

**DAVIS FUND COMMITTEE**  
**2026 Organizational Meeting**  
**Wednesday, January 14, 6:00PM**  
**Brunswick Town Hall, Room 206**

**AGENDA**

1. Welcome and introductions
2. Adjustments to the agenda
3. General:
  - a. First Wednesday in May (traditionally when we begin hearing from applicants) is May 6; May 7 will also be available if there are sufficient applications
  - b. Term ending June 30, 2025: Jeff Ward
  - c. Terms ending June 30, 2026: Alison Harris and Annee Tara
4. Proposed 2026 Schedule:
  - a. January 14, 2026 – Organizational meeting
  - b. Feb/March (*final dates determined with Deb*):
    - i. Application forms with instructions available
    - ii. Notice on Town website
    - iii. Advertised in *Times Record*
    - iv. Press release to the *Times Record*
  - c. March 1-31 – Follow-up calls from Committee members to 2025 grantees
    - i. “How’s it going...?”
    - ii. Report & application deadline reminder (*both April 24, 2025*)
  - d. Thursday, April 24, 4:30 PM – Application deadline
  - e. Tuesday, April 29 – Packets available for pick-up by Committee members at Town Hall
  - f. Wednesday, May 6 (and possibly Thurs May 7) – Grants meeting
    - i. 6:00 PM (5/6) – Business meeting (selection of officers for 2026)
    - ii. 6:30 PM – Applicant interviews (*10 minutes each*)
    - iii. ??? PM – Recommendations to Town Council
    - iv. Monday, May 19 – Town Council action on recommendations (*tentative*)  
(*Letters and checks to grantees sent shortly after Town Council meets*)
5. Review and update of 2025 materials
  - a. Application form with instructions
  - b. Advertisement and press releases
  - c. Award letter
6. Other Business: Assignments for 2025 grantee follow-up in March
7. Discussion: Outreach to potential applicants