

647
PM

City of Cambridge

#2

MASSACHUSETTS

In City Council

October 5,

1981

AGENDA ITEM NINETEEN A

RE: ACCEPTANCE OF A GRANT IN THE AMOUNT OF
\$1,824,776. FROM THE EXECUTIVE OFFICE OF COMMUNITIES
AND DEVELOPMENT TO THE HUMAN SERVICE PROGRAMS

	YEA	NAY	ABSENT	PRESENT
Mr. Kevin P. Crane	✓			
Mr. Thomas W. Danehy	✓			✓
Ms. Sandra Graham	✓			
Mr. Leonard J. Russell	✓			
Mr. David E. Sullivan	✓			
Mr. Walter J. Sullivan			✓	
Mr. Alfred Vellucci	✓			
Mr. David A. Wylie	✓			
Mayor Francis H. Duehay	✓			

7 0 1 1

City of Cambridge

#1

MASSACHUSETTS

In City Council

October 5, 1981

AGENDA ITEM NINETEEN A

RE: APPROPRIATION OF A GRANT IN THE AMOUNT OF
\$1,824,776. FROM THE EXECUTIVE OFFICE OF COMMUNITIES
AND DEVELOPMENT TO THE HUMAN SERVICE PROGRAMS

	YEA	NAY	ABSENT	PRESENT
Mr. Kevin P. Crane	✓			
Mr. Thomas W. Danehy	✓			
Ms. Sandra Graham	✓			
Mr. Leonard J. Russell	✓			
Mr. David E. Sullivan	✓			
Mr. Walter J. Sullivan			✓	
Mr. Alfred Vellucci	✓			
Mr. David A. Wylie	✓			
Mayor Francis H. Duehay	✓			

8 0 1



City of Cambridge

IN CITY COUNCIL

October 5, 1981

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 \$1,824,776 from the Executive Office of Communities and Development of the Commonwealth of Massachusetts to the Human Service Programs to be used to administer the Low Income Fuel Assistance Program.

In City Council October 5, 1981.
Adopted by a yea and nay vote:-
Yeas 7; Nays 0; Absent 1; Present 1.
Attest:- Paul E. Healy, City Clerk.

A true copy;

ATTEST:-

A handwritten signature in cursive script that reads "Paul E. Healy".

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:

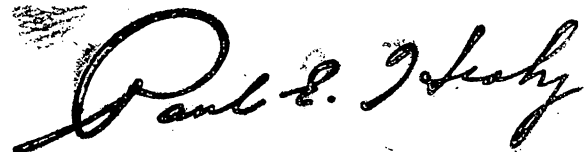
FUNCTION	DEPARTMENT OR PROGRAM	SALARIES & WAGES	TRAINING & TRAVEL	OTHER ORDINARY MAINTENANCE	EXTRAORDINARY EXPENDITURES	APPROPRIATIONS
Human Resource Development	Human Services			1 824 776		1 824 776

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 October 5, 1981.
Adopted by a yeas and nays vote:-
Yeas 8; Nays 0; Absent 1.
Attest:- Paul E. Healy, City Clerk.

A true copy;

ATTEST:-



FINANCING PLAN

REVENUE

Low Income
Fuel Assistance

1 824 776

1982 Low Income Home Energy
Assistance Program

GRANT AGREEMENT

MASSACHUSETTS EXECUTIVE OFFICE
OF COMMUNITIES AND DEVELOPMENT

AND
City of Cambridge
Department of Human Service Programs (DHSP)

PREAMBLE:

This agreement is effective October 1, 1981, including all addenda, attachments and conditions affixed and annexed hereto, and shall govern all activities of the Low Income Home Energy Assistance Program (LIHEAP) as defined in the 1982 Massachusetts State Plan Application financed under Grant # _____ of the Department of Health and Human Services (DHHS) for carrying out the provisions of the "Low Income Home Energy Assistance Act of 1981", Title XXVI of the Omnibus Budget Reconciliation Act of 1981, and Chapter 351 of the Massachusetts Acts of 1981.

