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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: 7/20/11
TO: HON. MARK D. BOUGHTON VIA THE CITY COUNCIL
FROM: DAVID W. ST. HILAIRE, DIRECTOR OF FINANCE *Dst*
RE: RESOLUTION-DANBURY YOUTH SERVICES

Attached for your review is a resolution which would allow the City of Danbury, in conjunction with Danbury Youth Services, to apply for and accept funding from the State of Connecticut Department of Education.

Danbury Youth Services uses this funding to support Youth and Family Counseling, Crisis Intervention, and Substance Abuse Prevention. The contract is for two years, July 1, 2011-June 30, 2013 and funding will not exceed \$70,000 per year. The local match will be met through the use of the City of Danbury's fiscal year appropriations to Danbury Youth Services.

The City Council is respectfully requested to consider this resolution at its next meeting. Please contact me should you require any additional information.

DWS/sk



RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____ A.D. 2011

RESOLVED BY THE CITY COUNCIL OF THE CITY OF DANBURY

WHEREAS, the State of Connecticut Department of Education has made grant funds available to the City of Danbury for Youth Services Bureau operations; and

WHEREAS, this cost sharing grant and enhancement grant contract is for a period of two years, July 1, 2011- June 30, 2013, for an amount not to exceed \$70,000.00 per year; and

WHEREAS, it is deemed to be in the best interest of the City of Danbury to accept this funding for Danbury Youth Services to use to enhance its services to the community.

NOW, THEREFORE, BE IT RESOLVED THAT Hon. Mark D. Boughton as Mayor of the City of Danbury, is hereby authorized to apply for and accept said funding and execute any and all documents to effectuate purposes thereof.



Danbury Youth Services, Inc.
Strengthening Youth and Families

91 West Street, Danbury, Connecticut 06810
(203) 748-2936 • (Fax) 203 797-8568
www.danburyyouthservices.org

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July 11, 2011

Mayor Mark D. Boughton via the City Council
City of Danbury
155 Deer Hill Avenue
Danbury, Ct. 06810

Enclosed is the State Department of Education (SDE) grant for Danbury Youth Services, Inc., the official Youth Services Bureau for the City of Danbury. DYS was informed by SDE that two SDE funded grants (1) Youth Services Bureau State Cost Sharing Grant (\$60,811) and a Youth Services Bureau Enhancement Grant (\$7550 and no required match) will be funded at the same level as contract 2009 – 2011.

I would appreciate your assistance in placing a resolution on the consent calendar for the regular Common Council meeting for August, 2011. In advance of this meeting, I will be sending a grant application to the state for the funding by July 15, 2011. Once signatures have been obtained, I will send signature pages to SDE to complete the grant package.

This contract is for July 1, 2011 – June 30, 2013 – a two (2) year contract.

I appreciate your kind consideration.


Julie Schmitter
Executive Director

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ED114 FISCAL YEAR 2011

ED114 BUDGET FORM

GRANTEE NAME: Danbury Youth Services, Inc. VENDOR CODE: 34

GRANT TITLE: ENHANCEMENT GRANT PROGRAM
 PROJECT TITLE:
 FUND:11000 SPID:16201 PROGRAM: 82079 CHARTFIELD1: 170002
 BUDGET REFERENCE: 2012 CHARTFIELD2:

GRANT PERIOD: 07/01/2011 – 06/30/2012 AUTHORIZED AMOUNT:\$ 7550

AUTHORIZED AMOUNT by SOURCE:

LOCAL BALANCE:\$ CARRY-OVER DUE:\$ CURRENT DUE:\$

CODES	DESCRIPTIONS	BUDGET AMOUNT	MATCH	IN-KIND	TOTAL
100	PERSONAL SERVICES-SALARIES	1359			
200	PERSONAL SERVICES-EMPLOYEE BENEFITS	739			
300	PURCHASED PROF/TECH SERVICES	3275			
400	PURCHASED PROPERTY SERVICES	1785			
500	OTHER PURCHASED SERVICES	153			
600	SUPPLIES	239			
700	PROPERTY				
890	OTHER OBJECTS				
	TOTAL	7550			

