

# City of Cambridge

MASSACHUSETTS

In City Council January 18, 1982

AGENDA ITEM NUMBER NINE

RE: ACCEPTANCE OF A GRANT OF \$8,000 FROM THE OFFICE  
OF THE ATTORNEY GENERAL TO THE DEPARTMENT OF HUMAN  
SERVICES

	YEA	NAY	ABSENT	PRESENT
Mr. Daniel J. Clinton	✓			
Mr. Thomas W. Danehy			✓	
Mr. Francis H. Duehay	✓			
Ms. Sandra Graham	✓			
Mr. Leonard J. Russell	✓			
Mr. David E. Sullivan	✓			
Mr. Walter J. Sullivan	✓			
Mr. Alfred Vellucci	✓			
Mr. David Wylie	✓			

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MASSACHUSETTS

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RE: APPROPRIATION OF A GRANT OF \$8,000 FROM THE OFFICE OF THE ATTORNEY GENERAL TO THE DEPARTMENT OF HUMAN SERVICES

	YEA	NAY	ABSENT	PRESENT
Mr. Daniel J. Clinton	✓			
Mr. Thomas W. Danehy			✓	
Mr. Francis H. Duehay	✓			
Ms. Sandra Graham	✓			
Mr. Leonard J. Russell	✓			
Mr. David E. Sullivan	✓			
Mr. Walter J. Sullivan	✓			
Mr. Alfred Vellucci	✓			
Mr. David Wylie	✓			

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# City of Cambridge

Agenda Item No. 9A

IN CITY COUNCIL

January 18, 1982

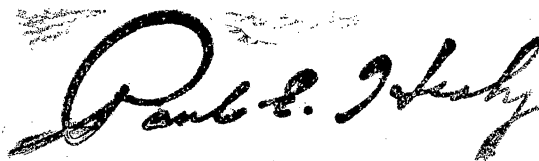
ORDERED:

That, in accordance with the provisions of Chapter 44, Section 53A of the General Laws, the City hereby accepts a grant in the amount of \$8,000 from the Office of the Attorney General to the Department of Human Service Programs Other Ordinary Maintenance account to be used by the Cambridge Consumer's Council to assist in the support of a complaint mediator.

In City Council January 18, 1982.  
Adopted by a yea and nay vote:-  
Yeas 8; Nays 0; Absent 1.  
Attest:- Paul E. Healy, City Clerk.

A true copy;

ATTEST:-

A handwritten signature in cursive script, reading "Paul E. Healy". The signature is written in dark ink and is positioned below the printed name of the City Clerk.

INTRODUCED BY CITY MANAGER ROBERT W. HEALY

**AN ORDER CONCERNING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 1981**

**ORDERED:** That, in addition to sums previously appropriated by the City Council for the fiscal period 1981-82, the following sum is hereby appropriated in the General Fund of the City of Cambridge:

FUNCTION	DEPARTMENT OR PROGRAM	SALARIES & WAGES	TRAINING & TRAVEL	OTHER ORDINARY MAINTENANCE	EXTRAORDINARY EXPENDITURES	APPROPRIATIONS
Human Resource Development	Human Services			8,000		8,000

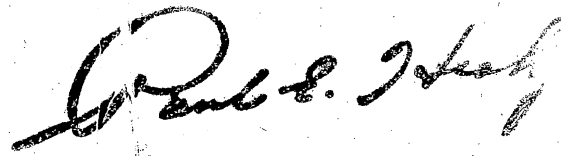
**BE IT FURTHER ORDERED:** That the above appropriations in the General Fund are to be financed by estimated revenues drawn from the following sources:

In City Council January 18, 1982.  
 Adopted by a yeas and nays vote:-  
 Yeas 8; Nays 0; Absent 1.  
 Attest:- Paul E. Healy, City Clerk.

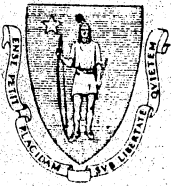
A true copy;

A true copy;

ATTEST:-



FINANCING PLAN	REVENUE
Massachusetts Attorney General	8,000



THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF THE ATTORNEY GENERAL

JOHN W. Mc CORMACK STATE OFFICE BUILDING  
ONE ASHBURTON PLACE, BOSTON 02108

FRANCIS X. BELLOTTI  
ATTORNEY GENERAL

December 23, 1981

James W. Caragianes, Chairman  
Cambridge Consumer's Council  
57 Inman Street  
Cambridge, MA 02139

Dear Mr. Caragianes:

I am pleased to report that your agency has been named a recipient of an award of Local Consumer Aid Funds from the Office of the Attorney General, pursuant to Chapter 12, Section 11G of the General Laws.

