

RESOLUTION NO. 2023- 463

A RESOLUTION AUTHORIZING SUB-GRANTEE AGREEMENTS FOR 2023-2024 VINELAND MUNICIPAL ALLIANCE PROGRAM ACTIVITIES.

WHEREAS, the City of Vineland has received funding from a Cumberland County Alcoholism and Drug Abuse Services Grant - Vineland Municipal Alliance for the period July 1, 2023 through June 30, 2024; and

WHEREAS, said grant program provides for certain activities to be implemented by the Vineland Police Athletic League; Vineland Public Schools; Boys and Girls Club of Cumberland County; the Municipal Alliance Coordinator and Vineland Health Department; and

WHEREAS, said funds are available in the Reserve for Cumberland County Alcoholism and Drug Abuse Services Grant - Vineland Municipal Alliance – 2023-2024, and have been certified by the Chief Financial Officer;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Vineland that the Mayor and City Clerk are hereby authorized and directed to execute agreements with the Vineland Police Athletic League; Vineland Public Schools; Boys and Girls Club of Cumberland County; the Municipal Alliance Coordinator and Vineland Health Department for activities to be implemented under the Cumberland County Alcoholism and Drug Abuse Services Grant - Vineland Municipal Alliance for the period July 1, 2023 through June 30, 2024.

Adopted:

\_\_\_\_\_  
President of Council

ATTEST:

\_\_\_\_\_  
City Clerk

CONTRACT AGREEMENT

BY AND BETWEEN

THE CITY OF VINELAND

AND

VINELAND PUBLIC SCHOOLS - BOARD OF EDUCATION

THIS AGREEMENT, entered into on \_\_\_\_\_, by and between the CITY OF VINELAND, hereinafter called "CITY"; and VINELAND PUBLIC SCHOOLS - BOARD OF EDUCATION, hereinafter called "BOARD";

WITNESSETH:

WHEREAS, the City of Vineland has received funding from a Cumberland County Alcoholism and Drug Abuse Services Grant - Vineland Municipal Alliance for the period July 1, 2023 through June 30, 2024; and

WHEREAS, said grant provides funding in the amount of \$3,635.00 for a drug and alcohol free post-graduation celebration given for all graduates, which amount shall be matched with \$908.75 in cash to be provided by Vineland Public Schools - Board of Education; and

WHEREAS, the City of Vineland desires to subgrant said funds to the BOARD for the purpose of completion of these activities; and

WHEREAS, Vineland Public Schools - Board of Education has represented to the City of Vineland that they have the ability to complete the project in accordance with the requirements of the County of Cumberland and its agreement with the City;

NOW, THEREFORE, the parties hereto mutually agree as follows:

I. CONTRACT PERIOD

This contract shall be effective for the period July 1, 2023 through June 30, 2024.

II. SERVICES TO BE PERFORMED.

For and in consideration of the compensation hereinafter set forth, the BOARD hereby agrees to Conduct a drug and alcohol free, all night, post-graduation celebration given for all graduates. Participants of the Project Graduation committee will work with Vineland City Council to implement a local proclamation for the month of June to bring awareness to Alcohol and Drug Awareness Month. Participants of the Project Graduation committee will attend a designated Council meeting to receive and read the proclamation. At a minimum, four Project Graduation planning sessions will include drug and alcohol education with a special emphasis on tobacco and vaping prevention for all students in the Project Graduation planning committee. A tobacco/vape education presentation will also be conducted for high school students during the school year.

Subgrantees must have prescription abuse, drug and alcohol information available at every event sponsored which utilizes funding by the Vineland Municipal Alliance and brochures which promote the Vineland Municipal Alliance should be displayed in place of business throughout the year.

All publications, announcements, press releases, flyers, brochures, etc. that are designed by grantee using these funds must state: **Supported by funds from the Vineland Municipal Alliance and the GCADA through the Vineland Department of Health.**

The BOARD agrees to designate a representative for participation in Municipal Alliance meetings and activities. The BOARD's Student Assistance Coordinator will be responsible for reporting of statistics to the City of Vineland. One representative who is working on Alliance initiatives must attend a Vineland Municipal Alliance sponsored training at least once a year.

