A Special Meeting of the Common Council of the City of Middletown was held on Thursday, July 14, 2022, immediately following the 6:00 PM Community Meeting. This meeting was a hybrid meeting with in-person participation in the Common Council Chamber and remote access via WebEx. The meeting was also simultaneously livestreamed on local cable access television, on the City’s webpage, and on the City’s Facebook page.

Present:

- Councilwoman Jeanette Blackwell
- Councilwoman Meghan Carta
- Councilman Grady Faulkner, Jr.
- Councilman Anthony Gennaro, Sr.
- Councilman Eugene Nocera
- Councilman Anthony Mangiafico
- Councilman Edward McKeon
- Councilman Philip Pessina
- Councilman Vincent Loffredo
- Councilwoman Linda Salafia
- Mayor Benjamin D. Florsheim, Chair
- Daniel Ryan Esq., Corporation Counsel
- Linda Reed, Clerk of the Common Council
- Sgt. Scrivo, Sargent-at-Arms

Absent: Councilman Darnell Ford; Councilman Edward Ford, Jr. Meghan Carta

Also Present:

- Economic & Community Development – Barbara Knoll Peterson, Acting Director
- General Counsel, Brig Smith, Esq.

Public: online: unknown  WebEx: 3  Facebook: unknown

1. Call to Order

Mayor Benjamin Florsheim calls the meeting to order at 6:57 PM. He welcomes everyone to the Special Meeting of the Common Council, following the Community Meeting. There are special items to attend to. Related to the American Rescue Act Plan. The Chair asks Councilman Philip Pessina to lead the Common Council in the Pledge of Allegiance

The Clerk of the Common Council reads the Call of the Meeting and the Chair declares the call a legal call and the meeting a legal meeting.

2. Public Hearing on Agenda Items – Opens

The Chair opens the public hearing at 6:59 PM The Chair states that public comment is limited to items on the agenda. Any member of the public looking to speak may do so. Each speaker will have a maximum of five (5) minutes to speak. For those in the Chamber, members of the public may come to the podium. Those participating remotely may use the WebEx hand raise function to alert that Chair that they wish to speak. The Chair will alternate between speakers in the Chamber and remote speakers during the course of this public hearing. Each speaker will have a maximum of five (5) minutes to speak. Speakers are asked to state their name and address for the record. The public hearing is limited to 30 minutes. If, at that time, there are additional speakers, the Council may vote to extend the public hearing portion of the meeting.

3. Public Hearing on Agenda Items – Closes

There being no public comment, the Chair closes the public hearing at 6:59 PM.

4. Resolutions, Ordinances, etc.

The Chair calls on Councilman Eugene Nocera.

Councilman Nocera moves to waive the Common Council Rules of Procedure by consensus so that as they read each of the resolutions, they may call on General Counsel Brig Smith to provide an executive summary of each item. Councilman Philip Pessina seconds the motion
There being no discussion, the Chair calls for a voice vote. The motion to waive the Common Council Rules of Procedure is approved unanimously by a vote of 10-0 (AYE: Councilmembers Blackwell, Carta, Faulkner, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia; ABSENT: Councilmembers D. Ford and E. Ford.) The matter is approved

A. Approving the American Rescue Plan Act Task Force’s recommendation for the following project:

  Grant Income Program
  - Applicant: Cross Street Training and Academic Center, Inc.
  - Description: This program has three elements: use of community health workers; emergency relief fund for Middletown church community members and a grant income program. All programs will focus on Black, Indigenous and People of Color (BIPOC) individuals and are designed to advance health equity through connection to health and well-being services and prioritizing economic mobility. Council previously approved funding for the first two programs in the amount of $620,809.00. The third program seeks $600,000.
  - Amount: $600,000; and that the Mayor is authorized to prepare and execute any documents necessary to effectuate this American Rescue Plan Act grant funding, subject to approval as to content and form by the Office of the General Counsel.

APPROVED

RESOLUTION No: 97-22; K: Review/ resolution/ ARPA – Cross St supp RES 97-22 - 14 July 2022

WHEREAS, on June 7, 2021, the Common Council of the City of Middletown accepted $6,373,240 in American Rescue Plan Act grant funding through a Request for Common Council Confirmation and Approval; and

WHEREAS, under the Request for Common Council Confirmation and Approval, “approval of such transfer shall be given at the next regularly scheduled session of the Common Council,” which “shall be an appropriation” for which “no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted[,]” and

WHEREAS, the Common Council previously established the American Rescue Plan Act Task Force; and

WHEREAS, pursuant to Resolution No. 127-21, the Task Force “shall submit its recommendations for the proposed use and distribution of these grant funds to the Common Council for consideration and approval[,]” and

WHEREAS, the Task Force held a regular meeting on July 13, 2022, to consider additional funds to the following application for American Rescue Plan Act grant funding;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN:

that the Common Council hereby adopts the American Rescue Plan Act Task Force’s recommendation and approves the following project in the following amount based on the application submitted to the Task Force:

  Grant Income Program
  - Applicant: Cross Street Training and Academic Center, Inc.
  - Description: This program has three elements: use of community health workers; emergency relief fund for Middletown church community members and a grant income program. All programs will focus on Black, Indigenous and People of Color (BIPOC) individuals and are designed to advance health equity through connection to health and well-being services and prioritizing economic mobility. Council previously approved funding for the first two programs in the amount of $620,809.00. The third program seeks $600,000.
  - Amount: $600,000

BE IT FURTHER RESOLVED that the Mayor is authorized to prepare and execute any documents necessary to effectuate this American Rescue Plan Act grant funding, subject to approval as to content and form by the Office of the General Counsel.

Fiscal Impact: $600,000 from the American Rescue Plan Grant Line 3046-01000-59200-0000-0000-0000-2021-000
NOTICE OF FUNDING AVAILABILITY

U.S. Department of Treasury
American Rescue Plan Act Grants
Opportunity

Please fill out the application completely. Only fully completed applications will be considered for funding. If you require assistance, please call the Department of Economic and Community Development, at (860) 638-4840 or E-mail your questions to: ARPA@MiddletownCT.gov.

Type of Application:
PUBLIC HEALTH AND ECONOMIC IMPACTS

Please select the type of type of activity in which you are seeking funding.

<table>
<thead>
<tr>
<th>Please complete the checklist prior to submitting your online application.</th>
</tr>
</thead>
<tbody>
<tr>
<td>✔️ Statement of Agreement Signed and Dated</td>
</tr>
<tr>
<td>✔️ Project Eligibility Completely Filled out</td>
</tr>
<tr>
<td>✔️ Project Activities, Goals and Timeframe completely filled out</td>
</tr>
<tr>
<td>✔️ Supplemental Information completely filled out</td>
</tr>
<tr>
<td>✔️ Basic Information completely filled out</td>
</tr>
<tr>
<td>✔️ Project Beneficiaries completely filled out</td>
</tr>
<tr>
<td>✔️ Financial Information completely filled out</td>
</tr>
<tr>
<td>✔️ Org. Overview and Understanding completely filled out</td>
</tr>
<tr>
<td>✔️ One copy of Organization's recent audit (A-133 Compliance Statement if required) is included</td>
</tr>
</tbody>
</table>

I, the authorized representative of the applicant, certify that the information presented in this application is correct and complete to the best of my knowledge.

<table>
<thead>
<tr>
<th>Full Name</th>
<th>Title</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Robyn Anderson</td>
<td>Executive Director, Ministerial Health Fellowship</td>
<td>4/14/2022</td>
</tr>
</tbody>
</table>

BASIC INFORMATION
$1,200,000

Health Equity and Economic Restoration For Middletown's BIPOC Community

Cross Street Training and Academic Center, Inc.

The Ministerial Health Fellowship’s proposal for City of Middletown ARPA funding has three elements: use of community health workers; emergency relief fund for Middletown church community members and a green income program. All programs will focus on Black, Indigenous and People of Color (BIPOC) individuals and are designed to advance health equity through connection to health and well-being services and prioritizing economic mobility.

**CONTACT INFORMATION**

<table>
<thead>
<tr>
<th>Organization Name*</th>
<th>Email Address*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cross Street Training and Academic Center, Inc.</td>
<td><a href="mailto:revanderson@gmail.com">revanderson@gmail.com</a></td>
</tr>
</tbody>
</table>

**Street Address***

740 West Street

**City***

Middletown

**State***

CT

**Zip Code***

06457

**Executive Officer***

Rev. Robyn Anderson

**Project Officer***

Rev. Robyn Anderson

**Mailing Address***

440 West Street

**City***

Middletown

**State***

CT

**Zip Code***

06457

**Email Address***

revanderson@gmail.com
PROJECT ELIGIBILITY
ARPA Qualifying Objectives:

Eligibility Activities:
Please indicate which activity most appropriately describes the proposed project:

- PUBLIC HEALTH AND ECONOMIC IMPACTS
  - COVID-19 Mitigation and Prevention
  - Medical Expenses
  - Behavioral Health
  - Public Health and Safety
  - Assistance to Unemployed Workers
  - Assistance to Households
  - Expenses to improve efficacy of Economic Relief Programs
  - Small Business and Nonprofit
  - Rehiring State, Local, and Tribal Government Staff
  - Aid to Impacted Industries
  - Building Stronger Communities
  - Addressing Educational Disparities
  - Promoting Healthy Childhood Environments

- PREMIUM PAY
  - Premium Pay for those who addressed COVID issues

- REVENUE LOSS
  - GENERAL GOVERNMENT REVENUE LOSS (ARPA Funds to be utilized for other Municipal needs)

- INVESTMENTS IN INFRASTRUCTURE
  - Water and Sewer Infrastructure
  - Broadband Infrastructure

City of Middletown’s ARPA Priorities
The ARPA Task Force Committee has identified the following as key priorities for the City of Middletown. Funding Priority will go towards these types of projects.
**Accomplishments**

- People
- Housing
- Jobs

Indicate which of the following accomplishment categories best applies to the proposed project and indicate the number of accomplishments anticipated. Number of people should not be duplicated; please count each person once regardless of how many times that same person is served. What is the type of Accomplishment?  

<table>
<thead>
<tr>
<th>Number of Accomplishments</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
</tr>
</tbody>
</table>

**Public Benefit Standards**

If you are going to carry out a project, you will need to calculate the minimum number of low and moderate income residents your project is required to provide a minimum benefit versus the amount of funds you are requesting.

\[(\text{Amount Requested})(\text{Number of Recipients}) = (4 \text{ mos./per L/M income Resident})\]

\[\$1,200,000 = 40 \times (4 \text{ mos./per L/M income Resident})\]

A) Detail the number of beneficiaries expected, indicate beneficiaries by ethnic groups and race, and of family-based households if possible.

- Total project: Approx. 6,000 BIPOC and/or Latinx adults for 3 years (2,000 Individuals/year)
- Emergency Relief Fund Program: 10 per month/year, over 3,000 BIPOC and/or Latinx individuals who will benefit (3,000/30 = 100 per month/year)
- Grant Income Program: 25 BIPOC and/or Latinx families/year; average family size of 3.6. Total of 93 BIPOC and/or Latinx individuals per year.
- Community Health Worker Program: 25 BIPOC and/or Latinx families/year (average of 2.5 per family) + Individual community members at 25/year. Total of 90 served per C-HW/year x 2 C-HWs = 175 BIPOC and/or Latinx individuals/year.

- [ ] Non-Middletown residents involved
- [ ] The project will only serve Middletown.
- [ ] The project participants will consist of more than 51% of Middletown residents.
- [ ] The project will consist of less than 51% of Middletown residents, but the other funds are secured to fund any activities for Non-Middletown residents.
- [ ] Other, please explain below.

If you chose "Other", please explain here.

**Project Time Frame, Activities, & Goals**

- [ ] 1 year - January 1, 2022 - December 31, 2022
- [ ] 2 year - January 1, 2022 - December 31, 2023
- [ ] 3 year - January 1, 2022 - December 31, 2024

Please select one of the expected milestones for the activity.
Scope of Work*

Agency Description:

The Ministerial Health Fellowship (MHF), formed in 2015, is a program under Cross Street Training & Academic Center, Inc. (CSTAC), an established faith-based, non-profit organization that is well-known for education, advocacy and health care initiatives in the Milwaukee area. MHF is a faith-based health care advocacy network of Black pastors and church leaders who advocate for health and wellness in the community with the goal of reducing health disparities among African Americans. The program's mission is to build knowledge of health care issues and advocate for health equity, and large organizations with national and international health care providers and public officials in order to reduce health disparities for Black, Indigenous and People of Color (BIPOC) individuals. MHF is dedicated to highlighting health disparities, advocating for meaningful improvements in health equity, and implementing culturally competent, community-based health and well-being programs in the United States and global health issues have been identified in the trusted messenger: the prevention of oral cancer, the transportation, and the collective action.

