

RESOLUTION NO. 2020- 120

A RESOLUTION ACCEPTING A GRANT AGREEMENT WITH THE COUNTY OF CUMBERLAND DEPARTMENT OF PLANNING AND THE VINELAND HEALTH DEPARTMENT FOR A CENSUS 2020 RE-GRANT “VINELAND COUNT ME IN 2020” PROJECT.

WHEREAS, the City of Vineland, Department of Health, has been selected to receive an award from the Cumberland County Department of Planning, in the amount of \$6,929.00, for a Census 2020 Re-Grant “Vineland Count Me in 2020” project, for the grant period January 1, 2020 through June 30, 2020; and

WHEREAS, it is considered to be in the best interest of the City of Vineland that said funding approval be accepted; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland that grant funding from the County of Cumberland Department of Planning for a Census 2020 Re-Grant “Vineland Count Me in 2020” project, in the amount of \$6,929.00 is hereby accepted.

Adopted:

President of Council

ATTEST:

City Clerk

Memorandum



To: Robert Dickenson, Business Administrator
From: Emma Lopez, Assistant Health Officer *EL*
Date: February 13, 2020
Re: Census 2020 Re-Grant "Vineland Count Me In 2020!"

Attached please find our Census 2020 Re-Grant award notification from the Cumberland County Department of Planning. This grant is awarded to the Health Department to implement services, which will assist the Cumberland County Department of Planning ensure that Cumberland County is fairly and accurately represented in the 2020 US Census. The Cumberland County Department of Planning will provide grant funding to the Vineland Health Department for the grant period January 1, 2020 – June 30, 2020 in the amount of \$6,929.00.

The City of Vineland Health Department agrees to:

- To educate the public of the importance of completing the census prior to the census enrollment period by conducting education programs throughout the area of Census Tract 411.
- Create census kiosks in 11 locations in the area of Census Tract 411, which provides online access for residents to complete the Census.

I kindly request a resolution be executed to enable my department to accept the grant funding in order to expend the initial payment of 75% of the grant award and be reimbursed for the remaining 25% upon completion of the grant deliverable expenses incurred by our department.

Thank you.

C: Macleod Carré, Health Director
Susan Baldosaro, Director of Finance
Laura Gilroy, Accountant



Matthew E. Pisarski, AICP, PP
Department Head

COUNTY OF CUMBERLAND
DEPARTMENT OF PLANNING
164 WEST BROAD STREET
BRIDGETON, NEW JERSEY 08302



Robert G. Brewer, P.P., AICP
Planning Director

February 5, 2020

Emma Lopez
640 E. Wood Street
Vineland, NJ 08360

Dear Emma:

The Cumberland County Department of Planning is pleased to inform you that your organization has been awarded a census re-grant for calendar year 2020 (January 1, 2020 – June 30, 2020). The amount of your award is **\$6,929.00**.

The Department of Planning strives to ensure a fair and thorough evaluation process. Each application is carefully evaluated by an independent grants review panel against standard criteria. Please complete the enclosed contract and mail it back to me. **Please note, payment vouchers are no longer required. Upon submission of your fully signed contract the initial 75% payment will be authorized.** Please pay particular attention to the Publicity Agreement (Attachment B of the contract). It is very important that all conditions set in this agreement are completed.

If you have any questions or need any additional information, please do not hesitate to contact me. On behalf of the Department of Planning and the Board of Chosen Freeholders I would like to congratulate you on your successful grant application. I look forward to working with you over the coming several months to ensure a complete count of all residents within the county.

Respectfully,

Matthew E. Pisarski, AICP, PP
Planning Department Director

MEP/mep
enclosures



CUMBERLAND COUNTY
DEPARTMENT OF PLANNING
 164 W. Broad Street
 Bridgeton, NJ 08302
 Phone (856) 453-2177
 Fax (856) 453-9138

Calendar Year 2020 Census Re-grant Contract

Contractor Name: Vineland Health Department

Address: 640 E. Wood Street, Vineland, NJ 08360

Phone: (856) 794-4131 **Contact Person:** Emma Lopez

Chief Financial Officer: Susan Baldosaro

Contracting Department: Cumberland County Department of Planning

Source of Funds: State / County Block Grant Award Amount	<u>\$6,929.00</u>
Matching Funds (if any – not required)	_____
Total Project	<u>\$6,929.00</u>

Grant Period: January 1, 2020 to June 30, 2020

Name of Project VINELAND COUNT Me In 2020!

Contractor and Contracting Department Signatures:
 If this contract, including all attachments annexed hereto, correctly set forth your understanding of the terms of the agreement, please indicate your organization's concurrence with such terms by having the enclosed copy of this contract signed by the appropriate officer of your organization and returned to the County.

Accepted and Agreed Vineland Health Department

Contractor / Organization Name

<u>Macleod Carre', Health Director</u>	<u>Macleod Carre'</u>	<u>2-5-20</u>
Name & Title of Representative	signature	date
<u>Susan Baldosaro, Chief Financial Officer</u>	<u>Susan Baldosaro</u>	<u>2/7/20</u>
Chief Financial Officer of Contractor/Organization	signature	date

Attachment A

**A CONTRACT BETWEEN
CUMBERLAND COUNTY DEPARTMENT OF PLANNING
AND
*Vineland Health Department***

Attachment A is hereby annexed to and provides additional provisions and conditions for the contract between the agencies listed in the heading above as follows:

I. Audit Requirements

Any audit required by the New Jersey Department of State / Complete Count Commission may include an audit of the re-grantees. Should such audit be required, it will be conducted on an organization-wide basis and on the Cumberland County Department of Planning's fiscal year. The fiscal year ends on December 31.

