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**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

November 21, 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 2025 COVID Workforce Development Grant

The Michigan Department of Health and Human Services (MDHHS) has awarded the City of Detroit Health Department with the FY 2025 COVID Workforce Development Grant for a total of \$110,000.00. There is no match requirement. The total project cost is \$110,000.00.

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. This is a reimbursement grant.

If approval is granted to accept and appropriate this funding, the appropriation number is 21498.

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

Sincerely,

DocuSigned by:
Terri Daniels
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Terri Daniels
Director, Office of Development and Grants

DocuSigned by:
Matthew Spayth
17E14C3405E1467...
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 the Michigan Department of Health and Human Services (MDHHS), in the amount of \$110,000.00, to pay for staff salaries and associated project administration costs; 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 21498, in the amount of \$110,000.00, for the FY 2025 COVID Workforce Development Grant.



[EXTERNAL] MDHHS Emerging Threats- Local Health Department- 2025 Amendments

From noreply@egrans-mi.net <noreply@egrans-mi.net>
Date Tue 11/19/2024 12:49 PM
To Claudia Richardson <claudia.richardson@detroitmi.gov>
Cc elsayed@detroitmi.gov <elsayed@detroitmi.gov>

10/25/2024

Claudia Richardson, Project Director
Detroit Health Department
City Treasurer
1151 Taylor Ste 333-CDetroit, MI 48202 1732

Dear Claudia Richardson:

The following lists the FY 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
N/A

i-b. New Allocation – New Projects

Project Title	Current Amount	Amended Amount	New Project
COVID Workforce Development	0.00	110,000.00	110,000.00
TOTAL :	0.00	110,000.00	110,000.00

ii. Budget Category changes
N/A

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- 2025 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://egrams-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-2025/Emerging Threats- Local Health Department- 2025 program and click the "Go" button.
6. Select the hyperlink titled "Emerging Threats- Local Health Department- 2025".
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 517-335-3359C. 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