From the outset of the COVID-19 pandemic, MHF has taken a leadership role in rapid response. COVID-19 programs in BIPOC communities and has been an active and highly effective health equity driver through every wave of the pandemic. By leveraging its relationships with faith and social media and influencing. MHF has been an active and meaningful partner and the NGO is an essential trusted conduit of critical COVID-19-related information within the communities it serves.

Given the existence of advocacy and faith, a proven history of effective and successful community-based work and federal and state program grant management, MHF has the infrastructure in place to successfully manage its health equity proposal for ARPA funding.

Proposal:

The Ministerial Health Fellowship's proposal for City of Milwaukee ARPA funding has three elements: use of community health workers; emergency relief fun; and the development of a health and wellness program. The program will focus on Black, Indigenous and People of Color (BIPOC) individuals and are designed to advance health equity through training in health and wellness programs.

Community Health Workers (CHW): COVID-19 continues to have a disproportionate impact on BIPOC individuals and communities and sustained recovery is needed for the foreseeable future. This has resulted in the creation of the Community Health Workers in BIPOC communities, which play an important role in promoting health equity and reducing health disparities for people of color. To address the needs of BIPOC communities, CHWs are valued assets to serve as liaisons between health/social services and community members who have traditionally lacked access to adequate care. By leveraging the trust-based relationships and their community-specific expertise, CHWs can provide personalized assistance to people of color with widespread, complex needs. CHWs can also help establish CHW's critical role as a link between marginalized populations, the care delivery team and community-based services, CHWs have demonstrated value in improving access to quality and culturally appropriate care, reduction in chronic disease burden and medical adherence, increased patient involvement, improvement in overall health, and reduced health care costs (CDC, 2019; Middlesize Health CHW, 2019). These Community Health Workers will receive OHW training and will be well-positioned to deliver community-based resources, COVID-19 safety precautions and the COVID-19 vaccine.

Emergency Relief Fund for Middlesex Churches for BIPOC Community Members: In 2020, MHF assisted 200 families facing poverty and unemployment during the COVID-19 pandemic. This fund provides emergency assistance to churches serving BIPOC individuals for basic needs including food, rental assistance, transportation assistance, prescriptions for seniors, call phone minutes, assistance for telehealth appointments and expanded internet service. This successful initiative was built upon the premise that faith leaders know the individualized needs of their communities the best, especially during the COVID-19 crisis. This framework allows for community members to inform families in need to be identified and addressed, MHF's implementation of this program creates a network of communication between local churches and the MHF Executive Committee.

New Entering the third year of the pandemic, the MHF Crisis Councils have confirmed that the needs identified in the early stages of the pandemic have persisted through the lingering economic crisis and disparities seen during COVID-19 experience for BIPOC individuals. High levels of continued unemployment due to the crisis has led to on-going financial hardship for obtaining basic needs for families, including utilities, food, rent, transportation assistance, and the COVID-19 relief fund.

The Emergency Relief Fund will support critical needs for the BIPOC population in Middlesex through MHF's targeted partnerships and community-based services. This fund will support families in need of assistance with food, utilities, rent, and transportation.

Financial goals are established and where actionable steps can be measured. The Financial Action Plan process will include current revenue, current expenses and future goals. Actionable steps will include developing a budget and spending and savings plans, and monitoring the plan to achieve budgeting, challenging and reaching out for support. In order to meet the overall objective of development and employment of financial management skills in order to achieve financial security, CHW's will act as supports throughout the relationship, will help adjust the financial plan when needed and will assist in addressing barriers to achieving the financial plan goals.

A companion piece to this program will be the CHW's connecting individuals and families to a network of local resources. This program involves the development of a Financial Action Plan where current and future financial goals are established and where actionable steps can be measured. This plan will include current revenue, current expenses and future goals. Actionable steps will include developing a budget and spending and savings plans, and monitoring the plan to achieve budgeting, challenging and reaching out for support. In order to meet the overall objective of development and employment of financial management skills in order to achieve financial security, CHW's will act as supports throughout the relationship, will help adjust the financial plan when needed and will assist in addressing barriers to achieving the financial plan goals.
Examples of MIF's successful projects under Rev. Anderson's leadership include:

How Can We Help? - a DMHKS-funded opioid risk-reduction program for Greater Middletown that provides recovery support services to people who are actively using opioids; have had or are at risk of an opioid overdose; are in recovery; are struggling with other substance use. Support services are also provided to families, loved ones and friends of those struggling with an opioid use disorder or other substance use disorders. Recovery Coaches provide one-on-one support and coaching to help individuals live healthier lives. This includes education and connection to needed treatment, recovery support services, social services and other resources. The Recovery Support Group provides coaching with a focus on wellness in a supportive environment and the Family/Friends Support Group provides a place for family/friends to share experiences & be supported. The How Can We Help? program launched in October 2016 and is actively serving participants.

Programs/With Possibilities (PWP): funded by CT Office of Health Strategy (by way of the National Office of Minority Health). PWP is a community-based program that provides Double Community Health Worker (DCHW) services in order to address the significant disparities in pregnancy and birth outcomes among BIPGC and Latina persons and their babies. PWP provides professionals who are trained and certified as DCHWs. The DCHW's support participants before, during and up to one year after delivery. DCHW support is also provided in Spanish. Collaborating partners include Middletown Health, the Community Health Center, Middletown; the Greater Middletown Area Health Enforcement Community and other community-based agencies. The PWP program launched in December 2021 and is actively serving participants.

Oral Health Program: as persistent disparities in oral health exist for BIPGC individuals, this MIF program utilizes a community health worker (CHW) within a faith-based environment to (1) broadly advocate for systems-change for improved access to oral care in Connecticut, thereby reducing oral health disparities and improving oral health; and (2) provide BIPGC individuals and their families within the service area for this program oral health education and connection to services that improve oral health outcomes, and promote self- and community-advocacy for improved access to quality oral care in Connecticut. The Oral Health program, funded by CareQuest, launched in November 2021 and is actively serving participants.

FEMA COVID-19 COACH 1 Crisis Counselor Program: a FEMA-funded program that deployed COVID-19 Crisis Counselors throughout the State of Connecticut to address hardships and anxiety due to the COVID-19 pandemic. The COVID-19 Crisis Counselors outreach to individuals and families throughout the State of CT and provided a supportive presence and suggested helpful coping or stress management solutions. The Crisis Counselors lived in the communities they served and created a trusted relationship in communities that may often, unjustly, lack trust in systems and for those who may not be connected to or identify with traditional sources of information. The COVID-19 Crisis Counselors provided (1) individual crisis counseling, education, assessment, referral and linking to needed community supports and resources; (2) developed and distributed educational materials with a focus on COVID-19 safety; and (3) linked community members to COVID-19 testing sites. Collaborating partners included Faith-Based ministries, the City of Middletown Health Department, Middletown Health, multiple community-based organizations and other agencies. The COACH 1 program ran during the first year of the pandemic.

DMHKS COVID-19 COACH 2 Crisis Counselor Program: Similar to the COACH 1 program (please see above), the COACH 2 Crisis Counselor Program continues the work of COACH 1 throughout the state of CT. The COACH 2 program started in early 2021 and is actively serving participants.

COVID-19 Vaccine Equity Initiative: in partnership with the City of Middletown Health Department, weekly vaccine clinics are held at Cross Street AME Zion, under Rev. Anderson's leadership - as a means of creating a trusted environment for BIPGC individuals. This vaccine clinic started in February 2021 and is continuing. Over 10,000 vaccines have been administered since inception of this clinic. Additionally, in June 2021, MIFH and the City of Middletown Health Department, with Middletown Health as a supportive partner, secured grant funding from the State of CT to staff two COVID-19 Crisis Counselors through MIFH. These Crisis Counselors outreach to BPOC community members regarding COVID-19 vaccination and were on hand to answer any questions and connect to vaccination and testing sites.

COVID-19 Vaccine Testing Site: throughout the pandemic, Rev. Anderson has served as liaison for mobile testing at Cross Street AME Zion, thereby increasing local access to COVID-19 testing.

Addressing COVID-19 Health Disparities Among High-Risk and Underserved Populations in CT: MIFH is participating in this CDC grant funded program by way of CT Office of Health Strategy. COVID-19 has disproportionately affected populations of greater risk and those who are medically underserved, including racial and ethnic minority groups who are at higher risk of exposure, infection, hospitalization, and mortality. This initiative leverages current response efforts to meet specific equity goals by removing physical, social and linguistic access barriers, and by delivering mitigation assistance and ongoing social supports and resources during the recovery phase to at-risk residents. In partnership with the Greater Middletown Area Health Enforcement Community, Rev. Anderson project manages this grant which staffs a full-time Community Health Worker and paralegal DCHW.

COVID-19 Trusted Messengers Program: though funding by the Connecticut Health Foundation, MIFH has trained and deployed several cohorts of COVID-19 Trusted Messengers through all phases of the COVID-19 pandemic. These COVID-19 Trusted Messengers have provided culturally-sensitive COVID-19 vaccine, prevention and safety information to BPOC community members in a supportive, non-judgemental environment. The intent of this trusted messenger model is where
BIFOC trusted messengers let warm and worship in the communities they serve – to mitigate the continued disproportionate impact of COVID-19 on communities of color. Collaborative partners included the Middlesex County NAACP Youth Council and Middlesex Health.

COVID-19 Emergency Relief Funding Project: Funded by the Connecticut Health Foundation, MHF oversaw two cycles of emergency relief funding to address disproportionate hardships for BIFOC individuals due to COVID-19. Church committees completed a straightforward one-page application based on their local identified needs which were reviewed and ranked by MHF Executive Committee members resulting in an aggregate score which guided the form of support. Funding was allocated to address food insecurity, housing insecurity (through rental assistance), transportation issues, prescription costs for seniors, extended cell phone minutes for telehealth services for elderly, holders of discounted cell phones through the federal Lifeline program, and unexpendable Internet service were exceptionally distributed.

Collaborative partnerships are the cornerstone of the Ministrual Health Fellowship’s health equity strategy. Examples of MHF’s collaborations include the following: during the COVID-19 pandemic.

The Greater Middlesex Area Health Enhancement Community (GMAHEC) is a multi-sector, place-based initiative that supports long-term, collaborative, and cross-sector efforts to improve community health and well-being through broad, systemic change. The goal is to build healthier and equitable communities that actively work together to prevent the development of disease. Through this work, the GMAHEC seeks to engage in initiatives that improve the social, economic, and physical conditions within communities in order to enable individuals and families to meet basic needs, achieve health and wellness goals, and thrive throughout their lives. Rev. Anderson serves as the Chair of the Greater Middlesex Area Health Enhancement Community coalition. The GMAHEC Leadership Team includes Rev. Anderson and members from Middlesex Health and the Middlesex County NAACP Health Committee. Over 50 organizations are involved in the GMAHEC.

Greater Middlesex Coalition Task Force: This task force has been developed to address the spike in overdoses and overdose deaths due to fentanyl. Rev. Anderson co-chairs this task force with Kevin Elie, the Acting Director for the Middlesex Health Department. This task force meets monthly and features member spotlight at each meeting. With over 25 agencies participating, the existing priority areas have emerged: intervention team, education on awareness/prevention, access to treatment, and clarity on available resources.

Middlesex County NAACP Health Committee: Rev. Anderson is a member of the Middlesex County NAACP Health Committee, which is committed to promoting, protecting and maintaining the health and well-being of African Americans, Latinos and all people of color in Middlesex County by assessing health needs and advocating for health equity in order to achieve health outcomes. Additionally, MHF staff members are active members in the Adult Series planning committee which addresses key health and well-being priorities identified in the Middlesex County NAACP Health Equity Focus Group for African Americans and Latinos Project (November 2016).

Middlesex County Health Alliance: The Middlesex County Health Alliance (MCA) is a coalition of 32 Black and Latino ministers who live, work or both in Middlesex. MCA faith leaders work collaboratively on educational, social and health issues that affect their congregations. Collaborative advocacy and civic engagement are cornerstone actions utilized by MCA leaders to achieve equity for BIFOC community members. Rev. Anderson is a member of the MCA and regularly collaborates on initiatives.

The Middlesex County COVID-19 People of Color Health Initiative: The Middlesex County COVID-19 People of Color Health Initiative (POC Health Initiative) was formed in April 2020 due to the alarming national statistics regarding disproportionate COVID-19 mortality and morbidity of BIFOC individuals. Since inception the POC Health Initiative has worked proactively and aggressively to prevent the spread of COVID-19 among communities of color. The collaborative includes representatives from the Middlesex County Health Alliance, the Middlesex County Health Department, Middlesex Health, Community Health Center, Inc., the Middlesex Department of Health, the Middlesex Common Council, Middlesex Public Schools, the Middlesex Police Department, Middlesex Parks and Recreation, the Community Foundation of Middlesex County, Middlesex United Way, and St. Vincent de Paul Middlesex. Rev. Anderson chairs the POC Health Initiative.

Please briefly describe the past collaboration (fairly) and successful projects that the applicant has done recently.

FINANCIAL INFORMATION
Above is an image of the Quick Budget Overview. Please click the link below to download and fill out the excel form. Once complete, please upload completed form.