This agreement defines the responsibilities of DHSP hereinafter referred to as the Subgrantee, during the period October 1, 1981 to September 30, 1982, to the Executive Office of Communities and Development (EOCD), hereinafter referred to as the Grantee. This agreement governs all expenditures pursuant to the LIHEAP intent to lessen the burden of increasing energy costs for low income people. The Subgrantee shall utilize funds expended under this agreement in strict accordance with Title XXVI of the Federal Omnibus Budget Reconciliation Act of 1981 and Chapter 351 of the Massachusetts Acts of 1981: with subsequent federal regulations promulgated in the Federal Register pertaining to such Act; with all subsequent additions or revisions thereof; and with the HHS approved 1982 Massachusetts State Plan Application. In addition, the Subgrantee agrees to expend funds in accordance with the Operator's Manual issued by EOCD October 1, 1981, and OMB circulars A-102 and A-110. Further, it is agreed that the primary operating regulations for the administration of the 1982 LIHEAP Massachusetts Program will be those promulgated by DHHS, and any subsequent regulations thereof. In the absence of such regulations, the primary operating guidance will be the 1982 Massachusetts State Plan Application, the 1982 Operator's Manual, and subsequent revisions or additions thereof. The 1982 Massachusetts State Plan Application, 1982 Operator's Manual, 1982 Bulk Oil Addendum and Guidance, 1982 Massachusetts Conservation Assistance Program Addendum and Guidelines, and the Massachusetts State Fuel Assistance Program Addendum are incorporated into and made part of this Agreement. The Grantee agrees to provide to the Subgrantee, promptly upon publication by DHHS, a copy of any regulations which revise, amend, or supersede the LIHEAP regulations promulgated.

I. Scope of Activities

Within the allocation to Massachusetts for LIHEAP and the Massachusetts Plan approved by DHHS, the Subgrantee agrees to conduct the following activities as minimum operations:

- A. Outreach
 - B. Public Information
 - C. Intake and Application Processing according to an EOCD approved Application
 - D. Income Documentation and Verification according to HHS regulations and the State Plan
 - E. Payment Certification
 - F. Emergency Service
 - G. Data Collection and Reporting
 - H. Fiscal Control and Accountability
 - I. Fair Hearing for Dissatisfied Households
- A.1 The Grantee will act as the central clearing house for general outreach activities. The Subgrantee will establish intake and outreach sites within its service areas, or will delegate this responsibility to another agency upon EOCD approval. Responsibility for determining outreach costs will rest with the Subgrantee subject to the conditions specified in Section II of this agreement and in the 1982 Operator's Manual.
 - B.1 The Contractor will make deliberate efforts to reach the largest number of eligible households possible. Such efforts may include, but not be limited to, hiring bi/multi lingual outreach and intake workers, having forms available in both English and Spanish, and in any other language that may be necessary to reach low-income people in a particular area; using civic, cultural, or fraternal organizations as points of outreach and intake; using local elderly networks; home visits to clients with impaired mobility.
 - B.2 The Subgrantee agrees to use all reasonable effort, including, but not limited to, the placement of a notice and advertisement of notification of program availability in a minimum of one daily newspaper in its service area.

- B.3 The Subgrantee shall, to the extent possible, take good faith efforts to compile a list of all agencies and organizations which service the income eligible population in as comprehensive a manner as possible and invite them to cooperate and assist the Subgrantee in public information and outreach concerning the program.
- C.1 The Subgrantee agrees to expend all possible efforts to decentralize the application process and to establish sufficient intake sites up through the point of application completion and verification of income. All clients will be referred to the Massachusetts Conservation Assistance Fund. All clients will receive, at the point of intake, a copy of the EOCD prepared "Common Sense Conservation" pamphlet and information about MCAF.
- C.2 The Subgrantee agrees to process only completed applications, and to notify clients of incomplete applications within 30 calendar days after the date of application.
- C.3 All application forms will contain, at minimum, the data required on the standard EOCD application form.
- C.4 The Subgrantee agrees to attend all EOCD sponsored Training Sessions and Workshops.
- D,E Assistance for the LIHEAP program shall be provided by the Subgrantee in strict conformance with the Sections entitled "Income Documentation", and "Payment Verification", of the 1982 Operator's Manual, in accordance with the 1982 State Plan, and HHS regulations, and subsequent guidance from DHHS and EOCD.
- F The Subgrantee agrees to provide service to clients in emergency situations as defined in the 1982 State Plan and Operator's Manual. Such clients will be served within 24 hours to the maximum benefit level allowed for such "one time" emergency service.
- G.1 The Subgrantee agrees to submit to the Grantee a Standard LIHEAP Monthly Report on its program and fiscal activities as provided in the 1982 Operator's Manual and as required by DHHS. This report will be submitted to the Grantee on the 12th of each month for the previous month. This report shall incorporate such program statistics and fiscal data as are required by DHHS and EOCD, including a separate accounting of administrative expenditures, cash on balance, and any interest accrued on state funds. Failure to submit the required reports may jeopardize any further funding by Grantee.