ORIGINAL REQUEST DATE: _____

REVISED REQUEST DATE: _____

STATE DEPARTMENT OF EDUCATION
 PROGRAM MANAGER AUTHORIZATION

DATE OF
 APPROVAL

12-4

ED114 FISCAL YEAR 2012

YOUTH SERVICE BUREAU BUDGET FORM

GRANT TITLE: YOUTH SERVICE BUREAU
 PROJECT TITLE:
 CORE-CT CLASSIFICATION: FUND: 11000 SPID: 17052 PROGRAM: 82079
 BUDGET REFERENCE: 2012
 CHARTFIELD1: 170002
 CHARTFIELD2:

GRANT PERIOD: 07/01/11- 06/30/12 AUTHORIZED AMOUNT:\$ 60811

AUTHORIZED AMOUNT by SOURCE: CURRENT DUE:\$
 LOCAL BALANCE:\$ CARRY-OVER DUE:\$

CODES	DESCRIPTIONS	BUDGET AMOUNT	CASH MATCH	IN-KIND
111A	ADMINISTRATOR/SUPERVISOR SALARIES	\$10,947	\$10947	
200	PERSONAL SERVICES/EMPLOYEE BENEFITS	\$5953	\$5953	
300	PURCHASES PROFESSIONAL/TECHNICAL SVCS	\$29301	\$29301	
400	PURCHASED PROPERTY SERVICES	\$11870	\$11870	
500	OTHER PURCHASED SERVICES	\$1230	\$1230	
600	SUPPLIES	\$1510	\$1510	
700	PROPERTY			
890	OTHER OBJECTS			
	TOTAL	\$60811	\$60811	

_____ ORIGINAL REQUEST DATE _____
 _____ REVISED REQUEST DATE _____
 CT STATE DEPARTMENT OF EDUCATION DATE OF
 PROGRAM MANAGER AUTHORIZATION APPROVAL

Grant/Match Summary

SDE Grant Award	\$60811
Local Match:	\$60811
Municipal Appropriation	
Other Funds	
In-Kind	
Total Local Match	\$60811

I certify that the budget provided herein represents the planned income and expenditures of the Youth Service Bureau Grant funds and local match of the above grantee for the grant period July 1, 2011 through June 30, 2012, in accordance with all applicable instructions and statutory requirements.

 Authorized Signature
 Mayor Mark D. Boughton

 Typed Signature

 Date

 Date

Master Budget Form Object Code Descriptions/Includable Items

100 Personal Services – Salaries

Amounts paid to administrative employees of the grantee not involved in providing direct services to pupils/clients. Include all gross salary payments for these individuals while they are on the grantee payroll, including overtime salaries or salaries paid to employees of a temporary nature.

200 Personal Services – Employee Benefits

These amounts are not included in the gross salary, but are in addition to that amount. Such payments are fringe benefit payments and, while not paid directly to employees, are nevertheless part of the cost of personal services. Included are the employer's cost of group insurance, social security contribution, retirement contribution, tuition reimbursement, unemployment compensation and workmen's compensation insurance.

300 Purchased Professional and Technical Services

Payments for services performed by persons qualified to assist teachers and supervisors to enhance the quality of the teaching process. This category includes curriculum consultants, in-service training specialists, etc., who are not on the grantee payroll.

400 Purchased Property Services

Expenditures for services to operate, repair, maintain and rent property owned and/or used by the grantee. These are payments for services performed by persons other than grantee employees. Most frequently allowed expenditures include: rental costs for renting or leasing land, buildings, equipment or vehicles; repair and maintenance services – expenditures for repairs and maintenance services not provided directly by grantee personnel, including contracts and agreements covering the upkeep of buildings and equipment; and construction services (remodeling and renovation) – payments to contractors for major permanent structural alterations and for the initial or additional installation of heating and ventilating systems, electrical systems, plumbing systems or other service systems in existing buildings. Utility services such as cleaning service, disposal service, snow plowing, lawn care, etc., could also be reported in this category. It is up to the program manager to inform applicants what is an allowable purchased property service under a grant program. The review of the budget justification should reveal the existence of any unallowable item.

500 Other Purchased Services

Expenses for services rendered by organizations that are not classified as Purchased Professional and Technical Services or Purchased Property Services.

600 Supplies

Expenses for items that are consumed, worn out, or deteriorated through use and have an expected useful life of less than one year.

700 Property

Expenditures for acquiring fixed assets, including land or existing buildings, improvements of grounds, initial equipment, additional equipment and replacement of equipment.

890 Other Objects (Miscellaneous Expenditures)

Expenditures for goods or services not properly classified in one of the above objects. Included in the category could be expenditures for dues and fees, judgments against a grantee that are not covered by liability insurance and interest payments on bonds and notes.