**Quick Budget Overview Link**
[QUICK BUDGET OVERVIEW DOWNLOAD](#)  
Click above to download!

**Quick Budget Overview Upload**
[MF_ARPP Quick Budget Overview.xlsx]  
Please attach your completed Quick Budget Overview File!

**Detailed Program Budget**
Please see MF Year 1 and Year 2 detailed budget spreadsheet that outlines all itemized expenses.

On a separate sheet of paper or in the field above, please breakdown the items and provide greater details about each. Please be specifics about what will be purchased, what are salaries for, and other necessary information to understand the financial aspect of the proposed project. All proposed construction projects should submit a good-faith estimate from a contractor that is qualified to perform the work. If the Program budget is a separate document, please attach it to your electronic application below!

**Detailed Program Budget Upload**
[MF_City of Middletown_ARPP_Budget.xlsx]  
Please attach your Detailed Program Budget here if you did not complete it above!
JULY 14, 2022
COMMON COUNCIL - SPECIAL MEETING

Employee ID Number*  

IRS Tax Exempt Number*  
26-3375111

ENTER "NA" if you have an IRS Tax Exempt Number  
ENTER "NA" if you have an Employee ID Number

DUNS Number*  
069506127

Required! Please obtain one at https://www.dnb.com

OMB Circular A-133 Compliance*  

☐ Yes  
☐ No

organization exceed more than $500,000 in federal funds in your previous fiscal year? If yes, please submit a copy of your most recent audit that includes Federal Supplementary Reports. Your application will be incomplete without these documents

A-133 Audit DocumentUpload  
Choose File  No file chosen

Other Funding Sources*  

☐ Yes  
☐ No

Will other Funds be used for the proposed project?

Leveraged Fund Calculations*  

(n/a)

(Other Funding) / (Requested Amount) = Leveraged Funding Answers greater than 1 are encouraged!

Describe what other funds or resources are going to be used if they are secured.

(n/a - MRF is not planning to use other funding sources)

Project Revenue*  

☐ Yes  
☐ No

Will the project either while underway or upon completion - change foot or generate revenue?

Yes*, please explain:

SUPPLEMENTAL INFORMATION

Please include any other information you want considered in your application here.

Choose File  No file chosen

REGULATIONS (OVERVIEW AND UNDERSTANDING)

STATEMENT OF AGREEMENT

I have read and understand the information about the American Rescue Plan Act (ARPA) Funding Grant program contained within the Notice of Funding Availability,

I agree that any and all ARPA Grant funds received as a result of this application will be used in a manner consistent with the intent of the Grant program and Federal guidelines and the purposes listed in the attached application for funding.

Electronic Signature*  
Roshan Anderson  
4/14/2022

Entering your name here constitutes an Electronic Signature.
Ministerial Health Fellowship ARPA Quick Budget Overview

<table>
<thead>
<tr>
<th></th>
<th>ARPA Funding Request Year 1</th>
<th>ARPA Funding Request Year 2</th>
<th>TOTAL</th>
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<td>$7,000.00</td>
<td>$14,900.00</td>
</tr>
<tr>
<td>Total Consultants Costs</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Subcontracts Costs</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Administrative and Legal Costs</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Land and Associated Costs</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Relocation Costs</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Architectural and Engineering Costs</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Construction Costs</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Other Direct Costs - Misc, (see budget detail)</td>
<td>$13,006.00</td>
<td>$6,822.00</td>
<td>$19,828.00</td>
</tr>
<tr>
<td>Total Other Direct Costs - Emergency Relief Fund</td>
<td>$100,000.00</td>
<td>$100,000.00</td>
<td>$200,000.00</td>
</tr>
<tr>
<td>Total Other Direct Costs - Grant Income Program</td>
<td>$300,000.00</td>
<td>$300,000.00</td>
<td>$600,000.00</td>
</tr>
<tr>
<td>Total Other Direct Costs - Transportation Vouchers</td>
<td>$5,000.00</td>
<td>$5,000.00</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$815,048.69</td>
<td>$806,743.00</td>
<td>$1,621,791.69</td>
</tr>
</tbody>
</table>

Total Amount to be Spent on Projects: $1,621,791.69

Indirect Costs, such as administrative overhead or grant writer expenses are not eligible for reimbursement.
<table>
<thead>
<tr>
<th>Position 1 Title:</th>
<th>Community Health Worker</th>
<th>Per Hour</th>
<th>Hours/Week</th>
<th>Weeks/Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary total</td>
<td>$40,030.00</td>
<td>825</td>
<td>40</td>
<td>52</td>
</tr>
<tr>
<td>Fringe benefits</td>
<td>$18,450.00</td>
<td>825</td>
<td>40</td>
<td>52</td>
</tr>
<tr>
<td>Total fringe benefits</td>
<td>$12,495.00</td>
<td>825</td>
<td>40</td>
<td>52</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Position 2 Title:</th>
<th>Community Health Worker</th>
<th>Per Hour</th>
<th>Hours/Week</th>
<th>Weeks/Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary total</td>
<td>$40,030.00</td>
<td>825</td>
<td>40</td>
<td>52</td>
</tr>
<tr>
<td>Fringe benefits</td>
<td>$18,450.00</td>
<td>825</td>
<td>40</td>
<td>52</td>
</tr>
<tr>
<td>Total fringe benefits</td>
<td>$12,495.00</td>
<td>825</td>
<td>40</td>
<td>52</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Position 3 Title:</th>
<th>Program Manager</th>
<th>Per Hour</th>
<th>Hours/Week</th>
<th>Weeks/Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary total</td>
<td>$40,030.00</td>
<td>825</td>
<td>15</td>
<td>92</td>
</tr>
<tr>
<td>Fringe benefits</td>
<td>$30,480.00</td>
<td>825</td>
<td>15</td>
<td>92</td>
</tr>
<tr>
<td>Total fringe benefits</td>
<td>$30,480.00</td>
<td>825</td>
<td>15</td>
<td>92</td>
</tr>
</tbody>
</table>

This position will be responsible for the overall success of the CHW program, the Emergency Relief Food Program and the Breadbasket Program.

<table>
<thead>
<tr>
<th>Position 4 Title:</th>
<th>Program Director</th>
<th>Per Hour</th>
<th>Hours/Week</th>
<th>Weeks/Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary total</td>
<td>$40,030.00</td>
<td>825</td>
<td>15</td>
<td>92</td>
</tr>
<tr>
<td>Fringe benefits</td>
<td>$30,480.00</td>
<td>825</td>
<td>15</td>
<td>92</td>
</tr>
<tr>
<td>Total fringe benefits</td>
<td>$30,480.00</td>
<td>825</td>
<td>15</td>
<td>92</td>
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</table>
### Financial Administrator

<table>
<thead>
<tr>
<th>Salary</th>
<th>$3,790.00</th>
<th>824</th>
<th>7</th>
<th>52</th>
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</thead>
<tbody>
<tr>
<td>Fringe Benefits as % of Salary</td>
<td>10.0%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Fringe Benefits</td>
<td>$379.00</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Share of FTE</td>
<td>25%</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Fringe Benefits</td>
<td>$947.50</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

This column will cover all fringe payroll and frangal record keeping related to this project.

### TOTAL SALARY AND FRINGE COSTS

$485,136

### Total Fringe Benefits

$92,854

### Supplies

- General office supplies and materials needed in order to provide basic support to the project - includes supplies for the workweek workers (pens and pads of paper) and printing costs for educational (pens & ink) as well as other mailing office supplies.

<table>
<thead>
<tr>
<th>Description</th>
<th>Quantity</th>
<th>Unit Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL SUPPLIES**

$7,883

### Contractual

<table>
<thead>
<tr>
<th>Subcontractor 1</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Justification</strong></td>
</tr>
</tbody>
</table>

**TOTAL**

$33

### TOTAL CONTRACTUAL COSTS

$33

### Equipment

- (2) Cell phones @ $500/phone
- (2) 10-hook phone @ $60/months
- (2) Laptops @ $25/month

**Total**

$1,435
$3,843

<table>
<thead>
<tr>
<th>Description of components</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daily mileage (outside of commute to work) (# staff x 10 miles/day)</td>
<td>$3,843</td>
</tr>
<tr>
<td>Breakroom test messaging service</td>
<td>$1,652</td>
</tr>
<tr>
<td>Community Health Visitor Training (#) @ $15.10 per CHV</td>
<td>$473.30</td>
</tr>
<tr>
<td>(2) Data Plan/Website user service @ $16/months</td>
<td>$320</td>
</tr>
</tbody>
</table>

**TOTAL:** $10,655

---

**Budget Detail 2:**

<table>
<thead>
<tr>
<th>Description of components</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Relocation Fund for (2) - Mandated Charities for $10,000 per church</td>
<td>$20,000</td>
</tr>
<tr>
<td>Grant Income for (25) families in Middletown at $1,000/month</td>
<td>$25,000</td>
</tr>
<tr>
<td>Transportation Vouchers</td>
<td>$6,000</td>
</tr>
</tbody>
</table>

**TOTAL:** $48,000

**TOTAL "IN-PERF" COSTS:** $619,000

**Interest Costs:**

**TOTAL:**

**TOTAL INDIRECT COSTS**
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Price Requested</td>
<td>$854,990</td>
</tr>
<tr>
<td>Total Direct Costs</td>
<td></td>
</tr>
<tr>
<td>Total Indirect Costs</td>
<td>50</td>
</tr>
</tbody>
</table>
### COST CALCULATIONS AND DETAILS

**Salary and wages:**

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Community Health Worker</th>
<th>$ per Hour</th>
<th>Hours/Week</th>
<th>Weeks/Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary Total</td>
<td></td>
<td>$40,000.00</td>
<td>40</td>
<td>32</td>
</tr>
<tr>
<td>Fringe benefits as % of salary</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total fringe benefits</td>
<td></td>
<td>$12,483.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Position Title</th>
<th>Program Manager</th>
<th>$ per Hour</th>
<th>Hours/Week</th>
<th>Weeks/Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salary Total</td>
<td></td>
<td>$40,000.00</td>
<td>32</td>
<td>32</td>
</tr>
<tr>
<td>Fringe benefits as % of salary</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total fringe benefits</td>
<td></td>
<td>$12,483.00</td>
<td></td>
<td></td>
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</tbody>
</table>

**Position Title:** Program Administration Director

<table>
<thead>
<tr>
<th>$ per Hour</th>
<th>Hours/Week</th>
<th>Weeks/Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fringe benefits as % of salary</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total fringe benefits</td>
<td></td>
<td>$12,483.00</td>
</tr>
</tbody>
</table>

This position will be responsible for the overall success of the CHW program, the Emergency Fuel Fund Program and the Rent Income Program.
### Connecticut Department of Public Health - OCA-PAWES/CES/MCHN: A Public Health Approach to Comprehensive Substance Prevention in Connecticut

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prisons benefits as basic salary</td>
<td>$696</td>
</tr>
<tr>
<td>Total fringe benefits</td>
<td>$2,444.10</td>
</tr>
</tbody>
</table>

This position will oversee all training, support and financial needs related to this project.

#### TOTAL SALARY AND WAGE COSTS

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Fringe Benefits</td>
<td>$387,704</td>
</tr>
<tr>
<td>Total Salary and Wage Costs</td>
<td>$160,336</td>
</tr>
</tbody>
</table>

#### Supplies

General office supplies and materials needed in order to provide health support to the project.

- Includes supplies for outreach workers (pens and pads of paper) and printing costs for educational flyers (fliers) as well as other writing office supplies.