It is mandatory that the representative attend all quarterly Vineland Municipal Alliance meetings. Should the representative be unable to attend, a brief report shall be submitted to the Municipal Alliance Coordinator. The representative is responsible for obtaining all information discussed at said meetings.

### III. COMPENSATION.

A. The BOARD agrees to provide the required 100% match for the period of this agreement as follows:

In-Kind (75%)	\$ 2,726.25
Cash (25%)	\$ 908.75

A 25% cash match is a requirement of this grant. Evidenced by form of receipts and/or invoices to substantiate your agency's expenses towards the Alliance activities you are subcontracted for are required with quarterly fiscal and programmatic reports. Failure to provide justification of 25% cash match contribution may result in termination of contract.

B. As compensation for the services provided hereunder CITY agrees to pay the BOARD an amount not to exceed two thousand eight hundred dollars (\$3,635.00), which shall include the \$908.75 cash match to be provided by the BOARD as provided in Subsection A above.

C. No payment shall be made or become due hereunder except upon BOARD's submission of detailed invoices itemizing the work completed and the time period of completion. All detailed invoices for payment must be submitted with documentation by June 7, 2024. For those programs scheduled just prior or after this due date, the subgrantee must notify the Municipal Alliance Coordinator in writing on or before April 26, 2024 indicating the need for additional time to complete documentation.

IN WITNESS WHEREOF, the CITY and Vineland Public Schools - Board of Education have executed this Agreement as of the date and year first above written.

CITY OF VINELAND

By \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

VINELAND PUBLIC SCHOOLS - BOARD OF EDUCATION

\_\_\_\_\_

ATTEST:

\_\_\_\_\_

CONTRACT AGREEMENT

BY AND BETWEEN

THE CITY OF VINELAND

AND

BOYS AND GIRLS CLUB OF CUMBERLAND COUNTY

THIS AGREEMENT, entered into on \_\_\_\_\_, by and between the CITY OF VINELAND, hereinafter called "CITY"; and the BOYS AND GIRLS CLUB OF CUMBERLAND COUNTY, hereinafter called "BGC";

WITNESSETH:

WHEREAS, the City of Vineland has received funding from a Cumberland County Alcoholism and Drug Abuse Services Grant - Vineland Municipal Alliance for the period July 1, 2023 through June 30, 2024; and

WHEREAS, said grant provides funding in the amount of \$5,700.00 for educational training for the Boys and Girls Club youth, which shall be matched by \$1,425.00 in cash to be provided by the BGC; and

WHEREAS, the City of Vineland desires to subgrant said funds to the BGC for the purpose of completion of these activities; and

WHEREAS, BGC has represented to the City of Vineland that they have the ability to complete the project in accordance with the requirements of the County of Cumberland and its agreement with the City;

NOW, THEREFORE, the parties hereto mutually agree as follows:

I. CONTRACT PERIOD

This contract shall be effective for the period July 1, 2023 through June 30, 2024.

II. SERVICES TO BE PERFORMED.

For and in consideration of the compensation hereinafter set forth, BGC hereby agrees to Work together with Vineland Public Schools and the City of Vineland to conduct an evidence-based program that focuses on providing youth with group prevention and intervention activities, learning projects, and social interactions to build leadership skills, teamwork, problem solving, and critical thinking. The program will take place once a week at two Club locations during after-school and evening program activities with members and families/guardians attending sessions. The program will help focus the attention and interaction of the entire Club and surrounding community on prevention issues and will get message out to the community through family group sessions and community events, social media and role playing.

Subgrantees must have prescription abuse, drug and alcohol information available at every event sponsored which utilizes funding by the Vineland Municipal Alliance and brochures which promote the Vineland Municipal Alliance should be displayed in place of business throughout the year.

All publications, announcements, press releases, flyers, brochures, etc. that are designed by grantee using these funds must state: **Supported by funds from the Vineland Municipal Alliance and the GCADA through the Vineland Department of Health.**

BGC agrees to designate a representative for participation in Municipal Alliance meetings and activities. BGC's Executive Director/Coordinator will be responsible for reporting of statistics to the City of Vineland. One representative who is working on Alliance initiatives must attend a Vineland Municipal Alliance sponsored training at least once a year.

It is mandatory that the representative attend all quarterly Vineland Municipal Alliance meetings. Should the representative be unable to attend, a brief report shall be submitted to the Municipal Alliance Coordinator. The representative is responsible for obtaining all information discussed at said meetings.

