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# CITY OF DANBURY

OFFICE OF THE MAYOR  
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MAYOR

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April 29, 2008

Honorable Members of the Common Council  
City of Danbury, Connecticut

Dear Common Council Members:

Funding non-profit agencies in the City of Danbury is a challenge with limited municipal resources. My proposed Operating Budget for FY 2008-2009 includes \$1,233,027 for grants to agencies – over \$350,000 less than agency requests for such funding.

Over the last several years we have had many discussions related to the allocation of grants to the non-profit agencies serving our community. Discussions have related to the manner and the criteria used to issue grants and the focus of the services provided by the various agencies providing services to the city.

I am respectfully requesting an Ad Hoc committee to redesign the system of grant funding and develop a scope of services that are required for the delivery of services in our community. The scope of services should be a direct reflection of a community needs assessment. Following the assessment, a RFP (request for proposals) should be issued for each of the services prioritized by our assessment.

Funding decisions for the grant agencies should be based on funding available and the services required for our community's needs. Our new process should include a public hearing to encourage community input. Our new process for funding allocations will be implemented for the 2009-2010 budget year.

I look forward to working with the Common Council and our Director of Finance, David St. Hilaire, to develop a new annual grant funding process. Thank you for your attention to this matter.

Sincerely,

Mark D. Boughton  
Mayor

MDB/mm

cc: David St. Hilaire, Director of Finance