Funds have been awarded pursuant to the grant applications on a lump sum basis. Factors weighed in the disbursement of funds have included the credibility of an agency, the quality of its services and the number of complaints generated in the area serviced by a local consumer group.

As a condition of the award, agencies receiving funds must, within twenty days after receipt of the grant check, submit to the Department of the Attorney General a definite working budget indicating in what categories the funds are to be expended. This is necessary to further aid our efforts to account for monies awarded and to assist groups in planning for future expenditures.

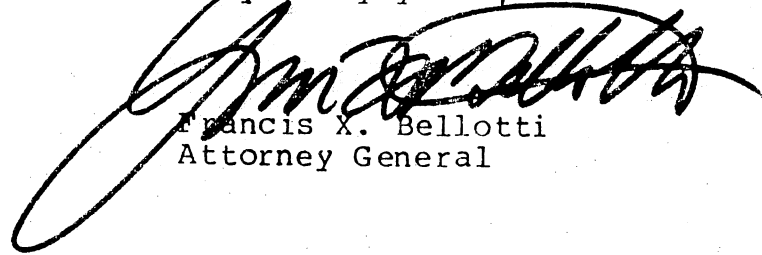
A Notice of Grant Award has been enclosed. A signed copy of the Notice of Grant Award must be returned on or before January 6, 1982. Checks cannot be processed without the return of this notice.

Compliance with all general and special conditions of the grant award is mandatory, and failure to adhere strictly to the conditions of the grant may result in forfeiture of remaining funds. We will require documentary support for expenses to be submitted with each monthly financial report. In connection with this requirement, I specifically direct your attention to general conditions Nos. 3 and 6 on the Notice of Grant Awards.

- Page Two -

Sound financial management and adequate documentation will, we believe, assist the Department of the Attorney General to continue funding your agencies and it will also assist you in being able to more successfully implement your proposals and your programs.

Very truly yours,

A large, stylized handwritten signature in black ink, appearing to read 'Francis X. Bellotti', is written over the typed name and title.

Francis X. Bellotti  
Attorney General

FXB:dl

Enc:

Notice of Grant Award

Local Consumer Aid Fund

Pursuant to the authority of Chapter 12, Section 11G of the General Laws, the Attorney General hereby makes the following grant award from funds appropriated for the Local Consumer Aid Fund by the Legislature for fiscal year 1982. Under this appropriation, the Department of the Attorney General awards and administers the legislative appropriation pursuant to the General Laws and in accordance with rules, regulations and procedures established by the Comptroller of the Commonwealth.

All awards are accepted by the Grantee Agency strictly subject to all of the General and Special Conditions set forth below:

Each Grantee Agency receives, and must administer, funds in compliance with these conditions. Failure to adhere to the conditions, including any unauthorized use of funds, will result in forfeiture of any remaining funds by the Grantee.

## General Conditions

I. The Grant may only be used for expenses involved with the intake, resolution, and administration of Consumer Complaints. Funds awarded must be expended for a general public purpose. No funds awarded pursuant to Chapter 12, Section 11G of the General Laws, may be expended in any way whatsoever to particularly benefit an individual or group, except that funds may be expended where an individual or a particular group may incidentally benefit by the general resolution of individual consumer problems.

II. Each Agency receiving funds pursuant to this Grant represents that it is strictly subject to all of the general and special conditions set forth herein for the full 1982 calendar year.

III. Local Consumer Aid monies will not be commingled with any other agency funds, howsoever received. Each Agency represents that funds received by this award will be placed by the Agency in a separate bank account. Each Agency will, within 20 days after receipt of the Grant Award, notify the Department of the Attorney General in which bank the funds have been deposited, the account number designating the account, and the names, titles and signatures of agency officials who are authorized to make withdrawals and allocate expenditures from the account. Any subsequent change in any of the above will be reported to the Department of the Attorney General within

three days of such change.

IV. Pursuant to M.G.L. c.29 §34, all interest received on deposits of public monies, including the local Consumer Aid Fund must be paid to the Commonwealth. Such monies must be returned to the Department of the Attorney General, payable to the Commonwealth of Massachusetts.

V. The Grantee Agency agrees to refrain from charging consumers a fee for services rendered pursuant to this award.

VI. Grantee Agencies will submit by the first day of each month a complete financial report detailing all disbursement from Grant Award funds in the previous month with documentation for each expenditure. Every voucher, receipt or copy of receipt will be attached to the Financial Report or the agency will include a detailed explanation regarding the reason why such documentation cannot be provided. Failure to provide such documentation or such other satisfactory report of expenditures will result in the forfeiture of the remaining funds.

