds. The application process has changed. If you submitted a request recently you will be required to complete this application and resubmit your request.

The funding amount for Fiscal Year 2016 has not yet been determined. However, the Select Board has established as their goal that the Town side of the tax rate will not increase. Generally, only those entities that were funded in the prior year would be eligible for funding in the next year. To meet the Board's goal there may be reductions in the final allocations authorized. This will be discussed over the next several months as part of the Town's Fiscal Year 2016 budget process. Outside agency requests are due by January 1, 2016.

The request for funds will be reviewed by the Town Manager. Applicants whose requests become part of the Annual Town Meeting Warrant Articles will be notified after the Town Meeting of the results. Those requests not included in the warrant articles will be notified prior to Mid May 2016. Although any proposals are welcome, first consideration will be given to those already funded programs and services within the priority categories and demonstrative collaborative solutions.

The Town looks forward to receiving and reviewing your request proposal. If you have any questions you may write to me at townmgr@bridgtonmaine.org or call me at 207-647-8786.

Cordially,

Robert A. Peabody, Jr.
Town Manager

RAP:gmf

Town of Bridgton
Outside Agency Request
Fiscal Year July 1, 2016 – June 30, 2017

The Town of Bridgton is accepting requests from outside agencies acting on behalf of a collaborative proposal for the upcoming fiscal year, July 1, 2016 to June 30, 2017.

Due Date: By January 1, 2016

Delivered to: Town of Bridgton
Three Chase Street, Suite 1
Bridgton, Maine 04009

Submittal: One original
Maximum 2 pages plus the budget page and relevant attachments

Please respond to the following questions:

1. Which program priorities will you address? 1 2 3 4
(Points for program priority categories 1, 2 & 3 will be awarded in only one category)
2. What services/programs will the agency provide?
3. Describe the organization's history running the program? Outline the skills and experience of program staff.
4. What outcomes will be achieved? How will you measure the outcomes?
If you were funded for FY 2015-2016 please indicate your achievements and how you achieved your goals.
5. What organizations are you cooperating/collaborating with? What benefits will be achieved through this cooperation/collaboration?
6. What will the benefit or impact be for the residents of Bridgton and number of Bridgton Residents served?
7. Budget Submittal – your proposed year budget.
8. Demonstrate the commitment of matching funds for the project.
9. Currently funded program and services will receive a higher priority than new requests.

Please note there will be no formal presentation by your agency. Your application shall be the only documents the Board shall review.

Town of Bridgton
 Outside Agency Request
 Fiscal Year July 1, 2016 – June 30, 2017

Program Budget

Cost of Category	Town of Bridgton Funds	Other Funds	Total
Administration			
Equipment			
Materials/Supplies			
Operations			
Salaries			
Fringe			
Transportation			
Vehicles			
Consultants			
Space/Rent			
Other (List)			
1.			
2.			
3.			
TOTAL COSTS			

**Town of Bridgton
Outside Agency Request
Appropriation Guidelines**

The Bridgton Board of Selectmen may fund programs for the upcoming 2016 fiscal year that meet the established criteria. Preference will be given to innovative, collaborative projects responding to the identified priorities and to outside agencies funded in fiscal year 2015 as well as those that clearly benefit Bridgton residents.

Program Priorities

1. Programs benefiting and impacting the residents of the Town of Bridgton.
2. Programs supplying food or shelter as a critical “safety net” activity.
3. Programs providing prevention or treatment services in the areas of: mental health, substance abuse, and domestic violence.

Evaluation of Applications

Programs will be evaluated based upon the following criteria:

- Benefit Bridgton residents
- Address program priorities with measurable outcomes
- Demonstrate innovative approaches
- Have potential for independent continuity (Reduced Town funds in future years)
- Avoid duplication of services
- Achieve cost effective services as an alternative to the Town providing the program(s) or service(s)

Application Requirements

Programs must meet the following minimum requirements:

- Demonstrate their ability to deliver quality services
- Demonstrate cooperative/collaborative efforts between service providers
- Request funds for program activities, *not* capital expenses
- Include sources of program funding in addition to the Town request.

Town of Bridgton
Outside Agency Request

REQUEST EVALUATION FORM

Business/Applicant Name: _____

Application #: _____

Mailing Address: _____

Email Address: _____

Phone Number: _____

Contact: _____

Evaluative Criteria

Maximum Score

Score

1. Program Priorities

- Services in mental health, substance abuse & domestic violence
- Critical “safety net” activity
- Town benefit and impact

10

10

15

2. Demonstration of applicant competency

- Organizational capacity, experience, skills & knowledge

20

3. Quality, completeness & innovation of the proposal

10

4. Demonstration of measurable outcomes

10

5. Demonstration of cooperative/collaborative efforts

10

6. Clarity and completeness of project budget submittal

5

7. Value and certainty of matching funds

5

8. Overall value of the Request

5

Reviewer: _____

Signature: _____