



Town of Hinesburg  
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Hinesburg, VT 05461  
Ph-802-482-4206  
[www.hinesburg.org](http://www.hinesburg.org)

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August 2021

The Hinesburg Selectboard will soon begin work on the FY23 budget (July 1, 2022-June 30, 2023).

Each year, the Town of Hinesburg receives numerous requests for funding from agencies that provide social services to the residents of our community. We ask each agency requesting funding to complete the Agency Request Form in order for the Selectboard and the taxpayers to have the necessary information to make informed decisions regarding the dispersal of the limited funds available for this purpose.

Decisions are made with particular regard for the number of Hinesburg residents each agency serves, so it is important to provide that number. A clear and concise description of services is also helpful. If your agency delivers a service that other organizations also provide, please clarify what role you play.

If your agency received funding from the Town of Hinesburg in the past, any increase in your request for this year will need to be justified by either an increase in services to the Town or special circumstances. Please describe in detail on the application form.

If your agency has not previously received funding from the Town of Hinesburg, having a Hinesburg resident who can act as an advocate for your agency, either to the Selectboard during the budget meetings or at Town Meeting in March, will be advantageous.

Please return the completed form—via email is preferred—along with any supporting documents you feel would be helpful to the decision-making process. Documents sent electronically should be in .doc or .pdf format.

**Requests received after Friday, October 22, 2021 will be returned and not considered for funding. We have tried to provide ample time to complete the application request.**

To find out if your application has been approved and, if so, the amount of the appropriation, please call the Hinesburg Town Clerk at 482-2281 ext. 1 after Town Meeting. If an appropriation has been approved, funds will be available only after the beginning of the new fiscal year, July 1, 2022. Please email a request or invoice to the Town Clerk ([mross@hinesburg.org](mailto:mross@hinesburg.org)) after that date in order to receive the funds.

If you have any questions regarding the process for review of agency funding, please contact Todd Odit, Town Manager via phone or email at [todit@hinesburg.org](mailto:todit@hinesburg.org)

Todd Odit  
Town Manager