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Supply Costs</td>
<td>$7,000</td>
</tr>
</tbody>
</table>

#### Contractual

**Subcontractor 1**

**Subcontractor 2**

<table>
<thead>
<tr>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total:</td>
<td>$8</td>
</tr>
</tbody>
</table>
### Equipment Costs

<table>
<thead>
<tr>
<th>Description of Components</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) Cell phones @ $284/phone (replacement, if necessary)</td>
<td>$500</td>
</tr>
</tbody>
</table>

Other activity t:

### Budget Details

<table>
<thead>
<tr>
<th>Description of Components</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>(1) Cell phones @ $284/phone (replacement, if necessary)</td>
<td>$500</td>
</tr>
<tr>
<td>Daily mileage include of common travel @ 2 cents/mile</td>
<td>$2.00</td>
</tr>
<tr>
<td>Email/news text messaging service</td>
<td>$0.50</td>
</tr>
<tr>
<td>(1) Data communication esp. travel @ $40/month</td>
<td>$40</td>
</tr>
</tbody>
</table>

**Total:** $8,032

### Other Activity Costs

<table>
<thead>
<tr>
<th>Description of Components</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Relief Fund for 1Q Manual Space Chase for SF/PC</td>
<td>$12,003</td>
</tr>
<tr>
<td>Community Minimums @ $10K per annum</td>
<td></td>
</tr>
<tr>
<td>Grant income Program for 1Q Minimal in 2023 $10,000/year</td>
<td>$1,000</td>
</tr>
<tr>
<td>Transportation Passes</td>
<td>$12,003</td>
</tr>
</tbody>
</table>

**Total:** $455,216

### Total Other Costs

**$461,233**

### Indirect Costs

**TOTAL:**

### Total Indirect Costs

### Total Funds Requested

**$806,743**

<table>
<thead>
<tr>
<th>Description of Components</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Clinic Costs</td>
<td>$50</td>
</tr>
<tr>
<td>Total Indirect Costs</td>
<td>$20</td>
</tr>
</tbody>
</table>
City of Middletown
ARPA Funds

Wednesday, May 11, 2022
Rev. Robyn Anderson, MS, LPC, LMFT, LADC
Executive Director, Ministerial Health Fellowship

About The Ministerial Health Fellowship

- MHF is a faith-based health care advocacy network of church leaders, organization leaders, community leaders and community members whose shared mission is to reduce health disparities for Black, Indigenous and People of Color (BIPOC) individuals by:
  - building knowledge of health care issues
  - advocating for health equity
  - implementing critical community-based health and well-being programs, and
  - forging connections with health care providers and public officials
- MHF is a program of the Cross Street Academic & Training Center

Our Proposal

- MHF’s ARRA proposal has three elements:
  1. Use of Community Health Workers
  2. Emergency Relief Fund
  3. Grant Income Program
- All programs will focus on BIPOC individuals and are designed to advance health equity through connection to health and well-being services and prioritizing economic mobility.
- All programs have been designed based on community voice.
Community Health Worker

- **Need:** COVID-19 continues to have a disproportionate impact on BIPOC individuals and communities, and sustained recovery is needed for the foreseeable future.

- **Solution:** (2) Community Health Workers (CHW). CHWs are trusted members of a community who 1) assist community members in navigating health and social services, thereby improving access to quality and culturally appropriate care, and 2) empower community members to have a voice in their care.

Emergency Relief Fund

- **Need:** The needs identified in the early stages of the pandemic have persisted through the lingering economic crisis and disproportionate COVID-19 experience for BIPOC individuals.

- **Solution:** Emergency Relief Funds for basic needs (housing, food, utilities, transportation, lingering debt, etc.) awarded to BIPOC individuals in Middletown with demonstrated need through an application process.
Grant Income Program

- **Need:** BIPOC individuals have disproportionately experienced economic hardship due to persistent and widening wealth gaps [median income in Middlesex County (CT Data Collaborative, 2013 – 2017): White: $84,402; Black: $47,642]. The pandemic has widened this gap.

- **Solution:** Providing supplemental financial support for BIPOC individuals and families to bring them current on past debt and to design a plan for financial security and savings. CHWs will assist with individualized Financial Action Plan development and personalized financial action steps.

---

**Budget**

<table>
<thead>
<tr>
<th></th>
<th>ARPA FUNDING REQUEST Year 1</th>
<th>ARPA FUNDING REQUEST Year 2</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Direct Labor Costs</td>
<td>$149,136.00</td>
<td>$149,136.00</td>
<td>$298,272.00</td>
</tr>
<tr>
<td>Total Fringe Benefits Costs</td>
<td>$37,284.00</td>
<td>$37,284.00</td>
<td>$74,568.00</td>
</tr>
<tr>
<td>Total Equipment Costs</td>
<td>$3,640.00</td>
<td>$500.00</td>
<td>$4,140.00</td>
</tr>
<tr>
<td>Total Supplies and Materials Costs</td>
<td>$7,000.00</td>
<td>$7,000.00</td>
<td>$14,000.00</td>
</tr>
<tr>
<td>Total Other Direct Costs - Misc. ([see budget detail])</td>
<td>$13,006.00</td>
<td>$6,823.00</td>
<td>$19,829.00</td>
</tr>
<tr>
<td>Total Other Direct Costs - Emergency Relief Fund</td>
<td>$100,000.00</td>
<td>$100,000.00</td>
<td>$200,000.00</td>
</tr>
<tr>
<td>Total Other Direct Costs - Grant Income Program</td>
<td>$300,000.00</td>
<td>$300,000.00</td>
<td>$600,000.00</td>
</tr>
<tr>
<td>Total Other Direct Costs - Transportation Vouchers</td>
<td>$5,000.00</td>
<td>$5,000.00</td>
<td>$10,000.00</td>
</tr>
<tr>
<td>Subtotals</td>
<td>$615,066.00</td>
<td>$605,743.00</td>
<td>$1,220,809.00</td>
</tr>
</tbody>
</table>


---

**Opportunity for the City of Middletown**

- **MHF’s ARPA Proposal** gives the City of Middletown the opportunity to meaningfully advance health equity, dismantle systemic and structural racism, and to address racism as a public health crisis.

Councilman Eugene Nocera reads the resolution and moves to approve. Councilman Philip Pessina seconds the motion.

Councilman Nocera thanks the members of the Cross Street Training Center for their perseverance as the task force worked through this application. The Committee was unanimous in its support for the
additional funding, which prioritizes economic mobility for their group. The task force worked through the questions. He thanks the Mayor’s Office, the General Counsel and the entire committee, noting that it is a stellar group. He also acknowledges the working group, which faced a monumental task. It was blood, sweat, and tears. They are now about halfway done with about 12 more applications to be represented to the working committee and large committee in the next several weeks, next month and a half. He thanks the group and the Church members for this well thought out application.

The Chair echoes those comments and calls on Attorney Smith for the executive summary of this proposal.

General Counsel Smith state that Councilman Nocera has done an excellent job summarizing the application and outcome. He brings up the prior consideration of the project.

<table>
<thead>
<tr>
<th>AGENCY NAME</th>
<th>PROJECT</th>
<th>AMOUNT REQUESTED</th>
<th>NUMBER OF PEOPLE IMPACTED</th>
<th>URGENCY</th>
<th>READINESS TO PROCEED</th>
<th>BUDGET/ FUNDING</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Cross Street Training &amp; Academic Center, Inc.</td>
<td>Health equity and economic restorative for Midtown’s East</td>
<td>$1,220,809.00</td>
<td>8</td>
<td>5</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>2. Community Health Center, Inc.</td>
<td>Peer to Peer Hope Squad</td>
<td>$249,445.50</td>
<td>8</td>
<td>10</td>
<td>10</td>
<td></td>
</tr>
<tr>
<td>3. Connecticut Home Collective, PLLC</td>
<td>Foundations: A Restorative Approach to Housing Education</td>
<td>$75,000.00</td>
<td>8</td>
<td>9</td>
<td>7</td>
<td></td>
</tr>
<tr>
<td>4. Downtown Business District</td>
<td>Downtown/Fagley Matching Fund</td>
<td>$900,000.00</td>
<td>8</td>
<td>8</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL FEDERAL ALLOCATION</strong></td>
<td></td>
<td>$2,102,271.00</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL APPROPRIATED</strong></td>
<td></td>
<td>$9,957,652.52</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>TOTAL REMAINING</strong></td>
<td></td>
<td>$11,944,984.78</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL AWS</strong></td>
<td></td>
<td>$33,648,263.56</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>REMAINING IF FULLY FUNDED</strong></td>
<td></td>
<td>$25,934,108.78</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Attorney Smith notes that the Council is talking about the Cross Street Training and Academic Center. The scoring was high in the past and the recommendation was $620,809 based on two of the three programs. They were able to get additional questions answered and a comfort level in place that allowed the Task Force to recommend the entirety of the funding request $1.2M. That is he Task Force report and its recommendation.

The Chair thanks Attorney Smith and calls on Councilman Edward McKeon.

Councilman McKeon states that he has a question he knows that at the last meeting, they discussed hiring a consultant to make sure that money gets into people’s hands as soon as possible he asks if there is a timeline for putting that position in place or hiring that consultant and distributing the funds.

Attorney Smith replies, “Good question.” He states that he received the RFQ from Purchasing this morning. It is going to be published in the Hartford Courant on Tuesday, June 19th. It has a close date of August 5th. He will get a hyperlink and will share it with the listserve of which he is a member and finance will do so as well. He will also transmit it to Council for other listserve or collectives that Councilmembers may know of so it can be distributed. He hopes that they will have responses and get the process kicked off quickly. He hope to get a consultant in place as well. It is time to start organizing things and spending the money.

Councilman McKeon notes that Attorney Smith as said ‘as quick as possible.’ he adds that he would love to gear a date certain. We have had this money for a long time and these are reportedly shovel ready projects. He knows that the entities are anxious to make the money go to work. He asks if it is September, October.

Attorney Smith replies that this is a question that he would like to discuss with the work group first. It has not met since the RFP has been finalized so he will do that. Once he has that, he will be happy to share a date certain.

The Chair calls on Councilwoman Jeannette Blackwell.

Councilwoman Blackwell states that she thinks Attorney Smith said June 19th rather than July 19th. Perhaps she misheard.

Attorney Smith replies, “July 19th.” He quips that he was either really, really late or really, really early.

The Chair calls on Councilman Vincent Loffredo.
Councilman Loffredo states that he packet of information that they received at the prior meeting of June 22nd, they talked about Year 2. He asks if that was the information that General Counsel is referring to or is there something else.

Attorney Smith asks what page Councilman Loffredo is referring to.

Councilman Loffredo notes that they mention a year. The document does not have page numbers but is in the later part of the document. They talk about salary, funding partner. It is $605K. He asks if that is the amount.

Attorney Smith replies that it is $600K total, $300K in Year 1 and $300K in Year 2.

Councilman Loffredo states that, in this case, are the health workers hired last year being carried over. Is that the understanding of what happened?

Attorney Smith replies that he will have to review that, adding that it was from the first two of the three elements, which is separate. Here we are talking about the (inaudible) program.

Councilman Loffredo massif the grant program they will be assigned an additional $600K in grant.

Attorney Smith replies the process would be to identify members of the community, who have need. They have a demonstrated history and a program for administering, tracking, auditing, all that. For instance. Say there is a community member, who needs rent assistance. Rather than giving a $500 rent subsidy to the tenant, they identify the landlord. They give the landlord the rend subsidy to make up the difference for the tenant. They track that and report that. That is the kind of thing that this program is designed to do.

Councilman Loffredo notes that element will not go into effect until the third year. Is his understanding correct?

Attorney Smith replies, “No,” it is in year 1 and year 2.

There being no further discussion, the Chair calls for a voice vote. The motion is approved unanimously by a vote of 10-0 (AYE: Councilmembers Blackwell, Carta, Faulkner, Gennaro, Loffredo, Mangialfico, McKeon, Nocera, Pessina, and Salafia; ABSENT: Councilmembers D. Ford and E. Ford.) The matter is approved

B. Approving the American Rescue Plan Act Task Force’s recommendation for the following project:

**Restorative Approach to Housing Education**

- **Applicant:** Connecticut Home Collective, PLLC
- **Description:** Connecticut Home Collective, PLLC plans to deliver 12 sessions of their Foundations curriculum specifically for Middletown residents, as well as 3 sessions for Middletown realtors, landlords, municipal, and organizational stakeholders. All 15 sessions will be free of charge and will prioritize low to moderate income BIPOC residents. The Foundations curriculum aims to create opportunities for community healing, learning, and advocacy around America’s housing history and its racist legacies.
- **Amount:** $75,000; and that the Mayor is authorized to prepare and execute any documents necessary to effectuate this American Rescue Plan Act grant funding, subject to approval as to content and form by the Office of the General Counsel.

APPROVED

RESOLUTION 98-22; K; review/ resolution/ ARPA CT Home Collective – RES 98-22 – 14 July 2022

**WHEREAS,** on June 7, 2021, the Common Council of the City of Middletown accepted $6,373,240 in American Rescue Plan Act grant funding through a Request for Common Council Confirmation and Approval; and

**WHEREAS,** under the Request for Common Council Confirmation and Approval, “approval of such transfer shall be given at the next regularly scheduled session of the Common Council,” which “shall be an appropriation” for which “no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted[,]” and

**WHEREAS,** the Common Council previously established the American Rescue Plan Act Task Force; and

**WHEREAS,** pursuant to Resolution No. 127-21, the Task Force “shall submit its recommendations for the proposed use and distribution of these grant funds to the Common Council for consideration and approval [;]” and

**WHEREAS,** the Task Force held its regular meeting on July 13, 2022, to consider the following application for American Rescue Plan Act grant funding.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN:** that the Common Council hereby adopts the American Rescue Plan Act Task Force’s recommendation and approves the following project in the following amount based on the application submitted to the Task Force:
• Restorative Approach to Housing Education
  o Applicant: Connecticut Home Collective, PLLC
  o Description: Connecticut Home Collective, PLLC plans to deliver 12 sessions of their Foundations curriculum specifically for Middletown residents, as well as 3 sessions for Middletown realtors, landlords, municipal, and organizational stakeholders. All 15 sessions will be free of charge and will prioritize low to moderate income BIPOC residents. The Foundations curriculum aims to create opportunities for community healing, learning, and advocacy around America’s housing history and its racist legacies.
  o Amount: $ 75,000

BE IT FURTHER RESOLVED that the Mayor is authorized to prepare and execute any documents necessary to effectuate this American Rescue Plan Act grant funding, subject to approval as to content and form by the Office of the General Counsel.