**III. COMPENSATION.**

A. BGC agrees to provide the required 100% match for the period of this agreement as follows:

In-Kind (75%)	\$ 4,275.00
Cash (25%)	\$ 1,425.00

A 25% cash match is a requirement of this grant. Evidenced by form of receipts and/or invoices to substantiate your agency's expenses towards the Alliance activities you are subcontracted for are required with quarterly fiscal and programmatic reports. Failure to provide justification of 25% cash match contribution may result in termination of contract.

B. As compensation for the services provided hereunder CITY agrees to pay BGC an amount not to exceed five thousand seven hundred dollars (\$5,700.00), which shall include the \$1,425.00 cash match to be provided by the BGC as provided in Subsection A above.

C. No payment shall be made or become due hereunder except upon BGC's submission of detailed invoices itemizing the work completed and the time period of completion. All detailed invoices for payment must be submitted with documentation by June 7, 2024. For those programs scheduled just prior or after this due date, the subgrantee must notify the Municipal Alliance Coordinator in writing on or before April 26, 2024 indicating the need for additional time to complete documentation.

IN WITNESS WHEREOF, the CITY and Boys and Girls Club have executed this Agreement as of the date and year first above written.

CITY OF VINELAND

By \_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

BOYS AND GIRLS CLUB OF  
CUMBERLAND COUNTY

\_\_\_\_\_

ATTEST:

\_\_\_\_\_

*Vineland Municipal Alliance*  
City of Vineland Department of Health  
640 E. Wood Street ♦ PO Box 1508  
Vineland, NJ 08362-1508  
(856)794-4000 ♦ Fax (856)405-4608

**MEMORANDUM**

**TO:** Robert Dickenson, Business Administrator  
**FROM:** Miranda Ashmen, Vineland Health Department  
**CC:** Macleod Carre, Health Director  
Susan Baldosaro, Director of Finance  
Laura Gilroy, Senior Accountant  
**DATE:** September 19, 2023  
**RE:** 2023-2024 Vineland Municipal Alliance Sub-grantees

Below is the breakdown for the funds for Vineland Municipal Alliance.  
Those needing contracts will be designated with an asterisk (\*).

**Municipal Alliance Coordinator**      \$3,484.00 + \$871.00 (cash match)

Miranda Ashmen  
Vineland Health Department  
4<sup>th</sup> Floor East  
640 E. Wood Street  
Vineland, NJ 08360  
*In-Kind match: \$2,613.00*

VHD personnel completes all paperwork for the Alliance, including meeting minutes, quarterly reports, RFP's, handles general Alliance communication and meeting materials, responsible for monitoring program activity.

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**PAL**      \$2,750.00 + \$687.50 (cash match)

Vineland Police Department  
111 N. Sixth Street  
Vineland, NJ 08360  
Contact: Phillip Martinez  
*In-Kind match: \$2,062.50*

Supervised Drug Free Recreation will be provided. Vineland PAL director, coordinator, volunteer staff and others working with children will be versed on alcohol, tobacco and other drugs (ATOD). This knowledge will be utilized during programs and recreational activities. At least one quarterly educational activity for the youth of our community and their parents/grandparents will be held. Topic for the educational activity must include the dangers of alcohol, prescription drug misuse, and tobacco/vaping usage.



**Sticker Shock (Community Policing)**

\$3,000.00 + \$750.00 (cash match)

Vineland Police Department  
620 E. Plum Street  
Vineland, NJ 08360  
Contact: Sergeant Terry Hall  
*In-Kind match: \$2,250.00*

Provide information at a minimum 6 events per year at local liquor stores to host Sticker Shock Campaign events. Sticker Shock is a public awareness campaign that raises awareness to prevent underage alcohol consumption by placing brightly colored stickers on multi-packs of beer, wine coolers, and other alcohol related products that appeal to underage drinkers.

