

**Town of Barre**  
Donations to Not-for-Profit Agencies

Purpose:

The purpose of this policy is to set forth a written procedure for managing not-for-profit agencies' requests to be included in the Town's budget or to be placed on the Town Meeting ballot.

Exclusions:

Dues to municipal-related organizations such as VLCT or CVSWMD are excluded from this policy. Organizations providing what are generally regarded as municipal services or services complementing Barre Town services or activities are excluded from this policy also. Also excluded are requests for small donations associated with a not-for-profit's fund raiser. (This exclusion for small donations does not imply the Selectboard will approve any such requests for donations.)

Definition:

*Not-for-profit agency* (agencies) shall mean an organization legally incorporated as a not-for-profit agency pursuant to Federal Internal Revenue Service regulations.

Policy:

- A. Agencies that were not approved for funding at the most recent Town Meeting must submit a petition signed by 10% of Town voters. The petition must state the agency is seeking to be included on the Town Meeting ballot for voter approval of a donation. The petition must also state the dollar amount requested and shall be submitted by the deadline prescribed in the Town Charter.
- B. If an agency's question appears on the ballot but is defeated by the voters, then that agency must re-submit a petition as described in A. above.
- C. If an agency's question appears on the ballot and is approved by the voters, the agency does not have to submit a petition for the next Town Meeting -- unless an increase in donation is requested. However, prior to drafting the warnings for Town Meeting, the agency must meet with the Selectboard to re-affirm its interest in re-appearing on the ballot.
- D. Any agency receiving funding through this policy must submit a report for the Barre Town town report. The report must be for the fiscal year (July 1 - June 30) in which the donation was made. The report must be submitted to the Town Manager's Office by mid-August after the fiscal year ends.

Adopted November 19, 1996.  
/s/ Ronald Tallman  
Chairman, Barre Town Selectboard