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CITY OF DANBURY
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE
DIRECTOR FINANCE

(203) 797-4652
FAX: (203) 796-1526

MEMORANDUM

DATE: 9/23/2012
TO: MARK D BOUGHTON VIA THE CITY COUNCIL
FROM: DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DST/sk*
RE: RESOLUTION-UNITED WAY FUNDING-SHELTER

Attached for your review is a resolution that will allow the City of Danbury Health and Human Services Department to apply for and accept funding from the Federal Emergency Management Agency (FEMA) through the United Way.

The funding request is for \$3,000 and will be used for the City's homeless shelter operations. Funding period covers 1/1/12-12/31/12 and there is no local match required.

The City Council is respectfully requested to consider this resolution at its next meeting. If you have any questions or require any additional information, please contact my office at 203-797-4652.

DST/sk

cc: S. Leroy



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A.D. 2012

RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

WHEREAS the Federal Emergency Management Agency (FEMA) through the United Way, has notified the City of Danbury of a funding opportunity available to the City's shelter;

WHEREAS if awarded, this 'mass-shelter' funding will be used by the City of Danbury Health and Human Services department to offset costs associated with the daily operation of the shelter;

WHEREAS, if awarded, this funding request, covering 1/1/12-12/31/12, will not exceed \$3,000 and requires no City match;

NOW, THEREFORE BE IT RESOLVED that Mark D. Boughton, Mayor of the City of Danbury, or Scott T. Leroy, Director of Health, is authorized to apply for and accept this funding from FEMA and to do all things necessary to effectuate the purposes thereof.



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CITY OF DANBURY

HEALTH, HOUSING & WELFARE DEPARTMENT
155 DEER HILL AVENUE, DANBURY, CT 06810

Central Health & Housing Office
203 - 797-4625
Fax 796-1596

Central Welfare Office
203 - 797-4569
Fax 797-4566

September 12, 2012

Mayor Mark Boughton and City Council
City Hall
155 Deer Hill Avenue
Danbury, Connecticut 06810

RE: Phase 30 Emergency Food and Shelter Program 1/1/2012 through 12/31/2012

The City of Danbury relies heavily on United Way of Western Connecticut, Local Board Emergency Food and Shelter Program (EFSP) to assist in funding the Emergency Shelter and Day Center operational costs. The total funding request is \$3000.00 for a period of January 1, 2012 through December 31, 2012. Required and necessary operating expenses will be funded through this much needed grant.

There are no matching requirements for this fund. It is important that a Resolution be approved by the City Council to cover expenses incurred by the Emergency Shelter and Day Center during their days/hours of operation on a daily basis. Without the City's assistance, our Emergency Shelter, Day Center and its much needed services would be decreased. In the past, the City of Danbury has been supportive of the needs and efforts that the Emergency Shelter and Day Center has provided to the homeless and those at risk of becoming homeless. In today's struggling and difficult times, the Emergency Shelter will continue to provide services and assistance to this much needed population and will support and promote the Mayor's Ten Year Plan to End Homelessness.

It is also critical that our State and Federal Legislative Delegation be mindful of the role the City of Danbury is playing in assisting homeless persons. It is important that we continue to seek funding for these invaluable human services.

Sincerely,

Scott T. LeRoy, MPH, MS
Director of Health and Human Services

Medical Outreach 797-4567
Eviction Prevention 797-4565
Information-Referral 797-4569

Dial 2-1-1 for all
Connecticut Services!

Emergency Shelter 796-1661
Em. Shelter Fax 796-1660
Administration 796-1504

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EMERGENCY FOOD & SHELTER PROGRAM
Application for Phase 30 Funding (Begins 1/1/2012)

The original and two copies of this application and all attachments must be received by noon on _____. In addition, the application MUST be emailed to karen.mello@uwwesternct.org by the stated deadline.