- G.2 The Subgrantee agrees to provide the Grantee with available application information and fiscal data that may be required of the Grantee by DHHS in an expeditious fashion. The Grantee agrees to distinguish between data required by DHHS and that requested or required by EOCB.
- H.1 The Subgrantee agrees to prepare and retain, and permit DHHS, the Grantee, and Grantee auditors to inspect as it deems necessary for grant purposes the records contained in EOCB/LIHEAP forms and all documents required to implement this program for a minimum period of three (3) years following termination of this contract. The Subgrantee also agrees to permit the Auditor of the Commonwealth or his representatives, to inspect such records.
- H.2 The Subgrantee agrees that EOCB forms, attachments, 1982 Operator's Manual and any other forms provided by EOCB must be adhered to as standard forms and any deviation therefrom must have prior EOCB written approval.
- H.3 The Subgrantee agrees to designate, at a minimum, an income certification specialist and a payment verification specialist by October 15, 1981. Such designations will be kept on file at the Subgrantees and will be monitored by the Grantee.
- I.1 The Subgrantee agrees to comply with the requirements concerning fair hearings for dissatisfied households in accordance with the requirements for hearings as contained in the 1982 Operator's Manual.

II. Budgets

A. Allocation Amount

1. The Grantee agrees to notify the Subgrantee of its allocation amount within five (5) days of its grant award receipt from DHHS. Allocations will be based on rate of expenditure for the FY'81 grant period. The Grantee will retain a small reserve (not to exceed 15%) of its available program funds for redistribution according to need.
2. The Subgrantee understands that its expenditures against the grant award are allowable only as stated in the 1982 Operator's Manual, the Massachusetts 1982 LIHEAP Plan, any addenda to this contract, any DHHS regulations promulgated in accordance with this Act and any further revisions of such regulations or supplemental guidance from DHHS.

3. <u>Line Items</u>	<u>Parameter Maximums</u>
a. Administrative Funds	a. \$ 272,085
b. Program Funds	b. \$ 1,378,271
c. MCAF Funds	c. \$ -0-

- | | |
|---|--------------------|
| d. State funds for 1-2
person households | d. \$ 174,420 |
| e. Bulk Oil Gallons | e. 219,941 gallons |

These line item totals are subject to the final federal appropriation level, the availability of Federal Funds, and are subject to change

4. The Grantee is charged to reallocate unobligated funds under this grant to Subgrantees pursuant to its responsibility to serve equitably the maximum number of eligible recipients, and subject to contract amendment. Notification of reallocation decisions will be made after February 1, 1982 and at least ten days prior to the submission of a contract amendment.
5. The Subgrantee agrees to administer the LIHEAP in conformity with the administrative budget approved by EOCB. Allowable administrative expenditures and budget procedures are outlined in the 1982 Operator's Manual.

