

To: Department Heads

From: SWAP (Senior Tax Work Off Abatement Program) Committee

Re: SWAP Evaluation

Why Do I Need to Complete This?

The SWAP program provides free staffing support for town departments and allows older homeowners the opportunity to “work off” taxes. This year the program was revised, we would really appreciate your feedback to ensure this program is a success and that we correct any areas that did not operate as intended.

Department: _____

Supervisor: _____

SWAP Participant: _____

Did the participant meet the expectations of the position? (Please give as much detail as you feel necessary. Such as was the skill set appropriate, was the individual on time, etc?)

As a supervisor, did you feel equipped to implement the SWAP participant in your department? If not, how could we have helped you?

What question(s) could we ask in the screening placement to ensure the best match between the applicant and the departmental supervisor?

Please return completed forms to swap@eastlongmeadowma.gov upon the completion of your SWAP participant's hours or by December 1, 2016, whichever is first.