Fiscal Impact: $ 75,000 from the American Rescue Plan Grant Line 3046-01000-59200-0000-00000-2021-000
<table>
<thead>
<tr>
<th>Amount Requested*</th>
<th>Project Name*</th>
<th>Organization*</th>
</tr>
</thead>
<tbody>
<tr>
<td>75000</td>
<td>Foundations: A Restorative Approach to Housing Education</td>
<td>Connecticut Home Collective, PLLC</td>
</tr>
</tbody>
</table>

Dollar value requested

**Brief Description of Proposed Project***

Connecticut Home Collective will deliver 12 sessions of their Foundations curriculum specifically for Middletown residents, as well as 3 sessions for Middletown renters, landlords, municipal, and organizational stakeholders. All 15 sessions will be offered free of charge; the 12 community sessions will be solely for Middletown residents and will prioritize low to moderate income BIPOC (Black, Brown, Indigenous, People of Color) residents. The Foundations curriculum aims to create opportunities for community healing, learning, and advocacy around America’s housing history and its racist legacies. This proposed project will offer space and language for attendees to share, understand, and honor their “Home Story” as well as that of others; teach/reinforce US housing history, as well as our shared history of housing segregation and racial lending practices; and empower attendees to advocate for real housing justice. In addition, the Connecticut Home Collective will include a comprehensive first-time homebuyer course within each community session. The Foundations curriculum will lessen the shame around exploring homeownership for residents of color, reduce the harm caused to marginalized families, and prepare community stakeholders interested in working towards housing justice.

---

**CONTACT INFORMATION**

<table>
<thead>
<tr>
<th>Organization Name*</th>
<th>Email Address*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Connecticut Home Collective, PLLC</td>
<td><a href="mailto:othomeco@gmail.com">othomeco@gmail.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Street Address*</th>
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<tbody>
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<td>508 Main Street, 2nd floor</td>
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<thead>
<tr>
<th>City*</th>
<th>State*</th>
<th>Zip Code*</th>
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<td>CT</td>
<td>06457</td>
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<table>
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<tr>
<th>Executive Officer*</th>
<th>Project Officer*</th>
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<tbody>
<tr>
<td>Sacha Armstrong-Crockett</td>
<td>Sacha Armstrong-Crockett</td>
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<tr>
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<td>CT</td>
<td>06457</td>
</tr>
</tbody>
</table>
Email Address*
cthomeco@gmail.com

Phone Number*  Fax Number*
880-538-7778  None

PROJECT ELIGIBILITY
ARPA Qualifying Objectives:

Eligibility Activities
Please indicate which activity most appropriately describes the proposed project:

- PUBLIC HEALTH AND ECONOMIC IMPACTS*
  - [ ] COVID-19 Mitigation and Prevention
  - [ ] Medical Expenses
  - [ ] Behavioral Health
  - [ ] Public Health and Safety
  - [ ] Assistance to Unemployed Workers
  - [ ] Assistance to Households
  - [ ] Expenses to Improve Efficacy of Economic Relief Programs
  - [ ] Small Business and Nonprofit
  - [ ] Rehiring State, Local, and Tribal Government Staff
  - [ ] Aid to Impacted Industries
  - [ ] Building Stronger Communities
  - [ ] Addressing Educational Disparities
  - [ ] Promoting Healthy Childhood Environments

- PREMIUM PAY
  - [ ] Premium Pay for those who addressed COVID issues

- REVENUE LOSS
  - [ ] GENERAL GOVERNMENT REVENUE LOSS (ARPA Funds to be utilized for other Municipal needs)

- INVESTMENTS IN INFRASTRUCTURE
  - [ ] Water and Sewer Infrastructure
  - [ ] Broadband Infrastructure
City of Middletown’s ARPA Priorities

The ARPA Task Force Committee has identified the following as key priorities for the City of Middletown. Funding Priority will go towards these types of projects.

PROJECT BENEFICIARIES

Accomplishments

- People
- Household
- Jobs

Indicate which of the following accomplishment categories best applies to the proposed project and indicate the number of accomplishments anticipated. Number of people should not be duplicated, please count each person once regardless of how many times that same person is served. What is the type of Accomplishment?

Number of Accomplishments:
150 people a year/450 total

Public Benefit Standards

If you are going to carry out a project, you will need to calculate the minimum number of low and moderate income residents your project is required to provide a minimum benefit versus the amount of funds you are requesting.

\[
\text{Amount Requested}/\text{(Number of Recipients)} = \text{(Amount per L/M income Resident)}
\]

\[
\text{$160.00 per L/M income resident}
\]

A) Detail the number of beneficiaries expected, indicate beneficiaries by ethnic groups and/or races, and of female-based households if possible.

Our priority target demographic for the Foundations curriculum community sessions are Middletown BIPOC (Black, Brown, Indigenous, People of Color) residents who are low to moderate-income. However, we hope to welcome any interested Middletown residents. Our stakeholder sessions will prioritize municipal leaders and staff, realtor associations, community organizational leaders; and community members at large who want to engage in housing justice advocacy.

C) Non-Middletown residents involved?

- The project will only serve Middletown.
- The project participants will consist of more than 51% of Middletown residents.
- The project will consist of less than 51% of Middletown residents, but the other funds will secured to fund any activities for Non-Middletown residents.
- Other, explain below.
PROJECT TIMELINE, ACTIVITIES, & GOALS

Timeframe for Activity:

- 1 year - January 1, 2022 - December 31, 2022
- 2 year - January 1, 2022 - December 31, 2023
- 3 year - January 1, 2022 - December 31, 2024

Please select one of the expected timeframes for the activity.

Scope of Work:

The Connecticut Home Collective will:

- Identify dates and locations to host sessions
- Identify community and organizational stakeholders and develop partnerships
- Develop a robust advertising campaign and social media presence
- Create and collect pre and post curriculum surveys
- Organize and screen interested participants
- Curate resources on affordable housing, first-time home purchasing, credit support resources, and racism in housing for participants and interested parties
- Host 12 community sessions and 3 community partner sessions of the Foundations curriculum a year, free of cost to all participants
- Follow up with community members interested in pursuing homeownership; connecting them with community resources to support their journey
- Connect participants interested in advocating for housing justice to relevant initiatives and advocacy groups
- Create annual reports detailing sessions and outcomes

In outline form, briefly describe each activity to be undertaken:

Past Collaborations and Successful Projects

The Connecticut Home Collective was recently launched in 2022. Our Founder/Director, Sacha Crockett-Armstrong, is a Middletown native with strong connections to the community. She has worked as a gold-level sales realtor for the past 5 years, and nearly half of her clientele have been first-time home-buyers that she has personally supported through their homeownership journey. In addition, she’s a National Association of Realtors’ certified At-Home Diversity Specialist. Sacha is also the Co-Chair of Middletown’s Anti-Racism Taskforce, and has been recognized for her work on homeownership by TEDx and by Desegregation CT. This year, Sacha was named a Community Fellow for Wesleyan University’s Embodying Anti-Racism Initiative, where she is working on community directed projects at the intersection of anti-racism and the arts.

Our co-facilitator, Diana Martinez, a 15-year Middletown resident, is an experienced Diversity, Equity, and Inclusion specialist with over 5 years of training and experience hosting community trainings and events on race and racism. Diana is also an experienced community engagement specialist who has hosted several community focus groups in the Middletown area, most recently with the NAACP’s Health Equity group around health outcomes for Latino community members. We’re confident that between our extensive experiences, knowledge-bases, and community connections in the fields of housing access and racial justice that we’ll be able to guide and support Middletown community members navigating our housing systems.

Please briefly describe past collaborations (if any) and successful projects that the applicant has done recently.

FINANCIAL INFORMATION
Above is an image of the Quick Budget Overview. Please click the link below to download and fill out the excel form. Once complete, please upload completed form.

Quick Budget Overview Link
[QUICK BUDGET OVERVIEW DOWNLOAD]
Click above to download!

Quick Budget Overview Upload
[CTHomeCo ARPA Quick Budget Overview.xlsx]
Please attach your completed Quick Budget Overview File!
Detailed Program Budget

Total Direct Labor Costs: 67500
This accounts for staff labor costs for a total for 45 sessions over the course of the 3 year term of the grant. One session of the 2.5 hour long Foundations curriculum is valued at $1500. This price includes 2 facilitators, their preparatory work, advertising, participant screening, pre and post training surveys, the 2.5 hour training itself, and any associated follow up and reporting. $1500 per session/45 sessions

Total Supplies & Materials Costs: 4500
This accounts for materials and supplies for all 45 sessions over the course of the 3 year term of the grant. Associated materials and supplies include:
- Printing costs
- Hand Story Journals
- Pens
- Keychains
- Snacks for sessions

“We’ll be prioritizing Middletown based businesses, particularly businesses of color, for all our material needs.”

Total Administrative and Legal Costs: 3000
- Space rentals and associated fees
- Social media and other program advertising fees
- Membership/access fees for housing or racial justice related resources

On a separate sheet of paper or in the field above, please breakdown the items and provide greater details about each. Please be specific about what will be purchased, what are salaries for, and other necessary information to understand the financial aspect of the proposed project. All proposed construction projects should submit a good-faith estimate from a contractor that is qualified to perform the work. If the Program budget is a separate document, please attach it to your electronic application below!

Detailed Program Budget Upload
Choose File No file chosen
Please attach your Detailed Program Budget here if you did not complete it above!

<table>
<thead>
<tr>
<th>Employee ID Number: *</th>
<th>IRS Tax Exempt Number *</th>
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<tbody>
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<td>NA</td>
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ENTER "NA" if you have an IRS Tax Exempt Number
Enter "NA" if you have an Employee ID Number.

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<th>DUNS Number *</th>
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<tr>
<td>077383765</td>
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Required! Please obtain one at
http://fedgov.dnb.com/webform
OMB Circular A-133 Compliance*

[ ] Yes  [ ] No  Did your organization expend more than $500,000 in federal funds in your previous fiscal year? If yes, please submit a copy of your most recent audit that includes Federal Supplementary Reports. Your application will be incomplete without these documents.

A-133 Audit Document Uploaded

Choose File  No file chosen

Leveled Funds Calculation*

[ ] Yes  [ ] No

Will other Funds be used for the proposed project?

Describe what funds or resources are going to be used and if they are secured.*

We do not currently have other secured funds, but will continue seeking out enough fiscal support to make at least 3 sessions possible within a year in the case that ARPA funds are not granted.

Project Revenue*

[ ] Yes  [ ] No

Will the project—either while underway or upon completion—charge fees or generate revenue?

SUPPLEMENTAL INFORMATION

Please include any other information you want considered in your application here.

Choose File  No file chosen

REGULATIONS OVERVIEW AND UNDERSTANDING

STATEMENT OF AGREEMENT

I have read and understand the information about the American Rescue Plan Act (ARPA) Funding Grant program contained within the Notice of Funding Availability.

Electronic Signature*  Date of Acknowledgement*

Sacha Armstrong-Crockett  5/11/2022

Entering your name here constitutes an Electronic Signature.
Councilwoman Jeanette Blackwell reads the resolution and moves to approve. Councilman Edward McKeon seconds the motion.

Councilwoman Blackwell adds that she supports all of the projects that have come forward to the Council, which have primarily been brick and mortar projects. She is excited to see two projects this evening that are specifically to support the BIPOC community. We all recognize and understand that covid has disproportionately impacted the black and brown community. She reiterates that she fully supports this project.

Councilman Edward McKeon asks if Attorney Smith will speak to this project application.

Attorney Smith states that he will share his screen to show the rubric.

Councilman Philip Pessina calls a point of order, stating that he cannot find it, the 36 that are listed. He asks what number.

Attorney Smith replies that it is row 21 on the master spreadsheet. He notes that Councilmembers are familiar with the rubric at this point. He notes that the task force found a decent number of people would be impacted: 6 out of 10. The need is urgent: eight of 10. Readiness is 9: ready to go. Budget and funding: they have finding in place already, adding it is not a huge ask. As to feasibility, it is 10 of 10, up and running, being budgeted right now. The recommendation is fully funding at $75K

There being no further discussion, the Chair calls for a voice vote. The motion is approved unanimously by a vote of 10-0 (AYE: Councilmembers Blackwell, Carta, Faulkner, Gennaro, Loffredo, Mangialfico, McKeon, Nocera, Pessina, and Salafia; ABSENT: Councilmembers D. Ford and E. Ford.) The matter is approved.
C. Approving the American Rescue Plan Act Task Force’s recommendation for the following project:  
**Youth Mental Health Services**  
- **Applicant:** Community Health Center  
- **Description:** The Community Health Center wants to build a network of peer counselors, care providers, and school staff to assist in the early detection of and intervention for young people with mental health concerns.  
- **Amount:** $200,000; and  
that the Mayor is authorized to prepare and execute any documents necessary to effectuate this American Rescue Plan Act grant funding, subject to approval as to content and form by the Office of the General Counsel.