B. Fiscal Procedures

1. Accumulated expenditures by the Subgrantees may not exceed the maximums established in A.3 (a-e) above, unless a contract amendment is granted by the Grantee.
2. Equipment purchases in Line Item A.3 (a-d) above which expend more than \$300.00 per item must be approved in writing by the Grantee. Further, the Grantee agrees to approve or provide notification of its intended action with regard to all such purchase requests within ten (10) days of receipt.
3. The "Sole Source" purchase condition for the purpose of this agreement is one in which the aggregate expenditures with a single vendor exceed \$10,000.00 over the grant period. The Subgrantee must receive prior written approval from the Grantee before entering into a "Sole Source" purchase. Approval must be obtained even though the expenditures are itemized in a current active budget. All approval requests should contain:
 - a. a description of each item and its cost.
 - b. a justification of the need for such equipment for the LIHEAP Programs.
 - c. justification of any "Sole Source" purchases.
 - d. a blank copy of the contract, if applicable.

C. Payment Schedule

1. The Grantee agrees to forward within two (2) weeks of receipt of funds from DHHS \$ 176,320, as an advance of program and administrative funds to the Subgrantee or such amount as may be authorized by EOCB for release prior to receipt of federal funds. Subsequent payments, subject to the availability of federal funds, of up to 25% will be made in relation to Subgrantee.

cash needs every sixty (60) days or upon written request by the Subgrantee within ten (10) days of EOCD receipt of such request, provided that the Subgrantee is in compliance with the requirements in Section I above; that the Subgrantee record of actual expenditures reflects a cash need; and provided that EOCD has the ability to process checks.

2. The Subgrantee shall submit a "Monthly Report" on the 12th of the month for the preceding calendar month's activities. Such report is to be submitted whether or not the Subgrantee has expended program funds during the reporting period. Failure to submit any required reports will jeopardize the receipt of funds. In such cases, EOCD shall "freeze" the Subgrantee's account until such time as all late material has been received and accepted by EOCD.
3. Federal monies received under this Agreement may be placed in an interest bearing account and the Subgrantee may retain such interest. State funds received under this Agreement may also be placed in an interest bearing account, but the Subgrantee must utilize such interest for the separate and exclusive purposes of the 1982 State Fuel Assistance Program. Any interest so generated from state funds may be expended by the Subgrantee for program fuel assistance only subject to the limitations of client eligibility and attachments to this Agreement. State funds interest so generated shall be subject to limitations concerning audits and shall be expended during the same time period as other funds provided by the Grantee to the Subgrantee under this Agreement.

D. Reports and Audit

1. Reports. The Grantee shall supervise, evaluate, and provide guidance and direction to the Subgrantee in the conduct of activities delegated under this Agreement. The Subgrantee agrees to submit to the Grantee such reports as may be required by DHHS or by the Grantee, including but not limited to, the "Monthly Report" (C.2 above).
2. Audit and Records
 - a. The Grantee shall provide a centralized audit of all Subgrantee funds used under this grant. The Grantee shall assume the costs of such centralized audit. The Subgrantee shall maintain all books, documents, payrolls, papers, accounting records, purchase orders, and other evidence pertaining to costs incurred under this Agreement and make such materials, in accordance with OMB Circular A-102, available at all reasonable times during the period of this Agreement, for inspection by the Grantee or its Auditors, by any authorized representative of the Commonwealth of Massachusetts, the Federal agency designated as funding source (DHHS), or the Comptroller General of the United States, and copies thereof shall be furnished if requested. Such documents shall be maintained by the Subgrantee for a minimum period of three (3) years beyond the expiration of this agreement.

- b. The Subgrantee also agrees to prepare and retain, and permit the Grantee to inspect as it deems necessary for grant purposes (in addition to inspection authorized by the condition in the grant from DHHS) client records as well as all other records that may be required by relevant DHHS directives. Records containing client information must be retained in a confidential manner, in accordance with the Privacy Act of 1974. Said records shall be maintained by the Subgrantee for a period of three (3) years following the expiration date of this Agreement.
- c. The Subgrantee shall maintain and make available for audit and evaluation purposes documentation of all expenditures and activities conducted under this Agreement. Specifically, the following records must be kept on file for a period of three (3) years after termination of the contract period:
 1. The name and Social Security number of each employee who is paid with funds under this Agreement, and the total salary paid to each employee during the contract period.
 2. A copy of all vouchers, purchase orders and invoices applicable to expenditures for the 1982 Low Income Home Energy Assistance Program.
 3. Documentation of all other costs incurred under this Agreement.