VII. Within twenty days after the receipt of this Grant Award, the Agency will submit to the Department of the Attorney General a detailed budget explaining how such funds are projected to be spent. Once such budget is submitted to the Department of the Attorney General, no funds may be spent outside of the category in which they are originally placed without the approval of the Department of the Attorney General.

The Grantee Agency will submit a prior request to the Department of the Attorney General for spending any funds outside of their designated categories.

VIII. Each Agency receiving funds pursuant to this Grant represents that it will, within 20 days after the receipt of this Grant Award, specify whether or not any outside support, including funding or any other support whatsoever has been received by the Grantee Agency. If such support is being received, the Grantee Agency will within 20 days after receipt of this notice of Grant Award identify the source, nature and amount of outside funding. Grantee Agency acknowledges that no funds received from outside sources may be commingled with any funds received from the Department of the Attorney General. The Agency will similarly notify the Attorney General of the nature, amount and source of any other funding received during the course of this grant.

IX. As a condition of this Grant Award, the Grantee Agency acknowledges that representatives of the Department of the Attorney General may at any time review the books and records of the Grantee Agency to ensure compliance with the terms of this Grant Award. Such inspection, review and/or audit by representatives of the Department of the Attorney General may occur at any time without notice to the Grantee Agency. Each agency receiving funds pursuant to this Grant Award acknowledges its obligation to maintain books and records that reflect each

and every receipt of funds, and/or expenditure along with copies of any records or other documents reflecting the expenditures or receipt of funds.

X. The Grantee Agency shall continue to provide the level of service to the designated area upon which the grant award was based.

XI. The Grantee Agency will participate in the statewide computerization of consumer complaints by submitting, on the first and fifteenth of every month, a completed LCAF Computer Reporting Form and Caseload Report detailing its consumer complaint activity during the preceding reporting period. Matters which cannot be computerized will be identified and reported separately as part of a monthly report.

XII. Grantee Agency agrees to accept complaint referrals for its service area which may be forwarded from the Department of the Attorney General.

XIII. The Grantee Agency agrees that consumer complaints mediated pursuant to this award are investigatory in nature and that information regarding such complaints will not be made available to the public without approval of the Department of the Attorney General.

SPECIAL CONDITIONS

- I. Complaint Mediator
- II. Administrative Expenses

ANY EXPENDITURES OTHER THAN ALLOWED BY THE GENERAL AND SPECIAL CONDITIONS OF THIS GRANT OR ANY OTHER EXPENDITURES WHICH MAY BE CONSTRUED AS BEING OUTSIDE THE SCOPE OF THIS GRANT AWARD MUST RECEIVE PRIOR APPROVAL OF THE DEPARTMENT OF THE ATTORNEY GENERAL.

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GRANTEE AGENCY: Cambridge Consumer's Council  
AREA SERVICED: Cambridge (businesses and residents)

GRANT ACCEPTED BY:

CITY OF CAMBRIDGE

James W. Caragunis  
SIGNATURE

By: A. [Signature]  
City Manager

TITLE \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

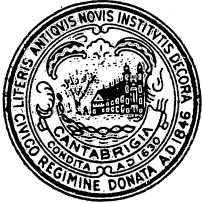
TOTAL 1982 LCAF FUNDING \$8,000.00

PROJECTED APPROXIMATE BALANCE CARRIED FORWARD: 0

TOTAL PROJECTED FRANT FROM LCAF FY 1982 MONIES: \$8,000.00

FIRST CHECK AMOUNT: \$4,000.00

SECOND CHECK AMOUNT: \$4,000.00



## CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139  
Tel. 498-9011

EXECUTIVE DEPARTMENT  
ROBERT W. HEALY  
City Manager

January 18, 1982

To the Honorable, the City Council:

Enclosed are orders requesting the acceptance and appropriation of a grant of \$8,000 from the Office of the Attorney General to the Department of Human Service Programs Other Ordinary Maintenance account to be used by the Cambridge Consumer's Council to assist in the support of a complaint mediator.

Passage of these orders is recommended.

Very truly yours,

Robert W. Healy  
City Manager

RWH/mbf  
Encs. 2

Agenda Item Number Nine *F-17*

Re: acceptance and appropriation of a grant of  
\$8,000 from the Office of the Attorney General  
to the Department of Human Service Programs.

In City Council,

January 18, 1982

*1/18/1982*

*L.V. Two Orders  
Adopted*

*8-0-1*