Send to: United Way of Western Connecticut
Attn: Karen Mello
85 West Street
Danbury, Connecticut 06810

PART I. APPLICANT ORGANIZATION

Agency Name: City of Danbury
Address: 155 Deer Hill Avenue Danbury CT 06810
Contact/Title: Scott LeRoy, MPH Director of Health
Phone/Extension: (203) 797-4625 Fax: 203-796-1596 Email: S.Leroy @danbury-ct.gov
Executive Director: Suzanne Zaborowski, Social Service Manager
Phone/Extension: (203) 796-1504 Email: S.zaborowski @ danbury - ct. gov

PART II. ELIGIBILITY CRITERIA

Nonprofit status: The agency is a public or private nonprofit organization. (Check one)

- Government Agency (public entity)
 Private Nonprofit (501(c) 3 or 501(c) 4): If your agency has not previously received EFSP funds, attach Federal tax exempt letter.
 Local Recipient Organization Certification completed and submitted
 Certification Regarding Lobbying completed and submitted
 List DUNs Number here or indicate need to obtain: _____

Is your organization debarred or suspended from receiving Federal Funds? Yes No

Accounting System: The organization has an established accounting system and conducts an independent annual audit.

Yes. Please indicate the CPA firm which conducted the organization's most recent financial audit and the time period covered by the audit:

Attach a copy of the organization's most recent audit if your agency has not received EFSP funding in the last 5 years.

No. The organization does not conduct an independent annual audit. Please attach current internal agency budget and year-to-date financial statements

Define the geographical boundaries of the service(s) for which EFSP funds are requested.

ACCESSIBILITY

Is your facility accessible for people with disabilities? (Check one) Yes No

PART III. FUNDING REQUEST SUMMARY

Indicate the amount of funds you are requesting for each service category. Pay close attention to the definitions provided in the application packet. Total your requests at the bottom of the chart. **REQUEST ONLY WHOLE DOLLAR AMOUNTS.**

CATEGORY	TYPE OF ASSISTANCE	ESTIMATED UNITS OF SERVICE	AMOUNT REQUESTED
FOOD	A. Served Meals/Mass Feeding	(# of meals served)	\$
	B. Other Food		\$
SHELTER	C. Mass Shelter	(# nights lodging from these funds)	\$3000.00
	D. Other Shelter	(# motel/hotel nights)	\$
	E. Rent/Mortgage Assistance*	(# of bills paid from these funds)	\$
SUPPLIES/EQUIPMENT	F. Supplies/Equipment		\$
ENERGY	G. Utility Assistance*	(#bills paid to an individual or family)	\$
TOTAL REQUESTED			\$ 3,000.00

*Coordination needed to avoid duplication of assistance provided to clients

PART IV. UTILIZATION OF EFSP FUNDING

1) For **each TYPE OF ASSISTANCE** listed in the table above that you are requesting EFSP funds, provide:

- a) a brief description of the services you are currently providing in that category
- b) the target population served
- c) a description of how EFSP funds will be used to supplement or enhance existing services (refer to explanations of allowable usage provided in the application packet.)

Note: Add additional space as needed below.

The City of Danbury's Emergency Shelter provides 20 beds for homeless individuals (10 for men, 5 for women, 5 for homeless veterans). The Emergency Shelter is open 5 days a week supervised by City staff and on weekends supervised by MCCA. The Emergency Shelter offers a variety of services during their operational hours of 8:30am to 2:00pm offering those who are homeless or at risk of becoming homeless, access to showers, phone, laundry facilities, lunch, mail, and various appointments for case management opportunities. Information in the form of referrals and coordination of needed services and community resources are provided on a daily basis to all individuals using the Day Center.

The City Shelter has seen an increase number of young adults visiting the shelter, including many individuals from outside the Connecticut area. Due to the age and condition of the Emergency Shelter previous funding has allotted the shelter to purchase new chairs, added items for personal use and hygiene, needed supplies, etc. The Shelter will continue to operate pending any and all funding, whether approved, reduced or denied, as to facilitate the assistance of this population in dire need.

Due to the increase economic hardships in the United States and our own community, the Emergency Shelter has been filled with individuals seeking both shelter and assorted services. For the first 7 months of 2012, the Day Center has seen individuals on a daily basis using our services numerous times. The reporting number of clients using the Day Center from January 1, 2012 through July 31, 2012 was 6,891. Unfortunately, as we continue through the summer months and into the fall/winter, our numbers have increased since last year.