E. Monitoring

1. The Subgrantee agrees that it, and any other agency having costs chargeable to LIHEAP, will maintain an accounting system and supporting fiscal records adequate to audit and otherwise verify that assistance payments and administrative costs meet Federal and State requirements.
2. The Grantee agrees to conduct an initial training session, and to provide follow-up training, to clarify the State Plan and attendant Federal Regulations, as well as all EOCD forms and program requirements.
3. The Grantee will evaluate Subgrantees only with respect to their performance of the activities specified in the Agreement and any Addenda or documents attached hereto and incorporated herein. The Grantee will employ a monitoring checklist form to ensure that applications are complete and accurate; that adequate fiscal systems are in place; that the sufficient number of staff members are employed to ensure prompt delivery of service and a reasonable turn-around time on payments; that sufficient outreach activities have been implemented; that an appeals procedure is in place; that clients are duly notified of the appeals procedure; and that verifying and prioritizing of applicants is done in accordance with the approved State Plan.
4. The Grantee agrees to notify the Subgrantee of its findings, particularly in instances when questions of compliance occur, and give the Subgrantee adequate time to institute an approved plan of corrective action.

5. Except in the case of suspected fraud, or misuse of assistance funds, or criminal activity, the Grantee shall give advance written notice of five (5) business days prior to any audit or inspection conducted under Section E by the Grantee, or by any authorized representative of the Commonwealth of Massachusetts, and shall afford the Subgrantee an exit interview at the conclusion of any such audit or inspection. Upon mutual verbal agreement of the Grantee and Subgrantee, regularly scheduled site visits by the Grantee shall not be affected by this requirement, as the Grantee finds it necessary from time to time to change anticipated schedules because of reasons beyond its control.
- F. Compliance with Local Laws: The Subgrantee shall comply with all applicable laws, ordinances, and codes of the State and local governments.
- G. Covenant Against Contingent Fees: The Subgrantee warrants that no person or selling agency or other organization has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee. For breach or violation of this warrant, the Grantee shall have the right to annul this contract or otherwise recover the full amount of such commission, percentage brokerage, or contingent fee, or to seek such other remedies as legally may be available.

The Subgrantee covenants that no board member or employee shall acquire any interest in the funds allocated under this Agreement or participate in a particular manner under which any provision of Chapter 268A of the Massachusetts General Laws would be violated.

- H. Suspension and Termination: The Grantee may suspend or terminate this Grant Agreement by providing the Subgrantee with a thirty day written notification for reasons outlined as follows:
 1. Failure, for any reason, of the Subgrantee to fulfill in a timely and proper manner its obligations under this Agreement (except in extreme cases as determined by the Grantee) including compliance with statutes and Executive Orders, and with such DHHS Directives as may become generally applicable at any time.
 2. Submission by the Subgrantee to the Grantee of reports that are consistently and continually late, incorrect, or incomplete in any material respect.
 3. Failure to submit reports on the due date. A grace period not to exceed two (2) days may be granted to the Subgrantee by the Grantee if notification of a late submittal is made by the Subgrantee in advance of the due date.
 4. Ineffective or improper use of funds provided under this Agreement.

