

17



CITY OF DANBURY

HEALTH & HUMAN SERVICES DEPARTMENT
155 DEER HILL AVENUE, DANBURY, CONNECTICUT 06810

Central Health Office
Tel: (203) 797-4625
Fax: (203) 796-1596

Social Services Office
Tel: (203) 797-4569
Fax: (203) 797-4566

April 21, 2014

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

RE: Letter of Agreement for Veterans Farmers Market Nutrition Program

The City of Danbury has been asked to participate in a pilot program offered by the Connecticut Department of Agriculture and our community veterans. The City of Danbury Health and Human Services will be the local coordinating agency (LCA) that will distribute/administer the Veterans Farmers' Market Nutrition Program (VFMNP) booklets to those veterans that fall within the federal guidelines provided to the LCA.

THERE IS NO MATCHING REQUIREMENTS FOR THIS FUND. Veterans must have a maximum household income of not more than 185 percent of the annual poverty guidelines. This program provides benefits to eligible veterans to buy fresh fruits, vegetables and honey at certified farmers markets. Each eligible veteran receives seven (7) three- dollar checks (\$21.00 per veteran, per market season).

This is one more viable program and benefit to our dedicated veterans that our local community can provide. If you have any further questions, please contact me.

Sincerely,

Scott LeRoy
Director of Health and Human Services

17-1



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A.D. 2014

RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

WHEREAS, the City of Danbury has been asked to participate in a pilot program offered by the State of Connecticut Department of Agriculture to aid our community veterans; and

WHEREAS, the City of Danbury's Health and Human Services Department wishes to enter into a Letter of Agreement (LOA) with the Department of Agriculture for coupon booklets to be provided to Veterans as part of the Farmer's Market Nutrition Program; and

WHEREAS, said coupons are to be issued to eligible Veterans to enable them to purchase fresh fruits and vegetables at the local Farmer's Market during the summer of 2014; and

WHEREAS, the period for the availability of this grant is June 2014 through October 31, 2014; and

WHEREAS, no local match is required.

NOW, THEREFORE, BE IT RESOLVED THAT, the Mark D. Boughton, Mayor of the City of Danbury or Scott T. LeRoy, Director of Health, as his designee, is authorized to sign the LOA with the State of Connecticut Department of Agriculture and to do all things necessary to administer the Veteran's Farmer's Market Nutrition Program.

17-2

LETTER OF AGREEMENT (LOA)
BETWEEN THE:
CONNECTICUT DEPARTMENT OF AGRICULTURE (DoAg)

&
THE LOCAL COORDINATING AGENCY (LCA) Administering the
Veterans Farmers Market Nutrition Program (VFMNP)

Eligibility Guidelines for the Veterans FMNP:

All participants must have received an honorable discharge or general under honorable discharge. Veterans with a service connected disability from the Armed Forces of the United States are also eligible. Veterans must have a maximum household income of not more than 185 percent of the annual poverty income guidelines. Single person=\$21,257 Couple=\$28,694

Services to be performed by LCA

1. Provide a secured and locked location for the VFMNP checks.
2. Upon receipt of the VFMNP checks, verify, sign and return **Site Receipt Acknowledgement**.
3. Provide one booklet (\$15.00) of VFMNP checks to Veterans that have been through proper means testing and fall within the federal guidelines provided.
4. Make sure all eligible Veterans properly fill out the **Check Booklet Receipt** and sign it.
5. LCA's shall keep all copies of all VFMNP paperwork, Check Booklet Receipts, and undistributed VFMNP check booklets for three (3) years.
6. Provide a hearing for Veterans wishing to appeal their eligibility or refer them to the state for an eligibility appeal.
7. Return the VFMNP Check Distribution Report by October 31st of the program year.
8. Distribute surveys to participating Veterans and return to the DoAg when complete.

Upon signing of the Letter of Agreement, I hereby verify this local coordinating agency (LCA) is capable of providing the services listed above; shall at any time we not be able to provide these services, we will notify the DoAg and discontinue the Veterans Farmers Market Nutrition Program. This LCA shall keep copies of all documents, check receipts, and undistributed VFMNP check booklets associated with the VFMNP for a minimum of three (3) years and provide them upon request. DoAg has notified this LCA that funding is not guaranteed and this site may be subject to compliance audits by state or federal officials.

STATE OF CONNECTICUT

LOCAL COORDINATING AGENCY



Richard Macsuga
VFMNP Coordinator

LCA Coordinator Signature

Feb 1, 201X

Date

Printed Name

LCA Agency Name

Date Signed: _____

The VFMNP is an equal opportunity provider
This program is supported by funding from the United States Department of Agriculture and the Connecticut Department of Agriculture.