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# CITY OF DANBURY

OFFICE OF THE MAYOR  
DANBURY, CONNECTICUT 06810

MARK D. BOUGHTON  
MAYOR

(203) 797-4511  
FAX (203) 796-1666

June 23, 2008

Honorable Members of the Common Council  
City of Danbury

Dear Common Council Members,

Governor Jodi Rell is providing the City of Danbury a State of Connecticut grant of \$15,000 for the administration of the S.A.V.E. – Seniors Adding Valuable Experience program. The Volunteer Center serving Western Connecticut will contract with the City to recruit and screen participants in the program.

I am writing to request your authorization to accept these grant funds in anticipation of a late Summer launch of S.A.V.E. Thank you for your consideration.

Sincerely,

Mark D. Boughton  
Mayor

MDB/mm  
Attachments

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# RESOLUTION

CITY OF DANBURY. STATE OF CONNECTICUT



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RESOLVED by the Common Council of the City of Danbury:

**WHEREAS**, the State of Connecticut Office of Policy and Management has proposed a project grant of \$15,000.00 to assist in the administration of the City's Seniors Adding Valuable Experience ("S.A.V.E") program; and

**WHEREAS**, the S.A.V.E program offers qualified seniors an opportunity to provide services to non-profit organizations and City departments in exchange for property tax credits; and

**WHEREAS**, the S.A.V.E. program will be administered by the Volunteer Center serving Western Connecticut and Danbury; and

**WHEREAS**, no local match is required.

**NOW, THEREFORE BE IT RESOLVED THAT** Mayor Mark D. Boughton or his designee be and hereby are authorized to apply for and receive an Office of Policy and Management grant for the purposes of the S.A.V.E program and execute such documents as may be necessary to further the purposes thereof.

**IT IS FURTHER RESOLVED THAT** the City of Danbury adopts as its policy the support of the non discrimination agreements and warranties required under CGS 4a-60(a)(1) and 4a-60a(a)(1), as amended in State of Connecticut Public Act 07-245 and sections 9(a)(1) and 10(a)(1) of Public Act 07-142.

Grant Application Form  
State of Connecticut  
Office of Policy and Management

Name of Grantee: City of Danbury

Address of Grantee: 155 Deer Hill Avenue, Danbury, CT 06810

Telephone Number of Grantee: 203-797-4511

Name and Title of Authorized Official: Honorable Mark D. Boughton, Mayor

**1. BUSINESS INFORMATION**

1a. Federal Employer Identification Number: 06-6001868

1b. Grantee's Fiscal Year: From 7/07 To 6/30/08

**2. PROJECT INFORMATION**

2a. Amount of Proposed Grant Award: \$15,000

2b. Provide the following:

- Project Title: SAVE Program
- Project Goals and Methodology to Achieve Such Goals
- Project Budget
  - Provide a line item income and expense budget for the project. Budget should delineate state funding from non-state funding. Identify state funding by state agency.
- Are the services associated with this project approved, certified, licensed, regulated, etc., by a state agency?  Yes  No. If yes, provide name of state agency and documentation of status.

**3. OTHER INFORMATION**

3a. Submit an up-to-date certified resolution that was passed by the Town's governing board authorizing the following:

- Submission of this grant application;
- Project budget related to this grant application; and
- The name and title of the individual who can sign the grant application and grant award.

The certified resolution should be signed by the Town Clerk and embossed with the corporate seal.

My signature below, for and on behalf of CITY OF DANBURY, indicates  
Name of Grantee  
acceptance of the following and further certifies that:

1. I have the authority to submit this grant application;
2. I have read, understand, and will comply with the General Grant Conditions;
3. I understand that funding associated with this grant application is one-time in nature and that there is no obligation for additional funding from the Office of Policy and Management or the State of Connecticut;
4. I understand that should this grant application be approved, such state funds shall be expended no later than June 30, 2008;
5. I understand that requests to extend the grant end date shall be submitted in writing to the Office of Policy and Management no later than thirty (30) days before the grant end date of June 30, 2008;
6. I understand that unexpended funds shall be returned to the State of Connecticut within sixty (60) days of the grant end date;
7. I understand that if this organization meets the requirements of the State Single Audit Act, Sections 4-230 through 4-236, as amended, of the Connecticut General Statutes, the organization is required to submit a State Single Audit, at its own expense, no later than six (6) months after the end of the audit period. If this organization is not required to submit a State Single Audit, the organization is required to submit a final accounting of the grant expenditures within sixty (60) days of the grant end date; and
8. I hereby certify that the statements contained in the responses to this application and accompanying documents are true to the best of my knowledge and belief and that I know of no reason why the applicant cannot complete the project in accordance with the representations contained herein.

YEB  
Applicant's Signature

MAYOR  
Title

6/12/08  
Date

CITY OF DANBURY  
Name of Grantee

**2b. Provide the following:**

- **Project Title:** S.A.V.E. Program [Seniors Adding Valuable Experience]

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- **Project Goals and Methodology to Achieve Such Goals:**

The S.A.V.E. Program's Goals are:

- Assist financially qualified Danbury residential homeowners who are at least 65 years old to reduce their real estate tax burden.
- Increase seniors' volunteer service to the Danbury community.

The S.A.V.E. program will connect seniors with volunteer service throughout Danbury in city departments and nonprofit agencies. The program will be administrated by The Volunteer Center serving Western Connecticut and the City of Danbury. Participating seniors will receive a \$600 property tax credit per person for next year after completion of 100 hours of service.

S.A.V.E. is open to qualifying Danbury residential homeowners aged 65 and above, with the following income limits:

For a single person, applicants must have an annual income from all sources of no more than \$52,500, or no more than \$59,200 for a family, not necessarily a married person. Married applicants whose individual annual income, separate from their spouse, is no more than \$52,500 are also eligible.

All information regarding income will be kept strictly confidential.

Placements are based on the skills and interests of the applicant and on the needs of city departments and Danbury nonprofits. Applicants have the right to refuse placements, as does each city department head or nonprofit. However, each applicant will be given a maximum of three interviews. If none of these is accepted, there can be no guarantee of other placement.

Service tasks could include clerical, such as typing, filing, answering phones, and similar administrative support, as well as light maintenance work, either indoors or outdoors. In addition, seniors with specialized skills including but not limited to: engineering, electrical, mechanical and technical will be encouraged to participate.

- **Project Budget**

S.A.V.E. Budget 2008-2009		
Income:		
Grant		\$ 15,000.00
Expense:		
Staff Salary		
Executive Director	3 hr p/week	\$ 9,000.00
Associate Director	5 hrs p/week	\$ 4,750.00

Shirts for City Hall Volunteers		\$ 1,250.00
Total Program Budget		\$ 15,000.00