



7

## CITY OF DANBURY

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

Central Health Office  
203 - 797-4625  
Fax 796-1596

Social Services Office  
203 - 797-4569  
Fax 797-4566

**DATE:** November 17, 2011

**TO:** Honorable Mayor Mark Boughton & Members of the City Council, City of Danbury

**FROM:** Mark Nolan, Chairman Danbury Housing Partnership

**THROUGH:** Scott LeRoy, Director of Health

The Danbury Housing Partnership is tasked with coordinating community efforts to address homelessness, implement the Ten-Year Plan to End Homelessness and encourage the development of affordable housing in the community to support both economic growth and diversity.

The Greater Danbury Continuum of Care is a HUD required consortium of private, non-profit and public agencies that provide services to people who are homeless or face the threat of homelessness. The Continuum of Care (CoC) is a key partner in the implementation of the Danbury's Ten-Year Plan to End Homelessness. In addition to preparation of the CoC grant applications to assist the Danbury community, the Continuum also implements the yearly "Point in Time" count of people who are homeless; plans the annual Housing Partnership Breakfast and the annual Project Homeless Connect event.

This year the Continuum of Care would like to conduct an open house breakfast on December 13, 2011 at the Tarrywile Mansion. Any expenses incurred will be paid through the Danbury Housing Partnership funding account. The expenses will total no more than approximately \$2500.00 and are as followed:

1. Brochures, envelopes, invites, thank-you notes, etc. from Staples: approximately \$400.00
2. Rent of Tarrywile Mansion: approximately \$210.00 (refund of s.deposit after event is held)
3. Lori's Catering: approximately \$650.00
4. Table Favors: approximately \$325.00 (depending on final count of attendees)
5. Table arrangements from Shakespeare's Garden: approximately \$350.00 (depending on # of tables due to # of attendees)
6. Stamps: approximately \$88.00

We request your approval and acceptance of all funding into **DBYHOUSEPART Account number 5679**, and acknowledgement of the efforts of this event and subsequent expenditures.

All City Services 311  
Eviction Prevention 797-4565  
Information-Referral 797-4569

Dial 2-1-1 for all  
Connecticut Services!

Emergency Shelter 796-1661  
Em. Shelter Fax 796-1660  
WIC Program 797-4638