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CITY OF DANBURY
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M E M O R A N D U M

DATE: 05/21/2013
TO: HON. MARK D. BOUGHTON VIA THE CITY COUNCIL
FROM: DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *DW*
RE: RESOLUTION-PHBM CONTRACT INCREASE - HEALTH

Attached for your review is a resolution that will allow the City of Danbury, Department of Health and Human Services, to accept additional funding from the State of Connecticut, Department of Public Health for the existing 'Preventive Health Block' Skin Cancer Awareness contract.

This additional funding, in the amount of \$4,208, increases the contract that covers 7/1/12-6/30/14 to \$27,698. First year funding, covering 7/1/12-6/30/13, is \$11,745 and second year funding, covering 7/1/13-6/30/14, will be \$15,953. There is no local match required.

The City Council is respectfully requested to consider this resolution at its next meeting.

Attach.

DWS/sk

Cc: S. Leroy

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RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A.D. 2013

RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

WHEREAS, the State of Connecticut Department of Public Health has notified the City of Danbury Health and Human Services Department of an increase to the existing LHD - Skin Cancer Prevention contract; and

WHEREAS, the additional award of \$4,208 will increase the existing contract to \$27,698 covering the period 7/1/12 - 6/30/14; and

WHEREAS, the first year of funding from 7/1/12 - 6/30/13 is \$11,745 and the second year of funding from 7/1/13 - 6/30/14 is \$15,953 with no local match required; and

WHEREAS, funding is being used for implementing skin cancer awareness and prevention programs aimed at the adolescent population.

NOW THEREFORE BE IT RESOLVED THAT Mark D. Boughton, Mayor of the City of Danbury or Scott T. LeRoy, Director of Health as his designee, is hereby authorized to apply for and accept said funds and to execute all contracts and agreements necessary to effectuate the purposes thereof.

IMPACT STATEMENT

**2013-2014 Preventive Health and Health Services Block Grant
Continuation Funding Application
Local Health Department Allocation
Contract Log # 2012-0014**

Initial Amount Awarded For This Program: \$23,490
Amended Amount: \$27,698
Contract Period: July 1, 2013 to June 30, 2014

Program Impact

This grant funding award will be increased during FY 2013-14 from \$11,745 to \$15,953 to enable the City of Danbury to implement a variety of prevention and awareness activities to address the increasing incidence of skin cancer presenting in our community's adolescent population.

Proposed objectives will include the following:

- Increase awareness of the harmful effects of the sun's ultraviolet rays and influencing sun safety practices.
- Guide participants through the process of assessing their current knowledge, attitudes, and sun safety practices through a pre and post test survey.
- Develop and implement educational programs that contain practical sun safety activities and practices.

Primary beneficiaries will be students attending the city's two public middle schools, Broadview Middle School and Rogers Park Middle School as well as at Danbury High School.

Fiscal Impact

The federal grant funds are available through the Connecticut State Department of Public Health (DPH). For the two-year contract period, funding in the amount of \$27,698 will be made available to the City's Health Department to implement prevention-based activities designed to reach the adolescent population.

This grant will include a salary and fringe benefit allocation for SBHC Advanced Practice Nurse Practitioner staff who are responsible for carrying out all proposed grant deliverables as well as a 3% audit fee.

Anticipated Grant Lifetime

The Preventive Health Block Grant (PHBG) funding is awarded to Local Health Departments (LHD) on an annual basis and follows the City fiscal year. PHBG was awarded and utilized for

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State of Connecticut
 Department of Public Health
 Contract Amendment

Contract No.: #2012-0232
 Amendment No.: #2012-0232-1
 Term of Contract: 07/01/2012 - 06/30/2014

The Contract between City of Danbury (the Contractor) and the Department of Public Health (the Department) which was executed by the parties on August 3, 2012 is amended as follows:

- The funding for Funding Period One remains unchanged at \$11,745. Additional funding in the amount of \$4,208 in Funding Period Two is awarded under this Contract for Federal Fiscal Year 2013. The total maximum amount payable under the Contract as hereby amended and shall not exceed \$27,698.
- The payment schedule for Funding Period Two of the original Contract is deleted and replaced by the following:

Funding Period TWO: 7/1/13 to 6/30/14

| Payment # | Max. Amount | Payment Conditions | Not Before: |
|-----------|-------------|---|------------------|
| 3 | \$7,977 | At the beginning of the second Funding Period of the Contract | July 1, 2013 |
| 4 | \$7,976 | upon receipt and approval by the Department of the Final Reports and any refund due to the Department from the previous Contract Funding Period and first reports from the Current Contract Funding Period. | February 1, 2014 |

- The approved budget for Funding Period Two of the original Contract is deleted and replace by the following:

Funding Period TWO: 7/01/13 to 6/30/14

Program: Skin Cancer Prevention and Education

| | Program: Fund: 12060 | PHHS SID: 21530 | Total |
|--|-------------------------|--------------------|-----------------|
| 1) Salaries and Wages | | 12,654 | 12,654 |
| 2) Fringe | | 1,392 | 1,392 |
| 3) Educational Materials | | 500 | 500 |
| 4) Office Supplies | | 103 | 103 |
| 5) Medical Materials | | 750 | 750 |
| 6) Other Expenses (List Below) | | | |
| a) Audit Fee @ 3% | | 479 | 479 |
| b) Public Liability @ 4.657/\$1,000 total expenditures | | 75 | 75 |
| | Total DPH Grant | \$15,953 | \$15,953 |

- All provisions of this Contract, as hereby amended, except those provisions specifically changed by this amendment shall remain in full force and effect.