



## TOWN OF EASTHAM

2500 State Highway, Eastham, MA 02642 - 2544

All departments 508 240-5900

[www.eastham-ma.gov](http://www.eastham-ma.gov)

September 16, 2022

The Human Service Advisory Committee's role is to accept and review all funding requests from human services providers, to evaluate their programs in view of the community's needs, and to recommend to the Select Board, through the Town Administrator, a specific grant amount.

Please be advised that the Human Services Advisory Committee will be considering their recommendations for Grant funding in FY24 in light of identified individual and community needs across all age groups within Eastham. We will be looking at your agency's ability to provide support to Eastham residents while addressing their needs that match your agency's mission.

**The application deadline is October 14, 2022 for FY24 funding requests.**

Given the committee's time constraints, and our own budget deadline, we must have completed applications at that time. If this date poses an extreme hardship, please contact me through Laurie Gillespie-Lee at the Eastham Town Hall at 508-240-5900 x3207, email: [admin2@eastham-ma.gov](mailto:admin2@eastham-ma.gov)

On receipt of your application, the Committee will review the document and set up an appointment with you or a representative to attend a committee meeting at a mutually convenient time. A site visit by members of this committee may also be arranged in consultation with you.

FY24 runs from July 1, 2023 through June 30, 2024. After our recommendations are reviewed by the Town Administrator, they will be presented to the Select Board and Finance Committee for a vote to be included in the FY24 Budget. Final acceptance of this budget will be at the Annual Town Meeting on May 1, 2023.

### **PLEASE NOTE THE FOLLOWING**

**A complete application consists of:**

- (a) Completion of pages 1, 2 & 3, including any necessary additional material attached. Please be sure to include an email address for communication purposes.
- (b) Your budget page(s) for the current year FY23 and, a projection for FY24, listing funds provided and expected, and your organization's expenses. If your final budget is not completed by application time, please provide a preliminary budget.

Be sure to indicate major funding sources besides municipalities. If your organization operates on a fiscal year different from a July-June fiscal year, please indicate that time period. (e.g., January-December).

- (c) Any back-up material which you believe would be helpful to our committee. This may be provided in narrative and/or tabular form.

**Please send eight (8) copies of the completed application to:**

Town of Eastham  
Attn: Human Services FY24  
2500 State Highway  
Eastham, MA 02642

If you have any questions please feel free to contact me. Thank you.

Kate Berg, Chair  
Human Services Advisory Committee