

Policy on Non-Profit Agency Funding [2024]

Section 1: Title and Authority

Under Vermont law [24 V.S.A. § 2691], a town may appropriate such sums of money as it deems necessary for the support of programs and agencies that provide services to town residents. The purpose of this **Policy on Non-Profit Agency Funding** is to establish procedures for managing the requests for such appropriations.

Section 2: Eligibility

To be eligible for an initial or ongoing appropriation, organizations must demonstrate that they provide services to Middletown Springs residents.

Section 3: Timing

Regardless of the specific procedures outlined below, all programs and agencies seeking support must provide to the Town:

- An annual report suitable for inclusion in the Middletown Springs Town Report; and
- A specific dollar amount of support requested for the coming fiscal year (July 1-June 30)

Both of these must be received by the Middletown Springs Town Clerk no later than December 31 of the year prior to the requested support.

Section 4: Requests from Programs and Agencies Seeking First-Time Support, or Those Not Supported in the Prior Year

All requests by programs and agencies that have NOT been supported by the Town of Middletown Springs in the past can be petitioned (signed by a minimum of 5% of the Town's registered voters) to appear as articles on the Town Meeting ballot, and must be directly approved by a voter majority in order to be supported. This petition must be received by the Town Clerk no later than 47 days prior to the year's Town Meeting. [17 V.S.A. §2642(a)(3)(A)]

All requests by programs and agencies that HAVE been supported by the Town of Middletown Springs in the past, but whose most recent request was voted down at Town Meeting, will appear as articles on the Town Meeting ballot, and must be directly approved by a voter majority in order to be supported.

Section 5: Requests for \$5,000 or More

All requests by programs and agencies that have been supported by the Town of Middletown Springs in the prior year and which seek \$5,000 or more will appear as articles on the Town Meeting ballot, and must be directly approved by a voter majority in order to be supported.

Section 6: Requests from Programs and Agencies Seeking Increased Support

All requests by programs and agencies that have been supported by the Town of Middletown Springs in the prior year, but which seek an increase in the amount of support, will appear as

articles on the Town Meeting ballot, and must be directly approved by a voter majority in order to be supported.

Section 7: Level-Funded Requests Approved in Prior Year

All requests by programs and agencies that have been supported by the Town of Middletown Springs in the prior year at less than \$5,000, and which seek the same or reduced levels of funding for the coming year, will automatically be accepted and will not need direct voter approval.

Section 8: Flowchart of Requirements for Organizations Seeking Funding

Question 1: Is this your organization's first request for funding from the voters of Middletown Springs?	If YES , you must provide a petition that requests your funding to be included as a ballot item. That petition must bear the signatures of at least 5% of the Town's registered voters.	If NO , proceed to Question 2.
Question 2: Is your organization requesting funding from the Town for \$5,000 or more?	If YES , the request will appear as a specific ballot item to be voted individually at Town Meeting.	If NO , proceed to Question 3.
Question 3: Is your organization requesting more funding than the previous year?	If YES , the request will appear as a specific ballot item to be voted individually at Town Meeting.	If NO , proceed to Question 4.
Question 4: Was the ballot item for your organization's funding approved at the prior Town Meeting?	If YES , your request will be automatically written into the Town budget as an appropriation, and will not be a separate ballot article. <i>Please note that the voters may reject the budget as a whole, in which case your organization's funding is not guaranteed.</i>	If NO , proceed to Question 5.
Question 5: If your ballot item failed in the prior year, was it ever funded in the past at the same dollar amount requested for this year?	If YES , the request will appear as a specific ballot item to be voted individually at Town Meeting.	If NO , treat this as a first request, as in Question 1 above.

This policy was adopted by the following members of the Selectboard of the Town of Middletown Springs, Vermont, at its meeting of October 10, 2024

- Herb Childress, Chair
- Terry Redfield, Vice Chair
- Patty Kenyon, Clerk
- Carl Haynes
- Sean Ruck