APPROVED  

WHEREAS, on June 7, 2021, the Common Council of the City of Middletown accepted $6,373,240 in American Rescue Plan Act grant funding through a Request for Common Council Confirmation and Approval; and  
WHEREAS, under the Request for Common Council Confirmation and Approval, “approval of such transfer shall be given at the next regularly scheduled session of the Common Council,” which “shall be an appropriation” for which “no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted[;]” and  
WHEREAS, the Common Council previously established the American Rescue Plan Act Task Force; and  
WHEREAS, pursuant to Resolution No. 127-21, the Task Force “shall submit its recommendations for the proposed use and distribution of these grant funds to the Common Council for consideration and approval [;]” and  
WHEREAS, the Task Force held its regular meeting on July 13, 2022, to consider the following application for American Rescue Plan Act grant funding.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN:  
that the Common Council hereby adopts the American Rescue Plan Act Task Force’s recommendation and approves the following project in the following amount based on the application submitted to the Task Force:

- **Youth Mental Health Services**  
  - **Applicant:** Community Health Center  
  - **Description:** The Community Health Center wants to build a network of peer counselors, care providers, and school staff to assist in the early detection of and intervention for young people with mental health concerns.  
  - **Amount:** $200,000

BE IT FURTHER RESOLVED that the Mayor is authorized to prepare and execute any documents necessary to effectuate this American Rescue Plan Act grant funding, subject to approval as to content and form by the Office of the General Counsel.

**Fiscal Impact:** $ 200,000 from the American Rescue Plan Grant Line 3046-01000-59200-0000-00000-2021-000
City of Middletown American Rescue Plan Act Grant Application - Submission #2848

Date Submitted: 3/24/2022

NOTICE OF FUNDING AVAILABILITY

U.S. Department of Treasury
American Rescue Plan Act Grants
Opportunity

Please fill out the application completely. Only fully completed applications will be considered for funding. If you require assistance, please call the Department of Economic and Community Development, at (860)638-4849 or E-mail your questions to: ARPA@MiddletownCT.gov.

Type of Application*
PUBLIC HEALTH AND ECONOMIC IMPACTS
Please select the type of type of activity in which you are seeking funding.

☑□ Statement of Agreement Signed and Dated
☑□ Project Eligibility Completely Filled out
☑□ Project Activities, Goals and Timeline completely filled out
☑□ Supplemental Information completely filled out
☑□ Basic Information completely filled out
☑□ Project Beneficiaries completely filled out
☑□ Financial Information completely filled out
☑□ Reg. Overview and Understanding completely filled out
☑□ One copy of Organization’s recent audit & A-133 Compliance Statement (if required) is included

I, the authorized representative of the applicant, certify that the information presented in this application is correct and complete to the best of my knowledge.

Full Name*     Title*     Date*
Margaret Flint  SVP & Clinical Director  3/24/2022
Amount Requested*
$240,445.50

Project Name*
Peer to Peer Hope Squad

Organizations*
Community Health Center, Inc.

Dollar value requested

Brief Description of Proposed Project*

In response to the increased mental and behavioral health needs of Middletown students, CHCI is proposing a multipronged approach to build a network of peer counselors, CHCI Providers and school staff, trained in Mental Health First Aid, to assist in the early identification of young people age 12-through 18 with mental health concerns and provide connection to care in a manner that reduces stigma and barriers. The American Academy of Pediatrics (AAP), American Academy of Child and Adolescent Psychiatry (AACAP), and Children's Hospital Association have declared a national emergency in children’s mental health, citing the severe toll of the COVID-19 Pandemic on top of existing challenges. Adolescence is perhaps the most significant period of growth and change. During this time, mental health issues including depression, anxiety, and issues related to the self, can first appear during these early years.

Leveraging our current work at CHCI School-Based Health Centers within the Middletown School District, CHCI will hire Behavioral Health Clinicians to train students in Mental Health First Aid to create a peer-to-peer support network in high school and middle school. Students will learn how to talk with peers about behavioral health – decreasing the stigma around behavioral health. The Mental Health First Aid curriculum is an evidence-based approach. Mental Health First Aid is an evidence-based curriculum that teaches individuals how to identify, understand and respond to signs of mental illness and substance use disorders. The training provides the skills needed to reach out and provide initial help and support to someone who may be developing a mental health or substance use problem or experiencing a crisis. Peer-reviewed studies have been conducted around the world and show that individuals trained in the Mental Health First Aid program:

- Grow their knowledge of signs, symptoms and risk factors of mental illnesses and addictions.
- Can identify multiple types of professional and self-help resources for individuals with a mental health or substance use challenge.
- Increase their confidence in and likelihood to help an individual in distress.

Our goal is that peer leaders will be able to connect youth to clinical services offered through CHCI’s school-based health centers, primary care locations, and other community behavioral health and substance use treatment programs. CHCI staff will also provide additional support and training to assist teachers and school staff to support the early identification of students in need of support and to ensure a clear pathway to connect that student to services. This program will be focused on Middletown High School through the 2022-23 school year and expanded to include Beman Middle School in the 2023-24 school year.

By teaching students to better understand their own mental health and empowering them to support each other, CHCI will help them change their academic environment to a more supportive and healthier place. Mental Health First Aid is an international education program proven to be effective in teaching adults how to recognize and respond to signs and symptoms of mental health and substance use challenges.

CONTACT INFORMATION

Organization Name*
Community Health Center, Inc.

Email Address*
grants@chci.com

Street Address*
635 Main St

City* Middletown
State* CT
Zip Code* 06457
Executive Officer*  
Mark Massell

Project Officer*  
Jane Hylan, Director of School Based Health Services

Mailing Address*  
656 Main St

City*  
Middletown

State*  
CT

Zip Code*  
06457

Email Address*  
hylan@che1.com

Phone Number*  
860-852-0201

Fax Number*  
860-343-7379

PROJECT ELIGIBILITY

ARPA Qualifying Objectives:

Eligibility Activities
Please indicate which activity most appropriately describes the proposed project:

- PUBLIC HEALTH AND ECONOMIC IMPACTS*

☑️ COVID-19 Mitigation and Prevention
☑️ Medical Expenses
☐ Behavioral Health
☐ Public Health and Safety
☐ Assistance to Unemployed Workers
☐ Assistance to Households
☐ Expenses to Improve Efficiency of Economic Relief Programs
☐ Small Business and Nonprofit
☐ Rehiring State, Local, and Tribal Government Staff
☐ Aid to Impacted Industries
☐ Building Stronger Communities
☐ Addressing Educational Disparities
☐ Promoting Healthy Childhood Environments
PREMIUM PAY

- Premium Pay for those who addressed COVID issues

REVENUE LOSS

- General Government Revenue Loss (ARPA Funds to be utilized for other Municipal needs)

INVESTMENTS IN INFRASTRUCTURE

- Water and Sewer Infrastructure
- Broadband Infrastructure

City of Middletown's ARPA Priorities

The ARPA Task Force Committee has identified the following as key priorities for the City of Middletown. Funding Priority will go towards these types of projects.

PROJECT BENEFICIARIES

- Accomplishments
  - People
  - Household
  - Jobs

  Indicate which one of the following accomplishment categories best applies to the proposed project and indicate the number of accomplishments anticipated. Number of people should not be duplicated, please count each person once regardless of how many times that same person is served. What is the type of Accomplishment?

Number of Accomplishments: 400

Public Benefit Standards

If you are going to carry out a project, you will need to calculate the minimum number of low and moderate income residents your project is required to provide a minimum benefit versus the amount of funds you are requesting.

\[
\frac{\text{Amount Requested}}{\text{(Number of Recipients)}} = \text{(Amount per L/M income Resident)}
\]

\$623.91
A) Detail the number of beneficiaries expected, indicate beneficiaries by ethnic groups and/or races, and of female-based households if possible.

Community Health Center, Inc. will address the behavioral and mental health needs of Middletown high-school and middle-school students.

The American Academy of Pediatrics (AAP), American Academy of Child and Adolescent Psychiatry (AACAP), and Children's Hospital Association have declared a national emergency in children's mental health, citing the severe toll of the COVID-19 Pandemic on top of existing challenges. Adolescence is perhaps the most significant period of growth and change. During this time, behavioral health issues including depression, anxiety, and issues related to the self, can first appear during these early years. Behavioral health concerns are one of the leading causes of changes in academic functioning, poor peer relationships, interpersonal issues, and substance use. All of these factors have the potential to have a lifetime impact.

CHCI will address this by creating a peer-to-peer support network through training students in Mental Health First Aid. In Year 1, we will train up to 20 high-school students; in Year 2 we will train an additional 20 high-school and 12 middle-school students. In addition, two students will be certified to be trainers in the curriculum. Over the course of the project, CHCI Clinicians will also provide informational consultation and training for up to 50 school teachers and staff on mental health and behavioral health. If additional training is needed, CHCI will be prepared to meet the demand, depending on funding.

This network of peer support, CHCI Providers, school staff, will create an environment where students with behavioral health needs are identified early on, supported and pathways to treatment are clear. We expect that a total of 400 individuals will be served by this two-year program.

C) Non-Middletown residents involved?

☐ The project will only serve Middletown.
☐ The project participants will consist of more than 51% of Middletown residents.
☐ The project will consist of less than 51% of Middletown residents, but the other funds will be used to fund any activities for Non-Middletown residents.
☐ Other, please explain below.

If you chose "Other", please explain here.

PROJECT TIMEFRAME, ACTIVITIES, & GOALS

☐ Time performance for activity*
☐ 1 year - January 1, 2022 - December 31, 2022
☐ 2 year - January 1, 2022 - December 31, 2023
☐ 3 year - January 1, 2022 - December 31, 2024

Please select one of the expected timeframes for the activity:
In response to the increased behavioral health needs of Middletown students, CHCI is proposing a multipronged approach to building a network of trained peers, CHCI Providers, school staff, to assist in the early identification of young people age 12-18 with behavioral health concerns and provide connection to care in a manner that reduces stigma and barriers. This program will leverage the strong partnership between the Middletown Public School District and Community Health Center, Inc. as shown by CHCI’s 29 years of services to Middletown students in our School-Based Health Centers. CHCI providers are seen as a trusted resource for students and will train students on how to become resources to their peers.

Upon receiving the grant award, CHCI will recruit and hire two Behavioral Health Clinicians. During the summer of 2022, the Clinicians will complete a certification course in Mental Health First Aid. CHCI’s Director of School-Based Health, will reach out to Middletown Public Schools District leadership to schedule activities and begin to identify key people of influence within the school system to engage in the project including but not limited to students, teachers, and staff.

- At the start of the 2022-23 school year, the two Behavioral Health Clinicians will recruit 20 high school students that have been identified as key influencers and train them in Mental Health First Aid techniques. Two of the students will be trained as instructors in the curriculum as well to assist in the train the trainer approach. Recruitment will be done by leveraging the connections established through the current CHCI School-Based Health Center located at Middletown High School and through collaborations with the Middlesex County NAACP Youth Council, Middletown Youth Collaborative, and the Middlesex YMCA. At regular meetings throughout the school year, students will receive support from CHCI clinicians and increase their knowledge of signs, symptoms, and risk factors of mental illnesses and addictions.

- Learn to identify multiple types of professional and self-help resources for individuals with a mental health or substance use challenge.
- Increase their confidence in and ability to help an individual in distress.
- Show increased mental wellness themselves.

The 2023-24 School Year will see the continuation of this work at Middletown High School. CHCI will also bring in two additional Behavioral Health Clinicians to expand the program to Beman Middle School. These new Clinicians will also complete their Mental Health First Aid Certification before the start of the school year. Using the same methodology as in the high school, these staff will recruit students and train them in Mental Health First Aid techniques. Our goal is to train 20 additional high school students and 12 middle school students during the 2023-24 school year. 52 students will be trained as peer mentors over the 2-year project.

Statistics from the National Institute of Mental Health show that 45.5% of adolescents ages 13-18 live with a mental disorder. From this, we can infer that of the 2,300 students at Middletown High School and Beman Middle School—approximately 1,150 students—are experiencing a mental health disorder. Based on our experience of serving students, we anticipate that our peer mentors will be able to reach up to 400 students over the course of the two-year project. The reach of the project will be tracked by referrals for services and through journals and logs kept by peer mentors or their activities.

All School-Based Behavioral Health Clinicians to be hired by CHCI for this project will spend 40% of their time supporting the peer mentors and providing guidance to school staff. One Clinician will have an additional 20% of their time devoted to tracking and reporting project data. Clinicians are hired on 10-month contracts to match the school year. Please note that while not connected to the funding, the balance of their time will be available to see additional students for clinical visits at schools or via telehealth, increasing the overall capacity of CHCI to serve Middletown High School and Beman Middle School students.