5. Suspension or termination by DHHS of the grant to the Grantee under which this Agreement is made, or the portion thereof delegated by this Agreement. The Grantee may also assign and transfer this Agreement to another Subgrantee when required to do so by DHHS direction.
6. If the Subgrantee is unable or unwilling to comply with such additional conditions as may be lawfully applied by DHHS to the grant or the Grantee, the Subgrantee shall terminate the Agreement by giving reasonable written notice to the Grantee, signifying the effective date thereof. In such event, the Grantee may require the Subgrantee to ensure that adequate arrangements have been made for the transfer of any items purchased under this Agreement to another Subgrantee or to the Grantee.
7. In the event that the Grantee determines that sufficient grounds exist for suspension or termination, the Grantee will notify the Subgrantee, in writing, of the Grantee's intent to suspend operation of the LIHEAP Program, in whole or in part, or of the intent to terminate the Grant Agreement, within thirty (30) days of Subgrantee receipt of such notification.
8. The Subgrantee, upon receipt of the notice to suspend or terminate will have ten (10) working days to reply in writing if the Subgrantee does not concur with the reason for suspension or termination.
9. In the event of suspension, the Grantee will set forth the specific grounds for suspension, the actions to be taken by the Subgrantee to correct the problems or situations and a stated reasonable period of time for the Subgrantee to comply with the corrections required. Failure to correct the problems or situations that necessitate the suspension within the stated time period shall be grounds for termination.
10. In the event that the Grantee determines to terminate, the Subgrantee may request a public hearing, during which time evidence for continuation of the Grant Agreement may be presented. Hearings will be conducted within ten (10) days of such request.
11. In the event of any termination, all property and finished or unfinished documents, data, studies, and reports purchased or prepared by the Subgrantee under this Agreement shall be disposed of according to the DHHS, OMB and EOCD directives, and the Subgrantee shall be entitled to compensation for any unreimbursed expenses reasonably and necessarily incurred in satisfactory performance of the Agreement. Notwithstanding the above, the Subgrantee shall not be relieved of liability to the Grantee for damages sustained by the Grantee by virtue of any breach of this Agreement by the Subgrantee and the Grantee may withhold any reimbursement to the Subgrantee for the purpose of set-off until such time as the exact amount of damages due the Grantee from the Subgrantee

is agreed upon or otherwise determined.

- I. Change in Directives: The Grantee may, from time to time, request changes in the scope of the services of the Subgrantee to be performed hereunder. Such changes, including any increase or decrease of the amount of the Subgrantee's compensation which are mutually agreed upon by and between the Grantee and the Subgrantee, must be incorporated in written amendments to this contract. Program amendments to the State Plan will be forwarded to the Subgrantee for comments prior to submission to DHHS for approval. In the case where the Subgrantee finds it cannot comply with such amendments, it will notify the Grantee within ten (10) days of any decision to terminate this Agreement, or of any need to modify the State Plan further.

In witness whereof, the Grantee and the Subgrantee have executed this Agreement, including all Addenda, Attachments and Conditions annexed hereto, which governs the activities of the Low Income Home Energy Assistance Program as financed under Grant No. _____ from the U.S. Department of Health and Human Services, during the period of October 1, 1981, through September 30, 1982.

SUBGRANTEE:

City of Cambridge
 Department of Human Service Programs
 (DHSP)

BY:

Robert W. Healy

TITLE: City Manager

DATE: October 1, 1981

ATTEST: _____

GRANTEE:

COMMONWEALTH OF MASSACHUSETTS
 EXECUTIVE OFFICE OF COMMUNITIES
 AND DEVELOPMENT

BY: _____

TITLE: _____

DATE: _____

ATTEST: _____

Director, Office of
 Fuel Assistance

TO: The Honorable Members of the City Council
PAGE 2
October 2, 1981

Child Care Information and Referral -- \$ 7,000

The cities of Cambridge and Somerville are preparing to jointly donate \$25,000 to support child care information and referral in the two cities. The Child Care Resource Center will provide this service: assistance to parents in locating appropriate and affordable child care arrangements including bi-lingual assistance; technical assistance to day care providers; and the collection of computerized data to document the child care needs of Cambridge and Somerville.

The attached letter of commitment from the City of Somerville shows their intent to contribute \$ 7,000 in support of this project. This will be combined with a previously allocated \$18,000 from the Cambridge Community Development Block Grant Program, for a combined donation of \$25,000. This amount will be matched at 75% by the Commonwealth of Massachusetts, Department of Social Services, under the Title XX Donated Funds program. (see attached letter)

REVENUE ACCOUNTS

It is the intention of the Department of Human Service Programs to maximize its service delivery capabilities in certain program areas through a match of municipal revenues and user fees. The following two accounts will be established to allow for the support of the specified activities through fees. Each account will be monitored monthly to ensure that expenditures at no time exceed revenues.

