(5)

CITY OF DANBURY

155 DEER HILL AVENUE
DANBURY, CONNECTICUT 06810

DAVID W. ST. HILAIRE
DIRECTOR OF FINANCE

(203)797-4652
FAX: (203)796-1526

MEMORANDUM

DATE: 2/21/08

TO: HON. MARK D. BOUGHTON VIA THE COMMON COUNCIL

FROM: DAVID ST. HILAIRE, DIRECTOR OF FINANCE DSH

RE: RESOLUTION-WIC- GRANT ADDITIONAL FUNDING REQUEST

Attached for your review is a resolution that will allow the City of Danbury Health, Housing and Welfare department to accept additional funding from the State of Connecticut Department of Public Health, for its Women, Infants and Children (WIC) Program.

This additional funding request, in the amount of $20,900, will be used to cover projected deficits through 9/30/08. This will increase the 3 year budget (10/1/07-9/30/10) from $729,000 to $749,900. The revised allocation for the first year is $263,900 with $243,000 being allocated for each of the final two years. Also attached is a revised budget for 10/1/07-9/30/08 for your review.

The Common Council is respectfully requested to consider this resolution at the next Common Council meeting.

cc: S. Leroy P. Mascoli

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RESOLUTION

CITY OF DANBURY, STATE OF CONNECTICUT

_____A. D., 200_

RESOLVED by the Common Council of the City of Danbury:

WHEREAS, the State of Connecticut Department of Public Health has made available additional funding to the City of Danbury Health Housing and Welfare Department for its Women, Infants and Children (WIC) program; and

WHEREAS this additional funding, in the amount of $20,900 will increase the total of the 3 year (10/1/07-9/30/10) grant to $749,900 and requires no matching funding from the City of Danbury; and

WHEREAS this funding covers 10/1/07-9/30/08 in the amount of $263,900, 10/1/08-9/30/09 in the amount of $243,000, and 10/1/09-9/30/10 in the amount of $243,000.

NOW THEREFORE BE IT RESOLVED that Mark D. Boughton, Mayor of the City of Danbury, or Scott LeRoy, Director of Health, Housing and Welfare, as his designee is hereby authorized to accept this additional funding and execute on behalf of the City of Danbury all contracts, agreements or amendments and to take all actions necessary to effectuate purposes thereof.

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CITY OF DANBURY

HEALTH, HOUSING & WELFARE DEPARTMENT
155 DEER HILL AVENUE, DANBURY, CT 06810

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

Central Welfare Office
203 - 797-4569
Fax 797-4566

To: Mayor Mark Boughton via Common Council

From: Patty Mascoli, CDN, MS WIC Program Coordinator

Cc: Scott LeRoy, file

Date: February 13, 2008

Re: WIC Ammendment

Enclosed is the Revised Budget (Fiscal Year 2007-2008) for the City of Danbury WIC Program.

The WIC Program requested an amendment for the following line items; fringe, salary and a line item for overtime was added. The justification for the amendment is based on there currently is not enough money in the budget to cover the cost of fringe benefits. Additional funds were requested for the line item of salaries and overtime was added to cover the cost of Part Time Per Diem staff members to help with coverage over the summer months to serve clients while regular staff are out of work on family leave.

If you have any questions, please contact me at 203-797-4638.

Thank you.

Patty

Patty Mascoli

Enclosure

City of Danbury
#2008-0170 / WIC
10/01/07 - 9/30/10

SECTION B Budget

BUDGET PERIOD: 10/01/2007 to 09/30/2008 - Orginal Budget
Contract Period: 10/01/2007 to 09/30/2010
WIC Budget Summary

Category	General Administration	Client Services	Nutrition Education	Breast Feeding	Total
Salaries & Wages	$11,020	$66,119	$60,609	$45,916	$183,664
Fringe Benefits	$2,414	$14,484	$13,277	$10,058	$40,233
Equipment					
Contracted Services					
Space Rental	$570	$3,420	$3,135	$2,375	$9,500
Supplies	$30	$180	$165	$125	$500
Postage	$6	$36	$33	$25	$100
Telephone	$27	$162	$149	$112	$450
Printing and Copying					
Travel in-state	$62	$369	$338	$256	$1,025
Travel out-of-state					
Other	$452	$2,710	$2,484	$1,882	$7,528
Total DPH Grant	$14,581	$87,480	$80,190	$60,749	$243,000

BUDGET PERIOD: 10/01/~~2008~~ 2007-09/30/~~2009~~ 2007
Contract Period: 10/01/2007 to 09/30/2010
WIC Budget Summary

Revised Budget

Category	General Administration	Client Services	Nutrition Education	Breast Feeding	Total
Salaries & Wages	$11,340	$67,676	$61,582	$46,866	$187,464
Fringe Benefits	$3,408	$20,337	$18,505	$14,083	$56,333
Equipment					
Contracted Services					
Space Rental	$570	$3,420	$3,135	$2,375	$9,500
Supplies	$30	$180	$165	$125	$500
Postage	$6	$36	$33	$25	$100
Telephone	$27	$162	$149	$112	$450
Printing and Copying					
Travel in-state	$62	$369	$338	$256	$1,025
Travel out-of-state					
Other	$452	$2,710	$2,484	$1,882	$7,528
Overtime	$60	$361	$329	$250	$1000.00
Total DPH Grant	$15,955	$95,251	$86,720	$65,974	$263,900

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STATE OF CONNECTICUT

DEPARTMENT OF PUBLIC HEALTH

Public Health Initiatives
Health Education, Management and Surveillance Section
WIC PROGRAM

MEMORANDUM NUMBER 08-014

To: WIC Coordinators

From: John Frassinelli, State WIC Director

Date: January 26, 2008

Subject: ***Requests for Additional Administration (NSA) Funding***

We have received preliminary notification from the USDA that Connecticut will likely be receiving a base-funding award that will be higher than earlier projections. While we are still awaiting word on the final amount, we would like to begin the amendment process as soon as possible.

At this time we are requesting that any local agencies wishing to ask for additional administrative (NSA) funds above the original contract amounts, complete the attached template and return it via-e-mail to Carol Castro. In the subject line of the e-mail, please put the name of the Lead Agency and the words: "Amendment Request." The State WIC office will review the requests and make determinations based on program needs and the availability of funds. Any funding will be provided through amendments to the original WIC contracts. Please submit your request no later than **February 8, 2008**.

The State WIC office cannot guarantee additional funding for local agencies and reserves the right to deny requests or modify the amounts requested prior to approval.

Cc: Renée Coleman-Mitchell, Section Chief
Regine Beakes, State WIC Co-Director

Phone:

Telephone Device for the Deaf: (860) 509-7191
410 Capitol Avenue - MS # _____
P.O. Box 340308 Hartford, CT 06134
Affirmative Action / An Equal Opportunity Employer

Local Agency:
Program Coordinator:

Location where funds are to be used (e.g. Main Agency or Subcontracted WIC Site)	Amount Requested	Line Item or Category for the Additional Funding (e.g. salary and fringe, equipment, etc)	Justification for the additional funding and any additional information
Main Agency	$ 16,100.00	Fringe	Not enough money in budget to cover cost of fringe.
	$ 3800.00	Salary	Short staffed.
	$ 1000.00	Overtime	In order to serve and process clients.
Total requested	$ 20,900.00		