By teaching students to better understand their own behavioral health and empowering them to support each other, CHCI will help them experience more support in their school-day and overall a healthier academic environment.
Past Collaborations and Successful Projects

Our partnership with the school district of Middletown is long and deep. CHCI originated in this community has continued to expand its services and access points throughout the community. This is also where CHCI began its operation of School-based health care, opening in 1993 at the Macdonough Elementary School. Comprehensive services continue at Macdonough and over the years, the CHCI/Middletown District partnership has grown. CHCI is now present and providing care in every Middletown school (11) as well as the local CT Technical High School bringing barrier-free access to care to close to 5,000 students in grades PK-12. CHCI staff are active participants on school and district wide “Wellness Committees”, the Greater Middletown HEC Community Meeting and are sought by school and community members as a valuable resource specific to child and adolescent health.

Other successful collaborations and projects between the CHCI School-based staff and the Middletown Community include:

- **Opportunity Knocks** for Middletown’s Young Children: Community Collaborative Opportunity Knocks (OK) is a community collaborative of families, childcare providers, health and mental health providers and others who want to make sure our youngest children are healthy and ready for school.
- **Recess Rocks** program reverses childhood obesity and promotes life-enhancing habits. A creative, dynamic movement program for elementary school children, Recess Rocks brings fun, low-cost, non-competitive exercise and kinesthetic learning into recess periods and the classroom. Kids and your whole community benefit!
- **Community Gardens**: CHCI rooftop gardens are shared projects among local experienced gardeners and the Macdonough student population.

Recently, in response to the COVID 19 pandemic, CHCI partnered with the Middletown Public School district to provide access to both COVID testing and COVID vaccines for school faculty, students and their families. This partnership effectively supported the district with contact tracing, keeping students and faculty in school in a safe manner.

Please briefly describe past collaborations (if any) and successful projects that the applicant has done recently.

FINANCIAL INFORMATION
**Quick Budget Overview**

Below is an image of the Quick Budget Overview. Please click the link below to download and fill out the excel form. Once complete, please upload completed form.

**Quick Budget Overview Link**
[QUICK BUDGET OVERVIEW DOWNLOAD](#)
Click above to download!

**Quick Budget Overview Upload**
ARPA Middletown Quick Budget Overview (1).xlsx
Please attach your completed Quick Budget Overview File!

**Detailed Program Budget**

See attached

On a separate sheet of paper or in the field above, please breakdown the items and provide greater details about each. Please be specific about what will be purchased, what are salaries for, and other necessary information to understand the financial aspect of the proposed project. All proposed construction projects should submit a good-faith estimate from a contractor that is qualified to perform the work. If the Program budget is a separate document, please attach it to your electronic application below!

**Detailed Program Budget Upload**
Middletown APRA Detailed Budget CHCI.xlsx
Please attach your Detailed Program Budget here if you did not complete it above!
<table>
<thead>
<tr>
<th>Employee ID Number*</th>
<th>IRS Tax Exempt Number*</th>
</tr>
</thead>
<tbody>
<tr>
<td>NA</td>
<td>06-0897105</td>
</tr>
</tbody>
</table>

ENTER "NA" If you have an IRS Tax Exempt Number

Enter "NA" If you have an Employee ID Number:

DUNS Number*

065585574

Required! Please obtain one at http://dod.gov/dnb/submit

OMB Circular A-133 Compliance*

☐ Yes

☐ No

Did your organization expend more than $500,000 in federal funds in your previous fiscal year? If yes, please submit a copy of your most recent audit that includes Federal Supplementary Reports. Your application will be incomplete without these documents

A-133 Audit Document Upload

Community Health Center - State Single Audit - Finalized FY 2021 pdf

Other Funding Sources*

☐ Yes

☐ No

Will other Funds be used for the proposed project?

Leveraged Funds Calculation*

0

\[
\text{Other Funding) / (Requested Amount) = Leveraged}
\]

\[
\text{Funding Answers greater than "1" are encouraged!}
\]

Describe what funds or resources are going to be used and if they are secured.*

NA

Project Revenue*

☐ Yes

☑️ No

Will the project — either while underway or upon completion — charge fees or generate revenue?

If "Yes", please explain:

The Clinicians hired by this program will be available to see patients for billable visits for the hours they are not assigned to this project. This work will not be supported by grant funds. During the time outside of this project, we estimate that the 4 Clinicians will generate a total of $650,000 over the course of the two-year project. After the project ends, patient revenue will sustain the positions.

SUPPLEMENTAL INFORMATION

Please include any other information you want considered in your application here.

Choose File | No file chosen
Councilman Edward McKeon reads the resolution and moves to approve. Councilman Eugene Nocera seconds the motion.

Councilman McKeon asks Attorney Smith to provide a summary for the Council.

Attorney Smith states that it is self-explanatory. There is a broad impact with a lot of students. It is clearly urgent with the mental health crisis that we are facing: 10 of 10. Readiness is 10 of 10. Budget and funding; CHC has the wherewithal. Project/Agency is 10 of 10. It is basically a go. The recommendation was for slightly less than they asked. They asked for $250K. The working group recommended $200K. The task force agreed with the $200K recommendation and is now recommending to Council the $200 K funding level.

The Chair calls on Councilman Philip Pessina.

Councilman Pessina states that he stands corrected. He believes that they are doing this in conjunction with Youth Services. It is very important to have connectivity with youth at the schools and with the youth of the City. We have a fantastic Youth Services Bureau and he likes to see collaboration.

Councilman Eugene Nocera adds that it is also in conjunction with the school-based health centers. It is a triad connection.
There being no further discussion, the Chair calls for a voice vote. The motion is approved unanimously by a vote of 10-0 (AYE: Councilmembers Blackwell, Carta, Faulkner, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia; ABSENT: Councilmembers D. Ford and E. Ford.) The matter is approved

D. Approving the American Rescue Plan Act Task Force’s recommendation for the following project:

**Downtown Business Facade Improvements**

- **Applicant:** Downtown Business District
- **Description:** The Downtown Business District wants to create a matching fund program to help property owners in the downtown commercial area improve their exterior building facades, including new awnings and storefront treatments, lighting, painting, windows, and other types of maintenance needs. The program would provide 75% of the project cost and the property owner would pay the balance.
- **Amount:** $300,000; and

that the Mayor is authorized to prepare and execute any documents necessary to effectuate this American Rescue Plan Act grant funding, subject to approval as to content and form by the Office of the General Counsel.

APPROVED

RESOLUTION No. 100-22; K: review/resolution/ARPA – façade program – RES 100-22 – 14 July 2022

WHEREAS, on June 7, 2021, the Common Council of the City of Middletown accepted $6,373,240 in American Rescue Plan Act grant funding through a Request for Common Council Confirmation and Approval; and

WHEREAS, under the Request for Common Council Confirmation and Approval, “approval of such transfer shall be given at the next regularly scheduled session of the Common Council,” which “shall be an appropriation” for which “no public hearing thereon shall be required and said funds may then be expended for the purposes for which they were granted[;]” and

WHEREAS, the Common Council previously established the American Rescue Plan Act Task Force; and

WHEREAS, pursuant to Resolution No. 127-21, the Task Force “shall submit its recommendations for the proposed use and distribution of these grant funds to the Common Council for consideration and approval[;]” and

WHEREAS, the Task Force held its regular meeting on July 13, 2022, to consider the following application for American Rescue Plan Act grant funding;

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF MIDDLETOWN: that the Common Council hereby adopts the American Rescue Plan Act Task Force’s recommendation and approves the following project in the following amount based on the application submitted to the Task Force:

- **Downtown Business Facade Improvements**
  - **Applicant:** Downtown Business District
  - **Description:** The Downtown Business District wants to create a matching fund program to help property owners in the downtown commercial area improve their exterior building facades, including new awnings and storefront treatments, lighting, painting, windows, and other types of maintenance needs. The program would provide 75% of the project cost and the property owner would pay the balance.
  - **Amount:** $300,000

BE IT FURTHER RESOLVED that the Mayor is authorized to prepare and execute any documents necessary to effectuate this American Rescue Plan Act grant funding, subject to approval as to content and form by the Office of the General Counsel.

Fiscal Impact: $ 300,000 from the American Rescue Plan Grant Line 3046-01000-59200-0000-00000-2021-000
City of Middletown American Rescue Plan Act Grant Application - Submission #2754

Date Submitted: 5/18/2022

NOTICE OF FUNDING AVAILABILITY

U.S. Department of Treasury
American Rescue Plan Act Grants
Opportunity

Please fill out the application completely. Only fully completed applications will be considered for funding. If you require assistance, please call the Department of Economic and Community Development, at (860)638-4840 or E-mail your questions to: ARPA@MiddletownCT.gov.

Type of Application*:
PUBLIC HEALTH AND ECONOMIC IMPACTS
Please select the type of type of activity in which you are seeking funding.

<table>
<thead>
<tr>
<th>Please complete the checklist prior to submitting your online application.*</th>
</tr>
</thead>
<tbody>
<tr>
<td>✔ Statement of Agreement Signed and Dated</td>
</tr>
<tr>
<td>✔ Project Eligibility Completely Filled out</td>
</tr>
<tr>
<td>✔ Project Activities, Goals and Timeframe completely filled out</td>
</tr>
<tr>
<td>✔ Supplemental Information completely filled out</td>
</tr>
<tr>
<td>✔ Basic Information completely filled out</td>
</tr>
<tr>
<td>✔ Project Beneficiaries completely filled out</td>
</tr>
<tr>
<td>✔ Financial Information completely filled out</td>
</tr>
<tr>
<td>✔ Reg. Overview and Understanding completely filled out</td>
</tr>
<tr>
<td>✔ One copy of Organization's recent audit (§ A-133 Compliance Statement if required) is included</td>
</tr>
</tbody>
</table>

I, the authorized representative of the applicant, certify that the information presented in this application is correct and complete to the best of my knowledge.

<table>
<thead>
<tr>
<th>Full Name*</th>
<th>Title*</th>
<th>Date*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sandra Russo-Detko</td>
<td>DDB Coordinator</td>
<td>5/18/2022</td>
</tr>
</tbody>
</table>
Amount Requested*  Project Name*  Organization*
500,000 Downtown Facade Matching Funds Downtown Business District

Dollar value requested

Brief Description of Proposed Project*

Owners of downtown commercial properties have been affected by the economic disruption of covid. The proposed project will create a matching fund program to help property owners in the downtown commercial area improve their exterior building facades which face the street, with projects ranging from new awnings or storefront treatments, to lighting, painting, windows and other types of beautification or maintenance needs. The program would provide 75% of the project costs and the property owner would pay the balance. The project area would include buildings facing Main Street, and commercial buildings on side streets (from Hartford Avenue to Union Street, and deKoven Drive to Broad Street). The purpose of this matching fund program is to provide resources for exterior projects that may have been deferred and which affect the appearance and prospects of surrounding businesses as well as the proposed building. Property owners will apply to the DBO with their projects, which will be reviewed by a design professional with downtown expertise. Preference will be given to projects which plan to use local contractors and suppliers, and which are determined to have the most impact on the overall streetscape and character of our Historic downtown. Rather than setting a minimum or maximum amount, each project will be considered for its size and relevance to downtown revitalization; we anticipate doing at least 10 projects with these matching funds.

CONTACT INFORMATION

Organization Name*  Email Address*
Downtown Business District  info@downtownmiddletown.com

Street Address*
363 Main Street, Suite 404

City*  State*  Zip Code*
Middletown  CT  06457

Executive Officer*  Project Officer*
Jennifer Alexander, chair of commission  Sandra Russo-Drake, DBO Coordinator

Mailing Address*
363 Main Street, Suite 404

City*  State*  Zip Code*
Middletown  CT  06457
PROJECT ELIGIBILITY
ARPA Qualifying Objectives:

Eligibility Activities
Please indicate which activity most appropriately describes the proposed project:

<table>
<thead>
<tr>
<th>PUBLIC HEALTH AND ECONOMIC IMPACTS*</th>
</tr>
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<tbody>
<tr>
<td>☒ COVID-19 Mitigation and Prevention</td>
</tr>
<tr>
<td>☒ Medical Expenses</td>
</tr>
<tr>
<td>☒ Behavioral Health</td>
</tr>
<tr>
<td>☒ Public Health and Safety</td>
</tr>
<tr>
<td>☒ Assistance to Unemployed Workers</td>
</tr>
<tr>
<td>☒ Assistance to Households</td>
</tr>
<tr>
<td>☒ Expenses to Improve Efficacy of Economic Relief Programs</td>
</tr>
<tr>
<td>☒ Small Business and Nonprofit</td>
</tr>
<tr>
<td>☒ Retraining State, Local, and Tribal Government Staff</td>
</tr>
<tr>
<td>☒ Aid to Impacted Industries</td>
</tr>
<tr>
<td>☒ Building Stronger Communities</td>
</tr>
<tr>
<td>☒ Addressing Educational Disparities</td>
</tr>
<tr>
<td>☒ Promoting Healthy Childhood Environments</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PREMIUM PAY</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ Premium Pay for those who addressed COVID issues</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>REVENUE LOSS</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ GENERAL GOVERNMENT REVENUE LOSS (ARPA Funds to be utilized for other Municipal needs)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>INVESTMENTS IN INFRASTRUCTURE</th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ Water and Sewer Infrastructure</td>
</tr>
<tr>
<td>☒ Broadband Infrastructure</td>
</tr>
</tbody>
</table>
City of Middletown's ARPA Priorities
The ARPA Task Force Committee has identified the following as key priorities for the City of Middletown. Funding Priority will go towards these types of projects.

