

April 5, 2016

Carol Minisee  
Community Alliance Against Family Abuse  
P.O. Box 3778  
Apache Junction, AZ 85117-3778

Dear Ms. Minisee:

The Apache Junction Health & Human Services Commission will be conducting a review of applicants for city human services funding for Fiscal Year 2015-2016 at their next regular meeting.

The commission has requested that representatives of your agency be present at the meeting to be held Tuesday, April 12, 2016, at the City Clerk Conference Room, 300 E. Superstition Blvd., Apache Junction, Arizona. The time scheduled for your organization is shown on the enclosed schedule.

It is the intent of the commission to allow each agency 10 minutes to present information regarding their respective requests and an additional 5 minutes to answer commissioners' questions. This is the only meeting at which the commission will hear your agency's presentation. The commission is requesting information on each agency's current and future programs and how the economy has impacted your organization. Please be sure that your representatives are able to provide this information in detail. The Commission has also requested that your agency have specific individuals present at the meeting for the following purpose:

1. Your representatives should be able to answer questions regarding use of funds, programs and record keeping.
2. Your representatives should be prepared to answer questions and provide information on other funding applications and fund raising efforts.

The commission will be formulating their recommendations for funding immediately

Human Services Funding Applicants for FY 2015-16

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following all presentations. All recommendations are forwarded to the Apache Junction City Council for final approval and award of contract for services.

If you will be unable to give a presentation on April 12 or have any questions regarding the procedures, please contact me at (480) 474-5061 or Deputy City Clerk Jan Mason at (480) 474-5068.

Sincerely,

Kathleen Connelly  
City Clerk

Enclosure: Interview Schedule