

**Not-For-Profit Committee
Recommendations
to the Fairfield BOS & BOF**

Christopher DeWitt
Committee Chairman

NFP COMMITTEE

Team

Chris DeWitt

Chairman

Cristin McCarthy Vahey

BOS representative

Ken Brachfeld

BOF representative

Julie Gottlieb

RTM representative

Mary McCullough

RTM representative

NFP COMMITTEE

Process

Queried local communities finance & budget representatives

Queried local communities senior leadership (Mayors, selectman)

Reviewed other towns existing processes

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Process

Tier 1 recommendations are an attempt to start the process and begin to align the BOS and BOF on future recommendations

Tier 2 recommendations will be the follow-on with additional guidance and final conclusions

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Tier 1 Recommendations

That the Budget Director requires an application for all Not-For-Profit (NFP) entities applying for funds from the 2012/2013 budget. This application would set forth qualifying criteria and request data from the applicant, including (but not limited to):

- IRS determination letter or proof of application for non-profit status.
- Listing of current Board members.
- Copy of your latest Financial Statement. (audited if revenues exceed \$500,000)
- Completed budget packet (data tailored to budget directors needs)

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Tier 1 Recommendations

That the Town invests in non-profit entities partnering with the town. We suggest that the approach shift from that of charitable contribution to an investment in resources that support designated town goals and objectives.

That the Town establishes goals and objectives to which NFP entities should align. This allows agencies to respond to the needs of the Town.

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Tier 1 Recommendations

Create separate budget sub-sections under the "MISCELLANEOUS" category. Recommended headings may include state statute compliance, social services, education and culture. Each category should have a person or body appropriate to recommend and review NFP applications and monitor ongoing activities.

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Tier 2 Recommendations

That the town designate a person, or group or create a new group who will review agency outcome measurements to determine if the agency funding is both a prudent investment and if services are being provided as requested.

That the First Selectman refines and implements Town Goals and Objectives through a strategic process.

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Going Forward

Request the NFP committee continues to work in order to further clarify Tier 2 recommendations.

Implement full recommendations in the 2013/2014 budget season.