PROJECT BENEFICIARIES

- Accomplishments:
  - People
  - Household
  - Jobs
Indicate which one of the following accomplishment categories best applies to the proposed project and indicate the number of accomplishments anticipated. Number of people should not be duplicated, please count each person once regardless of how many times that same person is served. What is the type of Accomplishment?

Number of Accomplishments:
10

Public Benefit Standards
If you are going to carry out a project, you will need to calculate the minimum number of low and moderate income residents your project is required to provide a minimum benefit versus the amount of funds you are requesting.

\[
\text{(Amount Requested)} / \text{(Number of Recipients)} = \text{(Amount per L/M income Resident)}
\]

500000/10 = 50

A) Detail the number of beneficiaries expected, indicate beneficiaries by ethnic groups and/or races, and of female-based households if possible.

This project will have several direct and indirect beneficiaries, but it's not possible to currently estimate the income, gender or race of affected parties.

The property owners will benefit from this program because their buildings will have a higher level of improvement than they would have been able to fund on their own. The contractors on each project will be able to offer additional jobs during the construction phase.

Once completed, the benefits will be experienced by both commercial and residential tenants in the downtown buildings, as the general level of maintenance and appearance is improved. The project area includes many minority and female-owned businesses and households.

C) Non-Middletown residents involved:

- The project will only serve Middletown.
- The project participants will consist of more than 51% of Middletown residents.
- The project will consist of less than 51% of Middletown residents, but the other funds will secure to fund any activities for Non-Middletown residents.
- Other, explain below.
THE BUILDINGS ARE ALL WITHIN DOWNTOWN MIDDLETOWN, BUT THE BUILDING OWNERS MAY LIVE OUTSIDE OF MIDDLETOWN.

PROJECT TIMEFRAME, ACTIVITIES, & GOALS

- Time performance for activity*:

  - 1 year - January 1, 2022 - December 31, 2022
  - 2 year - January 1, 2022 - December 31, 2023
  - 3 year - January 1, 2022 - December 31, 2024

  Please select one of the expected timeframes for the activity.

- Scope of Work*:

  1. The DBD will provide an application to property owners within the project area, asking for their improvement plan and budget, which may include any beautification or maintenance items on the exterior facade which faces the street.

  2. The application will be reviewed by a design professional with downtown expertise hired by the DBD through these funds and also reviewed by a DBD committee, to determine which projects have the most benefit to the overall streetscape and which give preference to the use of local contractors and suppliers. The DBD will work in partnership with the city's design and building officials to ensure that each project applicant complies with all appropriate guidelines.

  3. Once approved, the DBD and the property owner will complete a matching fund agreement outlining work timelines and payment processes. Note that the property owner will be required to pay their 25% first, and then the DBD will issue the 75% directly to the contractor or supplier, or as a reimbursement to the property owner for purchased materials after proper documentation.

  4. The DBD Coordinator and the DBD’s contracted design professional will provide ongoing support and inspection during the project to ensure that the timelines and project parameters are followed.

In outline form, briefly describe each activity to be undertaken:

Past Collaborations and Successful Projects

The DBD, which began operations in 2001, has had several successful matching grant programs. In our early years, we did two collaborations with the Economic Development Commission to provide matching facade grants to Main Street property owners to improve their storefronts with awnings, signage, paint, lighting and other elements. Those grants were up to $10,000 each. More recently, the DBD provided 60% matching grants in 2021 to 22 business owners to purchase outdoor items such as sidewalk tables, planters, signs, awning and lighting, with grants up to $3000. In 2022, the DBD is issuing grants up to 20 businesses for flowers and planters, up to $500 per business. In each case, the designs and plans have been submitted and approved by the DBD and city, as required.

Please briefly describe past collaborations (if any) and successful projects that the applicant has done recently.

FINANCIAL INFORMATION
Above is an image of the Quick Budget Overview. Please click the link below to download and fill out the excel form. Once complete, please upload completed form.

### Quick Budget Overview

**Quick Budget Overview Link:** [DOWNLOAD](#)

**Quick Budget Overview Upload:**

Please attach your completed Quick Budget Overview File!

### Detailed Program Budget

Over the project period of July 2022 to December 2024 (30 months)

Admin: $10,000

--Administrative time from the DDO office, including the DDO Coordinator, bookkeeping and support staff as needed.

--$2,000: Approximately 6 hours/month at $300/hour for DDO Coordinator

--$2,000: Approximately 2.75 hours/month at $300/hour for DDO Bookkeeper

--$2,000: Approximately 3.25 hours/month at $300/hour for DDO Support Staff

Architectural and Engineering: $40,000

--Contract with design professional firm with downtown expertise

--Approximately 200 hours at $200/hour

Construction: $480,000

--Matching funds will be assigned to projects based on their application and budget. An estimated 10 projects will be completed at an average of $45,000 each, but scope and need of each project will be considered individually.

Construction “other funds”: $195,000

--Each participant will pay 25% of the cost of their project.

On a separate sheet of paper or in the field above, please breakdown the items and provide greater details about each. Please be specific about what will be purchased, what are salaries for, and other necessary information to understand the financial aspect of the proposed project. All proposed construction projects should submit a good-faith estimate from a contractor that is qualified to perform the work. If the Program budget is a separate document, please attach it to your electronic application below!

### Detailed Program Budget Upload

**Please upload your Detailed Program Budget here if you did not complete it above!**

<table>
<thead>
<tr>
<th>Employee ID Number*</th>
<th>IRS Tax Exempt Number*</th>
</tr>
</thead>
<tbody>
<tr>
<td>06-1630092</td>
<td>NA</td>
</tr>
</tbody>
</table>

**Enter "NA" if you have an IRS Tax Exempt Number**  **Enter "NA" if you have an Employee ID Number.**

**DUNS Number**

964897767

Required! Please obtain one at [http://fedgov.dbr.com/webform](http://fedgov.dbr.com/webform)
OMB Circular A-133 Compliance
☐ Yes ☐ No Did year
organization expend more than $500,000 in federal funds in your previous fiscal year? If yes, please submit a copy of your most recent audit that includes Federal Supplementary Reports. Your application will be incomplete without these documents.

A-133 Audit Document Upload
Choose File ☐ No file chosen

Leveraged Funds Calculation
$150,000/$500,000=3

Other Funding Source
☐ Yes ☐ No Will other Funds be used for the proposed project?

Describe what funds or resources are going to be used and if they are secured.

The matching funds program requires that each participant pay 25% of the cost of their facade improvements. As noted in the scope of work, the DRC will not issue funds until the participant has paid their portion of the costs.

Project Revenue
☐ Yes ☐ No
Will the project—either while underway or upon completion—charge fees or generate revenue?

If "Yes", please explain:

SUPPLEMENTAL INFORMATION
Please include any other information you want considered in your application here.
Choose File ☐ No file chosen

REGULATIONS OVERVIEW AND UNDERSTANDING

STATEMENT OF AGREEMENT

I have read and understand the information about the American Rescue Plan Act (ARPA) Funding Grant program contained within the Notice of Funding Availability.

I agree that any and all ARPA Grant funds received as a result of this application will be used in a manner consistent with the intent of the Grant program and Federal guidelines and the purposes stated in the attached application for funding.

Electronic Signature ☐ Date of Acknowledgment
Jennifer Alexander 4/16/2022

Entering your name here constitutes an Electronic Signature.
ARPA FUNDING REQUEST | OTHER FUNDS | TOTAL
--- | --- | ---
Total Direct Labor Costs | $ | - | -
Total fringe benefits Costs | $ | - | -
Total Travel Costs | $ | - | -
Total Equipment Costs | $ | - | -
Total Supplies and Materials Costs | $ | - | -
Total Contractors Costs | $ | - | -
Total Subcontractor Costs | $ | - | -
Total Administrative and Legal Costs | $10,000.00 | $10,000.00 | -
Total Local and Subcontractor Costs | $ | - | -
Total Subcontractor Costs | $ | - | -
Total Architectural and Engineering Costs | $40,000.00 | $40,000.00 | -
Total Classification Costs | $450,000.00 | $150,000.00 | $600,000.00
Total Other Direct Costs | $ | - | -
Subtotal | $450,000.00 | $600,000.00 | -

Note: Costs are planned and budgeted and are subject to change based on final determination.

---

Marie C. Kalita
73 Virginia Drive Middletown, CT 06457
(Phone) 860-544-0075  (Mobile) 860-303-7594

June 1, 2022

Dear ARPA Committee,

I feel it is appropriate to reference a real-life situation about cleaning facades and how a 3 to 1 match would be extremely beneficial to property owners. The opportunity to give property owners an opportunity to enhance their property, and the value of Middletown’s downtown during the pandemic when businesses have felt hard to keep profitable, will be even more critical.

I am the former building owner of 330 Main Street where Sweet Harmony is currently located. The building was constructed of steel and cement in the 1940s following the Homie Main Street fire. In the 1950s the Art Deco facade was covered over with brick glass and aluminum siding. Upon the purchasing the building, I knew the 60’s hip texture needed to be removed and the plan was to return it to its original look. When the building was uncovered, it was discovered that the face of the building needed extensive repair including a decorative ornament of matching men. Consmall who built the building was a veteran.

I was then hit with estimates that were in the six-figure range for the job, and I was unable to afford it. It was at a time when cash flow was tight as I was still paying rent (business location) and a mortgage (future home of my business.) It was an extremely high cost to endure no matter what the circumstances were. Instead of tearing back the original facade, I had to opt for plan b and have the original facade covered over with a different substance that could give the building a look-alike appearance of the 1940s but it wasn’t the real deal.

Offering a 3 to 1 matching grant to building owners would be an immense opportunity. Look at the architecture of downtown. Imagine such things as updated facades, colorful awnings and so forth.

I don’t need to tell you, but I will remind you, how a vibrant downtown with high-building (tax) values enhances the entire city of Middletown. It’s retail the saying is, “You need to spend money to make money.” Odd, outdated, decrepit, crumbling, underutilized and worn out buildings do not want associated with Main Street. Just imagine what Main Street would look like if money is spent of the tax contribution of our buildings. It would be wonderful for the public, as more and more people begin to venture out with hopefully the end of the pandemic insight, to see updated, vibrant, historical, properly maintained buildings as they stroll, shop and dine downtown.

Regards,

Process

Marie C. Kalita
Councilman Vincent Loffredo reads the resolution and moves to approve. Councilman Philip Pessina seconds the motion.

Councilman Loffredo asks Attorney Smith to provide a brief synopsis of the application.
Attorney Smith states that it is a $500K ask. It is eight of 10 for impacted; 8 of 10 urgency; eight of 10 readiness. It is one of 10 for funding because, if the City does not fund this, it does not happen. It is the Downtown Business District, so they are a known entity. The working group looked that the $500K ask and agreed it is a very worthy program. They discussed that $300K instead of the full ask. The task force agreed and that is what is now before the Council.

Councilman Loffredo states it is a little unusual. He asks if this has to have a nexus directly tied to covid. In terms of what we are dealing with in terms of the Feds in awarding this funding.

Attorney Smith replies, apropos to what Councilman McKeon asked, he will want the consultant to weigh in on this. Ultimately, it falls squarely into recovery and support for small businesses. That is the (inaudible) under the Act. For now, he is confident that this woks.

Councilman Loffredo states that when the committee makes its recommendation, is what was just stated: the Act does provide for support of small businesses. This is directly on pint.

Attorney Smith replies, “Yes.”

There being no further discussion, the Chair calls for a voice vote. The motion is approved unanimously by a vote of 10-0 (AYE: Councilmembers Blackwell, Carta, Faulkner, Gennaro, Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia; ABSENT: Councilmembers D. Ford and E. Ford.) The matter is approved

5. Meeting Adjournment

There being no further business, Councilman Grady Faulkner, Jr. moves to adjourn. Councilman Eugene Nocera seconds the motion.

There being no discussion, the Chair calls for a voice vote. The motion is unanimously approved with 10 affirmative votes. (AYE: Councilmembers Blackwell, Carta, Faulkner, Gennaro Loffredo, Mangiafico, McKeon, Nocera, Pessina, and Salafia; ABSENT: Councilmembers D. Ford and E. Ford.) The matter is approved.

The meeting is adjourned at 7:21 PM.

ATTEST:

LINDA S.K. REED,
COMMON COUNCIL CLERK

K: review minutes 2022 July 14 – special meeting ARPA – 14 July 2022