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P.O. Box 1522, Provincetown, MA 02657  
Phone: (508) 487-9445 FAX: (508) 487-0565

October 14, 1995

To the Honorable Selectman of the Town of Provincetown,

In a recent discussion with Chairman Rabinowitz, she assured me that you would be comfortable with my making some suggestions in relation to the regulations for the use of town hall auditorium, in particular, use by non-profit organizations.

For the past four seasons, I have coordinated fundraising events for the Provincetown AIDS Support Group. During this time I have used Town Hall auditorium on numerous occasions. Both the former and the current secretaries to your board have always been most helpful and supportive in helping me to arrange for use of the facility. Through their support and attention to detail, they both have been instrumental in helping our agency to secure facility use.

This assistance proved most important over the past two years as we had to contend with an outside -for profit- production company who came into town with the claim of producing fundraisers for local non-profit agencies. The first year the proceeds were to benefit the PASG; however, after the producer deducted his excessive expenses, the PASG received \$600.00 which was only secured after redepositing a returned check. I would also like to add that the \$600.00 was realized from shows which the producer sold out at Town Hall with ticket prices at \$20.00 each. The following year, 1995, I am not certain which agency the producer claimed as his beneficiary, but no local agency with which I am familiar seems to have benefitted from any proceeds.

I would like to propose the implementation of a plan whereby local non-profit agencies - including social services, theaters, art associations, civic associations etc.- receive priority for use of town hall auditorium. Further priority would go to events which were designed to give local agencies the largest net receipts. If the event is coordinated by an outside company, then a contract clearly stating the financial arrangements between said company and the nonprofit would need to be presented at the time of application for non profit rate.

The non-profit agencies of the town of Provincetown have realized the need for collaboration in fundraising efforts and also the need to raise greater amounts during the tourist season to support our community services year-round. We know that we ask much of our town and are committed to "taking care of ourselves" and lessening the burden of the people who support us year-round. If the town were to give local non-profits priority use of town hall auditorium, we could organize events which would facilitate our "taking care of ourselves."

I hope I have presented some valuable ideas for consideration and would like to thank you for your willingness to listen. I realize that I could not ethically sit on any kind of policy making committee, but would be happy to serve on a review or advisory committee.

Respectfully submitted,



Douglas M. Brooks



The Commonwealth of Massachusetts  
Executive Office of Health and Human Services  
Department of Public Health  
150 Tremont Street, Boston, MA 02111

WILLIAM F. WELD  
Governor

ARGEO PAUL CELLUCCI  
Lieutenant Governor

GERALD WHITBURN  
Secretary

DAVID H. MULLIGAN  
Commissioner

October 31, 1995

Len Stewart  
Executive Director  
Provincetown AIDS Support Group  
P.O. Box 1522  
Provincetown, MA 02657

Dear Mr. Stewart:

The Massachusetts Department of Public Health HIV/AIDS Bureau is pleased to award funding for HIV/AIDS Prevention and Education services to your agency. The award comes as a result of the Request for Proposals issued August 7, 1995. The initial award of \$14,667 will be available from November 1, 1995 to June 30, 1996 and will annualize in FY'97 to \$22,000.

Funding for this contract will stem from the federal Centers for Disease Control Cooperative Agreement (CFDA# 93.118, Acct# 4513-9018) on a cost reimbursement basis. All future funding is contingent upon appropriation by the CDC. Since this contract is federally funded, your agency may be required to adhere to the auditing guidelines of OMB Circular A-133. You should bring this to the attention of your auditor as early as possible.

Congratulations on the award and thank you for your commitment to this program.

Sincerely,

A handwritten signature in dark ink, appearing to read "John Auerbach", written over a horizontal line.

John Auerbach  
HIV/AIDS Bureau Director



# KLEINFELD & DEPAOLA

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482-0629

November 7, 1995

Mr. Len Stewart  
Acting Executive Director  
Provincetown Aids Support Group  
96 Bradford Street  
Provincetown, MA 02657

Re: Estate of David Garrick  
Our File No. D.5083

Dear Mr. Stewart:

In accordance with our correspondence to you dated October 17, 1995, the First Account therein, and my Memorandum of Disbursements, enclosed please find your first partial distribution from the Estate of David D. Garrick.

Over the next few months we will use our best efforts to determine all future tax liabilities, collect the balance of the Garrick assets and liquidate the balance of the personal property.

As of this writing, I expect that the Second Account will be the Final Account with a final distribution.

If you have any questions with regard to this matter, please do not hesitate to contact me.

Very truly yours,

Leonard F. DePaola, Executor  
Estate of David D. Garrick

LFD/ljc  
Enclosure



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October 25, 1995

Ms. Ruth Karacek  
Deaconess Hospital, AK6  
One Deaconess Road  
Boston, MA 02215

Dear Ms. Karacek:

Thank you for inviting the Provincetown AIDS Support Group to submit a proposal for funding through the Deaconess Hospital's grant program in 1996.

We have benefitted in the past from the generosity of the Deaconess Hospital, and have used your financial assistance to develop and implement our highly-utilized, coordinated Transportation Program, without which our clients and other people living with AIDS on Cape Cod would not be able to access the specialized medical care they need from the infectious disease centers in Boston.

Our proposal for 1996 again seeks your assistance for this program. It is probably the single most important direct service we provide our clients and others on the Cape, and we need your help as badly as ever to help us continue and expand the program. In our proposal for 1996, we are asking for a \$20,000 grant to help fund the Transportation Coordinator's salary and benefits (in the context of a \$53,000 total program which utilizes as well some 30-40 volunteers who provide 2,600 hours of volunteer time).

Thank you for your consideration, and that of your HIV Consultation Team. Please let me know if we can provide further information to assist you in your determinations.

Sincerely,

Len Stewart  
Executive Director

cc: PASG Board of Directors  
Development Director Douglas Brooks  
Cape Cod AIDS Council  
VNA of Central and Outer Cape



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Nancymarie Schwinn, Town Executive  
Town of Orleans  
19 School Road  
Orleans, MA 02653

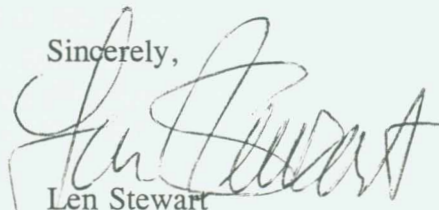
Dear Town Executive Schwinn:

Enclosed is a request for funding for FY '97 from the Town of Orleans. Also enclosed are copies of our 501(c)(3) status and our audited financial statement summary for FY '94, which is the most recent available. Our accountant is currently working on our FY '95 financial statement.

Over the past year, we have served an increasing number of Orleans residents; and we have offered more services to that part of the Outer Cape. I would be pleased to come and meet with you or your Human Services Committee or Board of Health to discuss the PASG and its programs at any time you find convenient. Or, we would be very happy to host you or members of those boards here at our service headquarters and show you our programs in action.

In any case, please let us know if we can provide you with further information in support of this request for FY 1997 funding. Thank you for your consideration.

Sincerely,



Len Stewart  
Executive Director

cc: PASG Board of Directors  
PASG Consumer Advisory Board