Recreation Activities Account -- \$ 24,465
(\$ 7,339.50/semester)

In order to expand recreation opportunities through increased utilization of both neighborhood based facilities and of the War Memorial complex, the Recreation Division of the Department of Human Service Programs is proposing a series of fee-supported programs. The programs themselves are described in detail in the attached brochure.

That portion of these funds targeted for programs conducted at the War Memorial complex is above and beyond the Council's existing appropriation for the operation of the War Memorial pool and its basic swim program.

King Day Care Account -- \$ 61,241.24

The Department of Social Services of the Commonwealth of Massachusetts has awarded the Department of Human Service Programs a renewal of its contract to provide Title XX day care services to eight Cambridge children at the Martin Luther King Day Care Center.

TO: The Honorable Members of the City Council
PAGE 3
October 3, 1981

King Day Care Account -- \$ 61,241.24 --- continued

This contract will extend for a fourteen month period (October 1, 1981 -- November 30, 1982) and is based on a daily reimbursement rate of \$ 11.9350 per child, not to exceed \$ 24,374.24. (see attached.)

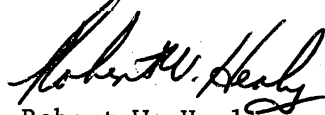
In addition to Department of Social Service funds, the King Day Care is supported by reimbursements from the Bureau of Nutrition (\$ 7,000) and by parent tuition and fees. (\$ 29,867)

TRANSFER

Community Learning Center -- \$ 145,374

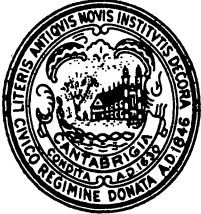
On Tuesday, September 15, the School Committee voted unanimously to authorize the transfer of the Community Learning Center to the Department of Human Service Programs. As I indicated to Supt. Lannon in the attached memo, I am recommending all existing and previous Community Learning Center grant awards and appropriations from the Cambridge School Department cost center be transferred to the Department of Human Service Programs. (see attached)

Very truly yours,



Robert W. Healy
City Manager

RWH/fc



CITY OF CAMBRIDGE

CAMBRIDGE, MASSACHUSETTS 02139

Tel. 498-9011

EXECUTIVE DEPARTMENT

ROBERT W. HEALY

City Manager

TO: The Honorable Members of the City Council

FROM: Robert W. Healy, City Manager

DATE: October 5, 1981

RE: Department of Human Service Programs Appropriations

I am herewith transmitting the following appropriation and transfer items for your consideration:

GRANT AWARDS

Low Income Fuel Assistance Programs -- \$ 1,824,776

The Executive Office of Communities and Development of the Commonwealth of Massachusetts has awarded the Department of Human Service Programs a contract to administer this program for the Cambridge/Somerville Region. The Department will be sub-contracting the Somerville portion of the program to that City's Department of Human Services which collaborated in the development of the proposal.

Attached is a copy of the contract indicating the minimum allocation projected for the Cambridge/Somerville region. This allocation figure has been established on a "worst case" basis, the assumption that the most recent round of proposed federal cuts will be accepted by the Congress. Should the proposed cutback in the fuel assistance program be modified, Cambridge can anticipate a higher allocation; in that event, it will be necessary for the Department of Human Services to seek a supplemental appropriation.

Neighborhood Mutual Aid/Council on Aging -- \$ 18,808

The Department of Elder Affairs of the Commonwealth of Massachusetts has awarded the Department of Human Service Programs a contract to initiate neighborhood-based mutual aid groups for senior citizens in Cambridge. The program responds to the needs of older people for in-home services, socialization and supports to independent living.

Re: Acceptance and appropriation of a grant of \$ 1,824,776. from the Exec. Office of Communities & Development to the Human Service Programs.

*Order Ind Pol Coll
on Order for
- APPROPRIATION -*

In City Council,

October 5, 1981

*MD
A - Two Orders -*

#1 8-01

#2 7-0-1-1

*L. Pinsky recorded
on Ind Pol Coll
as present, that is
the Appropriation
Order*

for Pol Coll 7-0-1-1