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**Faith Based Program**

Vineland Health Department                      \$1,800.00 + \$450.00 (cash match)  
4<sup>th</sup> Floor East  
640 E. Wood Street  
Vineland, NJ 08360  
Contact: Miranda Ashmen, Vineland Municipal Alliance Coordinator  
*In-Kind match: \$1,350.00*

Provide a Prescription Drug Safe Disposal Awareness Campaign with the Faith Based Community. Posters and postcards with information regarding the dangers of prescription drug abuse, the safe disposal of prescription drugs and the use of prescription Drop Boxes will be made available to the congregations of faith based organizations. These will be distributed to a combined minimum of 3 unduplicated Faith Based Organizations (FBO). This campaign will increase community awareness and educate FBO about dangers surrounded by prescription drug abuse. It will address how to properly dispose of unwanted drugs ultimately decreasing access to prescription drugs. Presentations may also be conducted at participating FBO services as they host a medication drop off day.

Arrange 3 *Medication Drug Take Back Days*. They will partner with the Vineland Police Department and the Vineland Police Department Chaplains Program and insure that each FBO host a minimum of one **Medication Drop Off Sunday**.

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**Alliance Promotion**

\$2,862.00 + \$715.50 (cash match)

Vineland Health Department  
4<sup>th</sup> Floor East  
640 E. Wood Street  
Vineland, NJ 08360  
Contact: Miranda Ashmen, Vineland Municipal Alliance Coordinator  
*In-Kind match: \$2,146.50*

The main purpose of this activity is for Alliance Members to learn more about the dangers of prescription drug misuse, tobacco usage, and underage alcohol consumption and to recruit the community to join the Municipal Alliance. A consultant will implement regarding medication misuse, tobacco/vaping, or underage drinking for members that will include presenters, training packets, facility rental and refreshments. In addition, the Coordinator will work to increase membership during the grant year through phone calls, networking, social media and other media outlets, and updating Alliance brochure and committee information.

**\*Youth Forum (Vineland Public Schools)**

\$3,635.00 + \$908.75 (cash match)

61 W. Landis Avenue

Vineland, NJ 08360

Contact: Alfonso Llano, Superintendent

*In-Kind match: \$2,726.25*

Conduct a drug and alcohol free, all night, post-graduation celebration for all graduates. Students involved with the Project Graduation planning process will help create a proclamation regarding June as *Alcohol and Drug Awareness Month* in Vineland. A tobacco/vape education presentation will also be conducted for high school students during the school year. Information about tobacco/ vape usage will be distributed in a minimum of 4 planning meetings and/or fundraiser events.

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**\*Positive Action (Boys and Girls Club of Cumberland County)** \$5,700.00 + \$1,425.00 (cash match)

Youth for Change Center

560 Crystal Avenue

Vineland, NJ 08360

Contact: Christopher Volker, Executive Director

*In-Kind match: \$4,275.00*

*POSITIVE ACTION* is an evidence-based program focuses on providing youth with group prevention and intervention activities, learning projects, and social interactions to build leadership skills, teamwork, problem solving, and critical thinking. *The program will take place once a week at two Club locations during after-school and evening program activities* with members and families/guardians attending sessions. The program will help focus the attention and interaction of the entire Club and surrounding community on prevention issues and will get message out to the community through family group sessions and community events, social media and role-playing.

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In addition, please include the following information on all sub-grantee contracts:

A 25% cash match is a requirement of the grant. Evidenced by form of receipts and/or invoices to substantiate your agency's expenses towards the Alliance activities you are subcontracted for and required to report with quarterly fiscal and programmatic reports. Failure to provide justification of 25% cash match contribution may result in termination of contract.

Sub-grantees must have prescription abuse, drug and alcohol information available at every event sponsored which utilizes funding by the Vineland Municipal Alliance and brochures which promote the Vineland Municipal Alliance should be displayed in place of business throughout the year.

One representative who is working on Alliance initiatives must attend a Vineland Municipal Alliance sponsored training at least once a year.

It is mandatory that the representative attend all quarterly Vineland Municipal Alliance meetings. Should the representative be unable to attend, a brief report shall be submitted to the Municipal Alliance Coordinator. The representative is responsible for obtaining all information discussed at said meetings.

All publications, announcements, press releases, flyers, brochures, etc. that are designed by grantee using these funds must say: Supported by funds from the Vineland Municipal Alliance and the GCADA through the Vineland Department of Health.

In the section for Compensation, section C: Please change the dates to say June 7, 2024 for the submittal of all paperwork and April 26, 2024 for the notification, if additional time is needed.