

**TOWN OF TRURO**  
**HUMAN SERVICES COMMITTEE**  
**REQUEST FOR PROPOSALS**  
**FISCAL YEAR 2026**

**Introduction**

The Town of Truro, Massachusetts is hereby requesting funding proposals for fiscal year 2026 (July 1, 2025 through June 30, 2026) from human services agencies serving Truro residents. Qualifying agencies are invited to submit funding proposals no later than 4:00 p.m. on Friday, November 8, 2024. Proposals selected for funding will be included in an omnibus appropriation article submitted by the Town of Truro at its 2025 annual town meeting.

**Specifications**

Human services grants will be allocated by the Town to support the overall operations of agencies that provide services to Truro residents, particularly those of low or moderate income and those who are uninsured or underinsured. The Town has designed this grant program to help identify a clearer link between the funding it provides, and the needs identified by the community. Accordingly, priority will be given to locally based human services agencies that are meeting needs not otherwise met.

**Instructions to Applicants**

Please respond to the following proposal application questions completely, and provide copies of all requested documents by the deadline. Where possible, please provide actual figures rather than estimates. Applicants are also welcome to provide additional information or documents not specifically requested here in support of the proposal application. Unfortunately, given the number of qualified applicants and the limitations of available funding, incomplete or late proposal applications will not be considered.

1. Please provide the name, address, telephone number of the Applicant, as well as the email address of the person responsible for submitting this proposal application.
2. Please state the amount of the request, as well as support for any increase from the previous year.
3. Please state the total number of unduplicated Truro clients to whom the Applicant supplied services in the prior fiscal year.

4. Please describe in detail the fees Applicant charges clients, if any, for each type and unit of service.
5. Please estimate, with appropriate support or analysis, the total savings to Truro clients attributable to Applicant's operations.
6. Please provide a copy of Applicant's operating budget for the current fiscal year.
7. Please state, with appropriate support or analysis, the proportion of Applicant's budget expended on direct services to clients in the past fiscal year.
8. Please provide documentary evidence of Applicant's tax-exempt status (or evidence of monitoring by a qualified entity) and confirm that such status is current and has not been suspended or revoked.
9. Please provide a list of the current members of Applicant's Board of Directors or Steering Committee.
10. Please include confirmation from the person responsible for submitting the application proposal that all of the information provided by the Applicant is, to the best of your knowledge, true and complete.

### **Submission of Proposals**

All sealed proposal applications must be submitted no later than 4:00 p.m. on Friday, November 8, 2024 to the Town of Truro, PO Box 2030, 24 Town Hall Road, Truro, MA 02666, attn.: Human Services Committee.

Proposal applications may also be submitted electronically by email to [nscoullar@truro-ma.gov](mailto:nscoullar@truro-ma.gov) or [ntudor@truro-ma.gov](mailto:ntudor@truro-ma.gov) with the subject line Human Services Committee FY26 Proposal Application. All emailed proposal applications must be received by 4:00 p.m. on Friday, November 8, 2024. It is highly recommended that you request a return receipt and/or a delivery receipt when emailing the proposal application. Complete proposal applications not received by the deadline will not be considered.

### **Review of Proposals for Funding**

A public meeting of the Human Services Committee to review all timely submitted proposal applications will be held on Tuesday, November 19, 2024, at 1:00 pm in the Historic Meeting Room, Truro Town Hall, 24 Town Hall Road, Truro. All members of the public are welcome to attend.