

November 14, 2007

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. New this year are the specific criteria and priorities for the award of 2009 Town funds.

The funding amount for Fiscal Year 2009 has not yet been determined. This will be discussed over the next several months as part of the Town's Fiscal Year 2009 budget process. Outside agency requests are due December 7, 2007.

The request for funds will be reviewed by the Town Manager. Successful applicants will be notified prior to May 15, 2008. All relevant proposals are welcome, but first consideration will be given to 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,

Mitchell A. Berkowitz
Town Manager

MAB:gmf

Town of Bridgton
Outside Agency Request
Fiscal Year July 1, 2008 – June 30, 2009

The Town of Bridgton is accepting requests from outside agencies acting on behalf of a collaborative proposal for the upcoming fiscal year, July 1, 2008 to June 30, 2009.

Due Date: December 14, 2007

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?
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.

You will be notified of the status of your application and final decisions by the Board of Selectmen by May 15, 2008.

Town of Bridgton
 Outside Agency Request
 Fiscal Year July 1, 2008 – June 30, 2009

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 will fund programs for the upcoming 2009 fiscal year that meet newly established criteria. Preference will be given to innovative, collaborative projects responding to the identified priorities and to outside agencies funded in fiscal year 2008 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

Applicant: _____

Application #: _____

<u>Evaluative Criteria</u>	<u>Maximum Score</u>	<u>Score</u>
1. Program Priorities		
• Services in mental health, substance abuse & domestic violence	10	_____
• Critical “safety net” activity	10	_____
• Town benefit and impact	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: _____