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CITY OF DANBURY

OFFICE OF THE MAYOR
155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

MARK D. BOUGHTON
MAYOR

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September 23, 2013

Honorable Members of the City Council
City of Danbury, Connecticut

Dear Council Members:

For several months I have been working with Danbury's Promise For Children Partnership to begin to aggregate all of the services available to children ages birth to 8 in the City of Danbury.

Through our discussions, it has become clear to me that we need to create an entity to help develop and nurture this initiative by establishing an "Office of the Young Child".

The "Office of the Young Child" is temporarily located on the campus of Family and Children's Aid. Its purpose is to implement the strategic plan that has been developed for the Promise, and to leverage all of the various services and resources that are available to parents and our children by pulling them together under one roof. The Promise has been successful at acquiring a large grant (several hundred thousand dollars), that will help pay for the implementation of the strategic plan.

At this time, I am respectfully requesting a modest local match of \$12,500 from the City of Danbury to help fund the new "Office of the Young Child".

Thank you for your consideration.

Sincerely,

Mark D. Boughton
Mayor

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155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE
DIRECTOR OF FINANCE

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MEMORANDUM

TO: Mayor Mark D. Boughton via the City Council

FROM: Dan Garrick, Assistant Director of Finance *DG*

DATE: September 24, 2013

CERTIFICATION #1

SUBJECT: Certification of Funds – Office of the Young Child

As per the attached letter from Mayor Mark Boughton, I hereby certify the availability of \$12,500 to be transferred from the Contingency account to a new account to be established for the City's share of the Office of the Young Child grant.

The status of the Contingency account is as follows:

Budgeted Amount:	\$450,000
Less this request:	<u>-12,500</u>
Balance:	\$437,500

Please feel free to contact me should you require any additional information.