



**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
Fax 313•224•0542
www.detroitmi.gov

June 12, 2024

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

RE: Request to Accept an Increase in Appropriation for the FY 2024 COVID Workforce Development Grant

The Michigan Department of Health and Human Services (MDHHS) has awarded an increase in appropriation to the City of Detroit Health Department for the FY 2024 COVID Workforce Development Grant, in the amount of \$30,036.00. This funding will increase appropriation 21361, previously approved in the amount of \$110,000.00, by council on November 21, 2023, to a total of \$140,036.00.

The objective of the grant is to establish, expand, and sustain the public health workforce. The funding allotted to the department will be utilized to pay for staff salaries and associated project administration costs.

I respectfully ask your approval to accept the increase in appropriation funding in accordance with the attached resolution.

Sincerely,

DocuSigned by:
Terri Daniels
4D2BEEE23C8D489...

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 an increase in appropriation for the FY 2024 COVID Workforce Development Grant, from the Michigan Department of Health and Human Services (MDHHS), in the amount of \$30,036.00, to pay for staff salaries and associated project administration costs; and

WHEREAS, this funding will increase appropriation 21361, previously approved in the amount of \$110,000.00, by council on November 21, 2023, to a total of \$140,036.00; and

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

BE IT RESOLVED, that the Budget Director is authorized to increase the budget accordingly for appropriation number 21361, in the amount of \$30,036.00, for the FY 2024 COVID Workforce Development Grant.

Email Information

From : ReeceC@michigan.gov Sent : Mar-21-24 12:43:40 PM
 To : Mutebij@detroitmi.gov
 Subject : MDHHS Emerging Threats- Local Health Department- 2024 Amendments

Message :

03/13/2024

Andre Blair, Accountant
 Detroit Health Department
 City Treasurer
 1151 Taylor Ste 333-CDetroit, MI 48202 1732

Dear Andre Blair:

The following lists the FY 2024 amendments for your organization for funding administered by the Michigan Department of Health and Human Services (MDHHS) through the Comprehensive Agreement. All projects must be budgeted and expended consistent with the requirements contained in your Comprehensive Agreement.

Amendment List

i-a. Allocation Changes – Existing Projects

Project Title	Current Amount	Amended Amount	New Project
Reopening Schools HRA	317,000.00	28,000.00	345,000.00
TOTAL :	317,000.00	28,000.00	345,000.00

i-b. New Allocation – New Projects

Project Title	Current Amount	Amended Amount	New Project
COVID Workforce Development	0.00	140,036.00	140,036.00
TOTAL :	0.00	140,036.00	140,036.00

ii. Budget Category changes

Project Title
ELC Contract Tracing, Investigation, Testing Coord., and Infection Prevention

Next Steps

The next steps in the MI E-Grants system for amending your applications and budgets and submitting your Comprehensive Agreement Amendment for MDHHS approval are as follows:

1. The project manager will assign the agency users to any new Emerging Threats- Local Health Department- 2024 projects.
2. For your convenience you can access the "Comprehensive Agreement Training for Grantee" material on the home page by clicking "About EGrAMS" and downloading the PDF. Access the system using the URL: <https://egram-mi.com/MDHHS/>.
3. Login into MI E-Grants system.
4. Enter the application using the drop down menu's "Grantee>Grant Application>Enter Grant Application" and click on "Go".
5. Select the ETLHD-2024/Emerging Threats- Local Health Department- 2024 program and click the "Go" button.
6. Select the hyperlink titled "Emerging Threats- Local Health Department- 2024".
7. Select hyperlink to various projects and amend the application sections. See page 59 for detailed instructions.
8. When the amended application has been entered, validated, and is error free it is ready for submission by the authorized official.

Additional Documents

To view your original and amended agreement use the drop-down menu's "Grantee> Project Director> Application Status" and click the 'Go' button. Select the Grant Program and click on the 'Find' button. Select the agreement from the dropdown menu located at the bottom of the screen. "Draft" is the pending amendment. Click on the 'View Contract' to access the selected agreement.

Technical Assistance

Technical assistance to complete the requested Grant Amendment is available through the Grants Section Help Desk at MDHHS-EGRAMS-HELP@michigan.gov or 517-335-3359. For Programmatic questions, please contact your MDHHS Program Coordinator. You may also refer to your training materials and the yellow book and help icons within MI E-Grants for assistance.

Please complete the requested updates and have your Authorized Official submit the amended Grant Agreement through MI E-Grants within **two weeks**.

Sincerely,

Laura Geist
Bureau of Grants and Purchasing, Grants Administration Section Manager
Michigan Department of Health and Human Services

cc: gatbontonc@detroitmi.gov

