

**Town of Whitingham  
Social Service Appropriation Policy**

**PURPOSE:** Under Vermont law, a town may appropriate such sums of money as it deems necessary for the support of social service programs and agencies that provide services to town residents. 24 V.S.A. § 2691. The purpose of this policy is to establish procedures for managing social service agency appropriations that will be voted upon at the Town of Whitingham Annual Town Meeting.

**APPLICABILITY:** This policy applies to appropriation requests from social services agencies and programs subject to the provisions of Title 24, Chapter 73 of Vermont Statutes Annotated. Such programs include, but are not limited to transportation, nutrition, child care, medical care, and other rehabilitative services for persons with low incomes, senior citizens, children, disabled persons, drug and alcohol abusers, and persons requiring employment to eliminate their need for public assistance.

This policy does not apply to town membership organizations such as the Vermont League of Cities and Towns, the Windham Regional Planning Commission, the Windham Solid Waste Management District (or any district or alliance the Town might become part of), or Deerfield Valley Rescue.

**PROCEDURE:** All social service agencies that have an appropriation request must submit a petition for an article requesting an appropriation in accordance with 17 V.S.A. § 2642. Such petition must be signed by at least five percent of the voters of the town and filed with the Town Clerk not less than 47 days before the day of the annual meeting. The petition should be in substantially the following form:

**Petition of Legal Voters of the Town of Whitingham**

We, the undersigned legal voters of the Town of Whitingham, hereby petition the Selectboard to add the following article to the warning for the annual town meeting to be held on Tuesday, March \_\_, 20\_\_:

Shall the Town appropriate \$[insert amount of request] to [insert name of social service agency], for [insert brief description of the purpose of the proposed appropriation] in accordance with 24 V.S.A. § 2691?

Print Name

Address

Signature

\_\_\_\_\_





**Pursuant to 17 V.S.A. § 2642(a)(3)(C), a petition must contain the petition language on every page on which signatures are collected and must contain the printed name, signature, and street address of each voter who signs the petition.**

No proposed article may contain any opinion or comment about the subject being voted upon. Petitions submitted after the deadline will not be honored. Petitions submitted prior to the deadline but not containing the required number of signatures shall be returned by the Town Clerk within 24 hours from receipt stating in writing on the petition why it cannot be accepted. Any petition returned to the petitioners may be amended to correct any stated deficiencies and refiled with the Town Clerk not later than 48 hours after the petition was returned by the Clerk, or the filing deadline, whichever is later. However, supplementary petitions shall not be accepted if the original petition did not meet the filing deadline or did not contain the requisite number of signatures. A contact name and phone number is recommended on each page of the petition.

All social service agencies requesting appropriations under this policy are encouraged to submit a description of the agency's programs for inclusion in the Annual Town Report. Descriptions must be limited to one page and should describe the program or services provided to Town residents. Reports must be submitted, in digital format (not PDF) to the Selectboard Office. Agency representatives are encouraged to attend Town Meeting to explain the appropriation request to the voters and answer their questions.

Approved social service appropriations will not be paid by the Town until after November 1<sup>st</sup>. Payment is subject to the availability of funds.

The foregoing policy is hereby adopted by the Selectboard of the Town of Whitingham, Vermont, this 21st day of December, 2016 and is effective as of this date until amended or repealed.

Keith Bronson, Chair	 _____
Allan Twitchell, Vice Chair	 _____
Greg Brown	_____
Karl Twitchell	 _____
Robin Kingsley	 _____