

Cooperating Agencies Policy

Town of Bar Harbor

Each budget year numerous not-for-profit organizations request the Town Council to fund their agency through the annual Town budget. The following funding guidelines are adopted, effective immediately, and shall remain in force until amended by the Town Council.

- A. Four weeks prior to the application deadline, application forms shall be mailed to all agencies funded the prior year.
- B. Cooperating Agency funding requests must be submitted five weeks prior to the date the Town Manager is required to submit a budget to the Town Council.
- C. Any requests received after the above deadline will not be accepted.
- D. All information requested on the application form must be provided in its entirety or the request will not be considered.
- E. Applications from agencies not funded the prior year may be (a.) rejected by the Town Council or (b.) by invitation, presented to the Council for consideration. Following a presentation, the Town Council may reject the proposal or add the proposal as presented or amended to the Cooperating Agency budget.
- F. Agencies wishing an increase in funding must make a presentation to the Town Council.
- G. When compiling the budget, the Town Manager shall use the previous year's Cooperating Agency budget as a funding target, less the amount previously appropriated for any agency which does not apply for current year funding by the above deadline.

LEGISLATIVE HISTORY

10-13-06	New policy proposed by Manager
10-17-06	Adopted by Town Council
09-15-20	Amended by Town Council