



CITY OF DETROIT  
OFFICE OF THE CHIEF FINANCIAL OFFICER  
OFFICE OF DEVELOPMENT AND GRANTS

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December 13, 2022

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 2023 Local Comprehensive - Women Infant Child (WIC) Breastfeeding 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 2023 Local Comprehensive - Women Infant Child (WIC) Breastfeeding Grant, in the amount of \$7,821.00. There is no match requirement. This grant was approved by Council in the adopted budget. This funding will increase appropriation 21027 by \$3,111.00. This grant was previously approved in the amount of \$250,000.00, and will be increased to a total of \$253,111.00.

The objective of the grant is to implement and maintain an effective breastfeeding peer counselor program. This grant will enable the department to pay for staff salary, travel, equipment/supplies and marketing campaign cost.

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

Sincerely,

DocuSigned by:

*Terri Daniels*

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Terri Daniels  
Director of Grants, Office of Development and Grants

DocuSigned by:

*Matthew Spayth*

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Office of Budget

CC:  
Sajjiah Parker, Assistant Director, Grants

## Office of Development and Grants

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### RESOLUTION

**Council Member** \_\_\_\_\_

**WHEREAS**, the Health Department is requesting authorization to accept an increase in appropriation for the FY 2023 Local Comprehensive - Women Infant Child (WIC) Breastfeeding Grant, from the Michigan Department of Health and Human Services, in the amount of \$7,821.00, to implement and maintain an effective breastfeeding peer counselor program; and

**WHEREAS**, this grant was approved by Council in the adopted budget; and this funding will increase appropriation 21027 by \$3,111.00; this grant was previously approved in the amount of \$250,000.00, and will be increased to a total of \$253,111.00; 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 increase the budget accordingly for appropriation number 21027, in the amount of \$3,111.00, for the FY 2023 Local Comprehensive - Women Infant Child (WIC) Breastfeeding Grant.

10/18/2022

Christina Floyd, Deputy Director  
 Detroit Health Department  
 City Treasurer  
 1151 Taylor Ste 333-CDetroit, MI 48202 1732  
 Dear Christina Floyd:

The following lists the FY 2023 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
WIC Breastfeeding	245,290.00	7,821.00	253,111.00
WIC Resident Services	4,773,969.00	146,897.00	4,920,866.00
TOTAL :	5,019,259.00	154,718.00	5,173,977.00

##### i-b. New Allocation – New Projects

Project Title	Current Amount	Amended Amount	New Project
SDOH Planning	0.00	50,000.00	50,000.00
Statewide Lead Case Management - Fixed Fee	0.00	0.00	0.00
TOTAL :	0.00	50,000.00	50,000.00

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 Local Health Department - 2023 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://egramsmi.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 CO-2023/Local Health Department - 2023 program and click the "Go" button.
6. Select the hyperlink titled "Local Health Department - 2023".
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](mailto: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.