



**OFFICE OF THE
CHIEF FINANCIAL OFFICER**
Office of Development and Grants

Coleman A. Young Municipal Center
2 Woodward Avenue, Suite 1026
Detroit, Michigan 48226

Phone 313•628•1258
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March 5, 2024

The Honorable Detroit City Council
ATTN: City Clerk Office
200 Coleman A. Young Municipal Center
Detroit MI 48226

RE: Request to Accept and Appropriate the FY 2024 Certification in Infection Control Scholarship Grant

The National Association of County and City Health Officials has awarded the City of Detroit Health Department with the FY 2024 Certification in Infection Control Scholarship Grant for a total of \$4,000.00. There is no match requirement. The total project cost is \$4,000.00.

The objective of the grant is to increase the Department's capacity in health care infection prevention and control. The funding allotted to the department will be utilized for staff training and certification costs associated with infection control.

If approval is granted to accept and appropriate this funding, the appropriation number is 21387.

I respectfully ask your approval to accept and appropriate funding in accordance with the attached resolution.

Sincerely,

DocuSigned by:
Terri Daniels
4D2BEE23C8D489...

Terri Daniels
Director of Grants, Office of Development and Grants

DocuSigned by:
Matthew Spayth
17E14C346551467
Office of Budget

CC:
Sajjiah Parker, Assistant Director, Grants



Office of Development and Grants

RESOLUTION

Council Member _____

WHEREAS, the Health Department is requesting authorization to accept a grant of reimbursement from National Association of County and City Health Officials, in the amount of \$4,000.00, to increase the Department's capacity in health care infection prevention and control; and

WHEREAS, this request has been approved by the Office of Budget; now

THEREFORE, BE IT RESOLVED that the Director or Head of the Department is authorized to execute the grant agreement on behalf of the City of Detroit, and

BE IT FURTHER RESOLVED, that the Budget Director is authorized to establish Appropriation number 21387, in the amount of \$4,000.00, for the FY 2024 Certification in Infection Control Scholarship Grant.

Gregory Andrews

Subject: FW: CIC Scholarship Application

From: Infectious Diseases <Idiseases@naccho.org>

Sent: Tuesday, February 13, 2024 2:41 PM

Cc: Infectious Diseases <Idiseases@naccho.org>

Subject: [EXTERNAL] CIC Scholarship Application

Dear Colleagues,

Congratulations! NACCHO is pleased to inform you that your organization has been selected to receive a scholarship to support local health department staff certification in infection control.

Your organization had multiple people apply for the scholarship, so across those individuals included in this email, you may request reimbursement for up to \$4,000 for expenses incurred between today's date and June 30, 2024. This is \$4,000 per health department not per individual, so we recommend you strategize about what materials you will use to prepare. Reimbursable costs include registration for the exam, re-certification exam costs, reference books and other study materials, practice exam costs, membership fees for the Association for Professionals in Infection Control and Epidemiology (APIC), and registration and associated travel costs for trainings or courses to prepare for the exam. Note: If those trainings or courses are conducted through a university, additional documentation will be required.

If you wish to accept this scholarship opportunity, **please complete the attached Acceptance of Award form and submit it in PDF format in [OpenWater](#) by 5:00 PM ET on Friday, March 1, 2024.** Accepting this opportunity entails your LHD's agreement that the specified individuals will provide feedback on the certification process and demonstrated impact of certification to NACCHO to inform future project activities supporting local health departments in healthcare infection prevention and control. If you are unable to accept the award, please let us know immediately so another site may be selected instead. Once the Acceptance of Award form is submitted, we'll share the reimbursement instructions.

Additional instructions for submitting in [OpenWater](#): Using the individual who submitted the application's account, go under "My Applications" and select "Incomplete." Here, you will see the "2024 Certification in Infection Control Scholarship" as the Program and "Letters of Commitments" as the Round. This will take you to the second round of the application to submit your signed PDF letter of commitment signifying your acceptance of award on behalf of your LHD.

We also created a community on [NACCHO's Virtual Communities Platform](#) that we encourage you to join to discuss with other LHDs any questions or challenges that come up as you prepare for the exam, and to ask questions of NACCHO staff about the reimbursement process (and see already asked and answered questions). You will need your (free) MyNACCHO login to access the community, and once you are logged in, you can search for [CIC Scholarship Community](#). Please use this [guide to Virtual Communities](#) that can address questions you may have.

Congratulations again, and we look forward to working with you! If you have any questions, please do not hesitate to contact us.

Best,
NACCHO's Emerging Infectious Disease Team