Any audit required will be performed by the method designated by the New Jersey Department of State.

II. Financial and Performance Reporting

The contractor / organization is required to submit final financial and performance reports **by July 17, 2020**. The reports shall be certified by the Chief Financial Officer.

All records regarding this grant award must remain on file or available from the contractor / organization for a period of three years after the close of the fiscal year in which the grant was awarded.

Final Reports will include three (3) color photographs of the sponsored events with photographer's name on back. Photos are preferred in electronic format on flashdrive or email.

III. Insurance

The contractor / organization hereby asserts that it is covered by general policy no. _____ with coverages of \$ _____ bodily damage per occurrence and \$ _____ property damage per occurrence. The contractor / organization shall maintain this insurance coverage during the life of this agreement, and shall hold the Contracting Department harmless from any claims against it during the term of the agreement.

IV. Final Report

A final report is required prior to the release of the last 25% of the award. In addition the final report and any audit information requested. The final report will included information on the implementation of the program, the actual budget as spent, demographic information on the participants (audience) and other information in compliance with various state and federal regulations.

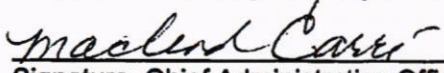
Attachment B

**PUBLICITY AGREEMENT BETWEEN
CUMBERLAND COUNTY DEPARTMENT OF PLANNING
AND
Vineland Health Department**

This publicity agreement is hereby incorporated into the body of the grant contract between the Cumberland County Department of Planning and the above named Organization / Contractor as explicit terms of that contract. By the signature below, the re-grantee / contractor agrees to abide by these terms and conditions. Failure to comply may result in rescission of all or part of the grant award.

1. Credit must be given to the New Jersey Department of State / Complete Count Commission and the Cumberland County Board of Chosen Freeholders in all printed materials, releases, and announcements of the re-grantee regarding all activities which are supported in whole or in part by NJDOS/County of Cumberland funds. This applies to all promotional appearances on television and radio by representatives of the grantee organization as well. In the case of electronic media, verbal credit must be given at least once during a broadcast to acknowledge the support of the NJDOS / County of Cumberland to a specific program or to its overall operation.
2. Credit must be given to NJDOS / County of Cumberland in all print advertising that is 10 column inches or larger, and in broadcast advertising that is 60 seconds in length or longer. Billboard advertising must also include NJDOS / County of Cumberland credit. Any advertising, regardless of length or size placed by a re-grantee that credits a specific funding source must also acknowledge NJDOS / County of Cumberland.
3. All programs and/or playbills eight pages or longer that are printed by a re-grantee organization must devote a full page to the NJDOS / County of Cumberland. Credit must be given on the title page of all programs printed by a re-grantee organization in a type size not smaller than 7 point.
4. The language used when crediting the NJDOS / County of Cumberland should read as follows:
Funding has been made possible in part by the New Jersey Department of State / Complete Count Commission and the Cumberland County Board of Chosen Freeholders.
5. The U.S. Census logo and the Cumberland County Freeholder Seal must be used by the grantee to publicize programs supported by the NJDOS / County of Cumberland grant award (including, but not limited to, newsletters, brochures and flyers), The logo is to be used only with the above stated credit line, NEVER in its place. Ideally the logo should be reproduced as a unit without alteration.
6. Under no circumstances may a re-grantee state or imply that its programs and/or activities are "sponsored" or "co-sponsored" by the NJDOS or the County of Cumberland without the express, written consent of the granting agencies. Those programs that are co-sponsored will have additional, specific publicity requirements, determined at the time of the negotiation, and will be based on the type of program.
7. Re-grantees should not imply that they received funds directly from the NJDOS, but rather that funding came from a grant administered by the County of Cumberland.

To this, the undersigned is agreed:



Signature, Chief Administrative Officer

2-6-20

Date

Client#: 149057

MELJIF1

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 2/07/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: Conner Strong & Buckelew, MEL Underwriting Unit, PO Box 99106, Camden, NJ 08101. CONTACT NAME: MEL Underwriting Service Centr, PHONE, FAX, E-MAIL ADDRESS: MELrequest@connerstrong.com. INSURER(S) AFFORDING COVERAGE: INSURER A: TRICO Municipal JIF, INSURER B: Municipal Excess Liability JIF, INSURER C, D, E, F.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL SUBR INSR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liab, Excess Liab, Workers Compensation and Employers' Liability, Property, and Auto Phys PD.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) TRICO JIF and MEL JIF limits are excess of the City of Vineland's \$200,000 SIR.

Evidence of Insurance with respect to Grant from Cumberland County Dept of Planning

CERTIFICATE HOLDER: Vineland Department of Health, 640 E Wood St, Vineland, NJ 08360. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: W. Michael Fitzgerald